

Dear Councillor,

Finance and Management Committee

A Meeting of the **Finance and Management Committee** will be held at **Council Chamber**, Civic Offices, Civic Way, Swadlincote, DE11 0AH on **Thursday, 27 April 2023** at **18:00**. You are requested to attend.

Yours faithfully,



Head of Legal and Democratic Services
and Monitoring Officer

To:- **Labour Group**

Councillor Pearson (Chair), Councillor Rhind (Vice-Chair) and
Councillors Richards, Southerd, Taylor and Tilley.

Conservative Group

Councillors Dawson, Fitzpatrick, Ford, Lemmon, Smith and Watson

Non-Grouped

Councillor Churchill

AGENDA

Open to Public and Press

- 1** Apologies and to note any Substitutes appointed for the Meeting.

- 2** To receive the Open Minutes of the following Meetings:

25 August 2022 **4 - 9**

06 October 2022 **10 - 12**

24 November 2022 **13 - 20**

12 January 2023 **21 - 26**

09 February 2023 **27 - 31**

Audit Sub-Committee 08 March 2023 **32 - 34**

- 3** To note any declarations of interest arising from any items on the Agenda

- 4** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.

- 5** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.

- 6** Reports of Overview and Scrutiny Committee

- 7** COMMITTEE WORK PROGRAMME **35 - 41**

Exclusion of the Public and Press:

- 8** The Chairman may therefore move:-
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the

business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

- 9** To receive the Exempt Minutes of the following Meetings:
- 25 August 2022
 - 06 October 2022
 - 24 November 2022
 - 12 January 2023
 - 09 February 2023
- 10** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 11** AUDIT OF THE HOUSING BENEFITS SUBSIDY CLAIM
- 12** CUSTOMER SERVICES – JEQ GRADING OF BENEFITS TEAM POSTS
- 13** BETTER CARE FUNDING ALLOCATION – FINANCIAL POSITION
- 14** CONSULTATION ON PLANNING FEE INCREASE AND STAFFING CHANGES
- 15** GREEN WASTE PROCESSING CONTRACT

FINANCE AND MANAGEMENT COMMITTEE

25 August 2022

PRESENT:

Labour Group

Councillor Pearson (Chair), Councillor Rhind (Vice-Chair) and Councillors M. Mulgrew, Richards and Taylor.

Conservative Group

Councillors, Bridgen, Dawson, Fitzpatrick, Ford, Haines and Lemmon

Independent Group

Councillors MacPherson

Non-Grouped

Councillor Churchill

In Attendance

Councillor L Mulgrew

Councillor Smith

Councillor Wheelton

FM/32 **APOLOGIES**

The Committee was informed that apologies had been received from Councillor Southerd (Labour Group).and Councillor Ackroyd and Councillor Corbin (Conservative Group).

FM/33 **DECLARATIONS OF INTEREST**

The Committee was informed that Councillor Ford declared a personal interest in relation to FM/48 by virtue of being a County Councillor.

FM/34 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

FM/35 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that Councillor Richards raised the following question:

“I would ask the Chief Executive to advise Members of the Committee as to the present position regarding the recruitment of the Strategic Director (Service

Delivery), including the Members who will sit on the Sub-Committee regarding the appointment of the new Director.”

The Chief Executive informed the Committee that the position had been advertised and that there had been a number of potential applicants that had expressed an interest in the position. It was further confirmed that the recruitment process would be shared once potential candidates had been selected. It was also noted that the recommendation for the panel was to include the Chairs from Finance and Management, Housing and Community Services and Environmental and Development Committees.

Councillor Ford and Councillor Fitzpatrick sought further clarity following the confusion in relation to political proportionality at the previous Finance and Management Committee meeting.

Following further discussions in relation to the panel Members it was agreed that the Chief Executive would clarify the HR advice regarding the numbers and panel configuration and the Leader of the Council would consult with the Leaders of each political group.

FM/36 **REPORTS OF OVERVIEW AND SCRUTINY COMMITTEE**

The Committee was informed that no reports of Overview and Scrutiny Committee had been received.

MATTERS DELEGATED TO COMMITTEE

FM/37 **CORPORATE PLAN 2020-24: PERFORMANCE REPORT (2022-2023 QUARTER 1 – (1 APRIL TO 30 JUNE))**

Head of Organisational Development and Performance presented the report to the Committee and noted that 71% of objectives of the Corporate Plan were on track and that out of the 11 measures for the Committee 2 were red which were commercialisation and operational services. The Head of Organisational Development and Performance highlighted key areas within the report which included in the increase in apprenticeships in the Council and the risk register.

Members raised queries regarding the priority of commercialisation and residents being able to contact customer services.

The Head of Organisational Development and Performance Committee advised that a report would be brought to the Committee regarding the proposals for commercialisation of services and clarified that whilst social media use to contact the Council was increasing this was alongside traditional means of contact.

The Chief Executive addressed the committee and confirmed that commercialisation would be included as a priority in the advertisement for the Strategic Director (Service Delivery).

RESOLVED:

- 1.1 The Committee approved progress against performance targets set out in the Corporate Plan 2020 - 2024.**
- 1.2 The Committee reviewed the Risk Register for the Committee's services.**

FM/38 REVENUE FINANCIAL MONITORING 2022-23

The Head of Finance presented the report to the Committee explained that the deficit increase was due to the 2022/23 pay award. It was noted that agency costs were being offset by salary savings and vacancies and that the increase in fuel costs for older vehicles had been offset by increased income.

RESOLVED:

- 1.1 The Committee considered and approved the latest revenue financial position for 2022/23 as detailed in the report.**
- 1.2 The Committee approved that an additional £16,399 be set-aside as a provision in the Medium-Term Financial Plan (MTFP) due to the delay in the implementation of the Route Optimisation Project.**
- 1.3 The Committee approved the additional costs of £216,887 to finance the 2021/22 pay award in the Medium-Term Financial Plan.**
- 1.4 The Committee approved the increase to the provision of £135,454 for the 2022/23 pay award in the Medium-Term Financial Plan.**

FM/39 COLLECTION FUND 2022-23

The Head of Finance presented the report the Committing noting that the tax base increase would mean a year-end surplus for Business Rates for 2022/23.

