

SEDGEMOOR DISTRICT COUNCIL

EXECUTIVE ADVISORY MEETING

Minutes of the Executive Advisory Meeting held via Microsoft Teams on

Wednesday 20 March 2023 at 10.00am

This meeting will consider the reports listed on the Agenda and the final decisions will be taken by the Leader of Council under powers vested to the Leader as set out in the Council's Constitution

Councillors

Present:

Duncan McGinty	Leader of the Council (Chairman)
Gill Slocombe	Deputy Leader & Inward Investment & Growth
Mike Caswell	Infrastructure and Transport
Andrew Gilling	Housing
Mark Healey MBE	Commercial & Asset Management
Janet Keen	Communities & Wellbeing

Also Present: Cllrs Filmer & Redman

**50. APOLOGIES FOR ABSENCE
(Agenda Item 1)**

None.

**51. MINUTES
(Agenda Item 2)**

The Executive Advisory Meeting recommended the Leader of Council to confirm the minutes of the Executive Advisory Meeting held on 8 February 2023 as a correct record.

**52. DECLARATIONS OF INTEREST
(Agenda Item 3)**

Cllr J Keen declared an other registerable interest in respect of Agenda Item 9, as she was a Council representative on the Homes in Sedgemoor Board until 31 March 2023.

**53. URGENT BUSINESS
(Agenda Item 4)**

None.

**54. PUBLIC SPEAKING TIME
(Agenda Item 5)**

No members of the public had registered to speak.

**55. CORPORATE DASHBOARD – QUARTER 3 (2022/2023)
(Agenda Item 6)**

Members received details of the last Corporate Dashboard report for Sedgemoor District Council and noted that future reports would be for the new council. They were advised that work was currently underway to align performance measures across the five existing councils and it was likely that the out-turn performance for 2022/23 would be included as a baseline in the performance reports for 2023/24.

The Corporate Performance Manager explained that he was pleased to report such fantastic performance with no high level actions or audit recommendations overdue and there were only a very few operational actions in progress, all of which were being well managed.

Executive members also noted whilst performance had dropped from 88% to 80% during quarter three there had been a considerable improvement during January and February.

Members thanked the Officer for all of his hard work and for the work done by the various departments in delivering the Council's services.

The Executive Advisory Meeting recommended the Leader of Council to:

Note the report.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report.

**56. QUARTERLY PERFORMANCE MONITORING REPORT – QUARTER 3 (2022/2023)
(Agenda Item 7)**

Members received details of the Corporate Performance Monitoring Report, including details of:

- General Fund and Retained HRA Financial Statement;
- Treasury Management Update;
- Aspen Housing & Development Ltd Monitoring;
- Procurement Plan
- Regulation of Investigatory Powers Act (RIPA) authorisations
- Human Resource Statement
- Risk Management – Quarterly Update
- Grants Awarded
- Northgate Yard
- Update on Planning Performance
- Homes in Sedgemoor's Critical PIs

The Section 151 Officer explained that Sedgemoor was in a good, health position and in joining the new council would be bringing significant balances. She believed that this

was a testament to the both the Executive and the Senior Management Team on how they had managed the finances over the last five years.

The Executive Advisory Meeting recommended the Leader of Council to:

Note the report.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report.

**57. LOCAL AUTHORITY HOUSING FUND 2022 AND 2023
(Agenda Item 8)**

The Portfolio Holder for Housing presented the report on entering into a memorandum of understanding with the Department of Levelling Up Housing and Communities in order to draw down Government funding to provide additional housing for refugees.

The Executive Advisory Meeting recommended the Leader of Council:

To approve the signing of an MoU with DLUHC for LAHF in order to receive the 22/23 tranche of funding before 1 April 2023.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report.

**58. ARTICLES OF ASSOCIATION - HOMES IN SEDGEMOOR
(Agenda Item 9)**

The Portfolio Holder for Housing presented the report proposing amendments to the Articles of Association for Homes in Sedgemoor following a governance review.

The Executive Advisory Meeting recommended the Leader of Council:

To approve the amended Articles of Association for Homes in Sedgemoor to take effect from 1 April 2023.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report.

**59. ASPEN HOUSING AND DEVELOPMENT BUSINESS PLAN
(Agenda Item 10)**

Members considered the Aspen Housing and Development Ltd. Business Plan 2023/24 and noted that the business was making a profit and was financially on target.

The Executive Advisory Meeting recommended the Leader of Council:

To approve the Aspen Housing and Development Ltd Business Plan 2023-2024.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report.

60. ANNUAL WRITE OFF APPROVALS (Agenda Item 11)

The Leader of Council presented a report setting out details write off debts over £4,000 for the current financial year totalling £256,070.48.

Members noted that whilst quite a few debts were following deaths or insolvency, action could still be taken on written off debts that became collectable at a later stage.

The Executive Advisory Meeting recommended the Leader of Council:

To approve for write off those debts greater than £4,000 for the fiscal year 2022/23 as detailed in Appendix A of the report.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report.

61. ENERGY REFIT FRAMEWORK (Agenda Item 12)

The Portfolio Holder for Housing presented the seeking the approval of contractors who had tendered for an energy retrofit install service to carry out installations of measures to insulate and heat the homes of vulnerable, low income and able to pay households.

The Executive Advisory Meeting recommended the Leader of Council:

To approve the award of the contract to the accepted contractors.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report.

62. EXEMPT ITEM

The Executive Advisory Meeting unanimously recommended the Leader of Council to approve that the Press and Public are excluded from the meeting during consideration of the following item on the grounds that it involves information which relates to the financial or business affairs of the Council defined as exempt by paragraph 3 of Part 1 of Schedule 12a to the Local Government Act 1972 (as amended).

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report.

**63. CAPITAL INVESTMENT TO SUPPORT THE DELIVERY OF NEW COUNCIL HOMES – HAMP WARD
(Agenda Item 13)**

The Portfolio Holder for Housing presented the report outlining proposals to construct 11 new council homes.

The Executive Advisory Meeting recommended the Leader of Council:

To recommend FULL COUNCIL to approve the recommendations as set out in the exempt report.

ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.

REASONS FOR DECISION: As set out in the officer report.

The meeting ended at 11.20am.

CHAIRMAN