# **CABINET**

# **MINUTES OF MEETING HELD ON 8 JUNE 2016**

# INDEX

Page No	Minute No	Heading
1	58	Apologies for Absence
1	59	Declarations of Interests
1	60	Minutes of Last Meeting
1	61	Minutes of the Member Development Working Group held on 22 March 2016
1	62	Safeguarding Arrangements Scrutiny Review
3	63	Environmental Despoilment Scrutiny Review
4	64	Vacant Land Scrutiny Review
5	65	Administrative Arrangements and Joint Officers Scrutiny Review
7	66	Performance Related Pay Scrutiny Review
7	67	Corporate Plan Targets Performance Update – January to March 2016
8	68	Chesterfield and District Joint Crematorium Committee Appointments
8	69	Joint Fly-Tipping Policy – May 2016
9	70	Rykneld Homes Business Plan 2016-19, Performance Indicators and HCA Self Assessment Summary
10	71	Risk Management Update, Partnership Working and Strategic Risk Register
11	72	Medium Term Financial Plan – Financial Outturn 2015/16
12	73	Urgent Business (Public Session)
12	74	Exclusion of Public

Page No	Minute No	Heading
12	75	Tender for the provision of the Wide Area Data and Telephony Network
13	76	Proposals to progress the Local Plan, including an update on the implications and risks resulting from proposed new National Targets
15	77	Medium Term Financial Plan
16	78	Urgent Business (Private Session)

#### **CABINET**

#### MINUTES OF MEETING HELD ON 8 JUNE 2016

#### Present:

Councillor G Baxter MBE ...... Leader (in the Chair)

Councillor J Austen

Councillor P R Kerry

" N Barker

" J Lilley

" M Gordon

#### 58 Apologies for Absence

An apology for absence had been received from Councillor Mrs E A Hill.

## 59 <u>Declarations of Interests</u>

Members were requested to declare the existence and nature of any disclosable pecuniary interests and/or other interests, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

Councillor N Barker declared a non significant interest in relation to item 12 – Rykneld Homes Business Plan 2016/19, Performance Indicators and HCA Self Assessment Summary – arising from his membership of the Rykneld Homes Board. It was noted that as this interest was non significant Councillor N Barker could remain in the meeting for this item.

# 60 Minutes of Last Meeting

<u>RESOLVED</u> – That the Minutes of the meeting of the Cabinet held on 4 May 2016 be approved as a correct record and signed by the Leader.

#### 61 Minutes of the Member Development Working Group – 22 March 2016

<u>RESOLVED</u> – That the Minutes of the Member Development Working Group held on 22 March 2016 be noted.

#### **Matters referred from Scrutiny**

#### 62 Safeguarding Arrangements Scrutiny Review

Cabinet considered a report of Councillor T Reader, Chair of the Communities Scrutiny Committee, which presented the recommendations of the Committee followings its review of Safeguarding Arrangements.

Councillor T Reader had submitted her apologies as she was unable to attend the meeting.

The recommendations of the Communities Scrutiny Committee were:-

(1) That the Council reviews the level of awareness in the Authority with regard to:

- Policies and procedures;
- Reporting mechanisms;
- Distinction between Safeguarding Children and Child Protection.
- (2) That the policies be brought up to date following officer changes and the introduction of Starting Point
- (3) That the Council have a policy for Safeguarding Children and a Child Protection Policy
- (4) That the Council considers how it can raise the profile of Safeguarding and Child Protection including;
  - Cabinet member to champion and keep issues high on agenda;
  - Use of posters in licensed premises including hotels, Bed and Breakfast, take aways taxi premises;
  - Member involvement in safeguarding meetings;
  - Regular articles in the Councils newspaper.
- (5) That all staff within the authority receives training in safeguarding appropriate to their role
- (6) That the licensing service take a more proactive role in the night time economy and make stronger links with Care Homes and Schools
- (7) That the Council consider how it can encourage more intelligence sharing between the Council and its partners.
- (8) That Cabinet considers the use of CCTV cameras in business premises such as leisure centres, take aways, taxis and hotspots.