RESOLVED:

The Committee considered and approved the latest Collection Fund position as detailed in the report.

FM/40 HOUSING REVENUE ACCOUNT REVENUE FINANCIAL MONITORING 2022-23

The Head of Finance delivered the report outlining the updated financial plan's main variants of salaries and vacant posts, rent income that had been impacted by voids and rent rebates from the previous year. It was explained that the rent rebates had been subject to an Audit by the rent regulator that had discovered an error with the calculation of rents that had affected 80 properties, it was further noted the 26 out of 28 councils had been affected by a similar error.

RESOLVED:

The Committee considered and approved the latest revenue financial position for 2022/23 as detailed in the report.

FM/41 **CAPITAL FINANCIAL MONITORING 2022-23**

The Head of Finance presented the report to the Committee noting that schemes were progressing and on track for completion by the yearend.

Councillor Fitzpatrick sought clarity regarding Community Grants.

The Head of Finance confirmed that there were funds still available.

RESOLVED:

1.1 The Committee considered and approved the latest capital financial position for 2022/23 as detailed in the report.

1.2 The Committee noted the balance of Section 106 Agreement funding available for use by the Council for capital projects as detailed in Appendix 2 of the report.

FM/42 **TREASURY MANAGEMENT UPDATE 2022-23**

The Head of Finance delivered the report to the Committee and explained that due to the increase in interest rates more income had been generated due to a good return on dividend loans.

Councillor MacPherson commended the report.

1.1 The Committee considered and approved the latest Treasury Management Update for quarter 1 2022/23 as detailed in Appendix 1 of the report.

1.2 The Committee approved the updated Counterparty List for investments and bank deposits as detailed in Appendix 2 of the report.

FM/43 **TRANSFORMATION AND BUSINESS CHANGE**

The Head of Business Change and ICT presented the report to the Committee outlining the continuation of work that supported the delivery of the Corporate Plan. The Committee was informed that following Covid, 4 key projects had been identified which were, planning system improvement, modernisation of the housing systems, an improvement programme for the depot and customer access to the Council.

Members raised queries regarding data storage and potential cyber-attacks, the timeframe for and impact on the Planning team's workload in relation to the improvements to the Planning system.

The Head of Business Change and ICT confirmed that during the last few years cyber-attacks had increased but that the Council had in place software that had repelled these attack and it was noted that there were data storage boxes off site and there was cloud back up in place for the servers. The Committee was informed that it was expected that the improvements would take in the region of 6 months and that the work commitments of the planning team would be considered.

RESOLVED:

The Committee considered progress as set out in the Transformation and Business Change Plan 2020 to 2024 and agreed the annual work programme 2022-23 following the mid-term review.

FM/44 **FINANCIAL CONTRIBUTION TOWARDS AN ACTIVE SCHOOLS PARTNERSHIP PE & SCHOOL SPORT APPRENTICE THROUGH AMBER VALLEY SCHOOL SPORT PARTNERSHIP (AVSSP)**

The Head of Cultural and Community Services addressed the Committee and outlined the main points of the report that had been approved by the Housing and Community Services Committee. It was noted that the role would be split between South Derbyshire District Council and Amber Valley Borough Council with half a day attendance at college.

RESOLVED:

- 1.1 The Committee approved a financial contribution set out in section 4 of the report, towards funding a PE and School Sport Apprentice post to be employed directly by the Amber Valley School Sports Partnership (AVSSP).***
- 1.2 The Committee approved the recruitment of further PE and School Sport Apprentices through any appropriate partner moving forward, subject to service demand.***

FM/45 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Service Delivery) presented the report to the Committee.

RESOLVED:

The Committee considered and approved the updated work programme.

FM/46 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11

The Committee was informed no questions had been received.

BETTER CARE FUNDING ALLOCATION – FINANCIAL POSITION

The Committee approved the recommendations in the report.

CUSTOMER SERVICES UPDATE AND REVIEW OF STRUCTURE

The Committee approved the recommendations in the report.

FINANCIAL ARRANGEMENTS FOR THE SALE OF TICKETS AND OTHER PRODUCTS

The Committee approved the recommendations in the report.

INSURANCE PROVISION: CONTRACT RENEWAL 2022 to 2027

The Committee approved the recommendations in the report.

STATUTORY MONITORING OFFICER – RESOURCING

The Committee approved the recommendations in the report.

The meeting terminated at 19:35 hours

COUNCILLOR R PEARSON

CHAIR

FINANCE AND MANAGEMENT COMMITTEE

6 October 2022

PRESENT:

Labour Group

Councillor Pearson (Chair), Councillor Rhind (Vice-Chair) and Councillors M. Mulgrew (substitute for Cllr Tilley) Richards Southerd and Taylor.

Conservative Group

Councillors, Ackroyd, Dawson, Fitzpatrick, Lemmon, Smith and Watson (substitute for Cllr Ford)

In Attendance

Councillor Wheelton

FM/52 **APOLOGIES**

The Committee was informed that apologies had been received from Councillor Tilley (Labour Group), Councillor Ford (Conservative Group) and Councillor Churchill (Non-Grouped)

FM/53 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received

FM/54 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

FM/55 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from members of the council had been received.

FM/56 **REPORTS OF OVERVIEW AND SCRUTINY COMMITTEE**

The Committee was informed that no reports of Overview and Scrutiny Committee had been received.

FM/57 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Corporate Resources) presented the report to the Committee.

RESOLVED:

The Committee considered and approved the updated work programme.

FM/58 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11

The Committee was informed no questions had been received.

SOUTH DERBY GROWTH ZONE

The Committee approved the recommendations in the report.

ROSLISTON FORESTRY CENTRE STAFFING

The Committee approved the recommendations in the report.

