

DECISION LIST

RESOURCES COMMITTEE MEETING – 24 JUNE 2004

AGENDA ITEM NO.	ITEM	DECISION	REASON	OFFICER
4	Resources Committee Forward Plan	<p>RESOLVED that</p> <ol style="list-style-type: none"> 1 The forward plan for the current civic year be noted; 2 Officers to prepare further report on Review of Quality of Life Corporate Plan to be discussed on 18 November 2004. 	To make a decision on a forward programme as required by the Quality of Life Programme.	P O'D
5	Financial Strategy & Service Planning Process	<p>RESOLVED that</p> <ol style="list-style-type: none"> 1 The six point plan as contained in paragraph 10 be approved as the basis of developing a four year budget strategy; 2 The initial four year budget reduction projections as contained in paragraph 15 be noted and it be agreed to target a Council tax increase of no more than 5% per annum over the next 4 years, subject to any major changes in external funding and other factors, with additional spending pressures being met by further efficiencies where possible; 3 The principles of service categorisation as outlined in paragraph 22 be agreed and a working group of Members & officers be appointed to develop the details of each category & suggest allocation of all services to each category, with proposals to be brought back to this Committee on 23 September; 4 The Chairman & Vice Chairman of this Committee together with the Chairman of Development Control commit and Chairman of Scrutiny Committee (ex-officio) be appointed on this Group. The 	To determine the medium term Financial Strategy & Planning Process.	P O'D

		Chairman of this Committee be appointed Chairman of this Group; 5 The proposed move towards devolved financial management at officer level be endorsed.		
6	zero-Based Budgeting	RESOLVED that 1 the broad process & time table for zero-Based Budgeting as outlined in the report be approved.	To make decisions on appropriate resource allocation in line with the Council's priorities.	P O'D
7	Contract Services Integration	RESOLVED that 1 the terms of reference proposed for this project be agreed; 2 further report be submitted on the progress of this project.	To outline service issues that would have to be dealt with due to restructuring	N H
8	Amendments to Financial Regulations	RECOMMENDED that 1 The Council meeting on 20 July 2004 be requested to approve the changes to Financial Regulations as contained in the report	To request amendments to Financial regulations due to restructuring.	P O'D
9	Tenders for Provision of Banking & Insurance Services	RESOLVED that 1 the progress made to date be noted; 2 the possibility of collaborating with Essex County Council in provision of banking services be investigated by the officers.	To consider options as current contract would expire on 31 March 2005.	N H
10	Dunmow Offices Member/Officer Working Group	RESOLVED that 1 Officers to investigate the practicalities of using the front offices for both the voluntary sector centre & meet the Council's own requirements for a base in Dunmow; 2 if the front offices be unable to accommodate the voluntary sector centre along with the Council's own requirements, the rear offices should be retained & a longer term lease be offered to the voluntary sector; 3 full analysis be undertaken by the officers of the future car parking needs of Dunmow; 4 sale of the depot site for residential development should be subject to the outcome of the analysis of Dunmow's car parking needs, & how they could be met.	To seek Members guidance on how to progress..	D D

11	Business Improvement District	<p>RESOLVED that</p> <ol style="list-style-type: none"> 1 the report be referred to the Environment Committee and officers to consult with the Chairman of that Committee on options. 	To seek views of that Committee.	I O
12	Capital Programme 2004 - 2005	<p>RESOLVED that</p> <ol style="list-style-type: none"> 1 it be noted that the Cycle Track Project will not get underway in 2004/2005 & reschedule the £25,000 from the current year's Capital Programme into the 2005/06 financial year, with that year's provision of the same sum also moving back a year to retain a £25,000 per annum budget over each of the next two financial years 2 it be noted that the Green Lanes Project will not commence in 2004/05 & reschedule the £10,000 from the current year's Capital Programme into the 2005/06 financial year, with that year's provision of the same sum also moving back a year to retain a £10,000 per annum budget over each of the next two financial years. 3 £18,000 audio visual package for the Council Chamber not be approved at this stage, pending further investigation on other possible improvements to the use of the Council Chamber; 4 £15,000 from the 2004/05 Capital Programme be agreed for the installation of an electronic data gathering system to collect & monitor performance & appraisal data throughout the authority. 	To provide an update on projects& add two new projects in the Capital Programme.	I O
13	Capacity for Improvement in Development Services & the use of Planning Delivery Grant	<p>RESOLVED that</p> <ol style="list-style-type: none"> 1 the resolution of the Environment Committee to increase establishment of the staff as set out in para. 3 of the report be endorsed; 2 an additional post of Customer Care Officer be approved. 	To meet the staffing needs of the Service.	J M

