

RECORD OF OPEN DECISIONS FINANCE AND MANAGEMENT COMMITTEE

At the Meeting of the Finance and Management Committee held on Thursday, 20th June 2013, 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 Friday, 28th June 2013.

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.

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> | <u>OPEN REPORTS</u> | <u>Urgent/ Call-in Exempt</u> |
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| 8. | <u>AGENDA ITEM</u> FINANCE AND CORPORATE SERVICES – SERVICE PLANS 2013/14 | |
| | <u>DECISION:</u> To approve the Service Plan for Finance and Corporate Services as the basis for service delivery over the period 1st April 2013 to 31st March 2013 | |
| 9. | <u>AGENDA ITEM</u> CORPORATE PLAN 2009 TO 2014: PERFORMAMNCE MANAGEMENT YEAR END REPORT 2012/13 | |
| | <u>DECISION:</u> (1) That the achievements and out turn performance at the 2012/13 year end, in relation to the Council's Corporate Plan 2009/14 be noted. (2) Review where progress has failed to achieve the specified target and consider the adequacy of the remedial action taken. (3) That and overview of the number of accidents as part of the Council's Health and Safety performance management framework be received. | |
| 10. | <u>AGENDA ITEM</u> CONSULTATION ANNUAL REPORT 2012/13 AND ACTION PLAN 2013/14 | |
| | <u>DECISION:</u> (1) To note the key consultation achievements for the year ending 31st March 2013. (2) To agree the refreshed Consultation Action Plan 2013/14. (3) To approve the refreshed Consultation and Engagement | |

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| | <p>Strategy 2013/16.</p> <p>(4) That the planned consultation activity undertaken by the Council 2013/14 is noted.</p> | |
| 11. | <p><u>AGENDA ITEM</u> COMMUNICATIONS ANNUAL REPORT 2012/13 ANNUAL REPORT 2013/14</p> | |
| | <p>DECISION:</p> <p>(1) To note the performance against the Communications Action Plan 2012/13 and the key achievements for the year ending 31st March 2013.</p> <p>(2) That the Councils revised Communications Action Plan for 2013/14 is agreed.</p> <p>(3) That the updated Corporate Communications Campaigns be approved.</p> | |
| 12. | <p><u>AGENDA ITEM</u> DATA QUALITY STRATEGY 2012/13 ANNUAL REPORT AND 2013/14 ACTION PLAN</p> | |
| | <p>DECISION:</p> <p>(1) That the progress made against the Data Quality Strategy Action Plan 2012/13 is noted.</p> <p>(2) To approved the Action Plan 2013/14</p> | |
| 13. | <p><u>AGENDA ITEM</u> CORPORATE EQUALITIES AND SAFEGUARDING ANNUAL REPORT 2012/13 AND ACTION PLAN 2013/14</p> | |
| | <p>DECISION:</p> <p>(1) That the Corporate Equalities and Safeguarding Annual Report for 2012/13 be approved for publication.</p> <p>(2) That the progress made against the 2012/13 Action Plan is noted.</p> <p>(3) To approve the Corporate Equalities and Safeguarding Action Plan for 2013/14</p> | |
| 14. | <p><u>AGENDA ITEM</u> ANNUAL TRAINING REPORT 2012/13 AND PRIORITIES FOR 2013/14</p> | |
| | <p>DECISION:</p> <p>(1) That the priority areas for training and development during 2013/14, which is linked to the delivery of key priorities of the Council's Corporate Plan 2009/14 be approved.</p> <p>(2) To note the range of training activities and actions provided during 2012/13.</p> | |
| 15. | <p><u>AGENDA ITEM</u> ANNUAL HEALTH AND SAFETY REPORT 2012/13 AND ACTION PLAN 2013/14</p> | |
| | <p>DECISION:</p> <p>That the key health and safety achievements and performance for the year ending March 2013 and endorse the Health and Safety Action Plan that sets down the priority actions for 2013/14 be reviewed.</p> | |
| 16. | <p><u>AGENDA ITEM</u> COMPLAINTS AND FREEDOM OF INFORMATION REQUESTS 1st OCTOBER 2012 TO 31st MARCH 2013</p> | |
| | <p>DECISION:</p> | |

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| | To note the complaints and FOI requests as detailed in the report. | |
| 17. | <u>AGENDA ITEM</u> MELBOURNE LEISURE FACILITIES | |
| | DECISION: That a grant for a 30 year lease to Melbourne Assembly Rooms Limited for the management of the now named Melbourne Assembly Rooms be granted. | |
| 18. | <u>AGENDA ITEM</u> WORK PROGRAMME | |
| | DECISION: That the updated work programme be received. | |
| 19. | <u>AGENDA ITEM</u> IMPLEMENTATION OF AN E-COMMITTEE SOLUTION | |
| | DECISION: <ul style="list-style-type: none"> (1) That the plan for the replacement of Member laptops and printers is ceased. (2) That tablet devices are used in place of printed material for all Committee Meetings with effect from the October 2013 cycle of Committees. (3) That laptops and printers currently held by Members are returned to the Council on receipt of the new tablets. (4) That Members sign a remote “wipe” agreement allowing devices to be restored to factory settings if they are lost, stolen or misplaced. (5) That Members sign an updated “Protocol for the use of Information Technology by Members of South Derbyshire District Council” to reflect the new tablet devices and enhance security arrangements. | |

DATED: 21st June 2013
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.