

The Executive – 4 February 2015

Minutes of the meeting of **The Executive** held on **4 February 2015** when there were present:-

Chairman: Cllr T G Cutmore
Vice Chairman: Cllr K H Hudson

Cllr K J Gordon	Cllr S P Smith
Cllr Mrs G A Lucas-Gill	Cllr M J Steptoe
Cllr Mrs J E McPherson	Cllr I H Ward
Cllr Mrs C E Roe	

OFFICERS PRESENT

Amar Dave	- Chief Executive
Yvonne Woodward	- Head of Finance
Shaun Scrutton	- Head of Planning and Transportation
John Bostock	- Member Services Manager

23 MINUTES

The Minutes of the meeting held on 3 December 2014 were approved as a correct record and signed by the Chairman.

24 REPORT ON PERFORMANCE INDICATORS FOR THE PERIOD OCTOBER TO DECEMBER 2014

The Executive considered the report on performance indicators for the period October to December 2014. The Head of Finance had issued a letter on 28 January 2015 providing amended information in relation to indicators NI191 (residential household waste collected), NI192 (percentage of total waste recycled or compacted), LP1614 (percentage of planning applications determined within eight weeks) and LP1619 (number of Job Seeker Allowance claimants).

There was some discussion on the current tendering exercise in relation to recycling and the treatment of recycling monies within the Councils budget.

A number of questions were raised following which is was:-

Resolved

That the progress against Key Performance Indicators for the Period October to December 2014 be received, subject to noting that:-

- The January 2015 figures on the percentage of Council Tax collected (cumulative) (BV009) are now the same as for January 2014.

- Information on the number of companies that have approached the Council with problems in relation to business rates collection (BV010), the number of companies assisted and any deferrals was requested.
- Prior to the awarding of discretionary rate relief to charities due diligence is undertaken on the application received, including checking Charity Commission registration.
- Given previous issues of consistency, the statistics associated with visits to the Clements Hall Sports Centre (LP1001) and the Rayleigh Leisure Centre (LP1002) would be further checked.
- At the current time there were twelve homelessness cases and thirty two cases in temporary accommodation (LP1739).

25 REPORT ON KEY PROJECTS FOR THE PERIOD OCTOBER TO DECEMBER 2014

The Executive considered the performance report on key projects for the period October to December 2014.

It was recognised that the empty homes strategy was nearer completion than stated in the report. The empty shop strategy was also near completion.

A number of questions were raised following which it was:-

Resolved

That the progress against Key Projects for the Period October to December 2014 be received, subject to noting that:-

- For some projects the term 'to be confirmed' was still showing against end dates and some projects intended for finalisation in March 2015 were showing as only approximately 20% complete. This pointed to the value of a review of the methodology for performance reporting.
- The target completion date associated with reducing homelessness should be showing as March 2015, not 2016. A number of potential difficulties could be associated with an initiative involving the Council being prepared to support the cost of a deposit for homeless persons to move into private rented accommodation. There would need to be a co-operative approach between parties. (HF)

26 QUARTER 3 2014/15 FINANCIAL MANAGEMENT REPORT

The Portfolio Holder for Finance, Councillor S P Smith, presented the Financial Management report for the third quarter of 2014/15.

It was noted that it would be possible to allocate car park receipts currently described as 'unallocated' to the appropriate car parks. It was observed that a notable level of savings could be associated with current savings in relation to staff vacancies, that the amount written off in relation to housing included rent deposits and that commentary on the revised budget for the on-call service could be more clearly worded.

Resolved

- (1) That the current year-end forecasts for the revenue budgets of the Council based on financial performance in the period April - December of the financial year 2014/15, as shown in Appendix 1 to the officer's report, be noted.
- (2) That the current financial performance on key financial indicators, as shown in Appendix 2 to the officer's report, be noted.
- (3) That the Quarter 3 Capital Monitoring Report in Appendix 3 to the officer's report, be noted and agreed. (HF)

EXCLUSION OF THE PRESS AND PUBLIC

Resolved

That the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

27 RENEWAL OF INSURANCE CONTRACT

The Portfolio Holder for Finance, Councillor S P Smith, presented the exempt report on renewal of the Council's insurance contract.

It was noted that, whilst there was a potential risk that the Council would be expected to undertake additional work as part of a new contract, this could be managed within existing resources.

Resolved

That the Council's insurance contract using AJG Broker Services be renewed. (HF)

The meeting closed at 8.08 pm.

Chairman

Date

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