

## Review Committee – 3 July 2018

---

Minutes of the meeting of the **Review Committee** held on **3 July 2018** when there were present:-

Chairman: Cllr J C Burton  
Vice-Chairman: Cllr D J Sperring

Cllr Mrs J R Gooding  
Cllr J D Griffin  
Cllr B T Hazlewood  
Cllr N J Hookway  
Cllr M J Lucas-Gill  
Cllr Mrs C M Mason

Cllr J R F Mason  
Cllr Mrs C A Pavelin  
Cllr Mrs L Shaw  
Cllr P J Shaw  
Cllr C M Stanley

### **VISITING MEMBER**

Cllr S P Smith

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs M Hoy and Mrs J E McPherson.

### **SUBSTITUTES**

Cllr Mrs D Hoy for Cllr M Hoy

### **OFFICERS PRESENT**

A Law	-	Assistant Director, Legal Services/Monitoring Officer
N Lucas	-	Section 151 Officer
P Gowers	-	Overview and Scrutiny Officer
M Power	-	Democratic Services Officer

### **132 MINUTES**

The Minutes of the meeting held on 12 June 2018 were agreed as a correct record and signed by the Chairman.

### **133 TREASURY MANAGEMENT ANNUAL REVIEW 2017/18**

The Committee considered the report of the Section 151 Officer, which detailed the Treasury Management Annual Review 2017/18.

In response to questions, the following was noted:-

- The decrease of just over £3,000 in interest earned in 2017/18 when compared with 2016/17 reflected the average interest rate during the year, which despite the base rate increase had lagged behind. It also reflected the mix of investments during the year, since some balances were invested in some funds with a higher liquidity in order to maintain the Council's cash flow. Although a Bank of England base rate rise was implemented in November, the banks did not raise their deposit rates immediately, which

meant that the Council did not achieve an increase in interest income straight away. The Council's low risk investment strategy naturally had an impact on the rate of return.

- The Council's Treasury Management advisors, Link Asset Services, provide the Council with specialist advice to enable it to meet its statutory obligations. The company provides access to data on which the Council can base its investment decisions and establishes credit worthiness of particular institutions. It provides training for officers throughout the year. It would not be appropriate for the service to be undertaken in-house as there were no officers with specialist knowledge of Treasury Management within the authority.
- Link Asset Services are a separate company and independent from Capita, the Council's previous advisors. The contract was retendered the previous year at a cost of £7,500 per annum. The amount of £6,000 per annum under the previous contract had been negotiated four to five years previously and had not increased year on year. During its review of the relationship between the Council and its Treasury Management advisors, the Review Committee had recommended that the Council should retain a professional advice service.
- The Council now had controls in place to monitor bank account rate increases regularly as well as a procedure whereby the banks would notify the Council of interest rates changes.

### **Recommended to Council**

That the contents of the Treasury Management Annual Review be approved.

## **134 REVIEW OF THE CONSTITUTION**

The Committee considered the report of the Assistant Director, Legal Services, which contained proposed changes to the Council's Constitution following meetings between the Review Committee project team and the Monitoring Officer.

### **Recommended to Council**

That the proposed changes, as attached to the officer report, be adopted.

## **135 KEY DECISION DOCUMENT**

The Committee considered the Key Decision Document and noted its contents.

## **136 WORK PLAN**

The Committee considered its Work Plan. The following additional items submitted by Members of the Committee were discussed:-

## Review Committee – 3 July 2018

---

- Enforcement of Dog Fouling: to review how enforcement in this area could be improved. The Assistant Director, Environmental Services would be asked to report to the Committee later in the year.
- Operation of the Development Committee. To review the extent to which the objectives stated within the decision taken by Council on 20 October 2015 to change the size of the Development Committee from 39 to 13 Members had been achieved. The Assistant Director, Planning and Regeneration Services would be asked to provide a report to the Committee.
- Section 151 Officer contract with Essex County Council: to examine the issue of continuity of staff since the contract was first made. The contract was due for renewal in two months' time: the Overview and Scrutiny Officer would ascertain whether a review was possible in the timescales available.
- Ongoing rail works on the Southend to Liverpool Street line. This request had been prompted by a number of complaints received from residents. However, it was felt that the Committee was not the appropriate forum of the Council for this concern to be raised.
- Update on possible closure of Castle Road recycling centre. The Overview and Scrutiny officer to approach Essex County Council to obtain a briefing note on this in the first instance.
- Removal of payment machines in Council reception areas: review of the alternative arrangements in place for residents to make cash payments. Residents had found that methods of payment under the new Council policy were limited, with no facility for people wishing to make payment by cash, which could cause hardship for some residents. Cllr Mrs Shaw advised that she was meeting with Council officers the following day and would report the outcome to the Chairman of the Committee for onward circulation to Review Committee Members. Members then would be in a better position to decide whether a review would be undertaken. It was noted that individual Ward Councillors could raise the matter with Council officers direct.

The meeting closed at 8.28 pm.

Chairman .....

Date .....

If you would like these minutes in large print, Braille or another language please contact 01702 318111.