MINUTES OF THE MEETING OF THE CORPORATE MANAGEMENT COMMITTEE, HELD ON MONDAY 25 SEPTEMBER 2017 AT 7.30 PM IN THE COUNCIL CHAMBER, COUNCIL OFFICES, THORPE ROAD, WEELEY

Present:	Councillors Steady (Chairman), Baker (Vice-Chairman), Cawthron, Scott, Skeels (Jnr), Stephenson and Watson
In Attendance:	Anastasia Simpson (Head of People, Performance and Projects), Richard Barrett (Head of Finance, Revenues and Benefits Services), Andy White (Head of Property Services), Katie Wilkins (Human Resources Operations Manager) and Katie Sullivan (Committee Services Officer)

23. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Councillor Chittock (with no substitute) and the Council's Corporate Director (Corporate Services) Martyn Knappett.

24. MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 14 AUGUST 2017

The Minutes of the meeting of the Committee, held on 14 August 2017, were approved as a correct record and signed by the Chairman.

Councillor Stephenson referred to minute 22 and requested that responses to questions which had been asked on the Waste Management and Recycling Performance Update / Waste and Recycling Options item be sent to the Committee by the Head of Environmental Services (John Fox).

25. DECLARATIONS OF INTEREST

There were none at this time.

Later on in the meeting, as mentioned below in minute 28, Councillor Baker declared a Non-Pecuniary Interest in item A.3, by virtue of the fact that he was a local Ward Member for Lawford and that one of the items and a question on the Performance Report was in relation to a property in Lawford.

26. REFERENCE FROM CABINET - A.1 - LONG TERM FINANCIAL SUSTAINABILITY PLAN / TEN YEAR FORECAST

The Committee had before it a Reference from Cabinet (A.1) for consideration of the Councils Long Term Financial Sustainability Plan / Ten Year Forecast.

It was reported that, at its meeting held on 5 September 2017, Cabinet had considered the Long Term Financial Sustainability Plan / Ten Year Forecast and it was resolved:

"That Cabinet:

(a) agrees the revised long term financial sustainability approach and associated ten year forecast that is set out in this report;

(b) subject to (a) above, requests officers to continue their work in developing an associated delivery plan, in consultation with Portfolio Holders, to support the delivery of the ten year forecast and in particular the budget for 2018/19;

(c) consults the Corporate Management Committee on the revised approach being taken as set out in this report;

(d) that subject to (a) above, agrees that the Local Council Tax Support Scheme grant to Town and Parish Council's be removed from the budget via the phased approach set out in the ten year forecast; and

(e) agrees to make an additional one-off contribution of £1.200m to the Beach Recharge Reserve in 2017/18, funded by £0.202m from the Fit for Purpose budget and £0.998m from the New Homes Bonus Budget."

Members were informed that the report (A.1) and the attached copy of the report considered by Cabinet referred to above (Appendix A), provided the Committee with the opportunity to comment on the Long Term Financial Sustainability Plan / 10 Year Forecast as part of developing the budget in accordance with the Council's Budget and Policy Framework.

Members raised questions and concerns which were responded to by the Head of Finance, Revenues and Benefits Services (Richard Barrett).

The Council's Head of Finance, Revenues and Benefits Services distributed an analysis of historic cost pressures to inform the discussion around the related allowance built into the forecast.

Following discussion, it was moved by Councillor Steady, seconded by Councillor Scott and **AGREED** that the Committee **COMMENTS / RECOMMENDS TO CABINET** that:-

(a) the Committee supports the Long Term Financial Sustainability Plan / 10 Year Forecast; and

(b) In respect of the money set aside for the beach recharge, the Committee thinks that it is important to ensure that the best return is achieved on the £1.5 million that will be held in reserves in the interim period.

Councillor Stephenson had voted against the above and confirmed that this was fundamentally because of his concerns in regards to the beach recharge using one off money to pay for an ongoing cost.

27. REPORT OF THE CORPORATE DIRECTOR (CORPORATE SERVICES) - A.2 - CORPORATE BUDGET MONITORING FOR THE FIRST QUARTER OF 2017/18

The Committee had before it a report of the Corporate Director (Corporate Services), which presented it with an overview of the Council's actual financial position against the budget as at the end of June 2017.