Cabinet discussed the importance of the issues relating to Safeguarding and welcomed the report and the recommendations from the Communities Scrutiny Committee.

It was proposed that consideration of the recommendations be deferred to a future meeting in order to allow the Portfolio Holder to meet with the Chair of the Communities Scrutiny Committee and with relevant officers, to clarify the remit of the policy review that was recommended in order to establish a clear understanding of the recommendation from the Scrutiny Committee.

It was recognised that clear guidance on the roles and responsibility of the Council in relation to Safeguarding was important and Cabinet welcomed the independent

review carried out by the Communities Scrutiny Committee which would assist in the review of the policies in this area.

<u>RESOLVED</u> – That consideration of the recommendations of the Scrutiny Committee on Safeguarding Arrangements be deferred to a future meeting.

#### Reason for Decision

In order to allow the Portfolio Holder to meet with the Chair of the Scrutiny Committee and relevant officers to clarify the policy review that would be undertaken.

# Other Options Considered and Rejected

None.

(Overview & Scrutiny Manager)

#### 63 Environmental Despoilment Scrutiny Review

Cabinet considered a report of Councillor T Reader, Chair of the Communities Scrutiny Committee, which presented the recommendations of the Communities Scrutiny Committee following its review on Environmental Despoilment.

Councillor T Reader had submitted her apologies as she was unable to attend the meeting.

The recommendations of the Communities Scrutiny Committee following their review were:-

- (1) That dog wardens participate in the member walkabouts undertaken in the communities.
- (2) That the Environmental Team, jointly with the Street Scene Service, undertakes more educational activities at schools within the District.
- (3) That the Council considers how it can be more proactive in the enforcement of fly tipping and also provide better feedback to all parties involved on the outcomes of incidents.
- (4) That the Council considers how it can take a more forceful approach on littering at supermarkets and businesses, including consistent contact with the organisations.
- (5) That the Council considers how it can make the publicity of Environmental Despoilment more targeted and consistent, including producing a rolling programme of events, news articles and initiatives.

Cabinet welcomed the report and the constructive recommendations in relation to Environmental Despoilment and thanked Scrutiny for their work undertaken during the review.

Cabinet discussed that it supported the recommendations in general, however, two minor amendments were proposed in order to take into account the limitations and operational requirements of the relevant teams. These related to the first two recommendations which would be altered to state that the recommended actions would be considered by the relevant teams where their capacity allowed.

It was also noted that Members can report any issues relating to Environmental Despoilment to Dog Wardens or the Environmental Health Team as they become aware of the issues and any issues raised during walkabouts are routinely reported to the relevant officers.

<u>RESOLVED</u> – That Cabinet approves the recommendations of the Communities Scrutiny Committee in relation to Environmental Despoilment as set out above, subject to the following amendments to recommendations (1) and (2):-

- (1) That dog wardens consider participating in the member walkabouts undertaken in the communities, if able to be there.
- (2) That the Environmental Team considers, jointly with the Street Scene Service, undertaking more educational activities at schools within the District.

#### Reason for Decision

To assist the Council in maximising the opportunities to prevent Environmental Despoilment within the District.

Other Options Considered and Rejected

None.

(Overview & Scrutiny Manager)

#### 64 <u>Vacant Land Scrutiny Review</u>

Cabinet considered a report of Councillor J Windle, Chair of the Growth Scrutiny Committee 2015/16, which presented the recommendations of the Growth Scrutiny Committee following its review on Vacant Land.

Councillor J Windle had submitted his apologies as he was unable to attend the meeting.

The recommendations of the Growth Scrutiny Committee in relation to Vacant Land were as follows:-

- (1) That key documents such as the Asset Management Strategy, the Disposal and Acquisitions Policy and, minutes from the Asset Management Group should be more widely published.
- (2) That the asset management database be completed with assets status, to include the possible uses for sites, viability, restrictions on the asset such as tenants, covenants or contamination issues and any other relevant information that would maximise the assets worth.

