

**MINUTES OF A MEETING OF THE MANAGEMENT TEAM  
HELD ON 6<sup>th</sup> AUGUST, 2019**

**PRESENT:** D. Langton, P. Mousdale, D. Walker, N. Watson, J. Whittaker, S. Guinness, J. McDonnell, H. Culshaw and J. Watson

**45. MINUTES**

The Minutes of the Management Team meeting held on 23<sup>rd</sup> July, 2019 were submitted.

**AGREED**

That the Minutes be approved.

**46. TIMETABLE FOR FUTURE MEETINGS AND POLICY AND RESOURCES WORK PROGRAMME**

The timetable for future meetings was submitted for consideration in conjunction with the Policy and Resources Work Programme.

**AGREED**

That items for future meetings be forward to Jane Watson. **All Management Team**

**47. GDPR ACTION PLAN**

The Chief Financial Officer submitted the GDPR Action Plan for information. The Plan was based on the Limited Assurance Audit report considered at the last meeting.

Reference was made to the deadline of October 2019 for completion of each action. It was felt that the deadlines should be more realistic and based on the allocated risk rating.

**AGREED**

(1) That the GDPR Action Plan be noted and amendments be made to the deadlines for each action. **Susan Guinness**

(2) That GDPR update be included as a standing item on future Management Team agendas. **Susan Guinness/  
Jane Watson**

**48. REVIEW OF LITTER AND DOG WASTE BINS**

The Environmental Services Manager submitted a report to provide Management Team with an understanding of the litter and dog waste bin emptying service along with recommendations as to how residents and visitors could be provided with information to aid locating bins and their schedule for emptying.

This issue had also been included in the Council's new

Administrations' 30 point plan.

**AGREED**

That subject to some slight amendments, the report be submitted to the Policy and Resources Committee on 22<sup>nd</sup> August, 2019.

**David Walker/  
Jane Watson**

**48. OMBUDSMAN ANNUAL REVIEW 2018/19**

Management Team were advised that there were 8 complaints decided by the Ombudsman last year which was much lower than in previous years.

Only one complaint had led to maladministration finding but this had not led to any injustice to the complainant.

Service Managers were asked to appraise staff of the good performance.

**49. BOUNDARY COMMISSION – DRAFT RECOMMENDATIONS**

Management Team were informed that the Boundary Commission had issued their draft recommendations for the Boundary Review and these were now out for consultation until 7<sup>th</sup> October. The recommendation was that the number of Councillors be reduced from 49 to 33 which would result in 11 x 3 Member wards.

The recommendations would be considered by the Governance Working Group with a report going to Council in September where the Council's response to the consultation would be agreed.

The final decision from the Boundary Commission would be published in December.

**AGREED**

- (1) That the position be noted.
- (2) That the Boundary Commission's Draft Recommendations on the Boundary Review be referred to a future Extended Management Team meeting.

**All Management Team**

**Dean Langton/  
Philip Mousdale**

**50. NELSON TOWN HALL – OPENING TIMES**

Management Team discussed options for possible savings if the opening times to the Town Hall were reduced; evening meetings were only held on two days a week; a

charging policy was introduced for daytime meetings and the flexi time parameters were changed.

**AGREED**

- (1) That the opening times of the Town Hall remain consistent with those at No. 1. **Jane Watson**
- (2) That a further report on the possibility of changing the flexi time parameters be submitted to a future meeting. **Jane McDonnell/  
Jane Watson**
- (3) That consideration be given to only holding evening meetings on a Tuesday or Thursday evening after Annual Council in 2020. **Jane Watson**
- (4) That a proposal for charging for use of rooms by outside organisations be included in the forthcoming income review. **Craig Finn/  
Jane Watson**

**51. POLICY AND RESOURCES COMMITTEE**

Management Team considered the agenda and reports for the Policy and Resources Committee scheduled for 22<sup>nd</sup> August, 2019.

**AGREED**

The agenda and reports for the Policy and Resources Committee on 22<sup>nd</sup> August, 2019, as amended, be agreed. **Jane Watson**