REGRADE OF POSTS -PROJECT OFFICER (HEATING) AND HO143 AND PROJECT OFFICER (BUILDING)HO129

The Committee approved the recommendations in the report.

HGV DRIVERS AND HGV MECHANICS

The Committee approved the recommendations in the report.

LEGAL AND DEMOCRATIC SERVICES RESTRUCTURE

The Committee approved the recommendations in the report.

The meeting terminated at 19:00 hours

COUNCILLOR R PEARSON

CHAIR

FINANCE AND MANAGEMENT COMMITTEE

24 November 2022

PRESENT:

Labour Group

Councillor Pearson (Chair), Councillor Rhind (Vice-Chair) and Councillors Tilley (substitute for Cllr M. Mulgrew) Richards Southerd and Taylor.

Conservative Group

Councillors Dawson, Fitzpatrick, Ford, Lemmon, Smith and Watson

In Attendance

Councillor Wheelton
Councillor Bambrick

FM/66 **APOLOGIES**

The Committee was informed that apologies had been received from Councillor Tilley (Labour Group), and Councillor Churchill (Non-Grouped)

FM/67 **TO RECEIVE THE OPEN MINUTES OF THE FOLLOWING MEETINGS:**

The Open Minutes of meeting held on 13 January 2022 were noted and approved as true record and signed by the Chair.

FM/68 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received

FM/69 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

FM/70 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from members of the council had been received.

FM/71 **REPORTS OF OVERVIEW SCRUTINY**

The Committee was informed that no questions from members of the council had been received.

FM/72 CORPORATE PLAN 2020-24: PERFORMANCE REPORT (2022-2023 QUARTER 2– (1 APRIL TO 30 SEPTEMBER)

The Strategic Director (Corporate Resources) presented the report to the Committee and noted that all indicators were on track, sickness absence was falling and the number of Modern Apprenticeships was moving into double figures. The Committee was informed that commercialisation was the only red indicator which should be shared across all of the Council and that it was progressing as much as possible with the current resources.

RESOLVED:

- 1.1 *The Committee approved progress against performance targets set out in the Corporate Plan 2020 - 2024.***
- 1.2 *The Committee reviewed the Risk Register for the Committee's services.***

FM/73 REVENUE FINANCIAL MONITORING 2022/23

The Head of Finance presented the report to the Committee and noted that the pay award had not created a deficit but had changed the amount of reserves that would not have an immediate impact but could do so over the long term.

Members raised a query regarding agency costs.

The Strategic Director (Corporate Resources) informed the Committee that a report regarding agency costs was going Overview and Scrutiny Committee in January 2023.

RESOLVED:

- 1.1 *The Committee considered and approved the latest revenue financial position for 2022/23 as detailed in the report.***
- 1.2 *The Committee considered and approved the updated Medium Term Financial Plan.***

FM/74 HOUSING REVENUE ACCOUNT REVENUE FINANCIAL MONITORING 2022-23

The Head of Finance delivered the report highlighting the options appraisal and noting the impact of the pay award. The Committee was informed that variances to budget included the loss of rent due to voids that was expected to be in the region of £400K.

Members discussed the issue of voids and the related loss rental income and the need for the issue to be addressed as soon as possible and therefore proposed that it should be taken up by Overview and Scrutiny Committee.

The Chair of Overview and Scrutiny Committee agreed that the Committee would take up the issue.

The Chief Executive advised the Committee that a report regarding voids would be presented to Overview and Scrutiny.

Councillor Southerd sought clarification regarding the moving of Careline to digital from analogue and if that meant a move from landline.

The Strategic Director (Corporate Resources) informed the Committee that the question would be referred to an officer for a technical response.

RESOLVED:

- 1.1 The Committee considered and approved the latest revenue financial position for 2022/23 as detailed in the report.***
- 1.2 The Committee approved that at an additional £23,000 costs for an options appraisal of Smallthorn Place in the Medium-Term Financial Plan (MTFP).***

FM/75 **COLLECTION FUND 2022-23**

The Head of Finance presented the report to the Committee and summarised the key points noting that all was on track and on budget

RESOLVED:

- 1.1 The Committee considered and approved the latest Collection Fund position as detailed in the report.***

FM/76 **CAPITAL FINANCIAL MONITORING 2022/23**

The Head of Finance addressed the Committee and presented the second quarter report noting that all was progressing as expected and that the Section 106 Agreement funded project options for spending were being appraised.

Members supported the report and looked forward to an update following the Section 106 Agreement spending appraisal.

RESOLVED:

- 1.1 The Committee considered and approved the latest capital financial position for 2022/23 as detailed in the report.***
- 1.2 The Committee noted that the balance of Section 106 Agreement Funding available for use by the Council for capital projects, as detailed in Appendix 2 to the report.***

FM/77 **TREASURY MANAGEMENT UPDATE 2022-23**

The Head of Finance delivered the report noting the good news on investments there were gaining with 3.5% interest on the Council's loans and informed the Committee that the Thurrock Council's loans would be repaid.

The Chair of the Committee noted the importance of the Thurrock Council finance reports and that the level of scrutiny was key for South Derbyshire District Council.

Councillor Wheelton sought clarity regarding loans with other councils

The Head of Finance confirmed that deposits with any local authority, were very low risk.

RESOLVED:

- 1.1 ***The Committee considered and approved the latest Treasury Management Update for quarter 2 2022/23 as detailed in Appendix 1 to the report.***
- 1.2 ***The Committee approved the updated Counterparty List for investments and bank deposits as detailed in Appendix 2 to the report.***

FM/78 **A REVIEW OF SPECIFIC AND EARMARKED RESERVES**

The Strategic Director (Corporate Resources) presented the report to the Committee and noted the level of earmarked reserves that had been reported in a lot of detail which had never been reported before. The external funding and external investment spending reserves highlighted along with reserves where resources had been set aside awaiting the potential recall of underspent government funding. Members were asked to consider the request to that the level of reserves be kept under review until January 2023.

