

RECORD OF DECISIONS

FINANCE AND MANAGEMENT COMMITTEE

At the Meeting of the Finance and Management Committee held on 30th November 2006, 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 Wednesday, 13th December 2006.

A request to call in a decision must be made by at least three Members representing at least two political groups. The request must be made in writing to the Chief Executive¹.

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

<u>Agenda Item No.</u> ³	<u>OPEN REPORTS</u>	<u>Urgent/ Call-in Exempt</u>
7.	<p><u>AGENDA ITEM</u> SICKNESS ABSENCE MANAGEMENT</p> <p><u>DECISION:</u>² That the comments set out at paragraphs 4.1 to 4.5 of the report be agreed as this Committee's formal response to the recommendations made by the Corporate Scrutiny Committee on sickness absence management.</p>	
8.	<p><u>AGENDA ITEM</u> "ACHIEVING MORE" – PERFORMANCE MANAGEMENT FRAMEWORK SERVICE REPORTS SECOND QUARTER 2006/07</p> <p><u>DECISION:</u> That the content of the "Achieving More" Performance Management Framework Service Reports Second Quarter 2006/07 be noted.</p>	
9.	<p><u>AGENDA ITEM</u> "ACHIEVING MORE" – PERFORMANCE MANAGEMENT FRAMEWORK OVERALL PERFORMANCE OF FINANCE AND MANAGEMENT COMMITTEE</p> <p><u>DECISION:</u> That the Committee:- (1) Notes the continuously improving performance within its area of responsibility. (2) Notes those areas where performance is not on track and agrees the remedial measures proposed in those cases. (3) Agrees that a report be submitted to the Improvement Panel to confirm the actions being taken.</p>	

10.	<p><u>AGENDA ITEM</u> DRAFT DISABILITIES EQUALITY SCHEME</p>	
	<p>DECISION: That the Council's Draft Disabilities Equality Scheme be approved and published for consultation as detailed in the report.</p>	
11.	<p><u>AGENDA ITEM</u> REVIEW OF COMPENSATION POLICIES IN CASES OF EARLY TERMINATION OF EMPLOYMENT</p>	
	<p>DECISION: That the Committee approve the following:-</p> <ul style="list-style-type: none"> • That the revised Voluntary Redundancy Scheme as detailed in Appendix 1 of the report be adopted. • That the revised Premature Retirement on Efficient Exercise Grounds as detailed in Appendix 1 of the report be adopted. • That the current Voluntary Early Retirement Scheme as detailed in Appendix 2 of the report be withdrawn. • That the Redundancy Selection Policy & Procedure be amended to reflect the above decisions. • That a single compensation policy be developed following the introduction of new regulations relating to the Local Government Pension Scheme. • That the Council continues not to exercise its discretion to use augmentation powers provided by the existing Local Government Pension Regulations. 	
12.	<p><u>AGENDA ITEM</u> AGE RETIREMENT PROCEDURE</p>	
	<p>DECISION: That the Committee approves the Age Retirement Procedure as detailed at Annexe 'A' of the report.</p>	
13.	<p><u>AGENDA ITEM</u> ASSET MANAGEMENT PLAN 2006/07</p>	
	<p>DECISION:</p> <ol style="list-style-type: none"> (1) That the Council's Asset Management Plan for 2006/07 be approved. (2) That the Council's Asset Management Plan be reviewed and updated as necessary, on a yearly basis at least. 	

14.	<u>AGENDA ITEM</u> RISK MANAGEMENT – REVIEW AND MONITORING UPDATE	
	DECISION: That the updated Risk Register and associated analysis having being considered by the Committee be noted.	
15.	<u>AGENDA ITEM</u> BUDGET AND FINANCIAL MONITORING 2006/07	
	DECISION: That the latest budget monitoring figures and associated information having been considered by the Committee be noted.	
16.	<u>AGENDA ITEM</u> IDEAS INTO ACTION	
	DECISION: That the Committee notes the ideas submitted during the recent “Ideas into Action” Campaign.	
17.	<u>AGENDA ITEM</u> IDEAS INTO ACTION – PROPOSALS FOR 2006/07	
	DECISION: (1) That the “Ideas into Action” proposals detailed at Annexe 1 of the report be approved. (2) That the Deputy Chief Executive be requested to submit a report on those “Ideas into Action” bids which are not included in Annexe 1 of the report for consideration by the Council.	
18.	<u>AGENDA ITEM</u> IMPROVEMENT PANEL MINUTES – 8TH NOVEMBER 2006	
	DECISION: That the Minutes of the Improvement Panel from its meeting held on 8th November 2006 be noted.	
	<u>EXEMPT REPORTS</u>	
23.	<u>AGENDA ITEM</u> BENEFIT FRAUD INVESTIGATION	
	DECISION: That the Committee notes the contents of the half-yearly report on the work of the Benefit Investigations Unit.	