<u>CABINET</u> 8 JUNE 2016

(3) That Members be contacted regarding areas within their ward on the asset management database to enable them to provide any local information they have on the sites or to help identify any additional sites.

- (4) That the Council consider undertaking an audit of its garage sites with a view to identifying how the sites could best be utilised.
- (5) The Committee recognised the progress that had been made with the establishment of the Asset Management Group but thought the membership could be widened.
- (6) That an analysis of the officers' skills in this area be undertaken with a view to development and training being provided where needed.
- (7) That consideration be given to the establishment of an interdepartmental space for officers, especially ones that do not sit on the Asset Management Group, to discuss issues regarding use of assets, share good practice and develop expertise.
- (8) That the Council reconsider its timeframe for the delivery of the Local Plan and the most appropriate place for the overseeing of this project.
- (9) That the scope of the Disposal and Acquisitions Policy should be developed to encompass new approaches to the development of the Councils assets.
- (10) That the Council consider reviewing how it is monitoring its performance on asset management including measuring impact and whether we are monitoring the correct things.

Cabinet welcomed the report and thanked the Growth Scrutiny Committee for their work on their review on Vacant Land.

RESOLVED – That Cabinet approves the recommendations as set out above.

#### Reason for Decision

To ensure the Council is maximising the benefits of its land assets.

#### Other Options Considered and Rejected

None.

(Overview & Scrutiny Manager)

#### 65 Administrative Arrangements and Joint Officers Scrutiny Review

Cabinet considered a report of Councillor B Wright, Chair of the Organisation Scrutiny Committee, which presented the recommendations of the Organisations Scrutiny Committee following its review on Administrative Arrangements and Joint Officers.

Councillor B Wright had submitted his apologies as he was unable to attend the meeting.

The recommendations of the Organisation Scrutiny Committee in relation to Administrative Arrangements and Joint Officers were:-

- (1) That the Council considers the introduction of performance indicators to help it monitor and measure joint officer/ administrative arrangements within the Authority to ensure impact on staff and service delivery is properly managed
- (2) When considering the introduction of any further posts subject to these arrangements risk assessments, full communication and consultation with affected staff should be undertaken
- (3) That consideration be given to the levels of sickness within the group of officers working under these arrangements
- (4) That, where appropriate, harmonisation matters be progressed to deal with issues such as differences on pay parity
- (5) That the Council considers the issues raised on the online induction process
- (6) That the Council considers how it can maximise the opportunities to undertake exit interviews that support the identification of any trends or issues arising and that a combined exit form be used
- (7) That the Council introduce a forward plan for how it will manage its ageing workforce
- (8) That the Council consider the comments made on reputation, lost key skills and management of culture change
- (9) That the Council reviews the environment at Mill Lane

Cabinet welcomed the report and supported the recommendations. It was noted that a number of streams of work were already in process.

<u>RESOLVED</u> – That Cabinet approves the recommendations as set out above.

#### Reason for Decision

To ensure that these arrangements were working well and that the impacts would be monitored.

#### Other Options Considered and Rejected

None.

(Overview & Scrutiny Manager)

#### 66 Performance Related Pay Scrutiny Review

Cabinet considered a report of Councillor B Wright, Chair of the Organisation Scrutiny Committee, which presented the recommendation of the Organisation Scrutiny Committee following its review on Performance Related Pay.

The recommendation of the Organisation Scrutiny Committee on Performance Related Pay was:-

(1) That if the Council decide to consider the introduction of a Performance Related Pay Scheme in the future, either internally or by using the services of a consultant, the Organisation Scrutiny Committee would welcome input into the terms of reference for any further review.

Cabinet discussed that should Performance Related Pay be considered further by the Council in the future Scrutiny would be welcomed to contribute further in the review.

<u>RESOLVED</u> – That Cabinet approves the recommendation as set out above.

#### Reason for Decision

To ensure that the Organisation Scrutiny Committee would be involved in any future review on Performance Related Pay.

Other Options Considered and Rejected

None.