Members supported the recommendations to hold back on reserves and sought clarity regarding the financial settlement from the government.

The Strategic Director (Corporate Resources) confirmed that the government's financial settlement was expected during the week leading up to the Christmas period.

RESOLVED:

- 1.1 ***The Committee considered the Council's Specific and Earmarked Reserves and approved the recommendations regarding the potential reallocation and future utilisation regarding certain reserves as highlighted in Appendix 1 to the report.***

1.2 The Committee approved the level of Reserves to be kept under review pending the 2023/24 Budget Round and the impact on the Council's Medium-Term Financial Plan.

FM/79 **ANNUAL HEALTH AND SAFETY REPORT 2021-22 AND ACTION PLAN 2022-23**

The Head of Organisational Development and Performance presented the report and sought approval for the action plan and acknowledgement of the work undertaken. The Committee was reminded how the landscape changed in March 2020 and how work had been put on hold in response to the pandemic.

The Head of Organisational Development and Performance summarised work undertaken during Covid including control measures for those attending the office, delivery of services and training, inspections and audits undertaken.

It was noted that there had been a reduction in RIDDOR and that any actions had been undertaken.

Members raised queries regarding support in relation to mental health and wellbeing and training.

The Committee was informed by the Head of Organisational Development and Performance that there were a number of male and female mental health 1st aiders across the Council supporting staff that the platforms for the delivery of training were being reviewed and advised that line managers were informed of non-attendance at mandatory training.

Members raised the importance of reporting near misses and how it should be actively encouraged.

Councillor Richards raised the issue regarding residents needing access to the building and what additional protection was required for reception staff.

RESOLVED:

1.1 The Committee noted the key health and safety achievements and performance for the year ending 31 March 2022.

1.2 The Committee approved the Health and Safety Action Plan for 2022/23 as detailed in Appendix 2 to the report.

FM/80 **COMMENTS, COMPLIMENTS, COMPLAINTS AND FOI REQUESTS: APRIL 2022 TO SEPTEMBER 2022**

The Strategic Director (Corporate Resources) presented the report to the Committee and noted the increase of compliments and the reduction in complaints received, it was further noted that there was a slight increase in Freedom of Information requests submitted.

RESOLVED:

- 1.1 The Committee noted and approved the comments, compliments, complaints, and Freedom of Information requests, as detailed in the report.**

FM/81 **APPOINTMENT OF A RECRUITMENT AND SELECTION PANEL**

The Chief Executive presented the report to the Committee noting its similarity to the report for the Strategic Director (Service Delivery). It was explained that due to the current political balance the total number of Members would be 6 along with Leading Officers and that the nominations would be confirmed by the Leader of the Council following consultation with group leaders.

RESOLVED:

- 1.1 The Committee approved that the appointment and recruitment into the post of Strategic Director (Corporate Resources) (SM02) be delegated to a panel of Six (6) Members from the Committee along with the Chair or Vice Chair of the employing Committee in accordance with the Appointment Procedure for the Chief Executive and Directors.**
- 1.2 The Committee confirmed that nominations for the Panel that reflected the current political balance of the Council would be confirmed by the Leader of the Council.**
- 1.3 The Committee approved that final arrangements regarding the recruitment and selection procedure to be followed including timescales, along with determining the selection process for the final appointment, to be agreed between the Chief Executive and Elected Members of the Panel.**
- 1.4 The Committee approved that the Chief Executive appoints an external recruitment partner to support the recruitment process in line with the Council's Financial Procedures rules.**

FM/82 **D2N2 FUNDING PROGRAMME FOR A PILOT HYDROGEN FUELLED WASTE COLLECTION SERVICE – AMENDED RECOMMENDATION.**

The Head of Environmental Services present the report noting a change in location from that which was previously approved by the committee.

As Chair of Environmental and Community Services Committee Councillor Taylor endorsed the report that had been discussed and approved at the Environmental and Community Services Committee.

Councillor Fitzpatrick raised a query in relation to scuffing.

The Head of Environmental Services advised the Committee that the technical information would be sought and shared with Members.

Councillor Taylor and Councillor Wheelton requested that if available, could information from other local authorities such as Glasgow City Council that had experience of using hydrogen vehicles be made available.

RESOLVED:

1.1 The Committee accepted the amended terms of the D2N2 Future Funding Programmes Grant.

FM/83 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Corporate Resources) presented the updated work programme to the Committee.

RESOLVED:

The Committee considered and approved the updated work programme.

FM/84 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

TO RECEIVE THE EXEMPT MINUTES OF THE FOLLOWING MEETINGS

The Exempt Minutes of the Meetings held on 13 January 2022 were received.

Exempt questions rule 11

The Committee was informed no questions had been received.

CUSTOMER SERVICES REVIEW OF STRUCTURE – GRADING OF POSTS

RESOLVED:

The Committee approved the recommendations in the report.

COMMERCIALISATION RESTRUCTURE OF ENVIRONMENTAL SERVICES

RESOLVED:

The Committee approved the recommendations in the report.

SHARED PROSPERITY FUND

RESOLVED:

The Committee approved the recommendations in the report.

REVIEW OF PLANNING SERVICE STRUCTURE

RESOLVED:

The Committee approved the recommendations in the report.

**DELETION OF QUANTITY SURVEYOR POST CREATION OF FINANCE
AND CONTRACTS OFFICER**

RESOLVED:

The Committee approved the recommendations in the report.

The meeting terminated at 19:15 hours

COUNCILLOR R PEARSON

CHAIR

FINANCE AND MANAGEMENT COMMITTEE

12 January 2023

PRESENT:

Labour Group

Councillor Pearson (Chair), Councillor Rhind (Vice-Chair) and Councillors Tilley, Richards Southerd and Taylor.

Conservative Group

Councillors Dawson, Fitzpatrick, Ford, Lemmon, Smith and Watson

Non-Grouped

Councillor Churchill

In Attendance

Councillor Atkin
Councillor Wheelton

FM/92 **APOLOGIES**

The Committee was informed that no apologies had been received from

FM/93 **TO RECEIVE THE OPEN MINUTES OF THE FOLLOWING MEETINGS:**

The Open Minutes of the meeting held on 10 February 2022 were noted and approved as a true record and signed by the Chair.

