

CABINET

MINUTES OF MEETING HELD ON 24 SEPTEMBER 2014

I N D E X

Page No	Minute No	Heading
1	297	Apology for Absence
1	298	Declarations of Interests
1	299	Minutes of Last Meeting
1	300	Member Development Working Group Minutes
2	301	Voluntary Organisation Presentation
3	302	Ambition Sheffield City Region Update
4	303	Performance Management Quarter One 2014/2015
6	304	Update on Proposals to Bid for Additional Borrowing for the Provision of New Council Homes
9	305	Update on Community Safety Partnership Plan 2014
10	306	Urgent Business (Public Session)
10	307	Exclusion of Public
10	308	Medium Term Financial Plan
11	309	Award of Banking Contract
12	310	Local Government Pension Scheme Discretions – Early Payment of Pension Benefits on Compassionate Grounds – BC Appeal
13	311	Urgent Business (Private Session)

CABINET

MINUTES OF MEETING HELD ON 24 SEPTEMBER 2014

Present:

Councillor G Baxter MBE Leader (in the Chair)

Councillor N Barker

" M Gordon

" Mrs E A Hill

Councillor P R Kerry

" Mrs L Robinson

" P Williams

297 Apology for Absence

An apology for absence from the meeting was received from Councillor N Foster.

298 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.

Councillor M Gordon declared another interest which was significant in Report No PRK/28/14/BM – Awarding of Banking Contract – as he was a shareholder of Lloyds Bank plc. Councillor M Gordon left the meeting when the report was considered and did not participate in the discussion or the voting on the matter.

299 Minutes of Last Meeting

RESOLVED – That the Minutes of the meeting of the Cabinet held on 27 August 2014 be approved as a correct record and signed by the Leader.

300 Member Development Working Group – Minutes of Meeting held on 30 July 2014

Cabinet considered the Minutes of the Member Development Working Group from its meeting held on 30 July 2014. The Minutes were introduced by Councillor N Barker, Chair of the Working Group, who advised that the following matters had been considered at the above meeting:-

- Members Data System, this was a reporting system to assist Members in providing strategic and analytical data at both a Ward and District level;
- Member Development: Evaluation results in respect of Member Involvement Half Day – 3 June 2014;
- Planning Committee Training Event – 10 June 2014;
- Licensing Committee Training Event – 16 July 2014;
- Member Involvement Half Day – 22 July 2014;
- Local Government Association: Our Place Event – 27 June 2014 – Event Evaluation;

- Taxi Licensing Training Event – 17 July 2014;
- Member Involvement Half Days 2014/2015;
- Any Other Business: Members ICT Charter.

Members were advised that the Council's work on Member Development was continuing and that the Working Group was seeking to ensure that Cabinet were kept fully informed of the progress.

RESOLVED – That Cabinet notes the Minutes of the Member Development Working Group from its meeting held on 30 July 2014.

(Governance Team)

301 Voluntary Organisation Presentation

Cabinet received a presentation from Mr James Lee of Links CVS in respect of the outcome of its work in the District in 2013/2014.

Links CVS provided support to voluntary organisation and community groups by giving advice and training. It worked in partnership with a wide range of agencies, including local authorities. The role of Links CVS was to provide positive action to address discrimination and disadvantage.

Cabinet was informed that in 2013/2014 the Group was awarded £9,779.00 from the District Council, which was just under 17% of its total core budget.

The top three issues why Groups in North East Derbyshire used the Links CVS service related to :-

- Group establishment/legal status;
- Group/Policy Development;
- Funding.

During 2013/14 Links CVS supported 26 groups that were either based in or had coverage in North East Derbyshire. The presentation detailed a number of case studies in respect of the work of Links CVS in the District and information on the effect it had on peoples' lives and the local economy.

The Chair, on behalf of Cabinet, thanked Mr Lee for the presentation and the work Links CVS had undertaken in the District during 2013/14.

