

RECORD OF OPEN DECISIONS**FINANCE AND MANAGEMENT COMMITTEE:**

At the Meeting of the Finance and Management Committee held on Thursday 14th June 2018, the following decisions were taken.

Urgent decisions or those exempt from call-in are indicated in the third column of the table. These decisions cannot be called in and are effective immediately.

All other decisions may be called in until 5.00pm on Monday 25th June 2018.

A request to call in a decision must be made by at least three Members, including at least one Member of the controlling group. The request must be made in writing to the Chief Executive¹.

If no request to call in a decision is received within this time limit then the decision becomes effective immediately.

<u>Agenda Item No.</u>	<u>OPEN REPORTS</u>	<u>Urgent/ Call-in Exempt</u>
7.	<u>AGENDA ITEM</u> CORPORATE PLAN 2016-21: PERFORMANCE REPORT (2017-18)	
	DECISION: <i>The Committee noted the progress against performance targets.</i>	
8.	<u>AGENDA ITEM</u> SERVICE PLANS 2018/19	
	DECISION: <i>The Committee approved the Service Plans for Corporate Resources and the Chief Executive's Directorate as the basis for overall service delivery over the period 1 April 2018 to 31 March 2019.</i>	
9.	<u>AGENDA ITEM</u> CORPORATE EQUALITIES ANNUAL REPORT 2017/18 AND ACTION PLAN 2018/19	
	DECISION: <i>The Committee approved:-</i> <i>1.1 The publication of the Corporate Equalities Annual Report for 2017/18, as attached at Appendix A to the report.</i> <i>1.2 The Corporate Equalities and Safeguarding Action Plan for 2018/19, as attached at Appendix B to the report.</i>	
10.	<u>AGENDA ITEM</u> ANNUAL HEALTH AND SAFETY REPORT 2017/18 AND ACTION PLAN 2018/19	
	DECISION: <i>The Committee reviewed the key health and safety achievements and performance for the year ending March 2018 and endorsed the Health and Safety Action Plan that</i>	

	<i>sets down the priority actions for 2018/19.</i>	
11.	<u>AGENDA ITEM</u> SICKNESS ABSENCE 2017/18	
	DECISION: <i>The Committee approved:-</i> <i>1.1 The planned actions detailed in section 4 of the report to improve attendance levels across the Council.</i> <i>1.2 That an update on absence levels is reported on a quarterly basis to this Committee to ensure performance is monitored and actions taken to work towards an average target of 8 days lost per employee.</i>	
12.	<u>AGENDA ITEM</u> CONSULTATION ANNUAL REPORT 2017/18 AND ACTION PLAN 2018/19	
	DECISION: <i>The Committee noted the key consultation achievements for 2017/18 in Appendix A to the report and agreed the Consultation Action Plan for 2018/19, as attached in Appendix B to the report.</i>	
13.	<u>AGENDA ITEM</u> COMMUNICATIONS ANNUAL REPORT 2017/18 AND OBJECTIVES 2018/19	
	DECISION: <i>The Committee noted:-</i> <i>1.1 The Annual Communications Dashboard for 2017/18, as detailed in Appendix A to the report.</i> <i>1.2 The updated Communications Strategy 2016-2021, as shown in Appendix B to the report and approved the refreshed objectives for 2018/19.</i>	
14.	<u>AGENDA ITEM</u> COMMENTS, COMPLIMENTS, COMPLAINTS & FREEDOM OF INFORMATION REQUESTS 01 OCTOBER 2017 TO 31 MARCH 2018	
	DECISION: <i>The Committee considered and noted the comments, compliments, complaints and FOI requests, as detailed in the report.</i>	
15.	<u>AGENDA ITEM</u> COMMITTEE WORK PROGRAMME	
	DECISION: <i>The Committee considered and approved the updated work programme.</i>	

DATED: Monday 18th June 2018

Chief Executive

¹ Although it is not necessary to use a prescribed form, copies are available from the Chief Executive.

² NOTE – this gives an outline of the committee decision for call-in purposes but it does not necessarily reflect the final wording for minute purposes.

³ Insert both the agenda item number and its heading.