FM/94 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received

FM/95 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

FM/96 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from members of the council had been received.

FM/97 REPORTS OF OVERVIEW SCRUTINY

The Committee was informed that no questions from members of the council had been received.

FM/98 SERVICE BASE BUDGETS 2023 / 2024

The Head of Finance presented the report to the Committee and highlighted the variances for employee costs that included restructuring and professional fees and also included potential increased costs for the external audit. It was explained that investment income would be expected to be a surplus and noted that the increased pension contributions for 2023/24 would require a new valuation. It was recommended that the Parish Council increase for concurrent functions be 2%.

RESOLVED:

- 1.1 *The Committee considered the proposed revenue income and expenditure for 2023/24 as detailed in Appendix 1 of the report for the Committee's Services and approved for inclusion in the consolidated proposals for the General Fund.***
- 1.2 *The Committee considered and approved the proposed fees and charges as detailed in Appendix 2 of the report for 2023/24.***
- 1.3 *The Committee approved a 2% increase in contributions to Parish Councils in 2023/24 for Concurrent Functions.***

FM/99 COUNCIL TAX BASE 2023/24 AND SURPLUS 2022/23

The Head of Finance presented the report to the Committee and outlined recommendations and noted that the Council Tax base had increased due to the increased number of properties.

RESOLVED:

- 1.1 *The Committee approved the Council Tax Base for 2023/24 of 37,663 (equivalent Band D) properties as detailed in Appendix 1 of the report.***
- 1.2 *The Committee approved that a Council Tax Surplus of £500,000 for 2022/23 be declared on the Collection Fund and that the Council's proportion of £50,000 be transferred to the General Fund in 2023/24.***

FM/100 ANNUAL STATEMENT OF ACCOUNTS 2020-21

The Strategic Director (Corporate Resources) presented the report to the Committee and explained that the auditors had approved the accounts of March 2021 and raised no issues. The Committee was requested to approve the accounts to allow sign off for publication.

It was noted that the Audit Sub-Committee had raised concerns regarding financial governance with accounts being signed off so late and that a report would be brought to the Finance and Management Committee on 09 February 2023.

RESOLVED:

- 1.1 The Committee approved that the Council's Annual Statement of Accounts for 2020/21 as per Appendix 1 of the report and were signed by the Chair of the Committee for publication.**

FM/101 **PROPOSED CONTINUATION OF BANDED COUNCIL TAX REDUCTION SCHEME FOR 2023-2024**

The Head of Customer Services presented the report and outlined the scheme and the changes for the Ukrainian refugees. The Committee was informed that since the publication of the report the government had announce new funding which added a further £50 to Council Tax claims.

Councillor Richards commended the very detailed report and the exemplar service offered by the Council.

RESOLVED:

- 1.1 The Committee supported the continuation of a banded Council Tax Reduction Scheme for 2023/2024, as well as other changes proposed, that included:**

- ***Up rating to the applicable amounts in line with the prescribed scheme but with the exception of non-dependent deduction for working age which would remain at £5.00 for 23/24 for all cases.***
- ***Align with Housing Benefit regulations for Ukrainian Refugees regarding habitual residence to allow the payment of council tax support.***
- ***Adopt the prescribed scheme for Mixed Aged Couples.***
- ***Adopt any other changes within the prescribed scheme in accordance with the statutory instrument due to be published in January 2023.***
- ***Current funding of £20,000 from the Welfare Reform Fund be continued to be set aside in 2023/2024 for hardship cases.***

- 1.2 The Committee recommended to Full Council the continuation with a Council Tax Reduction banded scheme and approved all other changes proposed on 22 February 2023 date.**

FM/102 DECARBONISATION OF THE COUNCIL'S HOUSING STOCK

The Head of Housing presented the report to the Committee and sought approval of recommendations following approval by the Housing and Community Services Committee on the 05 January 2023. It was noted that following a successful bid for the first wave of funding a project was underway that included 100 Council properties. It was explained that the second wave of funding would be split 50:50 with Council and would enable the Council to undertake more work per property than it would be able to without the funding. The Committee was informed that the Council had received positive feedback from residents.

RESOLVED:

- 1.1 The Committee ratified the approval of the report given by the Housing and Community Services Committee on 5 January 2023.**
- 1.2 The Committee approved the Council bidding for funding of £1.8 million from "Wave 2.1" of the Government's Social Housing Decarbonisation Grant fund informed by the findings of Nottingham City report on energy efficiency and subsequent bid for Wave 1 funding.**
- 1.3 The Committee approved that, in the event the bid was successful, the Council agreed to make the required landlord contribution of 50% of the total cost of improvements that would be delivered by the scheme (approximately £876,000 over 3 years**
- 1.4 The Committee approved that in the event of a successful bid that the Council approved the acceptance and receipt of any bid funding**
- 1.5 The Committee agreed that the financial implications of submitting the bid be referred to the Finance and Management Committee for approval.**

FM/103 COMMITTEE WORK PROGRAMME

The Strategic Director (Corporate Resources) presented the report to the Committee

RESOLVED:

The Committee considered and approved the updated work programme.

FM/104 LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**RESOLVED:-**

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be

transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

TO RECEIVE THE EXEMPT MINUTES OF THE FOLLOWING MEETINGS:

The minutes of the 10 February 2022 were received.

Exempt questions rule 11

The Committee was informed no questions had been received.

REVISED STRUCTURE – STRATEGIC HOUSING TEAM

RESOLVED:

The Committee approved the recommendations in the report.

COLLECTION RATES, DEBT RECOVERY AND WRITE OFFS

RESOLVED:

The Committee approved the recommendations in the report.

FUTURE SERVICE DELIVERY AND EMPLOYMENT MODELS UPDATE

RESOLVED:

The Committee approved the recommendations in the report.