(Overview & Scrutiny Manager)

#### **Non Key Decisions**

#### 67 Corporate Plan Targets Performance Update – January to March 2016

Cabinet considered a report of Councillor G Baxter MBE, Leader of the Council, which reported on the outturns for the fourth quarter of the year for the Corporate Plan 2015-2019 targets.

The report detailed progress on all key tasks and performance indicators that contributed directly to the priorities within the Council's Corporate Plan.

For the period reviewed, 45 of the 55 targets were on track, three had been achieved, three were overdue and four had been flagged as an alert status, which meant that the target may not achieve its intended outcome by the target date. Details of the progress achieved on the targets were appended to the report, including details of mitigation taken to address the targets overdue and on alert status.

The Corporate Plan had completed its first year milestone and an annual report was to be provided to the Council.

<u>RESOLVED</u> – That Cabinet notes the progress against the Corporate Plan 2015-2019 targets and approves the request for extension to three targets as outlined within the report.

#### Reasons for Decision

To inform Cabinet of the progress against the Corporate Plan targets and to note the achievement and any area of concern.

#### Other Options Considered and Rejected

None.

(Information Engagement & Performance Manager)

#### 68 Chesterfield and District Joint Crematorium Committee Appointments

Cabinet considered a report of Councillor G Baxter MBE, Leader of the Council, which sought to make appointments to the Chesterfield and District Joint Crematorium Committee, a joint committee with executive powers in relation to the crematorium on behalf of this Council, Chesterfield Borough Council and Bolsover District Council.

The Council was allocated four seats on this Committee, which could only be filled by Members of the Cabinet.

<u>RESOLVED</u> – That Cabinet appoints Councillors Mrs J Austen, M Gordon, P R Kerry and J Lilley to the Chesterfield and District Joint Crematorium Committee.

#### Reason for Decision

To ensure that the Chesterfield and District Joint Crematorium Committee was properly constituted and that North East Derbyshire has a full complement of Members.

#### Other Options Considered and Rejected

None.

(Senior Governance Officer)

#### 69 Joint Fly-Tipping Policy – May 2016

Cabinet considered a report of Councillor M Gordon, Portfolio Holder with Responsibility for Environment, which recommended for approval a new Joint Fly-Tipping Policy 2016 to set the standards of service delivery to deal with fly-tipping throughout the Districts of North East Derbyshire and Bolsover.

The Policy was designed to give a clear understanding to customers, Councillors and employees of the Joint Environmental Health Service on the Council's responsibilities and what actions it would take in dealing with fly-tipped waste on both public and private land.

It was also proposed that an additional budget of £5,000 be allocated from the Invest to Save Reserve in 2016/17 to fund work to clear fly-tipped deposits on privately owned land in certain cases. As the Environmental Health Service is a joint service with Bolsover District Council it was also proposed that Bolsover District Council would match this funding in the current year. Following a review of the performance, and subject to approval by Members, the funding would be built into base budgets in future years.

#### RESOLVED - That:-

- (1) Cabinet approves the Joint Fly-Tipping Policy May 2016
- (2) Cabinet approves an additional budget of £5,000, to be met from the Invest to Save Reserve in 2016/17, to clear fly-tipped deposits on privately owned land in cases where such waste is deemed by an officer of the Council to be hazardous or harmful to health or causing a public nuisance. Following satisfactory performance, the funding would be built into base budgets in future years, subject to approval by Members.

#### Reason for Decision

To put in place a Policy to address concerns regarding fly-tipping actions within North East Derbyshire District.

#### Other Options Considered and Rejected

The Council was not required to have in place a Joint Fly-Tipping Policy, however, it was considered good practice to do so to ensure the most effective action possible is taken in clearing and determining fly-tipping.

(Environmental Health Manager)

# 70 Rykneld Homes Business Plan 2016-19, Performance Indicators and HCA Self Assessment Summary

Cabinet considered a report of Councillor Mrs E A Hill, Portfolio Holder with Responsibility for Housing Strategy and Social Inclusion, which sought approval of the Rykneld Homes Business Plan 2016-19 and advised Members of the Rykneld Homes Performance Indicators that had been set for 2016/17 and the Rykneld Homes Self Assessment against the Homes and Communities Agency (HCA) Housing Standards.

