

APOLOGIES Committee Services
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HEAD OF PAID SERVICE'S OFFICE
HEAD OF PAID SERVICE
Richard Holmes

16 September 2019

Dear Councillor

You are summoned to attend the meeting of the;

FINANCE AND CORPORATE SERVICES COMMITTEE

on **TUESDAY 24 SEPTEMBER 2019** at 7.30 pm.

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

A copy of the agenda is attached.

Yours faithfully



Head of Paid Service

COMMITTEE MEMBERSHIP

CHAIRMAN

Councillor B E Harker

VICE-CHAIRMAN

Councillor M W Helm

COUNCILLORS

M G Bassenger
Mrs P A Channer, CC
Mrs J L Fleming
A S Fluker
K M H Lagan
C Morris
W Stamp

Ex-officio non-voting Members:

Councillors M S Heard
Mrs M E Thompson

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AGENDA
FINANCE AND CORPORATE SERVICES COMMITTEE
TUESDAY 24 SEPTEMBER 2019

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

2. **Apologies for Absence**

3. **Minutes of the last meeting** (Pages 5 - 8)

To confirm the Minutes of the meeting of the Finance and Corporate Services Committee held on 11 June 2019, (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. **Corporate Health and Safety** (Pages 9 - 14)

To consider the report of the Interim Section 151 Officer (copy enclosed).

7. **Human Resources statistics - Quarter Four 2018 / 19** (Pages 15 - 26)

To consider the report of the Interim Section 151 Officer (copy enclosed).

8. **Human Resources Statistics - Quarter One 2019 / 20** (Pages 27 - 38)

To consider the report of the Interim Section 151 Officer (copy enclosed).

9. **Internal Audit Fraud Risk Assessment - Advisory Report - March 2019** (Pages 39 - 70)

To consider the report of the Interim Section 151 Officer, (copy enclosed).

10. **Financial Outturn 2018 / 19** (Pages 71 - 82)

To consider the report of the Interim Section 151 Officer, (copy enclosed).

11. **Budgetary Control (April - July 2019)** (Pages 83 - 94)

To consider the report of the Interim Section 151 Officer, (copy enclosed).

12. **Any other items of business that the Chairman of the Committee decides are urgent**

13. **Exclusion of the Public and Press**

To resolve that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

14. **Application to Commercial Feasibility Fund** (Pages 95 - 116)

To consider the report of the Director of Strategy, Performance and Governance (copy enclosed).

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)

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