

MINUTES OF THE CABINET HELD ON

28 January 2016

7.30 - 8.35 pm

PRESENT

Cabinet Members

Councillor Jon Clempner, Leader of the Council
Councillor Emma Toal, Deputy Leader and Portfolio Holder for Youth & Community
Councillor Jean Clark, Portfolio Holder for Governance
Councillor Mike Danvers, Portfolio Holder for Resources
Councillor Tony Durcan, Portfolio Holder for Regeneration & Enterprise
Councillor Rod Truan, Portfolio Holder for Housing
Councillor Mark Wilkinson, Portfolio Holder for Environment

Additional Attendees

Councillor Maggie Hulcoop
Councillor Danny Purton

Other Councillors

Councillor Andrew Johnson
Councillor Joel Charles
Councillor Simon Carter
Councillor Sue Livings
Councillor Russell Perrin
Councillor Clive Souter

Officers

Malcolm Morley, Chief Executive
Graeme Bloomer, Head of Place
Simon Freeman, Head of Finance
Jane Greer, Head of Community Wellbeing
Brian Keane, Head of Governance
Andrew Murray, Head of Housing
Joel West, Governance Support Officer

76. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillor John Strachan.

77. DECLARATIONS OF INTEREST

None.

78. MINUTES

RESOLVED that the minutes of the meeting held on 10 December 2015 are agreed as a correct record and signed by the Leader.

79. MATTERS ARISING

None.

80. **WRITTEN QUESTIONS FROM THE PUBLIC**

None.

81. **WRITTEN QUESTIONS FROM COUNCILLORS**

None.

82. **PETITIONS**

None.

83. **FORWARD PLAN**

RESOLVED that the Forward Plan is noted.

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

None.

85. **CORPORATE PLAN 2016/17**

The Cabinet received a report proposing a Corporate Plan for 2016/17 to 2018/19.

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

RESOLVED that it is **RECOMMENDED** to Full Council:

A That the updates to the Corporate Plan 2016/17 – 2018/19, attached to the report submitted, are adopted.

B Authority be delegated to the Chief Executive, in consultation with the Leader of the Council, to make minor and consequential amendments to the Corporate Plan 2016/17 – 2018/19.

86. **MEDIUM TERM FINANCIAL STRATEGY 2016/17**

The Cabinet received a report proposing a Medium Term Financial Strategy for the Council for 2016/17 to 2020/21.

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

RESOLVED that Cabinet **RECOMMENDS** to Full Council:

A That the Medium Term Financial Strategy for 2016/17 to 2020/21 is adopted.

B That the proposals in relation to reserves as set out in the report submitted at paragraphs 24 to 30 and contained within Section 8 of the Medium Term Financial Strategy be approved.

C That the planned increases in Council Tax as set out in the Medium Term Financial Plan be approved.

87. **GENERAL FUND BUDGET 2016/17**

The Cabinet received a report proposing an annual revenue budget for the Council. The report included proposed changes to the Council Tax charge.

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

RESOLVED that Cabinet RECOMMENDS to Full Council that:

A The General Fund estimates for 2016/17, as set out in Appendix A of the report submitted, are approved.

B The proposed transfers between the General Fund and Earmarked Reserves, referred to in paragraphs 19 and 24 and set out in Appendix E of the report submitted are approved.

C The proposed Fees and Charges, as set out in Appendix C of the report submitted, are approved.

D The Pay Policy Statement, as set out in Appendix G of the report submitted, is approved.

E The Council's Band D Council Tax for 2016/17 is set at £266.97, which represents a 1.5% increase compared to the Band D Council Tax for 2015/16.

88. **HOUSING REVENUE ACCOUNT BUSINESS PLAN 2015-2045**

The Cabinet received a report proposing a formal update on the business plan of the Council's landlord service over the next 30 years.

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

RESOLVED that it is RECOMMENDED to Full Council that:

A The Housing Revenue Account (HRA) Business Plan, as set out in Appendix A of the report submitted, be approved.

- B** Authority be delegated to the Chief Operating Officer, in consultation with the Portfolio Holder for Housing, to make minor amendments to the Plan, if necessary, following consultation.

89. **HOUSING REVENUE ACCOUNT BUDGET 2016/17**

The Cabinet received a report forecasting the outturn budget for the Council's Housing Revenue Account in the current year, and a proposed budget for the next year, 2016/17.

Further to paragraph 60 from the report submitted, the Leader of the Council asked the Cabinet to note that the Housing Standards Board reviewed the HRA Business Plan, which includes the major HRA Revenue Account Budget proposals, at its meeting on 18 January 2016.

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

RESOLVED that Cabinet RECOMMENDS to Full Council that:

- A** The rent reductions for individual dwellings as set out in paragraph 13 of the report submitted are effective from 4 April 2016. This equates to an average weekly rent of £92.66, a statutory reduction of 1%.
- B** Any further rent setting measures, per paragraph 14 of the report submitted, introduced upon Royal Assent of the Welfare Reform and Work Bill 2015, requiring compliance, will be effective from 4 April 2016, and that in the event of a significant change to the approved budget will be reported to a subsequent meeting of Cabinet.
- C** Service charges for individual dwellings, as set out in paragraphs 19 to 25 of the report submitted, effective from 4 April 2016 for tenants and 1 April 2016 for leaseholders. This equates to an average weekly service charge to tenants of £2.05.
- D** Heating charges as set out in paragraphs 33 to 39 of the report submitted, effective from 4 April 2016 for tenants and 1 April 2016 for leaseholders. Average weekly general needs charges are £7.80 per week (leaseholders £15.94 per week, equivalent) and, for sheltered accommodation, £6.42 per week.
- E** Garage rents are increased by 5%, to £8.78 per week (for a standard garage) and proportionate increases for other garages, car ports and car spaces, from 4 April 2016, as set out in paragraphs 40 and 41 of the report submitted.

