

MINUTES OF A MEETING OF THE STRATEGY COMMITTEE HELD IN THE COUNCIL CHAMBER, COUNCIL OFFICES, CORKS LANE, HADLEIGH ON THURSDAY 3 DECEMBER 2015

PRESENT: Jennie Jenkins – Chairman

Clive Arthey	Richard Kemp
Simon Barrett	Frank Lawrenson
Sue Carpendale	Jan Osborne
Alan Ferguson	Peter Patrick
David Holland	

44 ADDITIONAL ITEM OF BUSINESS

The Local Government (Access to Information) Act 1985 provides that an item of business may not be considered by a Committee unless it is included on an Agenda. The Act does, however, make provision for an exception to this general rule to be made where by reason of special circumstances, the Chairman of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency.

The Chairman advised that a situation had arisen where it had become necessary for the Committee to consider an item not included on the agenda (Action out of Meeting – Acquisition of Land) and that she was satisfied that there were good reasons for dealing with this at the meeting as a matter of urgency.

Details of the item had been circulated at the meeting as confidential Paper [R74](#) (Exempt information by virtue of paragraph 3 of Part 1). The Chairman informed Members that it would be necessary for them to consider the exclusion of the public as additional item 15 and the content of Paper R74 as item 16 of the Agenda.

45 DECLARATION OF INTERESTS

Clive Arthey, Frank Lawrenson and Richard Kemp each declared a pecuniary interest in relation to [Paper R72](#) – The Smoke and Carbon Monoxide Alarm (England) Regulations 2015 by reason of owning property to which the Regulations applied, and were not present in the Council Chamber when this item was considered.

Note: Clive Arthey and Richard Kemp did not return to the meeting after consideration of Paper R72.

46 MINUTES

RESOLVED

That the Minutes of the meeting held on [12 November 2015](#) be confirmed and signed as a correct record.

47 PETITIONS

None received.

48 QUESTIONS FROM THE PUBLIC

None received.

49 QUESTIONS FROM MEMBERS

None received.

50 FORWARD PLAN

Members had before them [Paper R67](#), relating to items which had been identified on the Forward Plan. Charlie Adan, Chief Executive, informed them that the Forward Plan from April 2016 onwards would be populated upon completion of the Strategic Plan refresh and as necessary to reflect the Budget.

RESOLVED

That the contents of Paper R67 together with the information reported above be noted.

51 FINANCIAL MONITORING 2015/16 – QUARTER 2

Jennie Jenkins, Finance and Resources Portfolio Holder, introduced [Paper R68](#), which summarised key matters relating to the mid-year financial position.

Katherine Steel, Head of Corporate Resources, introduced Melissa Evans, the new Corporate Manager – Financial Services, who was present for this item as an observer. The Head of Corporate Resources went through the report, highlighting various matters in relation to the General Fund, HRA and Capital Programme and responded to Members' questions. She also undertook to supply information on Right-to-Buy sales statistics outside the meeting.

RESOLVED

- (1) That the potential or likely variations in relation to the General Fund, Housing Revenue Account and Capital Programme compared to the Budget be noted.**
- (2) That, subject to any further budget variations that arise during the rest of the financial year, General Fund savings of £172,000 referred to in sections 11.5 (c) and 11.6 (a) and (c) of the report be transferred to the Transformation Fund.**
- (3) That the revised capital programme as shown in Appendix B to Paper R68 be approved.**

52 HOUSING ALLOCATIONS POLICY

Jennie Jenkins, Portfolio Holder for Housing, introduced [Paper R70](#), which sought Member approval to adopt a revised Policy.

Sue Lister, Corporate Manager – Housing Options, explained the reasons for reviewing the policy and referred to Appendix C to the report, which summarised the proposed changes. The Chief Executive and the Corporate Manager clarified some sections of the revised Policy and answered Members' questions in relation to its application.

RESOLVED

That the revised Housing Allocation Policy contained in Appendix A to Paper R70 be adopted with effect from a date to be agreed.

53 STRATEGIC PERFORMANCE OUTCOME REPORTING

Jennie Jenkins, Portfolio Holder for Finance and Resources, introduced Paper [R69](#) on the developing outcome focused performance approach.

