

FINANCE AND MANAGEMENT COMMITTEE

9 June 2022

**PRESENT:**

**Labour Group**

Councillor Pearson (Chair), Councillor Rhind (Vice-Chair) and Councillors, Heath, Mulgrew, and Taylor.

**Conservative Group**

Councillors, Ackroyd, Dawson, Fitzpatrick, Ford, Lemmon and Redfern

**Independent Group**

Councillors MacPherson

**Non-Grouped**

Councillor Churchill

**In Attendance**

Councillor Smith  
Councillor Wheelton

FM/01 **APOLOGIES**

The Committee was informed that apologies had been received from Councillor Richards, Councillor Southerd (Labour Group) and Councillor Corbin (Conservative Group)

FM/02 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received.

FM/03 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

FM/04 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed no questions from Members of the Council had been received.

FM/05 **REPORTS OF OVERVIEW AND SCRUTINY COMMITTEE**

The Committee was informed that no reports of Overview and Scrutiny Committee had been received.

**MATTERS DELEGATED TO COMMITTEE**

FM/06 **SERVICE PLANS 2022-23**

The Strategic Director Corporate Resources presented the report to the Committee outlining the plans for the Chief Executive's Directorate and the Committee's Service Areas and noted that how Personal Development Reviews (PDRs) were linked to the plans and that project performance indicators would be used to measure performance of all service areas. It was further noted that some targets used were local and some were national benchmarks and that the plans included performance indicators for projects.

Councillor Churchill raised a query regarding the use of the prompt payment code.

The Head of Finance confirmed that the Council did not sign up to the prompt payment code.

Councillor Fitzpatrick raised concern regarding sickness absence and sought clarity regarding IT improvements for the Planning Portal.

The Strategic Director (Service Delivery) informed the Committee that the planning system had been recently updated and that the Planning Portal was a National System.

**RESOLVED:**

***The Committee approved the Service Plans for the Chief Executive's Directorate and Corporate Resources Directorate as the basis for overall service delivery over the period 1 April 2022 to 31 March 2023.***

FM/07 **CORPORATE PLAN 2020-24: PERFORMANCE REPORT (2021-2022 QUARTER 4 – 01 APRIL TO 31 MARCH)**

The Head of Organisational Development and Performance presented the report to the Committee. It was noted that the report included briefing sessions and staff surveys. The Committee was informed that the Employee Forum had been put on hold during the pandemic but would resume and that more briefing sessions would be carried and an annual staff survey was on the horizon.

Members raised queries regarding the opening of the reception area and publicity regarding the new telephone system.

The Head of Customer Services confirmed that the new telephone system had been tested and was on target and that information would be shared with members of the public via a number of communication methods. The Committee was also informed that a pilot was underway regarding access to the Council offices and that on average fourteen people per day were visiting the office but that the number of telephone enquires had increased significantly. It was further noted that once the pilot had concluded and new doors installed information regarding arrangements for attending the offices would be shared with Members.

Councillor Mulgrew raised concern about complaints received from residents about not being able to get through to the Council via telephone.

The Strategic Director (Corporate Resources) addressed the Committee and acknowledged that the increased number of telephone enquiries had caused delays and meant that not all calls had been answered but the situation was improving. The Head of Customer Services informed the Committee that a position in the queue message system was being explored.

Members discussed the importance for residents to be able to contact the Council via telephone and have access to the building for face to face contact.

The Chair of the Committee thanked Members for their comments which had been noted.

Head of Organisational Development and Performance addressed the Committee giving an overview of the performance measures. The Committee was updated regarding some measures that were in red, which included an improvement in unemployment figures in South Derbyshire, how rateable values had been affected by government legislation and the replacement of the Head of Operational Services.

The Head of Business Change and ICT addressed the Committee in relation to the Transformation Action Plan and confirmed that a report was expected to be brought to Committee in the near future regarding lessons learnt during the previous two years and updates regarding projects that had been placed on hold.

Members raised a concerns regarding the staff survey and safe spaces for staff to make comments.

The Head of Organisational Development and Performance informed the Committee that during the Pandemic staff engagement had been via various platforms.

