

Communities, Housing and Environment Committee

18/09/18

External Board/Outside Body

External Board/Outside Body	Cutbush and Corrall
Councillor(s) represented on the Outside Body/External Board	Cllr Clive English Cllr Denise Joy
Report Author	Debbie Smith
Date of External Board/Outside Body Meeting Attended	19/07/18

Purpose of the External Board/Outside Body:

Quarterly Trustees Meeting.

Update:

- The Clerk and Chief Officer submitted a finance report which was noted by trustees.
- Personnel issues and the outcome of the recent staff restructure were discussed.
- Trustees agreed in principle to adopt a pay banding structure and requested that the Clerk and Chief Officer review her proposal to include equivalent FTE salary rates for the committee's consideration.
- Weekly Maintenance Charges were reviewed against equivalent fair rents following a non-statutory evaluation in respect of four vacant properties
- The complaints log was reviewed and content noted
- Reports were received in relation to the Selection and Residents Sub-Committee and the Buildings Sub-Committee
- The contents of the Health and Safety report were noted.
- The following policies were reviewed: -
 1. Company Vehicle Policy
 2. Conflict of Interest Policy
 3. Own Vehicle Policy
 4. Trustee Code of Conduct.

5. Confidentiality/Data Protection

6. Credit Card Policy

It was agreed that some amendments should be made for review at the next meeting

- The Risk Register was presented to trustees for information. It was agreed that some amendments to the format of the register would be useful for the next meeting
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