RESOLVED – That Cabinet:

- (1) Notes the presentation from Links CVS in respect of its work undertaken in the District in 2013/2014.
- (2) Records its thanks to Links CVS in respect of its work undertaken in the District in 2013/2014.

Reason for Decisions:-

The presentation enabled Cabinet to be advised of the work undertaken by Links CVS in the District during 2013/2014.

(Strategic Partnership Co-ordinator/
Partnership Development Officer)

302 Ambition Sheffield City Region Update

Cabinet considered Report No GBXR/21/14/JW of Councillor G Baxter MBE. The purpose of the report was to:-

- Provide an update on progress of the Ambition Sheffield City Region Programme;
- Recommend that Cabinet agree to the formation of the Ambition Partnership Group and nominated a Member from the District Council to be a member of that Group;
- Recommend that Cabinet approves that the District Council and Rykneld Homes Limited provide work placements for young people on the Ambition Sheffield City Region Programme.

Ambition Sheffield City Region was a two year pilot Employment Support Programme for 18-24 year old Job Seeker Allowance claimants who were six months plus unemployed. All referrals to the Programme would be via the Department of Work and Pensions (DWP). The Programme would be funded by monies from the Sheffield City Region Local Enterprise Partnership, Youth Contract under spend.

Cabinet in March 2014 agreed that it would work collaboratively with Bolsover District Council and utilise the experience of both organisations. It was agreed that the Chief Executive, following consultation with the Leader of the Council, would have delegated authority to agree contractual arrangements regarding work on the Ambition Sheffield City Region following discussions with Sheffield City Region and other partners.

Cabinet was informed that discussions had taken place with Bassetlaw District and Chesterfield Borough Councils, both Councils had agreed that services provided by the Programme could be delivered in their areas by collaborative working between North East Derbyshire and Bolsover District Councils. An inter-authority agreement was currently being discussed to ensure that any risk was shared.

Sheffield City Council had negotiated with the Department of Work and Pensions that Job Seekers Allowance claimants would be referred from them to Ambition Sheffield City Region when they were six months plus unemployed. The details of the arrangements were set out at paragraphs 1.1 to 1.23 of the report.

An Ambition Partnership Group would be formed with one Member and one Officer from each of the five constituent local authorities which comprise the Ambition Sheffield City Region, the Group would meet twice a year. The purpose of the Group was to provide information and advice on project progress.

In terms of Finance and Risk implications Cabinet was advised that performance would be reviewed formally every six months throughout the life of the Programme. Cabinet was informed that the data stored for the Programme would be kept on the Sheffield City Region database, the data would be retained in accordance with the provisions of the Data Protection Act. In terms of recruitment of staff this would be in accordance with the Council's Equalities Policies and Procedures as the District Council was the accountable body for the Programme.

The options for Cabinet's consideration were detailed at paragraph 1.1 to 5.3.1 of the report. The alternative options for the local delivery of Ambition Sheffield City Region were detailed in the report to Cabinet in March 2014.

RESOLVED – That Cabinet:

- (1) Notes the progress made to date in respect of the Ambition Sheffield City Region Programme.
- (2) Approves the formation of the Ambition Sheffield City Region Partnership Group comprising officers and Members from each of the constituent authorities.
- (3) Nominates Councillor G Baxter MBE as the Council's Member representative on the Ambition Sheffield City Region Partnership Group.
- (4) Approves that work placements for young people be provided at the District Council and Rykneld Homes Limited (subject to the agreement of Rykneld Homes for the provision of their work placements) as part of the Ambition Sheffield City Region Partnership Programme.

Reasons for Decisions:-

The decisions –

- (1) Enable the Council to participate in the work of the Ambition Sheffield City Region Partnership Group and to appoint a Member representative.
- (2) Enable the Council and Rykneld Homes Limited (subject to their agreement) to provide work placement opportunities as part of the Ambition Sheffield City Region Partnership Programme.

