

APOLOGIES Committee Services
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Council Chamber 01621 859677

CHIEF EXECUTIVE'S OFFICE
CHIEF EXECUTIVE
Fiona Marshall

20 November 2017

Dear Councillor

You are summoned to attend the meeting of the;

FINANCE AND CORPORATE SERVICES COMMITTEE

on **TUESDAY 28 NOVEMBER 2017** at **7.30 pm**.

in the Council Chamber. Maldon District Council Offices, Princes Road, Maldon.

A copy of the agenda is attached.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Fiona Marshall', enclosed within a hand-drawn oval.

Chief Executive

COMMITTEE MEMBERSHIP

CHAIRMAN

Councillor D M Sismey

VICE-CHAIRMAN

Councillor I E Dobson

COUNCILLORS

Mrs B F Acevedo
J P F Archer
P G L Elliott
A S Fluker
M S Heard
Miss M R Lewis
Rev. A E J Shrimpton

Ex-officio non-voting Members:

*Councillors B S Beale MBE and
M F L Durham, CC*

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AGENDA
FINANCE AND CORPORATE SERVICES COMMITTEE
TUESDAY 28 NOVEMBER 2017

1. **Chairman's notices (please see overleaf)**

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 7 - 14)

To confirm the Minutes of the meeting of the Finance and Corporate Services Committee held on 26 September 2017 (copy enclosed).

4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, other Pecuniary Interests or Non-Pecuniary Interests relating to items of business on the agenda having regard to paragraphs 6-8 inclusive of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

5. **Public Participation**

To receive the views of members of the public on items of business to be considered by the Committee (please see below):

1. A period of ten minutes will be set aside.
2. An individual may speak for no more than two minutes and will not be allowed to distribute or display papers, plans, photographs or other materials.
3. Anyone wishing to speak must notify the Committee Clerk between 7.00pm and 7.20pm prior to the start of the meeting.

6. **Chairman's Good News Announcements**

7. **Corporate Health and Safety** (Pages 15 - 20)

To consider the report of the Director of Resources (copy enclosed).

8. **Strategic Human Resources Update - Quarter Two 2017 / 18** (Pages 21 - 36)

To consider the report of the Director of Resources (copy enclosed).

9. **Half Yearly Review of Performance** (Pages 37 - 56)

To consider the report of the Chief Executive (copy enclosed).

10. **Discretionary Rate Relief Scheme and Approval of Annual Rural Settlement List** (Pages 57 - 116)
To consider the report of the Director of Customers and Community (copy enclosed).
11. **Local Council Tax Support Scheme 2018 / 19** (Pages 117 - 130)
To consider the report of the Director of Customers and Community (copy enclosed).
12. **Annual Review of Financial Regulations** (Pages 131 - 200)
To consider the report of the Director of Resources (copy enclosed).
13. **Proposals for Change to Office Opening Time to Public** (Pages 201 - 204)
To consider the report of the Director of Customers and Community (copy enclosed).
14. **Replacement Commissioning and Procurement Strategy and Contract Procedure Rules** (Pages 205 - 252)
To consider the report of the Director of Resources (copy enclosed)
15. **Promenade Park, Maldon - Income Share for the Maldon Mud Race** (Pages 253 - 270)
To consider the report of the Director of Customers and Community (copy enclosed).
16. **Supplementary Estimates, Virements and Use of Reserves - 1 August - 31 October 2017** (Pages 271 - 274)
To consider the report of the Director of Resources (copy enclosed).
17. **Half Yearly Treasury Management Update** (Pages 275 - 286)
To consider the report of the Director of Resources (copy enclosed).
18. **Budgetary Control (April - September 2017)** (Pages 287 - 302)
To consider the report of the Director of Resources (copy enclosed).
19. **2018 / 19 Budget Proposals** (Pages 303 - 340)
To consider the report of the Director of Resources (copy enclosed).
20. **Council Tax Base 2018 / 19** (Pages 341 - 346)
To consider the report of the Director of Resources (copy enclosed).
21. **Any other items of business that the Chairman of the Committee decides are urgent**

NOTICES

Sound Recording of Meeting

Please note that the Council will be recording any part of this meeting held in open session for subsequent publication on the Council's website. At the start of the meeting an announcement will be made about the sound recording. Members of the public attending the meeting with a view to speaking are deemed to be giving permission to be included in the recording.

Fire

In event of a fire, a siren will sound. Please use the fire exits marked with the green running man. The fire assembly point is outside the main entrance to the Council Offices. Please gather there and await further instruction.

Health and Safety

Please be advised of the different levels of flooring within the Council Chamber. There are steps behind the main horseshoe as well as to the side of the room.

Closed-Circuit Television (CCTV)

This meeting is being monitored and recorded by CCTV.