The Rykneld Homes Business Plan for the forthcoming three years supported the delivery of the District Council's strategic objectives and the Corporate Plan. It was noted that the engagement between officers from the Council and Rykneld Homes during the production of the Business Plan had been very effective.

The Performance Indicators included the key high level indicators selected by Rykneld Homes Board of Directors which were set considering the operating environment and previous performance.

The report also provided a copy of Rykneld Homes Self Assessment against the Homes and Communities Agency Housing Standards, which demonstrated compliance with each standard and its specific requirements.

#### RESOLVED - That Cabinet:-

- (1) Approves the Rykneld Homes Business Plan 2016-19.
- (2) Notes the Rykneld Homes Performance Indicators 2016/17.
- (3) Notes Rykneld Homes Self Assessment against the HCA Housing Standards.

#### Reason for Decision

To ensure that the Council's Arms Length Management Organisation aligned with the Council's key priorities.

#### Other Options Considered and Rejected

None.

(Managing Director – Rykneld Homes Limited)

#### 71 Risk Management Update, Partnership Working and Strategic Risk Register

Cabinet considered a report of Councillor P R Kerry, Portfolio Holder with Responsibility for Economy, Finance and Regeneration, which updated Members on the position regarding Risk Management and Partnership Arrangements and sought approval for the revised Strategic Risk Register as at 31 March 2016.

The revised Strategic Risk Register which was set out as an appendix to the report, aimed to secure the following objectives:-

- Identify any newly emerging risks which needed to be added to the register and removing risks that had been resolved to maintain a focus on current risks.
- To revisit the risks for assessment to ensure that appropriate mitigation remained in place.

During the recent quarterly performance meetings the two key issues raised continued to concern the pace of legislative change regarding housing, planning, the welfare system, devolution and finance, and the ability to recruit and retain appropriately qualified staff.

A further risk identified for the Council was the increase in the number of planning applications that had been turned down by Planning Committee. There was a clear risk that some of these decisions would be overturned at appeal with a corresponding cost to the Council.

The report also set out details of a number of the Council's key partnerships and the arrangements in place for the management of the Council's relationship with these partners.

<u>RESOLVED</u> – That Cabinet notes the report and approves the Strategic Risk Register as at 31 March 2016 as attached to the report.

#### Reason for Decision

To enable Cabinet to consider risks identified within the Strategic Risk Register in order to assist and maintain effective governance arrangements, service and financial performance.

#### Other Options Considered and Rejected

None.

(Executive Director - Operations)

#### 72 Medium Term Financial Plan – Financial Outturn 2015/16

Cabinet considered a report of Councillor P R Kerry, Portfolio Holder with Responsibility for Economy, Finance and Regeneration, which informed Cabinet of the financial outturn position of the Council for the 2015/16 financial year.

The Council has closed its financial accounts for 2015/16 in line with the target date of 31 May 2016 which had been set to reflect the forthcoming change in the statutory deadline. The draft Statement of Accounts 2015/16 were now subject to the independent audit from the Council's external auditors, KPMG.

The final audited accounts would be reported for approval to the Audit and Corporate Governance Scrutiny Committee at its meeting on 22 September 2016.

The report provided information on the outturn position in respect of the following:-

- General Fund Revenue Account
- Housing Revenue Account
- The Council's Capital Investment Programme
- Treasury Management Activities

In relation to the General Fund, during the previous financial year the Council managed its budget effectively, securing a favourable financial outturn. In particular the Council successfully met its financial savings target of £0.5m and was able to transfer £0.2m to the General Fund Reserves, together with £0.753m to the Invest to Save Reserve.

It was noted that although the outturn had allowed the Council to set aside ear marked reserves to meet contractual commitments and to address some of the key issues and potential liabilities faced by the Council, the Invest to Save Reserve, which is the Council's only general ear marked reserve, was likely to be fully committed by the Summer of 2016.

The Housing Revenue Account continued to operate within the parameters set by the 30 year Business Plan and the Medium Term Financial Plan.