(Assistant Director – Economic Growth/
Managing Director – Rykneld Homes Limited/
Employment and Skills Officer)

303 Performance Management Quarter One 2014/2015

Cabinet considered Report No GBXR/22/14/BP of Councillor G Baxter MBE. The purpose of the report was:-

- To present a summary of the performance for the first quarter 2014/2015, April to June 2014 for all key tasks and performance indicators that contributed directly to the Council's priorities within its Corporate Plan.

- To provide a range of other corporate information including sickness absence, accidents and complaints data.

The aim of the quarterly performance reports were to provide a summary of the progress against key actions and performance indicators. The process provided Members and officers with accurate and timely performance information and identified how under performance or lack of progress would be addressed as well as acknowledging good performance.

The report included information on the following:-

Appendix 1 – Create Jobs, Build Skills, Attract Investment;
Appendix 2 – Improve Peoples' Health;
Appendix 3 – Look after the Environment;
Appendix 4 – Increase Housing Choice;
Appendix 5 – High Performing Council;
Appendix 6 – Sickness Absence and Accident Statistics;
Appendix 7 – Complaints.

The report also included information on the following:-

Key Actions and Performance Indicators

Overall for the period 86% of the key actions were achieved or were on track to deliver respective targets and 69% of the performance indicators were on track.

Sickness Absence

The Council's sickness absence figure for the first quarter was 2.21 days. Cumulatively this equated to an annual projected figure of 8.8 days which was below the target of 9.5 days.

Accidents

There were four accidents reported during the first quarter of 2014/15. A total of eight days were lost, these were attributable to two accidents. Neither of these were reportable under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).

Complaints

The Council received 50 complaints during the first quarter 2014/2015 of these 36 (72%) were responded to within the target time of 10 days. The number of complaints received during this period represented a considerable increase when compared with the numbers received during previous quarters. The largest increases were for Streetscene and Revenue and Benefits.

Cabinet was advised that appropriate action as outlined at pages 10 and 15 of the report was being taken to address under performance which would be overseen by the Chief Executive to ensure that performance levels improved.

The options for Cabinet's consideration were set out at paragraphs 1.1 to 5.3 of the report, there were no alternative options considered and rejected.

RESOLVED – That Cabinet:

- (1) Notes the implications of the report and its appendices.
- (2) Notes the current position and the high level of achievement for Key Tasks (86% achieved or on track) and the good levels of achievement of Performance Indicators (69% achieved) as outlined at paragraph 1.7 of the report.
- (3) Notes that a number of indicators as detailed in Appendices 1 to 5 of the report are not performing to the expected levels which support the following Corporate Priorities:-
 - Ensure street are clear of litter, fly tipping, graffiti and dog fouling;
 - Ensure a high standard local environment;
 - Help deal with the issues of climate change;
 - Provide a greater choice of homes to meet local need;
 - Ensure residents have confidence in the Council;
 - Provide good value, high performing services.
- (4) Notes the explanation for the lower than anticipated performance as detailed in Appendices 3, 4 and 5 of the report.
- (5) Notes the circumstances and the appropriate action detailed at pages 10 and 15 of the report to address under performance will be overseen by the Chief Executive to ensure that performance improves.

Reasons for Decisions:-

The reasons for the decisions were as follows:-

- (1) Performance Management contributes to the organisations overall management arrangements that are focused to ensure the effective and efficient delivery of the Council's Vision.
- (2) The Quarterly Performance reports provide an opportunity for Members, Officers, Key Partners and the public to scrutinise the Council's performance.
(Executive Director – Transformation/
Improvement Manager)

304 Update on Proposals to Bid for Additional Borrowing for the Provision of New Council Homes

Cabinet considered Report No PRK/26/14/KP of Councillor P R Kerry. The purpose of the report was to:-

- Seek approval for a bid to be made to the Department of Communities and Local Government for additional Housing Revenue Account borrowing from

the Department for Communities and Local Government Local Growth Fund Housing Revenue Account Borrowing Programme. The funding, if approved, would be used to develop additional Council homes for rent in the District on Council owned sites and meet gaps in provision for smaller units and mobility/wheelchair units locally.