- F** Housing related support charges as set out in paragraphs 26 to 32 and Table 3 of the report submitted. For service users effective from 1 April 2016.
- G** Other charges are increased, as set out in paragraph 42 of the report submitted, with effect from 1 April 2016.
- H** The growth and savings outlined in paragraphs 43 and 44 of the report submitted in respect of 2016/17 are approved.
- I** The Housing Revenue Account (HRA) budget as set out at Appendix B of the report submitted is approved.
- J** A minimum HRA working balance of £2,727,000 at 31 March 2016, rising to £4,327,000 at 1 April 2016, as set out in paragraph 5 and Appendix D of the report submitted, is agreed.

90. **CAPITAL PROGRAMMES 2015/16 - 2020/21**

The Cabinet received a report on the outturn for 2015/16, proposed programmes for 2016/17 and a forecast to 2020/21, for both housing and non-housing capital spend.

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

RESOLVED that Cabinet recommends to Full Council that:

Housing Capital Programme

- A** The Housing Capital programme 2016/17 is approved, as set out in Appendices A and B of the report submitted.
- B** The forecast programme for the period 2017/18 to 2020/21 is noted, as set out in Appendices A and B of the report submitted.
- C** The application to DCLG under section 11(6) of the Local Government Act 2003 to exempt sale receipts from being pooled that arise from the sale of new council housing, and other eligible properties, as detailed in paragraph 11 of the report submitted, is noted.

Non Housing Capital Programme

- D** The revised Non Housing Capital Programme 2015/16 is approved, as set out in paragraphs 23 to 32 of the report submitted.
- E** The Non Housing Capital Programme for 2016/17 is approved, as set out in Appendices C and D of the report submitted.

F Aggregate borrowing of £5.1 million up to 31 March 2016, and a further £2.6 million, in 2016/17 be approved to support the Non Housing Capital Programme.

G The Non Housing Capital Programme forecast for 2017/18 to 2020/21 be noted, as set out in Appendices C and D of the report submitted.

91. **TREASURY MANAGEMENT STRATEGY 2016/17**

The Cabinet received a report proposing a Treasury Management Strategy Statement for 2016/17. The report described the various statutory requirements on the Council in respect of its treasury management.

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

RESOLVED that Cabinet recommends to Full Council that the proposed revised Treasury Management Strategy Statement 2016/17 (attached as Appendix A of the report submitted) be approved for implementation with immediate effect, including specifically:

- i. The Prudential Indicators (set out in Annex C of the Statement).
- ii. The Treasury Management Indicators (set out in paragraphs 55 to 58 of the Statement).
- iii. The approved counterparty methodology (set out in paragraphs 33 to 54 and Annex E of the Statement).
- iv. The Minimum Revenue Provision Statement (Annex D of the Statement).
- v. The reporting arrangements (Annex F of the Statement).

92. **AWARD OF CONTRACT - UPGRADE OF FINANCIAL MANAGEMENT SYSTEM**

The Cabinet received a report proposing delegated authority for the award of a major financial software upgrade.

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

RESOLVED that (subject to formal contract) authority is delegated to the Chief Operating Officer, in consultation with the Portfolio Holder for Resources, to approve the award of separate contracts for the following services:

- (i) Full Implementation of Upgrade from Agresso v5.4.5 to Milestone 5, and implementation of Budget Planner.

(ii) Project management expertise and advice to oversee and manage the full implementation of Milestone 5.

93. **AWARD OF CONTRACT FOR OUT OF HOURS SUPPORTED HOUSING SERVICES**

The Cabinet received a report proposing the award of a contract for an out of hours emergency response service.

Proposed by Councillor Rod Truan (seconded by Councillor Emma Toal)
Cabinet:

RESOLVED that the tender submitted by Contractor A is accepted for an out of hours emergency response service on the basis of Option 2 as specified in the report submitted.

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

a) **Referral from Scrutiny Committee - Review of the Council's Sheltered Housing Service (Phase 1)**

The Cabinet received a report from the Scrutiny Committee that advised of the outcome of its review of the Council's Sheltered Housing Service (Phase 1) and made recommendations for changes to some aspects of the Service.

Proposed by Councillor Rod Truan (seconded by Councillor Emma Toal) it was:

RESOLVED that Cabinet notes the findings of the Scrutiny Committee's review of the Council's Sheltered Housing Service (Phase 1) and has regard to the Committee's advice in reaching a decision on the Award of Contract for Out of Hours Supported Housing Services item, elsewhere on the agenda for this meeting.

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

RESOLVED that the minutes of the following meetings are noted.

- a) **Minutes of meeting Tuesday, 3 November 2015 of Housing Standards Board**
- b) **Minutes of meeting Thursday, 26 November 2015 of Cabinet Overview Working Group**
- c) **Minutes of meeting Tuesday, 1 December 2015 of Housing Standards Board**

d) Minutes of meeting Tuesday, 15 December 2015 of Housing Standards Board

96. **MATTERS OF URGENT BUSINESS**

None.

LEADER OF THE COUNCIL