

Minutes

Policy, Finance and Resources Committee Tuesday, 29th November, 2016

Attendance

Cllr Mrs McKinlay (Chair)	Cllr Kendall
Cllr Kerlake (Vice-Chair)	Cllr McCheyne
Cllr Barrett	Cllr Mynott
Cllr Faragher	Cllr Parker
Cllr Hossack	

Also Present

Cllr Aspinell

Officers Present

John Chance	-	Finance Director (Section 151 Officer)
Zoey Foakes	-	Governance & Member Support Officer
Ramesh Prashar	-	Financial Services Manager
Philip Ruck	-	Chief Executive
Daniel Toohey	-	Monitoring Officer
Jane Mitchell	-	Payments & Procurement Officer
Lorne Spicer	-	Senior Communications Manager

197. Apologies for Absence

No apologies for absence were received.

198. Minutes of the Previous Meeting

The minutes of the Policy, Finance and Resources Committee meeting held on 20 September 2016 were approved as a true record.

199. Council Tax Support scheme - 2017/18

The report recommended no changes to be made to Brentwood's Local Council Tax Support scheme for 2017/18.

People of pension age continued to be protected from any changes in Local Council Tax Support; therefore any scheme had to be devised for people of working age only.

Public consultation on revised scheme options was undertaken from 7 September 2016 – 19 October 2016.

The Brentwood Borough Council scheme continued to be prepared within the framework of an Essex-wide scheme with local variations. For the last three years Brentwood's scheme had remained virtually unchanged, the Council were again not proposing any changes to the 2017/18 scheme.

Cllr Mrs McKinlay **MOVED** and Cllr Kerslake **SECONDED** the recommendation in the report and a vote was taken by a show of hands and it was:

RESOLVED

That Members approve Brentwood Borough Council's Council Tax Support Scheme with no changes to the levels of support for working age customers.

REASON FOR RECOMMENDATION

To agree and adopt the proposed Council Tax Support scheme for 2017/18 prior to the 31 January 2017.

200. Transfer of Housing Revenue Account Shops (HRA) to General Fund

The report sought approval for the transfer of the shops portfolio, including any flats above the shops, from the Housing Revenue Account (HRA) to the General Fund (GF). The portfolio comprised of 28 shops which were no longer used for housing purposes for which they were originally acquired.

Cllr Mrs McKinlay **MOVED** and Cllr Hossack **SECONDED** the recommendations in the report and a vote was taken by a show of hands and it was:

RESOLVED

- 1. That the HRA shops portfolio including any flats above the shops to be transferred to the General Fund.**
- 2. For officers to apply for consent from the Secretary of State to transfer any flats above the shops from the HRA to the General Fund.**

REASON FOR RECOMMENDATION

To comply with legislation, the shops should be transferred from the HRA to the General Fund. As 9 of the leases included the flats above and 2 further

flats which were council owned, it would be prudent to transfer the flats to the General Fund.

201. Budget Monitoring Mid Year Review and Medium Term Financial Plan

The Medium Term Financial Plan (MTFP) set out the key financial management principles and budget assumptions. It was then used as the framework for the detailed budget setting process to ensure that the Council's resources were managed effectively in order to meet its statutory responsibilities and deliver the priorities of the Council over the medium term.

The report provided the Policy, Finance and Resources Committee with an update on the Councils:

- i. Revenue and capital projected outturn position as at the end of September 2016, including the review of the Treasury Management Strategy Statement and Annual Investment Strategy.
- ii. Medium Term Financial Strategy for 2017/18 to 2019/20.

Cllr Mrs McKinlay **MOVED** and Cllr Kerslake **SECONDED** the recommendation in the report and a vote was taken by a show of hands and it was:

RESOLVED

That the committee:

- 1. Agreed the projected outturn for 2016/17 of the Council's General Fund revenue budget as at 30 September 2016, as detailed in paragraph 3 of the report.**
- 2. Agreed the projected outturn position for 2016/17 of the Council's HRA at 30 September 2016, as detailed in paragraph 4 of the report.**
- 3. Agreed the current projected position for 2016/17 of the Council's capital budget as at 30 September 2016, as detailed in paragraph 5 of the report.**
- 4. Agreed the Treasury Management Activity for the period 1 April 2016 to 31 October 2016 as detailed in paragraph 6 of the report.**

REASONS FOR RECOMMENDATION

Effective financial management underpinned all of the priorities for the Council and would enable the Council to operate within a sustainable budget environment.

202. Procurement Strategy - 2016 to 2019

The report asked Members to approve the Council's Procurement Strategy for 2016 to 2019.

Cllr Mrs McKinlay **MOVED** and Cllr Kerslake **SECONDED** the recommendation in the report and a vote was taken by a show of hands and it was

RESOLVED:

That the committee agreed the Council's Procurement Strategy for 2016 to 2019 attached as Appendix A of the report.

REASON FOR RECOMMENDATION

Effective procurement practice was essential to the Council's financial standing and reputation.

The new Procurement Strategy would give the Council one central strategic direction that could be communicated to all staff.

The importance of good practice at all stages of the commercial stages would be highlighted.

The new Strategy brought the Council's practices up to date and made provision for improving Social Value within the local community.

The Strategy would reflect modern trends towards collaborative supplier relationships and tied in with recent training in contract management offered to all staff.

Emphasis on the area where savings could be made.

203. Urgent Business

There was no urgent business to discuss.

The meeting concluded at 20:05.