**RESOLVED:**

- 1.1 The Committee approved progress against performance targets set out in the Corporate Plan 2020 - 2024.***
- 1.2 The Committee reviewed the Risk Register for the Committee's services.***
- 1.3 The Committee approved that the plan target for P3.4A: Increase the level of staff engagement, be amended for 22-23 and 23-24 to: An annual upward trend in the number of staff who have engaged with the Council. To replace the current target of: Annual Increase in the % of staff completing the survey.***
- 1.4 The Committee approved that the measure for P3.4D: % of employees that consider that the Council has a positive health and***

***safety culture be amended to The Council has a positive health and safety culture. The annual target to be amended to achieving measures linked to the Health & Safety Policy and training.***

FM/08 **RECRUITMENT OF ACTIVE SCHOOLS' PARTNERSHIP (ASP) BIKEABILITY INSTRUCTOR**

The Strategic Director (Service Delivery) presented the report that had been approved by the Housing and Community Service Committee, summarising the main points. The recommendations were outlined including the delegated authority regarding recruitment and the extension of contracts if necessary and noted that if the extension was required for more than 2 years then there would be a further report.

As Chair of Housing and Community Services Committee, Councillor Rhind recommended the report for approval.

**RESOLVED:**

- 1.1 The Committee approved a new post of an Active Schools' Partnership (ASP) Bikeability Instructor, within the Active Communities and Health Team to support the delivery of the South Derbyshire ASP's (SDASP) Bikeability programme.***
- 1.2 The Committee approved the new post to be on a fixed term contract commencing from 1 September 2022 until 23 July 2023 for 30 hours per week.***
- 1.3 The Committee approved that the grade of the post to be Scale 3, subject to job evaluation in line with the Council's scheme.***
- 1.4 The Committee approved delegated authority for the Strategic Director (Service Delivery) to recruit additional ASP Bikeability Instructors on similar terms and conditions of employment subject to available funding and increased service demand for the SDASP Bikeability programme.***
- 1.5 The Committee approved delegated authority for the Strategic Director (Service Delivery) to extend the contracts of existing ASP Bikeability Instructors subject to continued and/or growing service demand of the SDASP Bikeability programme and funding being secured.***
- 1.6 The Committee approved that a further report be submitted to both Housing and Community Services and Finance and Management Committees for any extensions to employment contracts that exceed two years so the position in relation to additional payments and subsequent liabilities are considered.***

FM/09 **£150 ENERGY REBATE: DISCRETIONARY SCHEME**

The Head of Customer Services presented the report to Committee and highlighted who would be eligible for the additional funding and how it would be distributed.

Members enquired about those who were suffering hardship and how they would know that the funding was available in addition to the government rebate fund.

The Head of Customer Services informed the Committee that to reduce confusion there would be a gap between the government rebate payments and the launch of the discretionary scheme and all those residents that did not pay by Direct Debit would be written to informing them about what was available.

The Chair requested that an informative about the discretionary payment, be shared with all Councillors.

**RESOLVED:**

***1.1 The Committee approved the proposed £150 Energy Rebate Discretionary Scheme Policy.***

FM/10 **COMPLIMENTS, COMMENTS, COMPLAINTS AND FOI REQUESTS: OCTOBER 2021 TO MARCH 2022**

The Strategic Director (Corporate Resources) presented the report to the Committee, highlighting the reduction in Freedom of Information Requests. It was explained that the increase in planning related complaints was linked to the resource shortages but assured Members that the complaints were being responded to.

Councillor Smith raised a query regarding the charges of planning pre-meetings.

The Strategic Director (Service Delivery) informed the Committee that the planning charging policy had been approved by Finance and Management and Housing and Community Services Committees but would not be launched until resources were in place to deliver the services.

**RESOLVED:**

***1.1 The Committee considered and noted the comments, compliments, complaints and FOI requests, as detailed in the report.***

FM/11 **COMMITTEE WORK PROGRAMME**

The Strategic Director – Service Delivery presented the report to the Committee.

**RESOLVED:**

***1.1 The Committee considered and approved the updated work programme.***

FM/12 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

***The Committee was informed no questions had been received.***

**LAND IN THULSTON**

***The Committee approved the recommendations in the report.***

**MINOR VARIATION TO ESTABLISHMENT – CREATION OF TREE OFFICER POST**

***The Committee approved the recommendations in the report.***

The meeting terminated at 19:30 hours

COUNCILLOR R PEARSON

CHAIR