



This information is available free of charge in electronic, audio, Braille and large print versions on request.

For assistance in understanding or reading this document or specific information about these Minutes please call Democratic Services on 01629 761133 or e-mail committee@derbyshiredales.gov.uk

GOVERNANCE AND RESOURCES COMMITTEE

Minutes of a Meeting held on Thursday 15 December 2016 in the Council Chamber, Town Hall, Matlock at 6.00pm

PRESENT

Councillor Jacquie Stevens - In the Chair

Councillors Sue Bull, Albert Catt, Steve Flitter, Chris Furness, Alyson Hill, Neil Horton, Angus Jenkins, Jean Monks, Garry Purdy, Irene Ratcliffe, Lewis Rose OBE, Colin Swindell and John Tibenham.

Paul Wilson (Corporate Director), Karen Henriksen (Head of Resources), Tim Braund (Head of Regulatory Services), Rob Cogings (Head of Housing), Simon Beynon (Housing Strategy Officer), Paul Radcliffe (Operational Benefits Manager) and Jackie Cullen (Committee Assistant).

Mr Simon Lacey, KPMG.

APOLOGIES

Apologies for absence were received from Councillors Deborah Botham, Susan Hobson, Tony Millward BEM and Mark Salt. Mr John Cornett, KPMG, also sent his apologies.

Councillor Sue Bull attended as Substitute Member.

308/16 – MINUTES

It was moved by Councillor Jacquie Stevens, seconded by Councillor Garry Purdy and

RESOLVED
(unanimously)

That the minutes of the meeting of the Governance and Resources Committee held on 3 November 2016 be approved as a correct record.

The Minutes were signed by the Chairman.

309/16 – ANNUAL AUDIT LETTER 2015/16

The Chairman welcomed Simon Lacey, District Auditor for KPMG.

The District Auditor presented the Annual Audit Letter which summarised the key findings from the 2015/16 external audit of the District Council, all of which had been previously reported and which represented the conclusion of the audit.

It was moved by Councillor Lewis Rose OBE, seconded by Councillor Steve Flitter and

RESOLVED That the Annual Audit Letter 2015/16 be noted.
(unanimously)

310/16 – EXTERNAL AUDIT TECHNICAL UPDATE

The District Auditor presented KPMG’s external audit technical update and drew Members’ attention to two corrections to the summary of progress on page 4 of the report:

The first bullet point should read “issued an unqualified opinion on your 2015/16 accounts on 28 September 2016”; and

The final paragraph on page 4 regarding certification work had now been concluded.

It was moved by Councillor Chris Furness, seconded by Councillor Albert Catt and

RESOLVED That the External Audit Progress Report be noted.
(unanimously)

311/16 – HOUSING BENEFIT PROCEDURE

The Committee considered a report that sought approval for implementation of a procedure for ensuring nonregulated supported accommodation met certain standards.

Vulnerable individuals could be provided with accommodation and support to enable them to live independently, as outlined in the report. However, a reduction in the Supporting People Programme, provided through Derbyshire County Council, had left in providers of accommodation-based support needing to find alternative ways to fund and maintain service delivery, now funded mainly from housing benefit. Support providers in receipt of such funding via the County Council were confident that services were commissioned, monitored and inspected against a framework of rigorous standards, however there were no similar measures in place currently for not-for-profit organisations, leaving district and borough councils to take up this role. Future claims needed to be monitored, and it was proposed to introduce a procedure for non-regulated supported accommodation, as set out in the report.

The District Council would always be keen to explore opportunities to assist or encourage registered charity landlords to become registered providers, therefore reducing the potential loss of subsidy.

It was moved by Councillor Albert Catt, seconded by Councillor Lewis Rose OBE and

RESOLVED 1. That implementation of the Housing Benefit Procedures
(unanimously) outlined in the report be approved.

2. That the contents of the report and the current position in relation to the costs of unregulated supported accommodation be noted.

3. That Subject to approval to (1) and (2) above, a report is brought to Committee setting out the progress achieved by the procedure.

312/16 – DEVELOPMENT MANAGEMENT SERVICES REVIEW – FINAL REPORT AND RECOMMENDATIONS

Councillor Angus Jenkins arrived at 6.40pm during discussion of this item.

The Committee considered a report on the outcome of the Development Management Service Review, that sought approval for the implementation of a new structure for the Development Management Section.

The Development Management Service Review had identified that the service performed well against national performance indicators and was being delivered at low cost. However, it also identified significant inefficiencies in the service, for reasons set out in the report. There was, therefore, the need to invest in order to provide sufficient resources for fundamental service transformation to take place.

The fundamental purpose of the review was to consider the effectiveness of the current policies and procedures, aimed at achieving the objectives listed in the report. The specific elements for consideration were tabled in the report. Planning Officers' Society Enterprises (POSE), who had been commissioned by the Council, issued their report in October 2014, following which a 'Process and Procedures Sub-Group' was established to explore in greater detail the recommendations of the POSE report which specifically related to process and procedural issues. Both the POSE and the Sub-group recommendations had been taken into consideration within the report and Action Plan.

It was noted that due to a significant increase in workload and insufficient time to dedicate to the review, a refreshed service review team had been convened and revised responsibilities were allocated with a view to concluding the review in March 2016. The final report, presented at Appendices 1 to 4 attached to the report, summarised all of the work undertaken to date and proposed recommendations for implementation in the form of an action plan for improvement, in light of the issues identified by the Development Management Service Review. Implementation of the Action Plan would be undertaken by the Development Manager and the Head of Regulatory Services and monitoring would be undertaken by the Corporate Leadership Team every 3 months.

It was moved by Councillor Garry Purdy, seconded by Councillor Lewis Rose OBE and

RESOLVED

1. That the Committee note the findings of the Development Management Service Review and the recommendations contained therein.
2. That the Committee approve the implementation of a new structure for Development Management in accordance with Appendix 2 of the report and that expenditure in the sum of £8,230 be funded from income in 2016/17 and that Council be recommended to include £88,570 in the revenue estimate for 2017/18.

Voting:

For	13
Against	0
Abstentions	1

313/16 – REVENUE DEBT RECOVERY POLICY

Councillor Irene Ratcliffe left the meeting at 6.42pm prior to discussion of this item.

The Committee considered an updated policy for the collection of debts due to the Council, and for approval of changes to the scheme of delegation in relation to debt recovery.

The Head of Resources drew Members' attention to an amendment to Recommendation 2 in the report: this should read "... delegation set out in paragraph 2.6 of the report" and not 2.7.

Appendix 1 to the report presented a draft updated Revenues Debt Recovery Policy that set out the approach for the collection of debts due to the Council. The policy showed the processes involved in the recovery of each type of debt, as listed in the report. It was noted that only minor changes had been made to the 2013 policy; these were indicated by blue type in the draft policy. If the policy were approved, a copy would be made available on the Council's website.

It was also necessary to update the Council's Scheme of Delegation to reflect a change in the staffing within the debt recovery function and to offer more resilience for attendances at court proceedings. The current scheme of delegation was tabled in the report, with proposed changes in red.

It was moved by Councillor Colin Swindell, seconded by Councillor Jean Monks and

RESOLVED
(unanimously)

1. That the draft Revenues Debt Recovery Policy as set out in Appendix 1 to the report is approved.
2. That the amendments to the scheme of delegation set out in paragraph 2.6 of the report be approved.

MEETING CLOSED – 6.44PM

CHAIRMAN