

## CABINET

### MINUTES OF MEETING HELD ON 6 JUNE 2018

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## **CABINET**

### **MINUTES OF MEETING HELD ON 6 JUNE 2018**

#### **Present:**

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

Councillor M Gordon  
“ R Smith

Councillor P R Kerry

#### **Also Present:**

L Hickin - Joint Strategic Director – People  
D Clarke - Joint Head of Finance & Resources and Section 151 Officer  
S Sternberg - Joint Head of Corporate Governance and Monitoring Officer  
N Clark - Director of Property Services and Development – Rykneld Homes  
D Cairns - Senior Governance Officer  
N Calver - Governance Manager (for Minute No 43 only)

#### **32 Apologies for Absence**

Apologies for absence were received from Councillors N Barker, E A Hill and J Lilley.

#### **33 Declarations of Interests**

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.

There were no interests declared at the meeting.

#### **34 Minutes of Last Meeting**

RESOLVED – That the Minutes of the meeting of the Cabinet held on 9 May 2018 be approved as a correct record and signed by the Leader.

#### **35 Minutes of the Member Development Working Group – 25 April 2018**

RESOLVED – That the Minutes of the Member Development Working Group held on 25 April 2018 be noted.

**36 Member Development Annual Report 2017/18 and Member Development Programme 2018/19**

Cabinet considered a report of Councillor N Barker – Chair of the Member Development Working Group. The purpose of the report was to enable Cabinet to review the member development work that had been undertaken during the 2017/18 municipal year.

The report set out the member development activities that had taken place during the year, the opportunities that had been made available to Members and information on the evaluation of member development that had taken place.

The draft programme for member development activities during 2018/19 was also submitted to Cabinet for information. Some of the sessions in the programme were only provisional and Members were advised that they may change during the year as required.

**RESOLVED** - That Cabinet note the content of the Member Development Annual Report for 2017/18 and the Member Development Programme for 2018/19.

**REASON FOR DECISION** - To enable Cabinet to consider the Annual Report on Member Development during 2017/18 and the Member Development Programme for 2018/19.

**OTHER OPTIONS CONSIDERED AND REJECTED** - There were no alternative options considered and rejected as the report was for information only.

(Senior Governance Officer)

<b>Non Key Decisions</b>
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**37 Corporate Plan Targets Performance Update – January to March 2018 (Quarter 4, 2017/18)**

Cabinet considered a report of Councillor G Baxter, Leader of the Council and Portfolio Holder for Corporate Strategy and Transformation which reported the Quarter 4 outturns for the Corporate Plan 2015-2019 targets as of 31 March 2018.

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 of review. Out of the 56 targets, 37 were on track, 12 had been achieved (2 in this period and 10 previously), 5 had been flagged as alerts and 2 previously withdrawn. Actions to address the targets on alert were outlined in the report.

Target C13, relating to growth in membership of the Chesterfield and North East Derbyshire Credit Union, which was flagged as an alert, was under review.

**RESOLVED** - That Cabinet notes the progress against the Corporate Plan 2015-2019 targets.

**REASON FOR DECISION** - To inform Cabinet of the progress against the Corporate Plan targets and to note the achievements and areas of concern.

**OTHER OPTIONS CONSIDERED AND REJECTED** - There were no alternative options proposed.

(Information, Engagement and Performance Manager)

### **38 Medium Term Financial Plan – Financial Outturn 2017/18**

Cabinet considered a report of Councillor P R Kerry, Portfolio Holder for Finance, which informed Cabinet of the outturn position of the Council for the 2017/18 financial year.

The Council have closed its financial accounts for 2017/18 in line with the new statutory deadline of 31 May 2018. The draft Statement of Accounts 2017/18 were now subject to the independent audit from the Council's external auditors, KPMG.

The final audited accounts were to be reported for approval to the Audit & Corporate Governance Scrutiny Committee at its meeting on 26 July 2018.

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

- General Fund Revenue Account;
- Housing Revenue Account;
- Capital Investment Programme;
- Treasury Management Activities.

In relation to the General Fund, during the previous financial year the Council had managed its budget effectively, securing a favourable financial outturn. In particular the Council successfully met its financial savings target of £0.363m and was able to make a contribution of £1.040m to the Invest to Save Reserve.

