

# Agenda



*Rural Capital of Food*

<b>Meeting name</b>	<b>Policy, Finance and Administration Committee</b>
<b>Date</b>	<b>Wednesday, 29 November 2017</b>
<b>Start time</b>	<b>6.30 pm</b>
<b>Venue</b>	<b>Parkside, Station Approach, Burton Street, Melton Mowbray LE13 1GH</b>
<b>Other information</b>	<b>This meeting is open to the public</b>

Members of the Policy, Finance and Administration Committee are invited to attend the above meeting to consider the following items of business.

**Edd de Coverly**  
**Chief Executive**

## Membership

<b>Councillors</b>	J. Orson (Chair) R. de Burle M. Glancy E. Hutchison B. Rhodes	L. Higgins (Vice-Chair) P. Cumbers E. Holmes A. Pearson J. Wyatt
<b>Substitutes</b>	P. Chandler T. Greenow	M. Graham

**Quorum:** 4 Councillors

<b>Meeting enquiries</b>	Kirsty Whelbourne
<b>Email</b>	<a href="mailto:kwhelbourne@melton.gov.uk">kwhelbourne@melton.gov.uk</a>
<b>Agenda despatched</b>	Tuesday, 21 November 2017

No.	Item	Page No.
1.	<b>APOLOGIES FOR ABSENCE</b>	
2.	<b>MINUTES</b> To confirm the minutes of the meeting held on the 26 <sup>th</sup> September 2017.	1 - 16
3.	<b>DECLARATIONS OF INTEREST</b> Members to declare any interest as appropriate in respect of items to be considered at this meeting.	17 - 18
4.	<b>RECOMMENDATIONS FROM OTHER COMMITTEES</b> There are no recommendations from other committees.	
5.	<b>UPDATE ON DECISIONS</b> The Chief Executive to submit an update on decisions from previous meetings of the Committee.	19 - 20
6.	<b>ME AND MY LEARNING - END OF YEAR REPORT</b> The Head of Communities and Neighbourhoods to submit a report to seek Members comments and approval of the Me and My Learning End of Year report for 2016/17.	21 - 64
7.	<b>DISCIPLINARY AND DISMISSAL PROCEDURES FOR STATUTORY OFFICERS</b> The Solicitor to the Council to submit an update on the position with regards to the recently adopted Disciplinary Policy with respect to the Council's statutory officers and the consequential amendments required to the Council's substitute policy.	65 - 72
8.	<b>ITEMS FOR APPROVAL UNDER FINANCIAL PROCEDURE RULES</b> The Corporate Director to submit a report to provide requests for approval of this Committee under Financial Procedure Rules and to provide information on amounts approved under delegated powers and to report the impact of these on the Council's reserves and balances.	73 - 88
9.	<b>REVENUE ESTIMATES 2018/19 &amp; MEDIUM TERM FINANCIAL STRATEGY</b> The Corporate Director to submit a report to provide Members with the latest position regarding the estimates for 2017/18 and 2018/19 and the Medium Term Financial Strategy (MTFS).	89 - 106

10.	<p><b>CAPITAL PROGRAMME MONITORING TO 31 OCTOBER 2017 AND CAPITAL PROGRAMME 2017-2022</b></p> <p>The Corporate Director to submit a report to update the Committee on the progress of schemes within the Capital Programme to 31 October 2017. And to determine the Committee's Capital Programme for 2017-22 based on a review of spending in the current year's programme and schemes included in the programme for later years.</p>	107 - 116
11.	<p><b>URGENT BUSINESS</b></p> <p>To consider any other items that the Chair considers urgent.</p>	
	<p><b>EXCLUSION OF THE PUBLIC RECOMMENDED that the Public be excluded during consideration of the following item of business in accordance with Part 1 of Schedule 12A of the Local Government Act 1972 (Access to Information: Exempt Information) under Paragraphs 1 and 2 (Items 12 and 13)</b></p>	
12.	<p><b>MINUTES OF THE POLICY, FINANCE AND ADMINISTRATION SUB COMMITTEE</b></p> <p>To note the minutes of the Policy, Finance and Administration Sub Committee held on 25 July 2017.</p>	117 - 120
13.	<p><b>PAYROLL SERVICE</b></p> <p>The Corporate Director to submit a report to update the committee on the provision of the payroll services.</p>	121 - 146