PREMISES IN MELBOURNE

RESOLVED:

The Committee approved the recommendations in the report.

LAND AT NETHERSEAL

RESOLVED:

The Committee approved the recommendations in the report.

LONG TERM LEASE TO EGGINTON PARISH COUNCIL

RESOLVED:

The Committee approved the recommendations in the report.

The meeting terminated at 20:10 hours

COUNCILLOR R PEARSON

CHAIR

FINANCE AND MANAGEMENT COMMITTEE

09 February 2023

PRESENT:

Labour Group

Councillor Pearson (Chair), Councillor Rhind (Vice-Chair) and Councillors Tilley, Richards Southerd and Taylor.

Conservative Group

Councillors Corbin (substitute for Councillor Lemmon) Dawson, Fitzpatrick, Ford, Smith and Watson

Non-Grouped

Councillor Churchill

In Attendance

Councillor Bambrick
Councillor Wheelton

FM/113 **APOLOGIES**

The Committee was informed that apologies had been received from Councillor Lemmon (Conservative Group).

FM/114 **TO RECEIVE THE OPEN MINUTES OF THE FOLLOWING MEETINGS:**

The Open Minutes of the meeting held on 17 March 23, 28 April 2023, 09 June 2023 and 21 July 2023 were noted and approved as a true record and signed by the Chair.

FM/115 **DECLARATIONS OF INTEREST**

The Committee was informed that a declarations of personal interest had been received from Councillor Smith regarding Item CL/119 by virtue of being a Parish Councillor.

FM/116 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

FM/117 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from members of the council had been received.

FM/118 **REPORTS OF OVERVIEW SCRUTINY**

The Committee was informed that no questions from members of the council had been received.

FM/119 **GENERAL FUND CONSOLIDATED BUDGET REPORT 2023/24 AND MEDIUM-TERM FINANCIAL PLAN TO 2027/28**

The Head of Finance presented the report to the Committee and outlined the the proposed medium term financial plan and Government settlement for 2023/24. The Committee received updates regarding the reduction of reserves, the government funding guarantee of £1.8 million and the New Homes Bonus.

The Head of Finance requested that the Committee considered an increase for Parish Council concurrent functions and voluntary bodies grants as well as the Council Tax increase for 2023/24.

The Committee was informed of the changes to the budget that included the reduced energy tariff from January 2023, the increased investment income that off set additional expenses and the increase of the pension contribution of up to 20% on salaries.

Councillor Richards addressed the Committee and proposed a 2% increase for Parish Councils and voluntary bodies grants and informed the Committee that a 1% increase for 2023/24 Council Tax was considered sufficient due to the increase in investment and confirmation that the New Homes Bonus would be received until 2024/25.

RESOLVED:

- 1.1 The Committee considered and approved the estimates of revenue income and expenditure on the General Fund for 2023/24 as detailed in the report.***
- 1.2 The Committee considered and approved a 2% increase for grants to voluntary bodies and Parish Councils for concurrent functions in 2023/24.***
- 1.3 The Committee considered and recommended to Full Council a Council Tax increase of 1% for 2023/24.***
- 1.4 The Committee approved the updated five-year financial projection for the General Fund to 2027/28 as detailed in Appendix 2 of the report, and all the associated assumptions and risks as included in the report.***
- 1.5 The Committee approved that the Council's National Non-Domestic Rates return (NNDR1) for 2023/24 showing retained business rates be reported to Finance and Management Committee on 16 March 2023.***

FM/120 HOUSING REVENUE ACCOUNT BUDGET, FINANCIAL PLAN AND PROPOSED RENT 2023-24

The Head of Finance presented the report to the Committee noting the 3% increase in rents and gave an update on utility costs, the increase in pension contributions and the impact on the medium term plan predicting a £1.5 million reserve over the 10-year plan.

RESOLVED:

- 1.1 The Committee considered and approved the proposed revenue income and expenditure for 2023/24, for the Housing Revenue Account (HRA) as detailed in Appendix 1 to the report.***
- 1.2 The Committee approved that the HRA be kept under review and measures identified to mitigate the financial risks detailed in the report and to maintain a sustainable financial position.***

FM/121 CAPITAL BUDGET TO 2028

The Head of Finance addressed the Committee and sought approval of the recommendations within the report. The Committee was updated on the Better Care Fund, Community Project grant, Green Homes grant and Corporate projects. An overview of the Public Buildings Budget and the programme of works was presented to the Committee. It was also noted that the updated Capital Budget included repairs, decarbonisation, council house developments and a vehicle replacement schedule.

Councillor Richards raised a query regarding the Disabled Adaptions Grant.

The Head of Finance confirmed that any remaining funds were carried over but it was envisaged that all would be spent by the end of the financial year.

Councillor Ford raised concern regarding the Occupational Health Service.

The Strategic Director (Corporate Resources) confirmed that that the issue had been resolved with the County Council.

RESOLVED:

- 1.1 The Committee considered and approved the capital programme expenditure and funding to 2028.***
- 1.2 The Committee approved the Public Buildings Planned Maintenance Programme as at Appendix 2 of the report.***

FM/122 AUDIT OF ACCOUNTS AND FINANCIAL STATEMENTS

The Strategic Director (Corporate Resources) addressed the Committee and presented the report noting concerns raised by the Audit Sub-Committee regarding the delays with the external audits. The Strategic Director (Corporate Resources) assured the Committee that there was no reason to believe that any

issues would be found with the Council and noted there was very little the Council could do but noted that the government had appointed a specialist body to look into the issues. In addition, the Committee was informed that the costs of the external audit were expected to rise.

Councillor Wheelton attended the meeting and addressed the Committee as Chair of Audit Sub-Committee and sought advice from the Section 151 Officer regarding placing the issue of delayed external audits on the risk register.

Members discussed the reasons for the issue to be placed on the risk register in the future.

The Chief Executive addressed the Committee and explained that it would be a cumulative risk but should be discussed with and agreed by the Section 151 Officer as to whether it was to be placed on the Risk Register.