- The proposals build on ongoing work to identify sites and opportunities working in partnership with Rykneld Homes Limited to consider options to increase the number of Council rented homes.

Cabinet was reminded of its decision on 11 June 2014 to submit an expression of interest for the Scheme to start in 2016/17. The Government had now amended the Scheme and asked the Council to submit a firm bid based on the decision of Cabinet in June 2014.. The current position with the Housing Revenue Account was that there was headroom to borrow £16.319m as at the end of March 2014, the Housing Revenue Account debt was £162.665m, which was £16.319m below the Council's Housing Revenue Account debt cap of £178.984m set by the Government. The Medium Term Financial Plan approved indicated that the Housing Revenue Account was to borrow £5.9m in 2014/15 to meet the remaining costs of the Tarran Replacement at Eckington and Killamarsh and to make voluntary debt repayments of £4.3m.

As at 31 March 2015 the Housing Revenue Account debt position would show a net increase of £1.6m to £164.265m and a forecast headroom position of £14.719m.

The bid proposed that the Council seek borrowing approval to be utilised on specific schemes to build up to 66 new Council dwellings in the District at an estimated total cost of £6m. Financing the cost would be by way of Housing Revenue Account Prudential Borrowing against the increased debt cap with the Council able to determine an appropriate term for debt repayment.

The Department for Communities and Local Government required that an expression of interest for additional borrowing for 2016/17 provide the following information:-

- An outline of the estimated borrowing requirement (per scheme) in 2016/17 including information on the authority's borrowing headroom (as at 31 March 2014).
- An outline of the scheme (or schemes) including the location(s) and estimated number of proposed new units per scheme.
- An outline of the funding arrangements including whether the Council will be bringing forward its own land for development or undertake asset disposal to help subsidise the scheme (or schemes).
- An outline of the proposed partnership arrangements and whether those are existing arrangements or whether new arrangements are proposed; and to be agreed at a later date.
- Whether the proposed scheme is supported by the Local Enterprise Partnership.

As part of the process for developing the bid officers had held discussions with colleagues at Rykneld Homes Limited on outline schemes in respect of sites in the following areas:-

- Dronfield
- Wessington
- Danesmoor

The Department for Communities and Local Government had extended the period for submitting a firm expression of interest to 17 October 2014. Officers would be discussing the final bid with the Homes and Communities Agency prior to submission. Members were advised that a further report would be submitted to Cabinet for its consideration prior to any final decision on implementation.

The options for Cabinet's consideration were detailed at paragraphs 1.1 to 7.1 of the report. The alternative options considered and rejected were detailed at paragraphs 4.1 to 4.3 of the report.

RESOLVED – That Cabinet:

- (1) Approves that the Council submits a bid to the Department for Communities and Local Government: Local Growth Fund Housing Revenue Account Borrowing Programme 2016/2017 for an additional £6m of funding.
- (2) Notes the inclusion of the sites at Dronfield, Wessington and Danesmoor detailed at paragraph 1.12 of the report in the bid to the Department for Communities and Local Government detailed at resolution (1) above.
- (3) Agrees that should further work indicate that any of the site schemes detailed at resolution (2) above are not deliverable within the timescales required, Officers will work with the Homes and Communities Agency to bring forward other options for Members' consideration.
- (4) Requests that it receive a report on the business case on the viability of each scheme in order to sustain the financial stability of the Housing Revenue Account.
- (5) Requests that it receive a report on the result of the bid submission detailed at resolution (1) above and the Programme of work proposed to a future meeting.

Reasons for Decisions:-

The reasons for the decisions were as follows:-

- (1) The application to increase the Housing Revenue Account debt cap and create additional borrowing capacity will provide an opportunity for the Council to consider the delivery of a new build housing scheme whilst maintaining focus on the need to address the non-traditional housing stock issues within the District.
- (2) The decisions will contribute towards the Council's Growth Agenda.

- (3) The sites proposed have been identified in Site Audit work, and have the support of local Members, and are deliverable within the timeframe of the bid.

