

Members of Corporate Services O&S Committee

I apologise for the late despatch of my report requested by the Committee, but you will appreciate I have only been in position for a little over a month.

During that time I have had many meetings and briefings with Senior Managers and Directors, and the following notes, I trust, will update you until I am requested to attend before you at any future meeting.

Staff Structures, Training and Health and Safety Policies

It is my intention to retain expertise and capacity, especially following recent reorganisation within departments. I have agreed the Well Being Policy (16 June).

Council Tax and Housing Benefit Systems

Revenues and Benefits are working well in its joint role with Tunbridge Wells.

The joint Fraud and Visiting Partnership has worked particularly well.

£46 million is paid out in housing and Council benefits annually to over 10,500 households. Action taken in 2010/11 saved the public purse over £900,000.

Risk Management

I am due to meet with Brian Parsons shortly to ensure procedures are in place to continually support all our actions.

Property and Procurement and Asset Management

Our property portfolio is regularly reviewed and any disposal considered carefully.

2011 will see some of our commercial leases expiring and alternative lessees or uses will have to be considered.

Democratic Services

I am particularly keen to ensure democratic engagement and community leadership once Localism legislation is with us.

Mid Kent Improvement Partnership

I have attended a meeting of MKIP with the Leader and will continue to assist the Leader on new projects and ensure that existing joint projects continue to provide improved services.

I am, of course, available to discuss at a future date any concerns or ideas you may have on any of my Portfolio responsibilities.