

**RECORD OF OPEN DECISIONS****FINANCE AND MANAGEMENT COMMITTEE**

At the Meeting of the Finance and Management Committee held on 18th June 2009, the following decisions were taken.

Urgent decisions or those exempt from call-in are indicated in the third column of the table. These decisions cannot be called in and are effective immediately.

All other decisions may be called in until 5.00 p.m. on Monday, 29th June 2009.

A request to call in a decision must be made by at least three Members, including at least one Member of the controlling group. The request must be made in writing to the Chief Executive<sup>1</sup>.

If no request to call in a decision is received within this time limit then the decision becomes effective immediately.

<b><u>Agenda Item No.</u></b>	<b><u>OPEN REPORTS</u></b>	<b><u>Urgent/ Call-in Exempt</u></b>
7.	<b><u>AGENDA ITEM</u></b> COMPLAINTS & FREEDOM OF INFORMATION REQUESTS – 1ST OCTOBER 2008 TO 31ST MARCH 2009	
	<b><u>DECISION:</u></b> That the Committee notes the content of the report.	
8.	<b><u>AGENDA ITEM</u></b> ANNUAL PERFORMANCE MANAGEMENT REPORT (1 <sup>ST</sup> APRIL 2008 – 31 <sup>ST</sup> MARCH 2009)	
	<b><u>DECISION:</u></b> (1) That the Council's key achievements and performance for the year ending 31st March 2009 be noted. (2) That where performance has failed to achieve the specified target, the Committee accepts the adequacy of the responses submitted. (3) That the Committee's congratulations be extended to all staff concerned.	
9.	<b><u>AGENDA ITEM</u></b> SERVICE PLANS 2009/10	
	<b><u>DECISION:</u></b> (1) That the Service Plans for Legal and Democratic, Organisational Development, Customer Services, IT and Business Improvement and Finance and Property Services be approved as the basis for service delivery over the period to March 2010. (2) That the Committee's congratulations be extended to all staff concerned.	

10.	<b><u>AGENDA ITEM</u></b> CONSULTATION STRATEGY ANNUAL REPORT 2009/10	
	<b>DECISION:</b> (1) That the Committee approves the revised Action Plan to guide the work of the Council in undertaking consultation with its service users, residents, partners and staff during 2009/10. (2) That the key consultation achievements for the year ending 31st March 2009 be noted. (3) That the results of the Place Survey be disaggregated into Wards and other relevant areas, as far as possible.	
11.	<b><u>AGENDA ITEM</u></b> CORPORATE EQUALITY AND FAIRNESS SCHEME 2008-2011 – ANNUAL REPORT	
	<b>DECISION:</b> (1) That the Committee approves the actions listed at Annexe 'SMB1' to the Signed Minute Book, to progress to "achieving" status under the revised National Equality Framework by March 2010. (2) That the key achievements and outcomes from the Corporate Equality Fairness Scheme for the year ending March 2009 be noted. (3) That the Committee notes the publication of the new Equality Framework for Local Government.	
12.	<b><u>AGENDA ITEM</u></b> ANNUAL TRAINING REPORT 2008/09 AND PRIORITIES FOR 2009/10	
	<b>DECISION:</b> (1) That the Committee approves the priority areas for training and development during 2009/10, which are linked to the delivery of key priorities of the Council's Corporate Plan 2009/14. (2) That the range of training activities and actions provided during 2008/09 be noted.	
13.	<b><u>AGENDA ITEM</u></b> WORKFORCE DEVELOPMENT STRATEGY 2009/14	
	<b>DECISION:</b> (1) That the Workforce Development Strategy 2009/14 and associated action plan, copies of which are incorporated in the Signed Minute Book at Annexe 'SMB2', be approved. (2) That the progress made on the action plan be reported as part of the Council's performance management reporting arrangements.	
14.	<b><u>AGENDA ITEM</u></b> RECHARGEABLE REPAIRS	
	<b>DECISION:</b> (1) That the Committee approves an amendment to the administration charge for processing a rechargeable repair from 15% to 10%, to bring the fee in line with the Fees and Charges policy. (2) That VAT be applied at the standard rate, only in instances where the tenant is still in residence. (3) That VAT is not applied for any rechargeable repairs and the	

	cost of making good, where the tenant has vacated the property and left in an unfit condition. (4) That VAT is not applied for rechargeable repairs and the cost of making good where a third party (i.e. not the tenant) is the party liable for paying the rechargeable repair cost.	
15.	<b><u>AGENDA ITEM</u></b> RISK MANAGEMENT – CORPORATE REVIEW AND MONITORING UPDATE	
	<b><u>DECISION:</u></b> That the updated risk register and associated analysis be noted.	

DATED: 22nd June 2009

Chief Executive

- <sup>1</sup> Although it is not necessary to use a prescribed form, copies are available from the Chief Executive.
- <sup>2</sup> NOTE – this gives an outline of the committee decision for call-in purposes but it does not necessarily reflect the final wording for minute purposes.
- <sup>3</sup> Insert both the agenda item number and its heading.