Karen Coll, Business Improvement Manager (Corporate), gave a presentation to illustrate examples of information Members could expect to see and monitor in the future. Hard copies of the presentation were made available to Members after the meeting. Members generally welcomed the new format. The Chief Executive and the Business Improvement Manager provided further clarification as to how this work would fit with the Councils' strategic priorities and how this type of information could be used by the public and Officers.

RESOLVED

- (1) That the developing new performance approach be noted and the prototype reporting arrangements agreed, as outlined in Paper R69.**
- (2) That the frequency of half-yearly reports rather than quarterly be approved due to the demonstration of trends and impacts over the longer term, for the majority of measures to be contained in the report.**

Note: The 'facts and stats' being presented on the website will provide regularly updated transactional/ output information.

- (3) That the transitional performance information set out in paragraph 12.4 and Appendix 1 of Paper R69 be noted.**

54 JOINT PUBLIC HEALTH FUNERALS POLICY

Frank Lawrenson, Portfolio Holder for Environment, introduced [Paper R71](#), which sought Member approval to adopt a Joint Policy. He outlined the Councils' obligations and reasons for the Policy, contained in Appendix A to the report, and Heather Worton, Corporate Manager – Private Sector Housing, answered Members' questions.

RESOLVED

That the Joint Public Health Funerals Policy contained in Appendix A to Paper R71 be adopted with immediate effect.

55 JOINT IMPLEMENTATION POLICY – THE SMOKE AND CARBON MONOXIDE ALARM (ENGLAND) REGULATIONS 2015

Jennie Jenkins, Portfolio Holder for Housing, introduced [Paper R72](#), which sought Member approval to adopt the Penalty Charge Notice levels in the Joint Policy. The Corporate Manager – Private Sector Housing answered Members' questions and provided further clarification on the mandatory Smoke and Carbon Monoxide Alarm Regulations and the application of the policy. She also undertook to advise Members outside the meeting in relation to the more stringent requirements which apply to refuges and hostels.

RESOLVED

That the levels of the Penalty Charge as set out in Paragraph 3.0 of the policy contained in Appendix A to Paper R72 be adopted with immediate effect.

56 JOINT CORPORATE ENFORCEMENT POLICY

Jennie Jenkins introduced [Paper R73](#), which sought Member approval to a revised Joint Policy, with the word "Interim" to be removed from the post title in recommendations 2.2 and 2.3. Jonathan Reed, Senior Solicitor, confirmed that an Equality Impact Assessment (EqIA) had now been carried out, the Policy will continue to be monitored on an on-going basis and any typographical and other minor corrections will be made before the Policy is published.

RESOLVED

- (1) That the Joint Corporate Enforcement Policy within Appendix 1 to Paper R73 be adopted with immediate effect.**
- (2) That the Head of Law and Governance and Monitoring Officer be authorised to make minor amendments to the Joint Corporate Enforcement Policy above as may be necessary from time to time.**
- (3) That if the Regulators' Code is adopted by the Councils to include all the Councils' regulatory functions that the Head of Law and Governance and Monitoring Officer be authorised to make the necessary amendments to the Joint Corporate Enforcement Policy as mentioned above to accommodate this adoption.**

57 EXCLUSION OF THE PUBLIC (WHICH TERM INCLUDES THE PRESS)

RESOLVED

That pursuant to Part 1 of Schedule 12A of the Local Government Act 1972, the public be excluded from the meeting for the business specified below on the grounds that if the public were present during this item, it is likely that there would be the disclosure to them of exempt information as indicated against the item.

The Committee was also satisfied that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

58 ACTION OUT OF MEETING - ACQUISITION OF LAND (Exempt information by virtue of paragraph 3 of Part 1)

The Minute relating to the above-mentioned item is excluded from the public record. A summary of the Minute made by the Proper Officer in accordance with sub-section 2 of Section 100(c) of the Local Government Act 1972 is set out below.

Members had before them [Paper R74](#), which was introduced by Jennie Jenkins, Portfolio Holder for Housing. Officers responded to questions raised by Members on some related matters.

The Committee noted the action taken by the Chief Executive in consultation with the Chairman of the Committee, as set out in Paper R74.

Note: The meeting adjourned between 11:05 and 11:20 for refreshments.

The business of the meeting was concluded at 12:15 pm.

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Chairman