

Minutes of the meeting of the **Corporate Resources Sub-Committee** held on **13 November 2001** when there were present:

Cllr D R Helson – Chairman

Cllr R Adams

Cllr R A Amner

Cllr T G Cutmore

Cllr Mrs J Helson

Cllr V H Leach

Cllr T Livings

Cllr C R Morgan

Cllr P J Morgan

Cllr P F A Webster

Cllr D A Weir

Cllr Mrs M A Weir

OFFICERS PRESENT

R J Honey – Corporate Director (Law Planning and Administration)

R Crofts – Corporate Director (Finance and External Services)

D Deeks – Head of Financial Services

A Wyatt – Committee Administrator

429 DECLARATIONS OF INTEREST

Councillor T Livings declared a Non-Pecuniary Interest in the item “Grants to Outside Bodies” (Minute 432) by virtue of being a member of the Salvation Army.

It was noted that the Corporate Director (Finance & External Services) had an interest in the item “The Business Enterprise Agency for South East Essex” (Minute 433).

430 MINUTES

The Minutes of the Meeting held on 18 September 2001 were approved as a correct record and signed by the Chairman.

431 BEACON COUNCIL SCHEME: CONSULTATION ON ROUND 4 THEMES

The Sub-Committee considered the report of the Chief Executive, which sought Members’ views on suggestions for the Round 4 programme of the Beacon Council initiative.

Noting the themes chosen for Rounds 1, 2 and 3, Members endorsed Officers suggested themes for Round 4 with further suggestions added. Furthermore, it was agreed that the Advisory Board should be made aware of this Authority’s concerns with regard to being unable to bid for

Beacon Council status because of the many caveats attached to the bidding process.

RECOMMENDED

- (1) That appropriate themes for Round 4 and beyond be as follows:-
 - Leisure and Health promotion
 - Recycling and Refuse Collection
 - The Management of Parks, Open Spaces and Woodlands
 - Planning and Building Control decisions in respect of householders
 - Anti-Social Behaviour Orders
 - Sport and Leisure for Children and Teens
- (2) That the Advisory Board be made aware of this Authority's concerns regarding the bidding process and its achievability by small District Councils such as Rochford. (CEX)

432 GRANTS TO OUTSIDE BODIES

The Sub-Committee considered the report of the Head of Financial Services, which set out two applications for grants from this Authority.

Noting the criteria used for the allocation of grants and also the amount remaining in the grants budget for the current financial year it was:-

RECOMMENDED

- (1) That a one-off grant of £400 be made to the Rochford District Guide Association.
- (2) That a one-off grant of £1,000 be made to Salvation Army, Rayleigh Branch.
- (3) That the 'application for grants' forms be amended, to remove the option for non disclosure of finances. (HFS)

433 THE BUSINESS ENTERPRISE AGENCY FOR SOUTH EAST ESSEX

The Sub-Committee considered the report of the Head of Financial Services, which sought Members' consideration of grant aid for the Business Enterprise Agency for the financial year 2001/2002.

RECOMMENDED

That a grant of £1,500, for the financial year 2001/2002 be made to the Business Enterprise Agency, and that the question of alternative basis of support be considered for 2002/2003.

434 E GOVERNMENT STRATEGY – UPDATE

The Sub-Committee considered the report of the Corporate Director (Law Planning and Administration) which updated Members on the progress of the Council's E Government Strategy.

Members were pleased to note that the Council's Implementing Electronic Government (IEG) statement had been assessed by DTLR as satisfactory, and that this would attract Local Government Online (LGOL) resources. Furthermore it was noted that there had been suggestions for improvements relating to 'greater detail on implementation of the Strategy' and 'information on participation in national projects'.

RECOMMENDED

- (1) That Officers review the Council's IEG Statement and IS/ICT Strategy in the light of the comments received from the Department of Transport, Local Government and the Regions.
- (2) That a report be made back to Council, once funding levels are known. (CD(LPA))

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 paragraphs 1 and 9 of Part 1 of the Schedule 12A of the Local Government Act 1972 would be disclosed.

435 ELECTORAL REGISTRATION

The Sub-Committee considered the exempt report of the Corporate Director (Law Planning and Administration) which proposed improved arrangements for the maintenance of the Council's elections and electoral registration service.

Resolved

That the hours for post 23305 be amended from 804 per annum to 1170 per annum as outlined in the report of the Corporate Director.

436 JOB EVALUATION

The Sub-Committee considered the exempt report of the Corporate Director (Law, Planning and Administration) which provided Members with an update on progress on the job evaluation project.

Following debate and questions from Members concerning the scheme, it was

RECOMMENDED

- (1) That the progress made to date on Job Evaluation be noted.
- (2) That a Teach-in on Job Evaluation be arranged for all Members prior to Member Budget Monitoring Sub-Committee considering the matter. (CD(LPA))

437 LAND AT FRANCES WALK, RAYLEIGH

The Sub-Committee considered the exempt report of the Head of Revenue and Housing Management relating to a request for the acquisition of a piece of land from the District Council to be used as an annex to private property.

Members considered that the matter should be deferred to Finance and General Purposes in order that the Ward Members be approached on this proposal and that Officers investigate further the issue of alternative uses for the land.

RECOMMENDED

That the report be deferred to the Finance & General Purposes Committee for investigation of the above points. (HRHM)

438 STAFFING MATTERS –

(A) BENEFIT VERIFICATION FRAMEWORK

The Sub-Committee considered the exempt report of the Corporate Director (Finance and External Services) on the implementation plan, timetable and resource implications for the introduction of a verification framework (VF) regime at Rochford.

RECOMMENDED

That the implementation plan timetable and resource implications of VF be adopted.

(B) EARLY RETIREMENT.

Members considered the exempt report of the Corporate Director (Finance and External Services) seeking approval for the early retirement of an officer in the interests of the efficiency of the service. The Sub-Committee noted that the rules with regard to early retirement under the current regime were considerably more restrictive than previously.

After some debate and discussion and in particular having regard for the well being of the officer concerned it was moved from the Chair and **RESOLVED** that

- (i) as a matter of expedition the officer concerned be relocated to a ground floor office
- (ii) working arrangements be amended to provide where possible for colleagues to undertake site visits on his behalf
- (iii) the Corporate Director (Finance and External Services) report back to the next meeting of this Sub-Committee on the general application of the "Rule of 85" with regard to pensions and how it might apply in this case. (CD(FES))

(C) STAFF VACANCIES AND LONG TERM SICKNESS

The Corporate Director (Law, Planning and Administration) provided an update on the present position with regard to staff vacancies and long term sickness including the recent referral of one officer to the Occupational Therapist. In response to Members' questions the Corporate Director advised that he was seeking advice from the Head of Paid Service before advertising the Head of Administrative and Member Services post and confirmed that, if any change in structure was proposed it would be necessary to present a report to Finance and General Purposes Committee (CD(LPA))

The meeting ended at 10:00pm

Chairman

Date