(Assistant Director – Economic Growth/
Housing Strategy and Enabling Manager)

305 Update on Community Safety Partnership Plan 2014

Cabinet considered Report No LR/01/14/BM of Councillor L Robinson. The purpose of the report was to present a refresh of the Council's Community Safety Partnership Plan 2014. The North East Derbyshire Community Safety Plan brought together a number of agencies working to reduce crime in the District. The Partnership's key role was to:-

- Understand the community safety issues that North East Derbyshire was experiencing;
- Decide which of these community safety issues was the most important to deal with;
- Consider what actions could be taken collectively, adding value to the day-to-day work undertaken by individual agencies.

Cabinet was advised that the above matters were detailed in the Community Safety Action Plan which came into force on 1 April 2014.

Members were informed because of the constantly changing environment the Plan was checked on a regular basis to ensure it was on track and that the priorities set originally were still relevant to the different communities within the District. This work was undertaken by the use of the Strategic Assessment document which was attached as Appendix 2 to the report.

The Strategic Assessment seeks to evaluate the range of information on crime, disorder, substance abuse and other community safety matters affecting North East Derbyshire. This role was undertaken by the Safer Derbyshire Research and Information Team. An Equality Impact Assessment on the Community Safety Partnership Plan was being undertaken.

The options for Cabinet's consideration were detailed at paragraphs 1.1 to 5.3 of the report. In preparing the Community Safety Partnership Action Plan consideration was given to how best the actions required could be achieved within the resources allocated, as well as taking into account the needs of the communities within the District.

RESOLVED – That Cabinet notes the Community Safety Partnership Plan 2014 Update report.

Reason for Decision:-

The consideration of the report enables the Council to comply with the requirements of the Crime and Disorder Act regarding an Annual Strategic Assessment of the Community Safety Partnership Plan.

(Executive Director – Operations/
Community Safety Manager)

306 Urgent Business (Public Session)

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

307 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 Paragraph 1 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].

308 Medium Term Financial Plan

Cabinet considered Report No PRK/27/14/BM of Councillor P R Kerry. The purpose of the report was to:-

- Ask that Cabinet request the Chief Executive to use his delegated authority to increase the Council's staffing establishment in respect of the Payroll Section;
- Seek Cabinet's agreement that Rykneld Homes Limited commence the process of marketing an empty Council house in Wingerworth with a view to disposing of the property to a private buyer.

Cabinet was asked to support the proposal to request the Chief Executive to utilise his delegated powers to increase the staffing establishment within the Payroll Section. This would involve the creation of an additional post of Payroll Officer on Grade 6. This would be an additional cost of £25,000 in the first year which would be funded from the Invest to Save Reserve. The full details of the proposals were set out at paragraphs 1.1 to 1.2 of the report.

Cabinet considered information at paragraphs 1.5 and 1.6 of the report in respect of recent changes in national planning targets and its impact on the work of the Council's Planning Service.

Information was considered by Members in respect of the marketing of a Council property in Nottingham Drive, Wingerworth. The property concerned had become vacant recently and needed a considerable amount of work to bring it up to an appropriate standard to be relet. Rykneld Homes Limited had concluded that the most cost effective approach would be to dispose of the property. The proceeds of the sale, together with saving on investment, would enable the Council to fund the construction of up to two new properties. Full details in respect of the matter were set out at paragraphs 1.3 and 1.4 of the report.

The proposals within the report were concerned with securing more effective Council services. Appropriate consultation had been undertaken with employees affected directly. It was not proposed, however, to undertake any external or partner consultation as the proposals within the report were concerned with delivering a range of previously agreed priorities.

The alternative options were considered throughout the report.

RESOLVED – That Cabinet:

- (1) Requests that the Chief Executive utilise his delegated powers in order to action the revised staffing structure in respect of the Payroll Team as detailed in the report.
- (2) Notes that actions are being taken to maintain performance levels within the Planning Team in the light of increased demand on the service, together with the loss of some key members of staff.
- (3) Grants authority to Officers to commence the process to market the Council property at Nottingham Drive, Wingerworth, as detailed within the report.

