

## DECISION LIST

### FINANCE AND ADMINISTRATION COMMITTEE MEETING – 31 JANUARY 2008

AGENDA ITEM NO.	ITEM	DECISION	REASON	OFFICER
5	Lead officers report	RESOLVED that the proposed corporate indicators for Finance, as amended at the meeting, are approved	To determine targets for the monitoring of the service.	AW
6	Anti Fraud Policy	RESOLVED that the revised Anti Fraud policy set out in appendix A to the report be approved	To update the policy to take account of changes in enforcement procedures.	MP
7	General Fund Budget 2008/09	RESOLVED that the committee approves and submits to the next meeting <ol style="list-style-type: none"> <li>1. The revised revenue budget for the Finance and Administration Committee for 2007/08 as set out in appendix 1</li> <li>2. The draft revenue budget for the Finance and Administration Committee for 2008/09</li> </ol>	To progress the budget setting process.	AW
8	Finance and Administration capital budget 2007/08 and 2008/09	RESOLVED that the Officers be asked to re examine the proposed programme and submit to the meeting of the Committee on 7 February 2007	To enable a further review of the capital programme.	AW
9	Redundancy and redeployment update	RESOLVED that <ol style="list-style-type: none"> <li>1. members note the actions described in the report</li> <li>2. the council proceed to selection processes where applicable and the issuing of formal redundancy notices</li> </ol>	To agree the proposals for the reduction in staffing levels	AB
9a	Transfer of Saffron Walden Tourist Information Centre to	RESOLVED that the Committee <ol style="list-style-type: none"> <li>1. agrees to the grant payable to the Town Council over a three-year</li> </ol>	To facilitate the transfer of the tourist information Centre to Saffron Walden Town Council	RA

	Saffron Walden Town Council	<p>period.</p> <ol style="list-style-type: none"> <li>2. agrees to withdraw the at risk notices issued to TIC staff following the approval of the transfer at a special meeting of the Town Council on 6 February</li> <li>3. instructs the Head of Community Engagement, Assistant Chief Executive, Acting Chief Finance officer and Interim Head of HR to undertake TUPE transfer process with a view to completing the transfer by March 31.</li> <li>4. delegates authority to the Assistant Chief Executive in consultation with the Leader and Chairman of the Finance and Administration Committee to ensure all necessary negotiations, legal obligations and paperwork is completed.</li> </ol>		
9B	Role of Energy Efficiency Surveyor	RESOLVED that the post of Planning Officer be removed from the list of posts available for redeployment and the post of Energy Efficiency Surveyor be removed from the "at risk" register.	To enable the post of Energy Efficiency Surveyor to be retained.	JM
10	Urgent Item		The request was denied because of the council's current financial situation.	PS