Cabinet praised the hard work of the staff within the Accountancy Service in meeting the earlier deadline for publishing the accounts.

#### RESOLVED - That Cabinet:-

- (1) Notes the outturn position in respect of the 2015/16 financial year.
- (2) Requests the Accountancy Service to undertake a review of the under spend position of 2015/16 with a view of determining where budget changes may be made to the 2016/17 and future years budgets. This review was requested to be reported back to Cabinet by September 2016.
- (3) Approves the carry forward of Capital Budgets as detailed in Appendix 4 to the report, totalling £0.942m, which reflected a carry forward between years of financial commitments.

#### Reason for Decision

To consider the financial outturn position of the Council for 2015/16 and its implications for future year budgets.

#### Other Options Considered and Rejected

As the financial outturn report for 2015/16 was primarily a factual report which detailed the outcome of previously approved budgets there were no alternative options to be considered.

(Executive Director - Operations)

#### 73 <u>Urgent Business (Public Session)</u>

There was no urgent business to be considered in the public session at this meeting of Cabinet.

### 74 Exclusion of Public

<u>RESOLVED</u> - That the public be excluded from the meeting during the discussion of the following items of business to avoid the disclosure to them of exempt information as defined in Paragraphs 1, 3 & 4 Part I of Schedule 12A to the Local Government Act 1972 (as amended by the Local Government (Access to Information)(Variation) Order 2006). [The category of exempt information is stated after each Minute].

#### **Key Decisions**

#### 75 Tender for the Provision of the Wide Area Data and Telephony Network

Cabinet considered a report of Councillor J Austen, Portfolio Holder with Responsibility for Information Technology, E-Information and Asset Management, which advised Cabinet of the procurement process for the tender for wide area data and telephone network services for North East Derbyshire District Council sites and sought approval to proceed with the order for the recommended vendor.

Following the procurement process and the tender evaluation the vendor, AdEPT Telecom plc, was the recommended bidder which had also been the successful bidder for Bolsover and Derbyshire Dales District Councils.

#### RESOLVED - That:-

- (1) Cabinet approves AdEPT Telecom plc as the appointed supplier and agree that an order be placed for an initial three year contract.
- (2) Power be delegated to the Executive Director Transformation, following consultation with the Portfolio Holder for Information Technology, E-Information and Asset Management, to approve an extension to the contract for a further two years if necessary.
- (3) Cabinet notes the short term cost risk identified within the report and notes the actions to mitigate this risk.

#### Reason for Decision

To appoint a provider for the wide area data and telephony network services for North East Derbyshire District Council sites.

#### Other Options Considered and Rejected

Alternative bidders were considered during the procurement process, however, the recommended bidder was successful following the evaluation scoring and review process.

Alternatives to fix point to point connections had been investigated but were found to be either too costly for market testing or provided insufficient coverage for the locations required.

(ICT Manager) (Paragraph 3)

# 76 <u>Proposals to progress the Local Plan, including an update on the implications</u> and risks resulting from proposed new National Targets

Cabinet considered a report of Councillor M Gordon, Portfolio Holder with Responsibility for Environment, which recommended proposals to ensure the development of the Local Plan would be completed at the earliest opportunity.

Cabinet discussed that timely completion of the Local Plan was important both to ensure the optimum level of discretion to take planning decisions in the light of local needs and to minimise the impact on the Council in terms of reduction in the New Homes Bonus for those Councils without a Local Plan in place.

The report outlined the local planning context and the timetable set out by the Government for the adoption of Local Plans.

The Council had formally adopted a timetable for the production of the Local Plan which would see publication of the plan by October 2017, with the final adoption

timetabled for November 2018. It was discussed that if the Council could demonstrate meaningful progress in line with the adopted timetable that this may mitigate against the possibility of intervention from the Government.

The proposals in this report were recommended in order to ensure that the Council's adopted timetable for the Local Plan would be achievable.

The proposals involved rationalising two Regulations 18 consultations planned for June 2016 and February 2017 into a single consultation in late 2016/early 2017.