RESOLVED:

- 1.1 The Committee considered the position regarding the external audit of the Council's Accounts and Financial Statements.***

FM/123 **TOYOTA CITY**

The Head of Economic Development and Growth attended the meeting and presented the report to the Committee following its approval by Environmental and Development Services Committee. The Head of Economic Development and Growth noted how Toyota worked alongside a variety of community groups and businesses in the area and that 2023 would mark 25 years of the partnership and that there were a number of events planned in celebration. The Committee was requested to approve the recommendations outlined within the report.

Members commended the report and recognised the importance of the partnership with Toyota and the way in which the company supported the Council's intention to become carbon neutral by 2023.

RESOLVED:

- 1.1 The Committee recognised the importance of the relationship with Toyota City to South Derbyshire, particularly in terms of inward investment and employment.***
- 1.2 The Committee approved that the activities of the Toyota City Partnership Board continued to be supported.***
- 1.3 The Committee approved that a one-off budget of £20,000 be allocated from General Fund Reserves to support the further development of the successful relationship for the benefit of the local economy.***

FM/124 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Corporate Resources) presented the report to the Committee

RESOLVED:

The Committee considered and approved the updated work programme.

FM/125 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

TO RECEIVE THE EXEMPT MINUTES OF THE FOLLOWING MEETINGS:

The minutes of the 17 March 2022, 28 April 2022, 09 June 2022 and 21 July were received.

Exempt questions rule 11

The Committee was informed no questions had been received.

ENVIROMENTAL EDUCATION PROJECT CONTRACTS & FUNDING

RESOLVED:

The Committee approved the recommendations in the report.

FUTURE SERVICE DELIVERY AND EMPLOYMENT MODELS UPDATE

RESOLVED:

The Committee approved the recommendations in the report.

The meeting terminated at 19:30 hours

COUNCILLOR R PEARSON

AUDIT SUB-COMMITTEE

08 March 2023

PRESENT:-

Non-Grouped

Councillor Wheelton (Chair)

Labour Group

Councillor Dunn

Conservative Group

Councillor Atkin and Bridgen

AS/32 **APOLOGIES**

The Sub-Committee was informed that apologies had been received from Councillor Shepherd (Labour Group).

AS/33 **DECLARATIONS OF INTEREST**

The Sub-Committee was informed that no declarations of interest had been received.

AS/34 **TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO.10**

The Sub-Committee was informed that no questions from members of the public had been received.

AS/35 **TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO.11**

The Sub-Committee was informed that no questions from Members of the Council had been received.

MATTERS DELEGATED

AS/36 **INTERNAL AUDIT PROGRESS REPORT**

The Internal Auditor presented the report to the Sub-Committee and gave an updated summary of changes since the last meeting. It was noted that 60% of audits had been completed with 40% in progress. The target for completion by the end of the year was at 90%.

Members raised concern regarding response time of officers.

The Strategic Director (Corporate Services) confirmed that all Heads of Service had been invited to attend the Committee to give updates to the outstanding recommendations. The Chair noted that the Head of Housing attended the meeting and the Internal Auditor confirmed that some responses had been received by email since the publication of the report.

Members discussed a variety of ways that non-responses could be addressed, and the Chair of the Sub-Committee suggested that outstanding issues could be passed to the appropriate Policy Committee.

RESOLVED:

- 1.1 The Sub-Committee considered the report of the Audit Manager, and that any matters specifically identified be subject to an appropriate report back.***
- 1.2 The Sub-Committee approved that all outstanding recommendations be referred to the Finance and Management Committee for consideration at the June meeting.***

AS/37 **INTERNAL AUDIT PLAN 2023-24 AND AUDIT CHARTER**

The Internal Auditor presented the report to the Sub-Committee highlighting a summary of the plan.

The Chair of the Sub-Committee raised a query regarding audit coverage. The Internal Auditor explained to the Sub-Committee the process to calculate the number of days of audit coverage. Members asked if the audits are conducted annually for a service area. The Internal Auditor informed the Sub-Committee that where a service area had received no recommendations that area would not be subject to an audit the following year. Members discussed the importance and impact of internal audits and agreed that audit coverage would be reviewed for the 2024-25 plan.

RESOLVED:

- 1.1 That the proposed Internal Audit Plan for 2023/24 is considered and approved for implementation, subject to any changes agreed by the Committee.***
- 1.2 The Sub-Committee approved that there is a review of audit coverage for the 2024-25 plan.***

AS/38 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Corporate Resources) presented the Sub-Committee Work Programme to Members.

On behalf of the Sub-Committee, the Chair thanked the Strategic Director (Corporate Services), for his valued contributions over many years of service with South Derbyshire District Council and wished him well in his retirement.

RESOLVED:

The Sub-Committee considered and approved the updated work programme.

AS/39 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:

That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

AS/40 **EXEMPT QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO.11**

The Sub-Committee was informed that no questions from Members of the Council had been received.

The Meeting terminated at 17:15 hours

COUNCILLOR A WHEELTON

CHAIR

REPORT TO:	FINANCE AND MANAGEMENT COMMITTEE	AGENDA ITEM: 7
DATE OF MEETING:	27 APRIL 2023	CATEGORY: DELEGATED
REPORT FROM:	STRATEGIC DIRECTOR (CORPORATE RESOURCES)	OPEN
MEMBERS' CONTACT POINT:	DEMOCRATIC SERVICES 01283 59 5722/5889	DOC:
SUBJECT:	COMMITTEE WORK PROGRAMME	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

1.1 That the Committee considers and approves the updated work programme.

2.0 Purpose of Report

2.1 The Committee is asked to consider the updated work programme.

3.0 Detail

3.1 Attached at Annexe 'A' is an updated work programme document. The Committee is asked to consider and review the content of this document.

