

## MINUTES OF THE CABINET HELD ON

15 September 2016

7.30 - 8.49 pm

### PRESENT

#### Cabinet Members

Councillor Jon Clempner, Leader of the Council

Councillor Emma Toal, Deputy Leader and Portfolio Holder for Youth & Community

Councillor Mike Danvers, Portfolio Holder for Resources

Councillor Tony Durcan, Portfolio Holder for Regeneration & Enterprise

Councillor Waida Forman, Portfolio Holder for Governance

Councillor Danny Purton, Portfolio Holder for Environment

#### Additional Attendees

Councillor Mark Ingall

Councillor Lanie Shears

#### Other Councillors

Councillor Simon Carter

Councillor Joel Charles

Councillor Tony Hall

Councillor Andrew Johnson

Councillor Eddie Johnson

Councillor Clive Souter

#### Officers

Graham Branchett, Chief Operating Officer

Brian Keane, Head of Governance

Graeme Bloomer, Head of Place

Graham Branchett, Chief Operating Officer

Simon Freeman, Head of Finance

Jane Greer, Head of Community Wellbeing

Andrew Murray, Head of Housing

Lisa Purse, Corporate and Governance Support Officer

Brian Keane, Head of Governance

### 23. APOLOGIES FOR ABSENCE

Apologies were received from Councillors John Strachan and Mark Wilkinson.

### 24. DECLARATIONS OF INTEREST

None.

### 25. MINUTES

**RESOLVED** that the minutes of the meeting held on 21 July 2016 are agreed as a correct record and signed by the Leader.

26. **MATTERS ARISING**

None.

27. **WRITTEN QUESTIONS FROM THE PUBLIC**

None.

28. **WRITTEN QUESTIONS FROM COUNCILLORS**

None.

29. **PETITIONS**

None.

30. **FORWARD PLAN**

**RESOLVED** that the Forward Plan is noted.

31. **RECENT DECISIONS TAKEN BY THE LEADER, DEPUTY OR PORTFOLIO HOLDER(S)**

None.

32. **JOINT FINANCE AND PERFORMANCE REPORT, QUARTER 1 2016/17**

The Cabinet received a report that reviewed performance against the Council's approved General Fund Budget and Corporate Plan for Quarter One 2016/17.

Proposed by Councillor Mike Danvers (seconded by Councillor Jon Clempner) it was:

**RESOLVED** that Cabinet:

Acknowledges the projected outturn position set out in sections three and four of Appendix A to the report for the first quarter (April – June) of 2016/17 as follows:

(i) A favourable variation on controllable budgets of £53,000, representing 0.085 per cent of the gross General Fund Budget.

(ii) A total projected underspend of £278,000 representing - 0.45 per cent of the gross General Fund Budget.

(iii) The Council performed on target or above target for 42 out of 47 (89 per cent) of performance indicators.

33. **HOUSING REVENUE ACCOUNT, QUARTER 1 FINANCE REPORT 2016/17**

The Cabinet received a report that reviewed the Council's performance against its approved Housing Revenue Account for Quarter One 2016/17.

Proposed by Councillor Mike Danvers (seconded by Councillor Jon Clempner) Cabinet:

**RESOLVED** that Cabinet:

**A** Acknowledges:

(i) A favourable variation against the approved HRA operational/controllable budget of £150,000 representing 0.29% of the gross Housing Revenue Account (HRA) budget.

(ii) A total projected overspend of £3,215,000 representing 6.14% of the gross HRA budget. The variation is directly associated with adjustments to capital programme financing as a result of the agreed outturn from 2015/16 (paragraph 3).

**B** The forecast balances at 31 March 2017, of £6,800,000 in respect of the Housing Revenue Account and nil in respect of the Major Repairs Reserve (as identified in Appendix C) are noted.

34. **CAPITAL PROGRAMMES QUARTER 1 FINANCE REPORT 2016/17**

The Cabinet received a report that reviewed the Council's performance against its approved Housing and Non-Housing Capital Programmes for Quarter One 2016/17 and proposed a number of additional business cases for the Non-Housing Capital Programme.

Proposed by Councillor Mike Danvers (seconded by Councillor Jon Clempner) it was:

**RESOLVED** that Cabinet:

**A** Acknowledges the progress made in the delivery of the Council's Housing and Non-Housing Capital Programmes for the first quarter of 2016/17 as follows:

(i) Housing Capital Programme – a forecast outturn of £23,734,000 which is £1.0 million less than the agreed 2016/17 programme.

(ii) Non-Housing Capital Programme – a forecast outturn of £7,019,000 which is £134,000 below the approved programme for 2016/17.