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

The Capital Programme saw good progress on approved schemes during the 2017/18 financial year. There were however a limited number of schemes which were in progress and this required that the associated expenditure and funding be carried forward in to the 2018/19 financial year.

The Council had operated in line with its agreed Treasury Management Strategy during the 2017/18 financial year.

The finance department were commended for their work in closing the Council's accounts in line with the statutory deadline.

**RESOLVED** – That Cabinet:-

- (1) Note the outturn position in respect of the 2017/18 financial year.

- (2) Approve the proposed carry forward of capital budgets detailed in Appendix 4 to the report, totalling £4.566m.

**REASON FOR DECISION** - To consider the financial outturn position of the Council for 2017/18 and its implications for future years' budgets.

**OTHER OPTIONS CONSIDERED AND REJECTED** - As the financial outturn report was fundamentally a factual report giving details of the outcome of previously approved budgets there were no alternative options that were considered.

(Joint Head of Finance & Resources and Section 151 Officer)

### **39 Risk Management Update, Partnership Working and Strategic Risk Register**

Cabinet considered a report of Councillor P R Kerry, Portfolio Holder for Finance, which updated Members concerning the current position regarding Risk Management and Partnership Arrangements and sought approval for the revised Strategic Risk Register as at 31 March 2018, as part of the suite of Finance, Performance and Risk reports.

The Council's Strategic Risk Register had been developed in light of consideration of the strategic and operational risks which had been identified by elected Members and officers as part of the Council's risk, service management and quarterly performance arrangements.

Cabinet were advised that two additional issues had been added to the Risk Register in the most recent review, these were 'failure to have appropriate measures in place to safeguard children and vulnerable adults' and 'failure of the Local Plan to progress to submission stage and to be found sound at independent examination'. The Risk Register also set out a summary of the consequences of such risks, their likelihood and impact and also the mitigation measures that the Council had in place to reduce these risks.

**RESOLVED** - That Cabinet note the report and approve the Strategic Risk Register as at 31 March 2018 as attached to the report.

**REASON FOR DECISION** - To enable Cabinet to consider the risks identified within the Strategic Risk Register/Partnership arrangements in order to assist in maintaining effective governance arrangements, service and financial performance.

**OTHER OPTIONS CONSIDERED AND REJECTED** - As it was considered good practice and in order to facilitate the development of robust managerial arrangements the Council was required to prepare a Strategic Risk Register as part of its Risk Management Framework. No alternative options were therefore considered.

(Joint Head of Finance & Resources and Section 151 Officer)

### **40 Urgent Business (Public Session)**

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

**41 Exclusion of Public**

RESOLVED - 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, 2 & 3 Part 1 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].

<b>Non Key Decisions</b>
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**42 Bellway Homes – Purchase of Additional Units at Mill Lane, Wingerworth**

Cabinet considered a report of Councillor E A Hill, Deputy Leader and Portfolio Holder for Housing Strategy which sought Member's views on whether the Council should purchase two additional units at Bellway Homes development at Mill Lane, Wingerworth.

Before reaching a decision on the report Members requested that a more detailed financial appraisal be provided on the benefits of purchasing the properties proposed.

RESOLVED – That the report be deferred to allow for further financial information to be provided.

REASON FOR DECISION – To allow for further information to be provided.

OTHER OPTIONS CONSIDERED AND REJECTED – Not applicable.

(Joint Strategic Director - Place)  
(Paragraph 3)

*The Senior Governance Officer left the meeting at this point.*

**43 Review of the Governance Team, including PA support to Senior Managers**

Cabinet gave consideration to a confidential staffing report. On consideration of the report, Cabinet proposed alternate recommendations to those detailed in the report on the basis that increases to staffing budgets were agreed in principle, however a final structure and clear business reasons for any proposed increase to budget be presented to a future meeting of Cabinet, following a period of formal consultation with staff and unions.

RESOLVED – That:-

- (1) An increase to the Governance staffing budget be agreed in principle up to £42,000 to accommodate changes to the establishment.
- (2) Formal consultation commence with affected staff and unions.
- (3) A final proposal be put to a future meeting of Cabinet for agreement.

REASON FOR DECISION – These were outlined in section 2 of the report.

OTHER OPTIONS CONSIDERED AND REJECTED - The options for Cabinet's consideration were detailed in section 4 of the report.

(Governance Manager)  
(Paragraphs 1, 2 & 3)

**44 Urgent Business (Private Session)**

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

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