

## CABINET

TUESDAY, 19 NOVEMBER 2013

### DECISIONS

Set out below is a summary of the decisions taken at the meeting of the Cabinet held on Tuesday, 19 November 2013. Decisions made by the Cabinet will be subject to call-in. Recommendations made to the Council are not subject to call-in. The wording used does not necessarily reflect the actual wording that will appear in the minutes.

If you have any queries about any matters referred to in this decision sheet please contact Graham Aisthorpe-Watts.

#### 1. FUTURE HOUSING INVESTMENT PLANS

Cabinet **RECOMMENDED** to Council:

- (a) The adoption of the pilot proposal and action plan.
- (b) Approval to advance £7m of funding to South Cambs Ltd on a secured basis funded from prudential borrowing in line with individual investment appraisals being developed before property acquisitions are made, requiring the prior approval of the Executive Director and Director of Housing in consultation with the Finance and Staffing Portfolio Holder.
- (c) To instruct the Executive Director (Corporate Services) and the Director of Housing to develop the business case(s) for the further expansion of South Cambs Ltd and to report back with detailed recommendations to Cabinet by the Autumn of 2015.

**Other Options Considered:** Other options considered are outlined in the report at paragraphs 14 – 18.

**Reason For Decision:** The setting up of this pilot project will allow the Council to establish a new housing company in the area that will have the potential to meet a wide range of housing need in the district and generate a significant revenue stream for the Council in future years. This is in line with the Council's adopted aims for 2013/14 – 2017/18. The limited nature of the pilot will enable the Council to test the concept and limit the financial risks before committing to a larger scale investment.

#### 2. HEALTH AND SAFETY POLICY

Cabinet:

- (a) **APPROVED** the revised South Cambridgeshire District Council Health and Safety Policy, Statement of Intent and Legislation List, as set out in Appendices 1, 2 and 3 of the report, subject to:
  - amendments throughout the document to indicate the post title of the officer allocated as the Council's Health and Safety Champion;
  - any comments from Trade Unions.
- (b) **AGREED** that future formal review of the Policy and other Health and Safety paperwork takes place every three years, unless circumstances required it sooner.

**Other Options Considered:** South Cambridgeshire District Council is required to review and publish its Health and Safety Policy. Cabinet can therefore approve, amend or reject the Policy documents. If Cabinet rejects the revised Policy documents and approach, the options are to rework the proposed new Policy approach or to update the previous Policy documents.

**Reason For Decision:** The Council must agree and publish a corporate Health and Safety Policy. This Policy must be reviewed on a regular basis to ensure it meets organisational and legislative requirements. Formal approval by Cabinet of the Policy provides visible leadership and commitment to the Health and Safety principles set out in the Statement of Intent, attached at Appendices 1 and 2 of the report.

### 3. **REDUNDANCY POLICY: REVIEW**

Cabinet **APPROVED** the Organisational Change, Redundancy and Redeployment Policy and Procedures, attached at Appendix 1 to the report.

**Other Options Considered:** Cabinet may either approve the policy as presented, or request further revisions.

**Reason For Decision:** The revisions to the policy and procedure reflect changes to legislation and statutory consultation periods. Other changes have been made to incorporate best practice and guidance in relation to managing change within organisations.

### 4. **DRAFT CORPORATE PLAN PRIORITIES 2014-2019**

Cabinet:

(a) **AGREED** the Council's draft Corporate Plan, consisting of its Vision, Corporate Aims and Objectives, as the strategic planning framework for the organisation for consultation and development and the preparation of draft 2014-15 service plans, as set out in Appendix A attached to the report.

(b) **AUTHORISED** the Chief Executive, in consultation with the Corporate and Customer Services Portfolio Holder, to make further editing changes to the draft, which may become necessary prior to publication.

**Other Options Considered:** Cabinet may agree the draft plan as recommended, or bring forward amendments that meet the needs of the organisation and community it serves.

**Reason For Decision:** To enable timely internal and external stakeholder input at an early stage, and the production of service plans that are properly linked to corporate objectives and ensure an integrated approach to service and financial planning.

### 5. **REVIEW OF MEDIUM TERM FINANCIAL STRATEGY, INCLUDING CONSIDERATION OF CAPITAL ACCOUNTING POLICY**

Cabinet:

(a) **NOTED** the General Fund forecasts attached at Appendices A1 and A2 to the report.

- (b) **APPROVED** the assumptions underpinning the Medium Term Financial Strategy set out in Appendices B1 and B2 attached to the report.
- (c) **AUTHORISED** the Chief Executive, as Head of Paid Service, to implement the required staffing changes necessary to complete the restructurings of the growth area teams.
- (d) **INSTRUCTED** the Head of Finance, Policy and Performance to bring forward detailed draft estimates 2014-15 based on the assumptions and issues contained in the report for consideration by Cabinet in the New Year.

**Other Options Considered:** Other options considered are set out in the body of the report at paragraphs 7 – 17.

**Reason For Decision:** The General Fund forecasts at Appendices A1 and A2 of the report summarise the financial issues arising over the medium term and, together with the assumptions at Appendices B1 and B2, set the parameters for drawing up detailed budgets for 2014-15 and the likely scope of any required savings to maintain balances at a minimum level of £2.5m.

The forecast anticipates a continuing contraction in Central Government financial support for the Council, although at this stage, there is no certainty of the actual levels of funding receivable for 2014/15 and 2015/16. The update of the forecast in January 2014 will reflect the outcome of the Autumn Statement and the local government finance settlement figures.

## 6. POSITION STATEMENT: FINANCE, PERFORMANCE AND RISK

Cabinet:

- (a) **NOTED** the Council's provisional outturn position together with the performance and risk matters set out in the report at Appendices A – G.
- (b) **RECOMMENDED** that the Corporate and Customer Services Portfolio Holder approves the Strategic Risk Register and Matrix set out in Appendices D and E of the report.

**Other Options Considered:** Other options considered were included in the body of the report.

**Reason For Decision:** To enable Cabinet to maintain a sound understanding of organisational performance which forms part of the evidence base for the concurrent annual review of priorities and allow, where appropriate, the redirection of resources to address underperformance and reflect emerging priorities.

The Strategic Risk Register and Matrix forms the record of corporate risks the Council currently faces in the delivery of services and the achievement of strategic aims, together with control measures to address sources of assurance over the risks.

## 7. ICT FACILITIES FOR MEMBERS

Cabinet **DELEGATED** the Portfolio Holder for Corporate and Customer Services to:

- (a) Consider the cessation of Council funded ICT equipment and provision to Members.

(b) Consider the proposal for Member funded ICT provision based on the use of tablet computers and appropriate software to support a more sustainable approach with regard to the production of paper agendas and reports.

(c) Consult with Members of the Scrutiny and Overview Committee before taking a final decision on (a) and (b) above.

**Other Options Considered:** Other options considered are set out in paragraphs 21, 22 and 23 of the report.

**Reason For Decision:** To provide an improved, more cost effective, sustainable and efficient ICT service to Members.

## **8. EXCLUSION OF PRESS AND PUBLIC**

Cabinet **AGREED** to exclude the press and public from the meeting during consideration of the following item in accordance with the provisions of Section 100(a)(4) of the Local Government Act 1972 (exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A (as amended) of the Act).

## **9. OLDER PERSONS HOUSING RELATED SUPPORT CONTRACT**

Cabinet **APPROVED** the recommendations contained in the exempt report, subject to recommendation (b) being amended to include consultation with the Housing Portfolio Holder.

**Other Options Considered:** As set out in the exempt report.

**Reason For Decision:** As set out in the exempt report.