Reasons for Decisions:-

The reasons for the decisions were to:-

- (1) Improve the service that the Council offers to local residents while securing the financial efficiencies necessary to operate effectively against a background of ongoing reductions in the level of Central Government financial support for local authorities.
- (2) Ensure that the Payroll and Planning Administration Teams are resourced adequately and equipped to provide effective services.
- (3) Enable the Council to market an empty Council property in Wingerworth with a view to reinvesting in additional Council housing stock.
- (4) Request that the Chief Executive utilise his delegated powers to adjust the Council's staffing establishment to reflect the proposal in respect of the Payroll Team outlined within the report.

(Chief Executive/
Executive Director – Operations/
Managing Director – Rykneld Homes Limited)
(Paragraphs 1, 3 & 4)

309 Awarding of Banking Contract

Cabinet considered Report No PRK/28/14/BM of Councillor P R Kerry. The purpose of the report was to seek Cabinet's approval for the award of a contract for the Council's banking services.

The Council's contract for its banking services with the Co-operative Bank was due to cease in March 2017. The Co-operative Bank had indicated that it would no longer be providing banking services to local authorities. All existing contracts would be honoured, but should the Council wish to transfer to a new bank sooner than March 2017 they could do so without any contractual penalties.

In June 2014 Cabinet approved that the Council enter into joint procurement arrangements for its banking services with Bolsover District, Chesterfield Borough, Derbyshire Dales District and Erewash Borough Councils.

As part of the tendering exercise banking contract specialists had been employed to write the specification and the tender documentation. Tenders were evaluated on a 60% price and 40% quality basis. The Council had received three tender submissions and these had been reviewed and analysed in accordance with the pre-determined criteria.

Three tender submissions had also been received in respect of Card Services, this report did not consider the Card Services element of the tender. A separate evaluation process would take place regarding the tender submissions in respect of Card Services at a later date.

Based on the evaluation of the tender submissions and the results of the scoring matrix it was proposed that a seven year contract for the provision of the Council's banking services be awarded to Lloyds Bank plc, with an option to renew annually for a further three years. The recommendation to award the core banking services contract to Lloyds Bank plc would be contained within the existing budget provision.

It was noted that Councillor M Gordon, having declared another interest which was significant in the above matter, left the room and did not participate in the discussion or voting on this matter.

RESOLVED – That Cabinet:

- (1) Approves the award of the Council's banking services contract to Lloyds Bank plc for a period of seven years, with an option to renew annually for a further three years.
- (2) Grants delegated authority to the Executive Director – Operations following consultation with the Leader of the Council and the Portfolio Member for Economy, Finance and Regeneration to award the Council's Card Services contract to the bidder preferred once the evaluation of the tenders submitted has been undertaken.

Reasons for Decisions:-

The reasons for the decisions were as follows:-

- (1) The decision on the awarding of the banking services contract was based on an evaluation of the tender submissions and the application of the scoring matrix detailed at paragraph 1.6 of the report.
- (2) The delegated authority to the Executive Director – Operations enables a decision to be made on the awarding of the Card Services contract following an evaluation of the tenders submitted.

(Executive Director – Operations)
(Paragraphs 1 & 3)

310 Local Government Pension Scheme Discretions – Early Payment of Pension Benefits on Compassionate Grounds – BC Appeal

Cabinet was advised that the report on the Local Government Pension Scheme Discretions – Early Payment of Pension Benefits on Compassionate Grounds – had

been withdrawn from the agenda of this meeting. Accordingly the matter was not considered and no decision was made.

RESOLVED – That Cabinet notes that the report on the Local Government Pension Scheme Discretions – Early Payment of Pension Benefits on Compassionate Grounds – BC Appeal had been withdrawn from the agenda for this meeting.

(Chief Executive)
(Paragraphs 1 & 3)

311 Urgent Business (Private Session)

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