

# FINANCE AND MANAGEMENT COMMITTEE

## ACTION SHEET

At the Meeting of the Finance and Management Committee held on 22nd June 2006, the following decisions were taken.

The Call-in period expired on Tuesday, 4th July 2006 and the decisions can now be actioned by the Officer indicated in the final column of the table below. If you are not the responsible Officer, please notify Frazer Powell (phone no. 5709) in the Democratic Services Section.

<u>Agenda Item</u>		<u>To be actioned by</u>
	<b>OPEN REPORTS</b>	
7.	<b>AGENDA ITEM</b> WORK PROGRAMME 2006/07	
	<b>DECISION:</b> That the content of the Committees Work Programme for 2006/07 be noted and approved.	Director of Corporate Services
8.	<b>AGENDA ITEM</b> FINAL SERVICE PLAN AND PERFORMANCE REPORT – 2005/06	
	<b>DECISION:</b> That Committee note the year end reports and performance for the following services: <ul style="list-style-type: none"> <li>• Finance and Property Services</li> <li>• Information Technology and Customer Services</li> <li>• Revenue Services</li> <li>• Human Resources</li> <li>• Legal and Democratic Services</li> </ul>	Corporate Management Team
9.	<b>AGENDA ITEM</b> RACE EQUALITY ANNUAL REPORT 2005/06	
	<b>DECISION:</b> That the Race Equality Annual Report for 2005/06 be approved.	Deputy Chief Executive (M. Greenway)

10.	<b><u>AGENDA ITEM</u></b> DRAFT SCHEME OF DELEGATION TO OFFICERS	
	<b>RECOMMENDED:</b> That Council be requested to approve and adopt the Scheme of Delegation to Officers to form Part 3(b) of the Council's Constitution.	Acting Head of Legal & Democratic Services
11.	<b><u>AGENDA ITEM</u></b> FIXED-TERM REGULATIONS (PREVENTION OF LESS FAVOURABLE TREATMENT) REGULATIONS 2002	
	<b>DECISION:</b> That Committee approve Annexe "A" (Guidance on Fixed Term Contracts) for adoption by the Council.	Director of Corporate Services (D. Clamp)
12.	<b><u>AGENDA ITEM</u></b> CUSTOMER FIRST	
	<b>DECISION:</b> That the continued progress of the Customer First project and the achievements to date be noted.	Director of Corporate Services (P. Carroll)
13.	<b><u>AGENDA ITEM</u></b> CUSTOMER SERVICE CODE OF PRACTICE AND STANDARDS AND MYSTERY SHOPPER REPORT	
	<b>DECISION:</b> <b>That Committee</b> (1) Notes the results of the Mystery Shopper Survey. (2) Agrees the draft Customer Service Code of Practice and Standards and Action Plans.	Director of Corporate Services (P. Carroll)
14.	<b><u>AGENDA ITEM</u></b> COMPLAINTS AND FREEDOM OF INFORMATION REQUESTS 2005/06	
	<b>DECISION:</b> That the content of the report on complaints and Freedom of Information requests 2005/6 be noted.	Director of Corporate Services (N. Glossop)
15.	<b><u>AGENDA ITEM</u></b> TREASURY MANAGEMENT ANNUAL REPORT 2005/06	
	<b>DECISION:</b> That the Treasury Annual report for 2005/6 be approved.	Director of Corporate Services (K. Stackhouse)

16.	<b><u>AGENDA ITEM</u></b> BUDGET OUTTURN 2005/06	
	<p><b>DECISION:</b></p> <p>(1) That Committee approve the outturn position for the following:</p> <ul style="list-style-type: none"> <li>• General Fund Revenue Account 2005/06</li> <li>• Housing Revenue Account 2005/06</li> <li>• Capital Expenditure and Financing 2005/06</li> <li>• Collection Fund</li> </ul> <p>(2) That Committee approve the following:</p> <ul style="list-style-type: none"> <li>• Proposed transfer to Earmarked Reserves 2005/06</li> <li>• The Council's level and proposed utilisation of Earmarked Reserves</li> </ul>	Director of Corporate Services (K. Stackhouse)
17.	<b><u>AGENDA ITEM</u></b> ANNUAL EFFICIENCY STATEMENT AND PROGRESS 2005/06	
	<p><b>DECISION:</b></p> <p>(1) That Committee approve the Council's Annual Efficiency Statement for 2005/06 for submission to the Department for Communities and Local Government.</p> <p>(2) That the progress and plans for future efficiency savings be noted.</p>	Director of Corporate Services (K. Stackhouse)
18.	<b><u>AGENDA ITEM</u></b> STATEMENT ON INTERNAL CONTROL 2005/06	
	<p><b>DECISION:</b></p> <p>That Committee:</p> <p>(1) Approve the Council's Statement on Internal Control for the year ended 31st March 2006.</p> <p>(2) Authorises the Leader of the Council and the Chief Executive to sign the statement on Internal Control.</p>	Director of Corporate Services (K. Stackhouse)
19.	<b><u>AGENDA ITEM</u></b> SHIFTING RESOURCES	
	<p><b>DECISION:</b></p> <p>(1) That Committee agrees the process and the work being undertaken currently throughout the Council towards shifting resources to invest in priority areas.</p> <p>(2) That Committee receive an annual report on the Shifting Resources Project.</p>	Director of Corporate Services
	<b><u>EXEMPT REPORTS</u></b>	
24.	<b><u>AGENDA ITEM</u></b> SAFER SOUTH DERBYSHIRE PARTNERSHIP SUPPORT TEAM STRUCTURE	

