

RECORD OF OPEN DECISIONS**FINANCE AND MANAGEMENT COMMITTEE**

At the Meeting of the Finance and Management Committee held on Thursday 16th June 2016, 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 5.00pm on Friday 24th June 2016.

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 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>	<u>OPEN REPORTS</u>	<u>Urgent/ Call-in Exempt</u>
7.	<u>AGENDA ITEM</u> CORPORATE SERVICES PERFORMANCE MONITORING: QUARTER 4 AND FINAL OUT-TURN 2015/16	
	<u>DECISION:</u> <i>Members approved the performance of Corporate Services for 2015/16.</i>	
8.	<u>AGENDA ITEM</u> CONSULTATION ANNUAL REPORT 2015/16	
	<u>DECISION:</u> <i>1.1 Members noted the key consultation achievements for 2015/16 as detailed in Appendix 1 to the report.</i> <i>1.2 Members agreed the refreshed Consultation Action Plan 2016/17, as detailed in Appendix 2 to the report.</i>	
9.	<u>AGENDA ITEM</u> COMMUNICATIONS ANNUAL REPORT 2015/16	
	<u>DECISION:</u> <i>1.1 Members noted the Communications Annual Report 2015/16 in Appendix 1 to the report.</i> <i>1.2 Members approved the performance against the Communications Action Plan 2015/16, as detailed in Appendix 2 to the report.</i> <i>1.3 Members agreed the Council's revised Communications Action Plan for 2016/17, as outlined in Appendix 3 to the report.</i> <i>1.4 Members approved the proposed publicity / communication campaigns 2016/17, as shown in Appendix 4 to the report.</i>	
10.	<u>AGENDA ITEM</u> DATA QUALITY STRATEGY ANNUAL REPORT 2015/16 AND ACTION PLAN 2016/17	

	DECISION: 1.1 Members noted progress made against the Data Quality Strategy Action Plan 2015/16 in Appendix 1 to the report. 1.2 Members approved the Action Plan 2016/17 in Appendix 2 to the report.	
11.	AGENDA ITEM CORPORATE EQUALITIES AND SAFEGUARDING ANNUAL REPORT 2015/16	
	DECISION: 1.1 Members approved the Corporate Equalities and Safeguarding Annual Report for 2015/16 for publication. 1.2 Members noted progress made against the 2015/16 Corporate Equalities & Safeguarding Action Plan in Appendix 2 to the report. 1.3 Members approved the Corporate Equalities and Safeguarding Action Plan for 2016/17, as detailed in Appendix 3 to the report.	
12.	AGENDA ITEM TRAINING AND DEVELOPMENT ANNUAL REPORT 2015/16	
	DECISION: 1.1 Members noted the training activity across the Council in 2015/16. 1.2 Members approved the training and development priorities for 2016/17.	
13.	AGENDA ITEM HEALTH AND SAFETY ANNUAL REPORT 2015/16	
	DECISION: Members noted the key health and safety achievements and performance for the year ending March 2016 and endorsed the health and safety action plan that sets down the priority actions for 2016/17.	
14.	AGENDA ITEM COMPLIMENTS, COMPLAINTS AND FREEDOM OF INFORMATION REQUESTS OCTOBER 2015 TO MARCH 2016	
	DECISION: Members considered and noted the complaints and FOI requests, as detailed in the report.	
15.	AGENDA ITEM CORPORATE SERVICES DIRECTORATE – SERVICE PLAN 2016/17	
	DECISION: Members approved the Service Plan for the Corporate Services Directorate as the basis for service delivery for 2016/17.	
16.	AGENDA ITEM CHIEF EXECUTIVE'S DIRECTORATE – SERVICE PLAN 2016/17	
	DECISION: Members approved the Service Plan for the Chief Executive's Directorate as the basis for service delivery over the period 1 April 2016 to 31 March 2017.	
17.	AGENDA ITEM STAFFING AMENDMENTS – COMMUNITY AND PLANNING DIRECTORATE	

	DECISION: Members approved the following staffing amendments: <ul style="list-style-type: none"> a) Appoint a Rosliston Forestry Centre Project Officer on a two year contract in partnership with the Forestry Commission. b) Appoint a Business Improvement Assistant on an 18 month contract. c) Appoint a Cultural Services Modern Apprentice on a 2 year contract. d) Increase the contract of a Service Assistant role by one day per week for 18 months. e) Appoint a replacement Planning Services Modern Apprentice on a 2 year contract, a 12 month extension to that previously approved. 	
18.	<u>AGENDA ITEM</u> COMMITTEE WORK PROGRAMME 2016/17	
	DECISION: Members considered and approved the updated work programme.	

DATED: Friday 17th June 2016

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.