**B** Approves the revision to the Housing Capital Programme and the movement of £1.0 million of External works programme to 2017/18 as set out in Paragraphs 4 and 5.

**C** Approves

(i) A business case for the development of offices at Latton Bush Centre by the current tenants, reference Annex 13, re-aligning £33,000 of funding already earmarked for the Centre.

(ii) A revised contribution of £86,000 (being an increase of £16,000) for the work at Fernhill Travellers Site, reference paragraph 13 and Annex 14.

35. **ANNUAL TREASURY MANAGEMENT REPORT 2015/16**

The Cabinet received a report on the Council's treasury management functions in 2015/16.

Proposed by Councillor Mike Danvers (seconded by Councillor Jon Clempner) Cabinet:

**RESOLVED** that:

**A** Cabinet notes the annual Treasury Management Report for 2015/16 (Appendix A), including that the Council operated within the Treasury Management Strategy Statement during 2015/16, and that the report is recommended to Full Council for approval.

**B** Cabinet notes the issues that the outcome of the EU Referendum is creating and their impact on the Council's treasury management activities.

36. **DEBT WRITE OFFS**

The Cabinet received a report which detailed a number of debts which were deemed to be irrecoverable and therefore proposed for write-off.

Proposed by Councillor Mike Danvers (seconded by Councillor Jon Clempner) Cabinet:

**RESOLVED** that:

- A** Irrecoverable non domestic rates amounting to £184,102.06 be written off.
- B** Irrecoverable sundry debts amounting to £42,048.93 be written off.

37. **NICHOLLS FIELD PAVILION REFURBISHMENT WORKS**

Cabinet received a report recommending that a tender is accepted to enable the Council to enter into a contract for works in compliance with Contracts Standing Orders.

Proposed by Councillor Tony Durcan (seconded by Councillor Emma Toal)  
Cabinet:

**RESOLVED** that :

- A** The most advantageous tender assessed against the criteria included in the tender documents submitted by Contractor B is accepted in the sum of £709,385.00 “subject to contract”.

38. **AWARD OF CONTRACT FOR SMALL ROOFING SCHEMES**

Cabinet received a report recommending that a tender is accepted to enable the Council to enter into a contract for works in compliance with Contracts Standing Orders.

Proposed by Councillor Tony Durcan (seconded by Councillor Emma Toal)  
Cabinet:

**RESOLVED** that:

- A** The most economically advantageous tender assessed against the criteria included in the tender documents submitted by Contractor A is accepted in the sum of £250,474 “subject to contract”.

39. **STREET NAMING AND NUMBERING POLICY REVIEW**

Cabinet received an updated policy document that included guidance for naming streets and numbering properties.

Proposed by Councillor Danny Purton (seconded by Councillor Jon Clempner) Cabinet:

**RESOLVED** that:

- A** The Street Naming and Numbering Policy attached as Appendix 1 to the report submitted is approved.

- B** The revised Street Naming and Numbering schedule of fees as set out in Appendix B of Appendix 1 of the report submitted is approved.

40. **COMMUNICATIONS FROM COMMITTEES/WORKING GROUPS/PARTIES AND PANELS**

- a) Referral from Audit & Standards Committee - 2015/16 Audited Annual Accounts

The Cabinet received a report from the Audit & Standards Committee recommending that the 2015/16 Statement of Accounts is approved.

Proposed by Councillor Mike Danvers (seconded by Councillor Jon Clempner) Cabinet:

**RESOLVED** that the 2015/16 Statement of Accounts is approved.

- b) Referral from Audit & Standards Committee - Management Letter of Representation 2015/16

The Cabinet received a report from the Audit & Standards Committee recommending that the Management Letter of Representation 2015/16 is acknowledged.

Proposed by Councillor Mike Danvers (seconded by Councillor Jon Clempner) Cabinet:

**RESOLVED** that Cabinet acknowledge the Management Letter of Representation 2015/16.

41. **MINUTES OF PANELS/WORKING GROUPS**

**RESOLVED** that the minutes of the following meetings are noted.

- a) Minutes of meeting Thursday, 7 July 2016 of Shareholder Sub Committee  
b) Minutes of meeting Tuesday, 12 July 2016 of Housing Standards Board  
c) Minutes of meeting Thursday, 21 July 2016 of Safety Committee

42. **MATTERS OF URGENT BUSINESS**

None.

43. **RAINBOW SERVICES PENSIONS**

The Cabinet received a confidential report regarding Rainbow Services pension arrangements.

Proposed by Councillor Mike Danvers (seconded by Councillor Jon Clempner) it was:

**RESOLVED** that the recommendation contained within the report is approved.

LEADER OF THE COUNCIL