24.	<p><u>AGENDA ITEM</u> ICT REVIEW – CONSULTATION FEEDBACK</p>											
	<p>DECISION: That following the completion of the consultation process with employees and the Trade Unions, the following actions in respect of the ICT review be approved to take effect from 1st January 2007:-</p> <table border="0" data-bbox="295 414 1268 1377"> <tr> <td data-bbox="295 414 694 526">PC Support Analyst Business Analyst GIS and NLPG Officer</td> <td data-bbox="694 414 1268 526">Deletion from establishment Change of reporting line Transfer from fixed-term to permanent employment.</td> </tr> <tr> <td data-bbox="295 526 694 705">LPG Assistant</td> <td data-bbox="694 526 1268 705">Change of reporting line Assimilation of current post holder in accordance with the Council's procedure</td> </tr> <tr> <td data-bbox="295 705 694 996">IT & e-Government Strategy Manager</td> <td data-bbox="694 705 1268 996">Rename post to Helpdesk Analyst Transfer from fixed-term to permanent employment Review of duties/grade Change of reporting line Assimilation of current post holder in accordance with the Council's procedure</td> </tr> <tr> <td data-bbox="295 996 694 1176">IT Operations and Network Manager</td> <td data-bbox="694 996 1268 1176">Rename post to Programme/Project Manager Assimilation of current post holder in accordance with the Council's procedure</td> </tr> <tr> <td data-bbox="295 1176 694 1377">Systems Manager</td> <td data-bbox="694 1176 1268 1377">Rename post to IT Services Manager One additional post to report into the role Two additional posts to report into the role.</td> </tr> </table>	PC Support Analyst Business Analyst GIS and NLPG Officer	Deletion from establishment Change of reporting line Transfer from fixed-term to permanent employment.	LPG Assistant	Change of reporting line Assimilation of current post holder in accordance with the Council's procedure	IT & e-Government Strategy Manager	Rename post to Helpdesk Analyst Transfer from fixed-term to permanent employment Review of duties/grade Change of reporting line Assimilation of current post holder in accordance with the Council's procedure	IT Operations and Network Manager	Rename post to Programme/Project Manager Assimilation of current post holder in accordance with the Council's procedure	Systems Manager	Rename post to IT Services Manager One additional post to report into the role Two additional posts to report into the role.	
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25.	<p><u>AGENDA ITEM</u> REVENUES AND BENEFITS COMPUTER SYSTEM AND THE DELIVERY OF REVENUE SERVICES</p>											
	<p>DECISION:</p> <p>(1) That the Committee note the updated position on the Derbyshire and Staffordshire Revenues and Benefits Consortium's efforts to close the Anite "Pericles" project.</p> <p>(2) That the Committee approve the progressing of the following joint working proposals:</p> <ul style="list-style-type: none"> • the provision of the Capita Academy Software Solution for the Revenues and Benefits Service. • the re-engineering of the current Revenues and Benefits Service • following the implementation of the information technology to review the overall management arrangements 											

26.	<p><u>AGENDA ITEM</u> RESHAPING OF THE LICENSING SECTION</p>	
	<p>DECISION: That the Committee approve the following restructuring proposals for the Licensing Section in Environmental Health:-</p> <ol style="list-style-type: none"> (1) That one of two Team Assistant's posts (Scale 3), which is currently vacant, be deleted. (2) That the deleted post of Team Assistant be replaced by the new post of Administrative Supervisor (Licensing & Environmental Health) on Scale 4. (3) That the post holder occupying the remaining Team Assistant's post be assimilated into the new post of Administrative Supervisor in accordance with the Council's procedure. (4) That subject to (3) above the existing Team Assistant post be made initially available for any employee on the vulnerable list, the post to be advertised internally in accordance with the Council's procedure. (5) That a Modern Apprenticeship post be established for an initial period of two years in line with the existing funding arrangements, this will be subject to review after the end of the two year period. (6) That the cost of these proposals be funded from the additional income as detailed in paragraph 5 of the report. (7) That the proposals at (1) to (6) above be the subject of consultation with relevant employees and Trades Unions and that another report be submitted to this Committee, which summarises the consultation exercise and makes final recommendations for the restructuring of the Licensing Section. 	