	<p><b>DECISION:</b></p> <p>(1) That Committee approve the following proposals:</p> <ul style="list-style-type: none"> <li>(i) The deletion of the Partnership Community Safety Officer's post on Scale PO1 and its replacement with a new post of Partnership Safer Communities Manager on Scale PO3.</li> <li>(ii) The deletion of the Team Assistant's Post (part-time) on Scale 3 and the Assistant Anti-Social Behaviour Officer's Post on Scale 5.</li> <li>(iii) The creation of a new post of Safer Neighbourhood's Assistant on Scale 3, this post to be on a two-year fixed-term contract.</li> <li>(iv) The regrading of the Partnership Anti-Social Behaviour Officer's post from Scale PO2 to Scale SO1, this post to be on a two-year fixed term contract.</li> <li>(v) The assimilation of the current Partnership Anti-Social Behaviour Officer into the post of Partnership Safer Communities Manager at PO3, this post to be a permanent contract.</li> <li>(vi) The assimilation of the current Assistant Anti-Social Behaviour Officer into the post of Partnership Anti-Social Behaviour Officer.</li> </ul> <p>(2) That the Committee authorise consultation with the post holders affected and the relevant trade union on the above proposals and that a further report be submitted to Committee to advise Members on the outcome of the consultation and which makes final recommendations.</p> <p>(3) That the Committee approve the extension of the Safer Neighbours Officer (Substance Misuse) and Safer Neighbourhoods Officer (Community Engagement) contracts, subject to funding being available until March 2008.</p>	<p>Director of Community Services (S. Batchelor)</p>
25.	<p><b><u>AGENDA ITEM</u></b> GROUND MAINTENANCE OPERATIVES</p>	
	<p><b>DECISION:</b></p> <p>(1) That the two operatives, currently employed on 30 week fixed term contracts be taken on to the Council's full time establishment.</p> <p>(2) That the action at (1) above be funded from commuted sums negotiated with developers for the ongoing maintenance of open space on new developments.</p>	<p>Director of Community Services (C. Mason)</p>
26.	<p><b><u>AGENDA ITEM</u></b> APPOINTMENT OF PROJECT MANAGER - HILTON</p>	

	<p><b>DECISION:</b> That Committee, subject to the support of the Housing and Community Services Committee approve the following:</p> <ol style="list-style-type: none"> <li>(1) That Officers accept the most economically advantageous tender for the delivery of the Phase One Infrastructure works at the Village Hall site, Hilton.</li> <li>(2) The appointment of a Project Manager for Hilton on a three year fixed contract on the Principal Officer 1 (PO1) salary scale.</li> <li>(3) That the creation of the new post referred to at (2) above and the Phase One priority works be funded from Section 106 monies already acquired for Hilton.</li> </ol>	Director of Community Services (C. Mason)
27.	<p><b>AGENDA ITEM</b> LAND AT WALTON-ON-TRENT</p>	
	<p><b>DECISION:</b> That an easement be granted in perpetuity for electricity, water, gas and telecoms along the Council owned lane adjacent to 20 Bells End Road, Walton on Trent, as shown in Appendix 1 of the report.</p>	Director of Community Services (K. Stackhouse)
28.	<p><b>AGENDA ITEM</b> LAND AT CHURCH GRESLEY</p>	
	<p><b>DECISION:</b></p> <ol style="list-style-type: none"> <li>(1) That an area of approximately 0.5 acres of vacant land to the rear of 29 York Road, Church Gresley as detailed at Appendix 1 of the report be disposed of at best consideration for the Council.</li> <li>(2) That the Council in principle enters into discussions with the St Johns Ambulance, regarding a possible joint disposal of the parties adjoining pieces of land.</li> <li>(3) That following further discussions with the St Johns Ambulance and other interested parties a further report be brought to this Committee.</li> </ol>	Director of Community Services (K. Stackhouse)
29.	<p><b>AGENDA ITEM</b> REVENUES AND BENEFITS COMPUTER SYSTEM</p>	
	<p><b>DECISION</b> That Committee:</p> <ol style="list-style-type: none"> <li>(1) Note the Consortium's approach to the closure of the Anite "Pericles" project as detailed at paragraph 4.8 of the report.</li> <li>(2) Approve the progressing of the efficiency proposals for Revenues and Benefits Information Technology and back office processing as detailed in the report and at Annex "A" of the report.</li> </ol>	Director of Community Services (C. Swain)

30.	<p><b><u>AGENDA ITEM</u></b>  REVIEW OF THE POLICY AND ECONOMIC REGENERATION,  ENVIRONMENTAL HEALTH AND LEISURE &amp; COMMUNITY  DEVELOPMENT SERVICES</p>	
	<p><b>DECISION:</b>  That Committee approve the following:</p> <ol style="list-style-type: none"> <li>(1) The revised organisational structure for the Policy and Economic Regeneration Service as detailed in Annexe "A" of the report, together with the consequential financial implications.</li> <li>(2) The appointment of a Technical Officer in Environmental Health.</li> <li>(3) The appointment in principle, subject to consultation of an Open Space Officer as part of a re-organisation of Leisure &amp; Community Development.</li> </ol>	Corporate Management Team (M. Alflat + I. Reid)
31.	<p><b><u>AGENDA ITEM</u></b>  REVIEW OF THE PARK ATTENDANT SERVICE</p>	
	<p><b>DECISION:</b>  That Committee approve the following:</p> <ol style="list-style-type: none"> <li>(1) The appointment of an additional full-time Park Keeper.</li> <li>(2) The standardisation and amendment of the terms and conditions of employment for the post of Park Keeper as identified in the report.</li> </ol>	Director of Community Services (C. Mason)

DATED: 5th July 2006  
Chief Executive