

FINANCE AND MANAGEMENT COMMITTEE

15<sup>th</sup> June 2017

**PRESENT:-**

**Conservative Group**

Councillor Harrison (Chairman), Councillor Mrs Plenderleith (Vice-Chairman) and Councillors Mrs Coe, Mrs Coyle, Ford, Hewlett, Watson and Wheeler

**Labour Group**

Councillors Rhind, Southerd, Taylor (substituting for Councillor Wilkins) and Tilley (substituting for Councillor Richards)

FM/1 **APOLOGIES**

Apologies were received from Councillor Smith (Conservative Group), Richards and Wilkins (Labour Group).

FM/2 **MINUTES**

The Open Minutes of the Meetings held on 27<sup>th</sup> April 2017 were taken as read, approved as a true record and signed by the Chairman.

FM/3 **DECLARATIONS OF INTEREST**

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

FM/4 **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/5 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

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

FM/6 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no reports of the Overview & Scrutiny Committee to consider.

FM/7 **CORPORATE PLAN 2016-21: PERFORMANCE REPORT (JAN 1 – MAR 31 2017)**

The Director of Finance and Corporate Services presented the report to Committee, highlighting the sickness absence and benefits processing figures, with the benefits performance showing improvement. With regards to sickness absence, the Director advised that in the forthcoming financial year, details of

absence will be recorded in order to separate long term and short term sickness.

**RESOLVED:**

***Members noted progress against performance targets.***

FM/8

**CORPORATE EQUALITIES ANNUAL REPORT 2016/17 AND ACTION PLAN 2017/18**

The Director of Finance and Corporate Services presented the report highlighting the projects and activities that have taken place at the Council where equalities have been demonstrated in daily service provision. The Director noted that the Action Plan included the ongoing aim to make South Derbyshire a dementia-friendly district and that due to recent legislation the annual pay audit would require reporting on gender pay.

The Chairman welcomed the report and sought clarification on where it would be published. The Director of Finance and Corporate Services advised that the report would be published on the Council's website, broadcast through a Press Release and social media, with hard copies made available at the Civic Offices.

**RESOLVED:**

***1.1 Members approved, for publication, the Corporate Equalities Annual Report for 2016/17, as detailed in Appendix A of the report.***

***1.2 Members approved the Corporate Equalities and Safeguarding Action Plan for 2017/18, as detailed in Appendix B of the report.***

FM/9

**ANNUAL TRAINING REPORT 2016/17 AND PRIORITIES FOR 2017/18**

The Director of Finance and Corporate Services presented the report to Committee, highlighting the improvement in attendance for mandatory training through reviewing how the training was being delivered. The Director updated Members on the Apprenticeship Levy, which currently amounted to 0.5% of the Council's payroll since 1<sup>st</sup> April 2017. It was explained that the government had set a target whereby 2.3% of the workforce would be required to complete an apprenticeship each year, approximately eight employees on average. In this light, the continued support of apprentices, trainees and work experience was noted.

Members sought clarification on the provision of accredited training establishments and the monitoring of attendance for mandatory training which was provided by the Director.

**RESOLVED:**

***1.1 Members approved the priority areas for training and development during 2017/18, which are linked to the delivery of the key priorities of the Council's Corporate Plan.***

***1.2 Members noted the range of training activities and actions provided during 2016/17.***

FM/10 **ANNUAL HEALTH AND SAFETY REPORT 2016/17 AND ACTION PLAN 2017/18**

The Director of Finance and Corporate Services delivered the report to Committee, highlighting that the reporting of incidents had been amended to categorise 'work-related' and 'non work-related' which enabled an effective approach to monitoring. It was noted that the Council had achieved the ROSPA Gold Award standard for the sixth consecutive year in 2016/17. The Chairman noted the Committee's appreciation of the work of those officers involved in gaining this recognition.

**RESOLVED:**

***Members reviewed the key health and safety achievements and performance for the year ending March 2017 and endorsed the health and safety action plan that sets down the priority actions for 2017/18.***

FM/11 **COMPLIMENTS, COMPLAINTS & FREEDOM OF INFORMATION REQUESTS 1 OCTOBER 2016 TO 31 MARCH 2017**

The Chairman queried the costs relating to Freedom of Information (FOI) requests. The Director of Finance and Corporate Services responded, stating that this would be difficult to assess as it depends on the complexity and action taken to address each FOI request.

**RESOLVED:**

***Members considered and noted the compliments, complaints and FOI requests, as detailed in the report.***

FM/12 **CONSULTATION ANNUAL REPORT 2016/17**

**RESOLVED:**

***1.1 Members noted the key consultation achievements for 2016/17 as detailed in Appendix A to the report.***

***1.2 Members agreed the consultation action plan for 2017/18 as detailed in Appendix B to the report.***

FM/13 **COMMUNICATIONS ANNUAL REPORT 2016-17**

The Director of Finance and Corporate Services presented the report to Committee, highlighting the 14% increase in communication via Twitter and updated Members that the new website is in its final stages, scheduled to go live this summer.

**RESOLVED:-**

***1.1 Members noted the Annual Communications Dashboard 2016/17 in Appendix A to the report.***

***1.2 Members approved the Communications Annual Report 2016/17, as detailed in Appendix B.***

FM/14 **SERVICE PLANS 2017/18**

**RESOLVED:-**

***Members approved the Service Plans for Finance and Corporate Services (Appendix A) and the Chief Executive's Directorate (Appendix B) as basis for service delivery over the period 1 April 2017 to 31 March 2018.***

FM/15 **ROSLISTON FORESTRY CENTRE – RESERVE FUNDS**

The Director of Finance and Corporate Services delivered the report outlining the current status of the management contract and the reasons for the requirement for capital investment in the interim period. The Chairman sought clarification on the financial strategy in respect of services provided by the Rosliston Forestry Centre (RFC). The Director explained that the Council subsidises the facility and that the Forestry Commission maintain the woodland and that by refreshing the site to meet the market needs would potentially be beneficial to the Centre and the Council. Councillor Hewlett, as a member of the RFC Management Executive, endorsed the recommendation in the report.

**RESOLVED:-**

***Members approved the use of identified reserves for use as part of the management contract transfer and on site developments at Rosliston Forestry Centre.***

FM/16 **COMMITTEE WORK PROGRAMME**

**RESOLVED:-**

***Members considered and approved the updated work programme.***

FM/17 **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.*

**MINUTES**

*The Exempt Minutes of the Meetings held on 27<sup>th</sup> April 2017 were received.*

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

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

**HOMELESS SERVICE REVIEW (Paragraph 3)**

*Members approved the recommendations in the report.*

**HOUSING SERVICES – A WAY FORWARD (Paragraph 2)**

*Members approved the recommendation in the report.*

The meeting terminated at 7.00pm.

COUNCILLOR J HARRISON

CHAIRMAN