27.	<p><u>AGENDA ITEM</u> LEISURE AND COMMUNITY DEVELOPMENT RESTRUCTURE</p>	
	<p>DECISION:</p> <p>(1) That the Committee note the outcome of the consultation process with the affected post holder and UNISON in respect of the Leisure and Community Development Restructuring.</p> <p>(2) That following the completion of the consultation process with employees and UNISON, Committee approve the following restructuring proposals for the Council's Leisure and Community Development Division:-</p> <p>(a) The deletion of the post of Partnership Manager (Scale PO4) and Partnership Development Officer (Scale PO1).</p> <p>(b) The creation of the Partnership and Development Manager post (Scale PO3).</p> <p>(c) That subject to the Council's assimilation process, the current Partnership Development Officer be assimilated into the post of Partnership and Development Manager.</p> <p>(d) That further consultation be approved with UNISON, affected employees and Planning Services on the job description of the Open Space Development Officer.</p> <p>(e) The creation of and recruitment to the Performance and Marketing Officer post (Scale 6)</p> <p>(f) The part funding of and recruitment to a Healthy Lifestyle Officer post (Scale SO).</p> <p>(g) The funding and extension of the Community Partnership Officer (Scale SO1) contract until 31st March 2008.</p> <p>(h) The part funding and extension of the Safer Neighbourhoods Officer post (Substance Misuse) contract until 31st March 2008.</p> <p>(i) The funding and extension of the Environmental Development Officer's (Scale PO1) contract until 31st March 2008.</p> <p>(j) The creation and recruitment of the Arts and Play Officer (Scale SO2) and Community Dance Coach (Scale 5) subject to external funding or further efficiency savings.</p>	
28.	<p><u>AGENDA ITEM</u> LAND AT REPTON</p>	
	<p>DECISION:</p> <p>(1) That an area of grazing land (0.8 acres) off Pinfold Close, Repton as shown edged in black on the plan attached to the report be sold to the current occupier.</p> <p>(2) That a restrictive covenant be placed on the land (0.8 acres)</p>	

	<p>off Pinfold Close, Repton prior to its sale to ensure its future use as grazing land only.</p> <p>(3) That a pre-emption clause be included in the title transferred of the land (0.8 acres) off Pinfold Close, Repton to ensure that should the occupier wish to sell the land at any time it must, in the first instance, be offered back to the Council at the original sale price.</p> <p>(4) That a 1 metre wide strip be retained by the Council to benefit from the restrictive covenant mentioned above and to prevent the site being integrated with any future development of the adjacent land.</p>	
29.	<p>AGENDA ITEM PROPERTY AT SUTTON-ON-THE-HILL</p> <p>DECISION:</p> <p>(1) That in principle the freehold of the Sutton on the Hill Village Hall be sold to the Sutton-on-the-Hill Village Hall Committee.</p> <p>(2) That prior to the sale of the freehold of Sutton-on-the-Hill Village Hall, an assessment be made of suitable alternative uses for the existing hall and site, including the construction of a new community facility on an alternative site.</p> <p>(3) That the sum of £25,000 (exclusive of VAT but inclusive of professional fees) be spent on essential repair work at the Sutton-on-the-Hill Village Hall site prior to its sale to the Sutton-on-the-Hill Village Hall Committee.</p> <p>(4) That following the sale of the Sutton-on-the Hill Village Hall, the future maintenance of the building will become the responsibility of the Village Hall Committee, with no interest in the property retained by the District Council.</p> <p>(5) That the sale of the Sutton-on-the-Hill Village Hall site be subject to a restrictive covenant to ensure its future use for community purposes.</p> <p>(6) That a pre-emption clause be included in the transfer of title in respect of the Sutton-on-the-Hill Village Hall site in the event of the Village Hall Committee wishing to sell the building in the future.</p>	
30.	<p>AGENDA ITEM HILTON FOOTBALL PAVILION PROJECT FUNDING AND CASH FLOW</p> <p>DECISION: That Committee:-</p> <p>(1) Approve the allocation of an additional £30k capital funding from Hilton section 106 monies.</p> <p>(2) Approve an interest-free, cash loan of up to £75k for the period</p>	

	<p>1st January 2007 to 30th June 2007 to Hilton Parish Council to maintain their ability to pay the main contractor for construction of a football pavilion at The Mease until grant payment is made by the Football Foundation and VAT is refunded.</p> <p>(3) That the loan as detailed at (2) above be drawn down, only as required, by Hilton Parish Council</p>	
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DATED: 5th December 2006
Chief Executive

- 1 Although it is not necessary to use a prescribed form, copies are available from the Chief Executive.
- 2 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.
- 3 Insert both the agenda item number and its heading.