



# RYDE

## TOWN COUNCIL

### **FINANCE COMMITTEE**

**MINUTES OF A MEETING OF THE RYDE TOWN COUNCIL FINANCE COMMITTEE  
HELD AT 7PM ON WEDNESDAY 21 SEPTEMBER 2017 IN THE IN THE COUNCIL  
MEETING ROOM, COUNCIL OFFICES, 10 LIND STREET, RYDE, ISLE OF WIGHT.**

PRESENT: Councillors Tim Wakeley (Chairman), Henry Adams, Adrian Axford, Phil Jordan

IN ATTENDANCE: Gareth Hughes (Responsible Financial Officer), Liz Dutton (Administration Officer), Councillor Diana Conyers

PUBLIC QUESTION TIME: There were no questions from members of the public.

#### 82/17 APOLOGIES

Apologies were received from Cllrs Lucioni, Lyons, Moody and Chapman.

#### 83/17 DECLARATIONS OF INTEREST

There were no declarations declared at this stage.

#### 84/17 REQUESTS FOR DISPENSATIONS

No written requests had been received.

#### 85/17 MINUTES

##### RESOLVED:

That the minutes of the meeting held on 26 July 2017 be approved as an accurate record and be signed by the Chairman.

#### 86/17 MEMBERS' QUESTIONS

The Chairman advised that following an award of a grant, a communication had

been received from the Rotary Club of Ryde informing the Town Council that due to reasons technical reasons it was necessary to change the venue for the Firework Extravaganza. Members confirmed that a change in venue would not invalidate the award of the marketing grant.

Cllr Adam asked a question relating to the school crossing patrol. The Administration Officer agreed to investigate the matter.

#### 87/17 WARD ALLOCATIONS

Consideration was given to Councillor Axford's request for a ward allocation to be made to the Methodist Church and Ryde 2<sup>nd</sup> Sea Scouts, and also to Councillor Lilley's request for a ward allocation to Ryde Foodbank, Ryde In-Shore Rescue and Ryde 2<sup>nd</sup> Sea Scouts.

#### RESOLVED:

That the following ward allocations be granted:

Ryde Methodist Church, Ryde	£125
2 <sup>nd</sup> Ryde Sea Scouts	£125
Ryde Foodbank	£100
Ryde In-Shore Rescue	£100
2 <sup>nd</sup> Ryde Sea Scouts	£50

#### 88/17 REPORT OF THE INTERNAL AUDITOR

The scope of the Internal Audit for 2016-17 was considered by members. It was noted that the Internal Auditor was satisfied on the information supplied that Section 4 of the Annual Return for the 2016-17 financial year could be signed. The Responsible Financial Officer advised the meeting that the External Auditor had confirmed that the External Audit had been completed without making any qualifications but the certificate had yet to be received.

#### RECOMMENDATION TO FULL COUNCIL:

That it be noted following an internal audit being carried out, the Internal Auditor was satisfied on the information supplied that Section 4 of the Annual Return for the 2016-17 financial year could be signed.

#### 89/17 COUNCIL TAX REDUCTION SCHEME CONSULTATION

Consideration was given to a letter and supporting information had been received from the Isle of Wight Council asking for views on proposed changes to the Council Tax Reduction Scheme. The Responsible Financial Officer circulated a paper showing what the proposed options would mean to band C and D tax payers. During the discussion members expressed surprise at the small number of claimants that would be impacted on the proposed option 2 and the RFO agreed to seek clarification from the Council.

Members recognised that the Isle of Wight Council were required to make savings but they were not supportive of reducing council tax relief particularly for the most vulnerable. It was suggested that wider publicity be given to any hardship fund available and the process to access such funding be simplified.

The RFO agreed to complete the consultation paperwork as appropriate but members did not feel it was up to them to suggest alternative savings.

RECOMMENDATION TO FULL COUNCIL:

That the following be forwarded to the Isle of Wight Council in response to the attached Consultation on the Council Tax Reduction Scheme:

‘That whatever decision the Isle of Wight Council takes, it also implements an effective, secure and fair process for the protection of those poorest and vulnerable to any proposed changes in the scheme.’

90/17 TIMETABLE FOR THE AWARD OF MARKETING GRANTS

The Committee noted the timetable for the first round of marketing grants for 2017/2018.

91/17 MARKETING WORKING PARTY REVIEW OF THE COUNCIL'S NEWSLETTER

The Committee noted the request from Full Council to review the Council's newsletter.

92/17 TOWN PLANTING AND WATERING CONTRACT

Members were informed that there were two contracts currently in place for the planting and watering of planters and baskets that would terminate in September 2017. Members were advised that included in the planting contract were the supply of plants that needed to be ordered in December for them to be planted and grow by the spring/early summer. To continue this service, it would be necessary to commence a procurement process in accordance with the Council contract standing orders. The current value exceeded the delegated authority of the Clerk and therefore required approval to commence the procurement process. Members received advice regarding the value and length of the proposed contract.

RECOMMENDATION TO FULL COUNCIL:

- (i) That the existing specification for planting and watering be retained and to commence a procurement process in accordance with the Councils approved contract standing orders to enable new contract arrangements to be put in place for the continuance of this service.

- (ii) That the planting and watering be tendered as one, but with the ability to award either as a whole or individually whatever is deemed best value for the Council.
- (iii) That the contract be awarded for a period of 5 years to maximise contractor interest in the service, enable economy of scale to be achieved and give best value to the Council.

#### 93/17 DATA SECURITY REPORT

Members were informed that the General Data Protection Regulation coming into effect shortly would impose new obligations on data controllers and data processors as well as providing enhanced rights for individuals. An initial piece of work was required to determine current security and resilience levels, an oversight of assets, processes, information and communication structures to be protected. This work would be at a fixed rate of £950 which would produce a project plan and gap analysis. Members noted that there was no budget provision for this work and that the Responsible Financial Officer recommended that this initial amount be made from reserves.

#### RESOLVED:

That £950 be met from reserves to allow for this initial piece of work to be undertaken and that a further report be brought back to this Committee with further recommendations.

#### 94/17 COMPLETION REPORTS

The Committee noted the completion reports for Ryde Arts Festival - Grow Ryde and the Rotary Club of Ryde for the Party on the Green 2017 that had been received following an award of a grant.

#### 95/17 DATE OF NEXT MEETING

The next meeting of the Finance Committee would be held on Tuesday 17 October 2017.

CHAIRMAN

DATE