Cabinet discussed the importance of consultation process and that it needed to be carried out effectively. It was discussed that the process for the preparation of the Local Plan needed to be carried out correctly in order to ensure its validity and to avoid it being subject to challenge on procedural grounds. As the Council was not legally required to carry out two separate periods of consultation, holding just the one consultation period allowed more time for the preparation of a robust evidence base to support a sound plan that would go out for consultation.

The report set out proposals for securing additional fixed term posts to address the resource shortage within the Planning Policy Team.

It was proposed that the additional costs would be funded from the Invest to Save Reserve, in order to protect the delivery of a key council priority and protect the Council's position in respect of New Homes Bonus. It was also recommended that an additional income from planning fees above the budgeted levels would be transferred back into the Invest to Save Reserve.

#### RESOLVED - That Cabinet:-

- (1) Notes the detailed issues set out in the report and approves the proposals described as Option 4, as offering the most cost effective way of achieving a sound Local Plan within a reasonable time frame.
- (2) Agrees to combine a two Regulation 18 consultations planned for June 2016 and February 2017 into a single consultation in late 2016/early 2017.
- (3) Requests the Chief Executive to exercise his delegated powers as Head of Paid Service to action the changes to the Planning staffing establishment, and that Cabinet authorises the use of £0.35m from the Invest to Save Reserve to fund the work, including the following:-
  - Deferring final integration of the shared service with BDC for the next 2 years, and maintain office base at NEDDC.
  - Securing additional 0.5 FTE Management Support at NEDDC (over 2 years) at a total cost of approximately £76,000.
  - Securing additional 1.5 FTE Principal/Senior Officer at NEDDC (over 2 years) at a total cost of approximately £122,000.
  - Securing temporary external support to cover short term vacancies relative to the augmented structure from a minimum of 3 months up to a

maximum of 24 months (in the event that the Council is unable to recruit to temporary posts) with cost in the range of £36,000 to £99,000.

#### Reason for Decision

To put in place the most cost effective course of action to produce a Local Plan in line with the Council's adopted timetable within a realistic budget.

#### Other Options Considered and Rejected

The report set out a number of alternative options. Two options involved significant costs through greater reliance on consultancy services which would not have accelerated the timetable in a meaningful way and did not justify the outlay of the costs. The greater use of consultancy services also risked the in house Planning Policy team becoming disengaged from the process and losing local knowledge and experience. The option to continue with the preparation of the Local Plan with the existing resources within the Planning Policy team, was rejected as there was a high risk that these resources would not be sufficient to complete the Local Plan within the adopted timetable.

(Assistant Director – Planning & Environmental Health) (Paragraphs 1, 3 & 4)

#### **Non Key Decisions**

#### 77 <u>Medium Term Financial Plan</u>

Cabinet considered a report of Councillor P R Kerry, Portfolio Holder with Responsibility for Economy, Finance and Regeneration, regarding a request for voluntary redundancy from an officer within the Council's Accountancy Service.

Following a review of the Accountancy Service, after the implementation of a new financial ledger system, officers were of the view that the work load undertaken by the current postholder could be re-distributed within the team.

Cabinet were advised that the cost of the proposal would be approximately £40,000, including the release of pension together with a redundancy payment to the postholder. The savings from disestablishing the post would result in a pay back of this cost within two years.

#### RESOLVED -

- (1) That Cabinet requests the Chief Executive, as Head of Paid Service, to utilise his delegated powers in order to make post AC018 redundant.
- (2) On the basis that the above action is undertaken, Cabinet approves the release of pension, together with a redundancy payment (at a total cost of £40,000) to the current postholder.

.

#### Reason for Decision

The decision enables the Council to secure financial efficiencies necessary to operate effectively against a background of ongoing reductions in the level of central government financial support for local authorities, whilst protecting the level of service, including internal control arrangements.

Other Options Considered and Rejected

None.

(Executive Director - Operations) (Paragraphs 1, 3 & 4)

# 78 <u>Urgent Business (Private Session)</u>

There was no urgent business to be considered in the private session at this meeting of Cabinet.

CAB MINS (0608) 2016/AJD