

APOLOGIES Committee Services
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Council Chamber 01621 859677

CHIEF EXECUTIVE'S OFFICE
CHIEF EXECUTIVE
Fiona Marshall

04 June 2018

Dear Councillor

You are summoned to attend the meeting of the;

FINANCE AND CORPORATE SERVICES COMMITTEE

on **TUESDAY 12 JUNE 2018** 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 that reads "Fiona Marshall". The signature is written in a cursive style and is 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

B E Harker

M S Heard

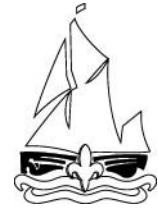
Rev. A E J Shrimpton

Ex-officio non-voting Members:

Councillor Mark F L Durham CC

Councillor Brian S Beale MBE

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AGENDA
FINANCE AND CORPORATE SERVICES COMMITTEE
TUESDAY 12 JUNE 2018

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

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 7 - 34)

To confirm the Minutes of the meeting of the Finance and Corporate Services Committee held on 19 April 2018 (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. **Resources Directorate**

To receive a presentation from the Director of Resources.

7. **Review of Performance 2017 / 18** (Pages 35 - 56)

To consider the report of the Director of Resources, (copy enclosed);

8. **Human Resources Statistics - Quarter Four 2017 / 18** (Pages 57 - 70)

To receive and note the report of the Director of Resources, (copy enclosed).

9. **Human Resources Policies and Procedures** (Pages 71 - 74)
To consider the report of the Director of Resources, (copy enclosed).
10. **Annual Report on the Whistleblowing Policy** (Pages 75 - 76)
To receive and note the report of the Director of Resources, (copy enclosed).
11. **Financial Outturn 2017 / 18** (Pages 77 - 86)
To consider the report of the Director of Resources (copy enclosed).
12. **Annual Treasury Outturn 2017 / 18** (Pages 87 - 96)
To consider the report of the Director of Resources, (copy enclosed).
13. **Supplementary Capital Estimate** (Pages 97 - 102)
To consider the report of the Director of Resources, (copy enclosed).
14. **Strategic and Financial Planning Process** (Pages 103 - 108)
To consider the report of the Director of Resources, (copy enclosed).
15. **Proposals to Change to Office Opening Time to Public** (Pages 109 - 112)
To consider the report of the Director of Customers and Community, (copy enclosed).
16. **Chief Executive's Performance Appraisal** (Pages 113 - 118)
To consider the report of the Leader of the Council (copy enclosed).
17. **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.