

POLICY AND PERFORMANCE COMMITTEE

WEDNESDAY, 3 JULY 2019

Present: Councillor M Radulovic MBE, Chair

Councillors: S J Carr (Vice-Chair)
M J Crow
M Hannah
R I Jackson
E Kerry
G Marshall
P D Simpson
T A Cullen (substitute)
L Fletcher (substitute)
P M Roberts-Thomson (substitute)
H E Skinner (substitute)

Apologies for absence were received from Councillors S A Bagshaw, S Easom, D A Elliott and P J Owen.

1 MINUTES

The minutes of the meeting held on 6 February 2019 were approved as a correct record.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 REFERENCES

3.1 LEISURE AND ENVIRONMENT COMMITTEE

12 June 2019

Stapleford Town Football Club was formed in 2012 and used the Hickings Lane Recreation Ground as its main home ground. The club has grown significantly over the last few years and the use of the pitches has worked well for both the club and the Council.

RESOLVED that the Council, subject to agreeing Heads of Terms with Stapleford Town Football Club, grant a 25-year lease for pitch 3 at Hickings Lane Recreation Ground to Stapleford Town Football Club.

3.2 LOCAL JOINT CONSULTATIVE COMMITTEE

13 June 2019

The Attendance Management Policy underwent wholesale revision throughout June and July 2018 and a number of amendments were necessary following its implementation.

RESOLVED that the amendments to the Attendance Management Policy to the Conditions of Service for employees be approved.

4 BEESTON TOWN CENTRE REDEVELOPMENT

Members received an update on progress made with regard to The Square Phase 2 in Beeston.

RESOLVED to delegate to the Deputy Chief Executive, following consultation with the three group leaders, all key approvals including assessment of tender returns including qualitative criteria, and subsequent award of the main building contract, in consultation with the cross-party Project Board and subject to the overall project cost remaining within the financial limits already set or subsequently changed by the Finance and Resources Committee and/or Full Council as appropriate.

5 PROCUREMENT AND COMMISSIONING STRATEGY 2019-2024

The updated Procurement and Commissioning Strategy had been refreshed to ensure compliance with the Public Contracts Regulations 2015, internal governance procedures and current corporate requirements.

The Strategy, which covered the five-year period 2019 to 2024, set out the central role of the procurement function in supporting the Council in achieving compliance with the regulations, whilst maintaining an efficient and cost effective procurement and commissioning activity. Members suggested that consideration of the Living Wage be included within the Strategy in addition to borough wide engagement with local businesses.

RESOLVED that the Procurement and Commissioning Strategy 2019-2024 be approved and come into effect following the approval of revised Financial Regulations – Contract Standing Orders by Council.

6 ADMINISTRATIVE SUPPORT - ESTABLISHMENT CHANGES

Members considered a report which sought approval for changes to the establishment within the Licensing Section of the Public Protection Division of the Chief Executive's Department and to create an Administration Apprentice post within the Business Support Unit of the Interim Strategic Director's Department.

RESOLVED that:

- 1. The part-time post of Administration Officer (L57) in Licensing be deleted.**
- 2. A full-time Administration Apprentice post in the Business Support Unit be established on a two-year contract.**

7 FINANCE SERVICES - ESTABLISHMENT CHANGES

Members considered a report which sought approval to change the establishment within the Finance Services Division of the Deputy Chief Executive's Department to allow the creation of a Finance Apprentice post.

RESOLVED that the establishment of the Finance Services Division be amended such that:

1. **The post of Finance Assistant (F52) at Grade 3 working 19.5 hours per week be deleted.**
2. **A full time Finance Apprentice post at Grade 2 be established.**

8 LEASEHOLD OFFICER

The Committee considered a request to approve a permanent increase in the hours of the Leasehold Officer (H123) from 18.5 hours per week to 25 hours per week.

RESOLVED that the increase in hours for the Leasehold Officer be approved.

9 REGULATION OF INVESTIGATORY POWERS ACT (RIPA) 2000

The Committee was informed that since July 2015 the Council had made no use of RIPA powers. This was due to the main reason for the powers' usage being in connection with Benefit Fraud, which was transferred back to the Department of Works and Pensions. The Policy and Guidance referred to the authorised officers and the senior responsible person. Following the restructure of the senior management team, approved by Council on 27 February 2019, the list of authorised officers needed to be reviewed.

RESOLVED that the Policy and Guidance be amended to include the additional authorised officers.

10 CORPORATE PLAN ANNUAL REVIEW

The election of a new Council provided an opportunity for the Council to reflect on how members would wish to review the current approach, consult and engage with local residents, businesses and stakeholders, and refresh the priorities and agenda for action for the next four years. Previously it had been thought useful to invite cross party discussion on this through a separate workshop to which all members of the Council would be invited.

Members suggested that it should be ensured that the consultation be conducted borough-wide and consist of an array of stakeholders and community groups through a series of roadshows which would be accessible to as many residents as possible.

RESOLVED that the refresh of the priorities and agenda for action of a corporate plan for 2020-2024, be conducted initially by a series of roadshows.

11 BUSINESS AND FINANCIAL PLANS - OUTTURN 2018/19

Members noted the progress made in achieving the Corporate Plan priorities and with regard to the financial position for 2018/19. Further information was requested in relation to grants to town and parish councils and figures regarding Eastwood Cash Office.

12 EXERCISE OF THE CHIEF EXECUTIVE'S URGENCY POWERS

Members noted the exercise of the Chief Executive's urgency powers in relation to:

- An offer of £650 in compensation plus £250 in decoration vouchers made to a tenant.
- The reduction of a burial fee.
- A compensation payment of £1,182.92 to a tenant due to water leaks.
- A virement to cover the cost of the purchase of 24 hand held devices for housing staff to use in connection with the capita software upgrade.
- A commitment of £7,500 to take advantage of DCLG funding available through a bid for a 'pocket park' for an environmental improvement scheme at Redwood Crescent.
- A rent incentive scheme for new clients of hard to let properties.

13 WORK PROGRAMME

RESOLVED that the Work Programme be approved.

14 EXCLUSION OF PUBLIC AND PRESS

RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A of the Act.

15 INSTALLATION OF AN ELECTRICITY CABLE THROUGH MANOR FARM RECREATION GROUND, TOTON

RESOLVED that the installation of the cable in return for the payment of £10,000, which would be spent in the Toton area, be approved.

16 VOLUNTARY REDUNDANCY

RESOLVED that the voluntary redundancy of the Benefits Assessor post (F149) on 31 July 2019, be approved.

Chair _____