14	Executive Programme Office	<p>RESOLVED that</p> <ol style="list-style-type: none"> 1 The roles & responsibilities of the Executive Programme Manager & their respective programmes be noted with salary costs & any other budgets to be included in the Resources Committee's budget under a separate heading to be called Executive Programme Office; 2 The project management framework, as outlined in paras. 14-16 be adopted & be incorporated into the Corporate Plan review. 3 A temporary Programme Assistant post be created, at an estimated cost of £16,000 in 2004/05, to be funded from reserves, with a further report reviewing the need for a permanent post brought back to this Committee on 18 November 2004 as part of the 2005/06 budget process; 4 To provide funding flexibility across projects the sum of £40,000 be drawn from reserves to fund initial options feasibility studies in connection with the 'Improving the Quality of Life' theme of the Corporate Plan.; 5 A further report be brought to this Committee in November 2004 examining the need for a permanent budget to be established to assist the Executive Programme Office with options appraisals, feasibility studies & other activities to implement the Quality of Life Corporate Plan. This report to take on board the proposed revisions to the Plan & provide a multi-year justification for a permanent budget. 6 Councillor Wilcock be appointed to oversee the development of the various projects. 	To establish a framework within which corporate projects could be managed	J M & S M
15	E Government Strategy	RESOLVED that the E-Government Strategy be adopted.	To detail how Council would meet e Government requirements.	J M
16	Counter-Fraud Partnership	<p>RESOLVED that</p> <ol style="list-style-type: none"> 1 subject to satisfactory consultations with the 	To set out options for future management of the Council's Counter-Fraud function	J M

		<p>staff the staffing structure in Appendix 1 be adopted;</p> <p>2 a counter-fraud partnership between East Herts & Uttlesford be pursued, for an initial trial period to 31 March 2006, the trial to start at the earliest possible date after appropriate Committee approvals had been obtained;</p> <p>3 East Herts to provide the management for the partnership;</p> <p>4 a further report be submitted to the Committee before the end of the trial period, recommending long-term management arrangements.</p>		
17	Housing & Council Tax Benefit Recovery Overpayment Policy	RESOLVED that the Housing & Council Tax Benefit overpayment recovery Policy as attached at appendix 1 be approved.	To comply with the Performance Standard..	M B
18	Credit Union	<p>RESOLVED that</p> <p>1 to agree in principle that to provide Credit Union facilities in the Uttlesford area;</p> <p>2 the option 7c as detailed in the report be adopted, subject to a further report once a decision was known on the change in the Rainbow Saver Anglia CU Ltd. common bond & receipt of their formal proposal.</p>	To comply with the Quality of Life Plan requirement.	M B
19	Refurbishment of Hill Street Toilets Saffron Walden	RESOLVED that this be referred back for further information.	To look at most efficient use of resources	R C
20	Travel Plan	<p>RESOLVED that</p> <p>1 the report be referred to the next Transport & Highways Committee;</p> <p>2 a further report be submitted to this Committee on 23 September incorporating any comments from the Transport & Highways Committee.</p>	To incorporate any comments from the Transport & Highways Committee.	B S
21	Items Referred from other Committees- Health & Housing Committee-27 May 2004 i	<p>RESOLVED that the following recommendations be approved.</p> <p>i)Affordable Housing-Ardley Crescent Hatfield Heath</p> <p>1 it be agreed to transfer Page 5 (known as 1-4 Ardley Crescent Hatfield</p>	To endorse recommendations of the Health & Housing Committee.	

		<p>Heath), at nil cost, to a registered social landlord to enable the provision of new affordable housing in return for full initial nomination rights.</p> <p>iii)Margaret Street Thaxted Public Conveniences</p> <p>2 the disposal of lavatories for the sum of £6,000 be approved.</p>		
22	Cleaning Contract	<p>RESOLVED that</p> <p>1 the Chairman of this Committee & three Executive Managers be authorised to conclude the tender process & appoint contractors</p> <p>2 the Executive Manager HR to report back to the next meeting in September 2004.</p>	to delegate authority to select contractors	C W H
23	Energy Efficiency Post	<p>RESOLVED that</p> <p>1 the creation of the Energy Efficiency Post be approved as recommended by the Environment Committee on 8 June 2004 and it be added to the establishment.</p>	To help cut energy consumption by 10% through practical housekeeping measures.	E S & J F
24	Staffing update	RESOLVED that future staffing updates be placed on Member Bulletin.	To inform Members of the updated position.	C W H