

## **The Executive – 2 December 2015**

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Minutes of the meeting of **The Executive** held on **2 December 2015** when there were present:-

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

Cllr Mrs J R Lumley  
Cllr Mrs J E McPherson  
Cllr Mrs C E Roe

Cllr S P Smith  
Cllr M J Steptoe  
Cllr I H Ward

### **OFFICERS PRESENT**

A Dave	- Chief Executive
N Khan	- Director
J Bostock	- Assistant Director – Democratic Services
A Mowbray	- Assistant Director – Transformational Services
D Tribe	- Assistant Director – Customer, Revenue and Benefit Services
N Wood	- Deputy Section 151 Officer
J Raveendran	- Principal Accountant

### **237 MINUTES**

The minutes of the meeting held on 4 November 2015 were approved as a correct record and signed by the Chairman.

### **238 QUARTER 2 2015/16 FINANCIAL MANAGEMENT REPORT**

The Portfolio Holder for Finance, Councillor S P Smith, presented the report on the Revenue and Capital Budget and Key Financial Performance Indicators.

Members concurred with the observation of the Chairman that it was good to see savings that had already been made and those that were projected.

With reference to the recovery plan it was noted that the grounds maintenance contingency budget had not been utilised in previous years.

#### **Recommended to Council:-**

- (1) That the Quarter 2 2015/16 revenue budget and capital position of the Council, contained in sections 3 and 4 of the report to the Executive and as shown in Appendices 1 and 2, be approved.
- (2) That the reasons for variations to the previously approved budgets as detailed in sections 3 and 4 of the report to the Executive, be approved.
- (3) That the latest net revenue budget be set at £9.72m for 2015/16 as outlined in paragraphs 3.1 and 3.6 of the report to the Executive.

- (4) That the general fund balance and transfers sought to and from general reserves, outlined in paragraphs 5.3 and 5.4 of the report to the Executive, be approved.
- (5) That the current financial performance on Key Revenue Financial Indicators, as shown in section 6 and Appendix 3 of the report to the Executive, be noted. (S151O)

### **239 LOCAL COUNCIL TAX SUPPORT SCHEME 2016/17**

The Portfolio Holder for Governance, Councillor Mrs C E Roe, presented proposals for the Local Council Tax Support (LCTS) Scheme 2016/17.

It was noted that agreement to the recommendation would place the District Council in the middle ground in relation to levels of support provided by other Essex authorities.

Members recognised that claimants would be some of the Council's most disadvantaged and vulnerable residents and that there should be an ongoing awareness of this by both the Council and its partners.

#### **Recommended to Council:-**

- (1) That the outcome of the public consultation on the LCTS scheme for 2016/17 be noted.
- (2) That the reduction in the maximum award available to working age people receiving support to 72% (Option 2) from 1 April 2016 be agreed.
- (3) That the Council earmarks £20,000 in reserves for a Discretionary Hardship Fund, to offer additional help and support to those suffering the greatest financial hardship as defined in the Council's Discretionary Reduction in Council Tax Liability Policy.
- (4) That the setting of a minimum Income Floor for self employed persons be part of the LCTS with effect from April 2016 in line with other Welfare Reforms.
- (5) That the remaining scheme provisions for 2016/17 continue as currently published on the Council's website, subject to an inflationary increase in the personal allowances used to calculate LCTS in line with those carried out in 2014/15 and 2015/16. (AD – CR&B/S151O)

### **240 CUSTOMER FEEDBACK UPDATE**

The Portfolio Holder for Governance, Councillor Mrs C E Roe, presented the report on customer feedback.

It was noted that, whilst there had been a rise in the number of complaints this quarter, their nature did not give rise to particular concern particularly in the context of a leaner staffing structure.

### **Resolved**

- (1) That the customer feedback statistics for Q1 and Q2 as shown in Appendix A to the report be noted.
- (2) That the current process for reporting and headings on the reports be endorsed.
- (3) That the updated Comments, Compliments and Complaints Customer Guide, as set out at Appendix D to the report, be agreed.
- (4) That the comparative figures, as shown in Appendix B to the report, be noted.
- (5) That the detailed summary of compliments received, as shown in Appendix C to the report, be noted. (AD – CR&B)

### **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 1 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

## **241 CHIEF EXECUTIVE'S APPRAISAL**

Members received the exempt report of the Chief Executive's Appraisal.

The meeting closed at 7.45 pm.

Chairman .....

Date .....

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