The Committee was aware that, at its meeting held on 5 September 2016, Cabinet had considered the Corporate Budget Monitoring Report for the first quarter of 2017/18 and had resolved that:

"(a) the financial position, as at the end of June 2017, be noted;

(b) in respect of the General Fund capital programme for 2017/18, a revised capital programme that totals £17.425m as set out in Appendix D be agreed; and

(c) the repair of the Venetian Bridge, Clacton be agreed and that the 2017/18 General Fund capital programme be increased by £0.205m to meet the cost of the necessary work, funded from the 2017/18 Fit for Purpose Budget."

The Cabinet report referred to above was attached as Appendix A to the report A.2 for the Committee's consideration.

Members raised questions and concerns which were responded to by the Head of Finance, Revenues and Benefits Services.

Having considered and discussed the Budget Monitoring Report, the Committee **COMMENTS / RECOMMENDS TO CABINET** that:-

(a) the Committee notes the report; and

(b) the Committee proposes that a review be undertaken in regards to Council owned Garages in the District to determine if the service that is currently being offered is considered cost effective.

28. REPORT OF THE CORPORATE DIRECTOR (CORPORATE SERVICES) - A.3 - PERFORMANCE REPORT FOR THE FIRST QUARTER OF 2017/18

Councillor Baker declared a Non-Pecuniary Interest in item A.3, by virtue of the fact that he was a local Ward Member for Lawford and that one of the items and a question on the Performance Report was in relation to a property in Lawford.

The Committee had before it a report of the Corporate Director (Corporate Services) which presented the Performance Report for Quarter One (April 2017 to June 2017), including the Corporate Plan and Priorities and Projects 2017/18.

Appendix A to that report contained details of the 15 indicators and projects where performance was measured. Of those, 11 (73%) were on, or above, their expected target and 4 (27%) were not currently in line with the expected performance. Three of the indicators and projects highlighted in the report were deemed 'non-measurable' as this Council's role was that of influence only.

Members were informed that the Performance Report for Quarter One had been presented to Cabinet on 5 September 2017 and that report was attached as Appendix B.

The Council's Human Resources Operations Manager (Katie Wilkins) gave the Committee an update in respect of several indicators and projects.

Prior to the meeting a question sheet had been circulated to members of the Committee which had given them the opportunity to ask any service specific questions on the

Performance Report for Quarter One (April 2017 to June 2017). This had enabled Officers to gather responses in time for the meeting. The Human Resources Operations Manager went through the questions and answers with the Committee.

Questions had been asked in regards to the following projects / targets:

(1) Property Management;
(2) Education;
(3) Jaywick Community Development;
(4) Maximising Tourism and Leisure Opportunities;
(5) Fly Tipping;
(6) Recycling Rate;
(7) Handling of Planning Applications;
(8) Five Year Housing Land Supply Approvals; and
(9) Sickness and Authorise Covert Surveillance.

A proposal was suggested that the Education, Health and Wellbeing and Sickness indicators be removed from the Performance Report for the Corporate Management Committee due to the fact that those items were reported to the Human Resources Committee and the Community Leadership and Partnerships Committee.

It was moved by Councillor Baker, seconded by Councillor Steady and **RESOLVED** that the Education, Health and Wellbeing and Sickness indicators be removed from the Performance Report for the Corporate Management Committee.

Following discussion, it was **AGREED** that the Committee **COMMENTS / RECOMMENDS TO CABINET** that:

(a) the Committee notes the Council's performance report for the period April to June 2017; and

(b) the Education, Health and Wellbeing and Sickness indicators be removed from the Performance Report for the Corporate Management Committee due to the fact that those items were reported to the Human Resources Committee and the Community Leadership and Partnerships Committee.

29. TRANSFORMING TENDRING / OFFICE RATIONALISATION

The Council's Head of Property Services (Andy White) was in attendance and gave the committee a verbal update on Transforming Tendring / Office Rationalisation.

The update included information in relation to the following:

(1) Current Position;
(2) Business Case;
(3) Revenue Savings;
(4) Parking Spaces;
(5) Bins;
(6) Alterations;
(7) Meeting Rooms;
(8) The different phases of the Programme;
(9) Predicted Time Scales; and

(10) The next steps.

Members raised questions and concerns which were then answered by the Head of Property Services.

The Chairman thanked Officers and Members for their attendance.

The meeting was declared closed at 9.30 pm

Chairman