4.0 Financial Implications

4.1 None arising directly from this report.

5.0 Background Papers

5.1 Work Programme.

**Finance and Management Committee
Work Programme for the Municipal Year 2022/23**

Work Programme Area	Date of Committee Meeting	Contact Officer (Contact details)
Corporate Resources & Chief Executive Service Plans 2022/23	9 June 2022	Fiona Pittam (Head of Organisational Development & Performance) Fiona.pittam@southderbyshire.gov.uk (07480 836879)
Corporate Plan Performance Monitoring 2021/22: Quarter 4	9 June 2022	Fiona Pittam (Head of Organisational Development & Performance) Fiona.pittam@southderbyshire.gov.uk (07480 836879)
Compliments, Comments, Complaints and FOI Requests: October 2021 to March 2022	9 June 2022	Kevin Stackhouse (Strategic Director) Kevin.stackhouse@southderbyshire.gov.uk (01283 595811)
Energy Rebate: Proposed Policy for Distributing Government Funding under a Discretionary Scheme	9 June 2022	Lizzie Barton (Head of Customer Services) Elizabeth.barton@southderbyshire.gov.uk (07552 248759)
Final Revenue Budget Outturn 2021/22	21 July 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Treasury Management Annual Report 2021/22	21 July 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk

Final Capital Outturn 2021/22	21 July 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Equality, Diversity, and Inclusion Strategy and Action Plan 2021 to 2025 – Proposed Resourcing	21 July 2022	Fiona Pittam (Head of Organisational Development & Performance) Fiona.pittam@southderbyshire.gov.uk (07480 836879)
Annual Training Report 2021/22 and Priorities for 2022/23	21 July 2022	Fiona Pittam (Head of Organisational Development & Performance) Fiona.pittam@southderbyshire.gov.uk (07480 836879)
Discretionary Housing Payment Fund Enhancements 2022/2023	21 July 2022	Lizzie Barton (Head of Customer Services) Elizabeth.barton@southderbyshire.gov.uk (07552 248759)
Corporate Plan Performance Monitoring 2022/23: Quarter 1	25 August 2022	Fiona Pittam (Head of Organisational Development & Performance) Fiona.pittam@southderbyshire.gov.uk (07480 836879)
General Fund Revenue Financial Monitoring 2022/23	25 August 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Collection Fund Position 2022/23	25 August 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Housing Revenue Account Monitoring 2022/23	25 August 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk

Capital Financial Monitoring 2022/23	25 August 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Treasury Update 2022/23	25 August 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Transformation Plan Update	25 August 2022	Anthony Baxter (Head of Business Change and IT) Anthony.baxter@southderbyshire.gov.uk
Financial Contribution Towards an Active Schools Partnership PE & School Sport Apprentice Through Amber Valley School Sport Partnership (AVSSP)	25 August 2022	Ian Gee (Active Schools Partnership Officer) Tony.gee@southderbyshire.gov.uk
Corporate Plan Performance Monitoring 2022/23: Quarter 2	24 November 2022	Fiona Pittam (Head of Organisational Development & Performance) Fiona.pittam@southderbyshire.gov.uk
General Fund Revenue Financial Monitoring 2022/23	24 November 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Housing Revenue Account Monitoring 2022/23	24 November 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Collection Fund Position 2022/23	24 November 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Capital Financial Monitoring 2022/23	24 November 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk

Treasury Update 2022/23	24 November 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
A Review of Earmarked Reserves	24 November 2022	Kevin Stackhouse (Strategic Director) Kevin.stackhouse@southderbyshire.gov.uk
Compliments, Comments, Complaints and FOI Requests: April 2022 to September 2022	24 November 2022	Kevin Stackhouse (Strategic Director) Kevin.stackhouse@southderbyshire.gov.uk
Annual Health and Safety Report 2021-22 and Action Plan 2022-23	24 November 2022	David Clamp David.clamp@southderbyshire.gov.uk
Recruitment and Selection Panel Appointment	24 November 2022	Frank McArdle (Chief Executive) David.clamp@southderbyshire.gov.uk
D2N2 Funding Programme for a pilot hydrogen fuelled waste collection service – amended recommendation.	24 November 2022	John Kinderman (Climate & Environment Officer) john.kinderman@southderbyshire.gov.uk
Service Base Budgets 2023/24	12 January 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Council Tax Base 2023/24 and Collection Fund Surplus 2022/23	12 January 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk

Proposed Local Council Tax Support Scheme 2023/24	12 January 2023	Catherine Grimley (Head of Customer Services) Catherine.grimley@southderbyshire.gov.uk
Decarbonisation: Wave 2.1 Grant Bid	12 January 2022	Paul Whittingham (Head of Housing) Paul.whittingham@southderbyshire.gov.uk
Annual Statement of Accounts 2020/21	12 January 2022	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
General Fund Consolidated Budget 2022/23 and MTFP to 2028	09 February 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Housing Revenue Account Budget 2023/24 and Financial Plan to 2033	09 February 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Capital Programme Budget and Financing 2023 to 2028	09 February 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Audit of Accounts and Financial Statements	09 February 2023	Kevin Stackhouse (Strategic Director (Corporate Resources)) Kevin.stackhouse@southderbsyhire.gov.uk
Toyota City	09 February 2023	Frank McArdle (Chief Executive) Frank.mcardle@southderbyshire.gov.uk

Corporate Plan Performance Monitoring 2022/23: Quarter 3	16 March 2023	Fiona Pittam (Head of Organisational Development & Performance) Fiona.pittam@southderbyshire.gov.uk (07480 836879)
General Fund Revenue Financial Monitoring 2022/23	16 March 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Housing Revenue Account Financial Monitoring 2022/23	16 March 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Collection Fund Position 2022/23	16 March 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Capital Financial Monitoring 2022/23	16 March 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Treasury Update 2022/23	16 March 2023	Charlotte Jackson (Head of Finance) Charlotte.jackson@southderbyshire.gov.uk
Proposed Policy for Paying Market Supplements	TBC	Fiona Pittam (Head of Organisational Development & Performance) Fiona.pittam@southderbyshire.gov.uk