

## CABINET

WEDNESDAY, 4 SEPTEMBER 2019

### DECISIONS

Set out below is a summary of the decisions taken at the meeting of the Cabinet held on Wednesday, 4 September 2019. 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 Ian Senior.

#### 1. **2019-20 PERFORMANCE REPORTING ARRANGEMENTS AND QUARTER 1 OPERATIONAL KEY PERFORMANCE INDICATOR RESULTS**

Cabinet

- a) Endorsed the approach to reporting to be adopted for the 2019-20 financial year, as set out at paragraph 7 and Appendix A to the report from the Director of Corporate Services; and
- b) Noted the list of emerging Business Plan Indicators as set out and mapped against Business Plan focusses at Appendix B and currently being considered and shaped for reporting at the end of Quarter 2.
- c) Reviewed the Operational Key Performance Indicator results as set out in Appendices C and Ci to the report.

1. **Options Considered:** Identify any action, including redeployment of resources, required to address issues identified within this report and its appendices.
2. Request clarification from performance indicator owners on any aspects relating to performance indicators, results and comments contained within this report and its appendices.
3. Commission more detailed performance reports from performance indicator owners that drill-down into specific areas relating to the one or more of the performance indicators, results and comments contained within this report and its appendices

**Reason For Decision:** These recommendations are required to enable senior management and members to understand the organisation's performance, both in terms of quality of service provision and progress towards Business Plan objectives. The information included within performance reports contributes to the evidence base for the ongoing review of priorities and enables, where appropriate, redirection of resources to reflect emerging priorities and address areas of concern.

#### 2. **STRATEGIC RISK REGISTER**

Cabinet approved the amended draft Strategic Risk Register attached as Appendix A to the report from the Interim Director of Finance.

**Options Considered:** Cabinet have options to approve or reject the proposed version of the Strategic Risk Register.

**Reason For Decision:** The Council has a Risk Management Strategy which is approved by the Audit & Corporate Governance Committee. This sets out that the Council should have a Strategic Risk Register. It was recognised that this required a full review to ensure that is stayed up to date and reflected the latest Business Plan of the Council.

### 3. **DRAFT LOCAL TRANSPORT PLAN - CONSULTATION RESPONSE**

Cabinet

1. Agreed in principle the draft joint response from South Cambridgeshire District Council and Cambridge City Council to the Local Transport Plan consultation as attached to the report from the Joint Director of Planning and Economic Development, subject to the addition, either as part of the joint response or of a separate South Cambridgeshire District Council response, of comments relating to
  - (i) the A428 between the Interchange at Girton and the Caxton Gibbet roundabout
  - (ii) transport links between South Cambridgeshire villages
  - (iii) the specific provision of charging points for Hackney Carriages and Private Hire Vehicles
2. Agreed to delegate the wording of the final joint response and any individual response to the consultation to the Joint Director of Planning and Economic Development, in consultation with the Deputy Leader (Statutory) of South Cambridgeshire District Council.

**Options Considered:** Members may decide to:

- Agree the high-level response points without amendment or addition, delegating the wording of the final response to the consultation to the Joint Director of Planning and Economic Development, in consultation with the Deputy Leader of South Cambridgeshire District Council.
- Agree the high-level response points with amendments and/or additions, delegating the wording of the final response to the consultation to the Joint Director of Planning and Economic Development, in consultation with the Deputy Leader of South Cambridgeshire District Council.

**Reason For Decision:** The draft response addresses issues relevant to Greater Cambridge, identifying areas which should be supported, and areas that could be improved. Discussion with Cambridge City Council suggests that there is potential to prepare a joint response on some or all issues with Cambridge City Council. It is likely that there will be many common response points, and, it is therefore currently recommended that a joint response be agreed.

### 4. **MOTIONS REFERRED FROM COUNCIL**

Regarding the Motions referred to it from Full Council, Cabinet

1. Noted the Motion from Councillor Sarah Cheung Johnson about domestic violence and the White Ribbon Campaign, and asked officers to present a report to a future meeting on the implications for South Cambridgeshire District Council.
2. Noted the Motion from Councillor Alex Malyon about single-use plastics and plastic pollution and requested the Lead Cabinet Member for Environmental Services and Licensing and the Waste Policy, Change and Innovation Manager to take forward work to promote the Plastic Free Communities scheme to

parishes and community groups in the District.

3. Noted the Motion from Councillor Nick Wright and:
  - a. Agreed, in principle, that the Council should embrace, as far as possible, a pragmatic approach to a transition to paperless meetings:
  - b. Requested officers to present a report to a future meeting on the options and cost implications; and
  - c. Supported the proposal for Cabinet to pilot the concept with a view to providing leadership and identifying any issues.
  
4. Noted the Motion from Councillor Gavin Clayton about Safe Spaces, the further comments from Councillor Clayton tabled at the meeting, and agreed that officers be requested:
  - a. To present a report to Cabinet on an annual basis on the Council's work in respect of equality and diversity.
  - b. To investigate the concerns and issues that the LGBT+ community experiences in South Cambridgeshire by engaging with representatives of the community and any actions the Council could undertake to address those issues both within the organisation and within the wider community.
  - c. To explore how the Council can promote equality and diversity policies through working with partners and engaging with our communities, including encouraging community groups to consider equality and diversity issues when applying to the District Council for grant aid.

**Options Considered:** Cabinet could support the proposals in the motions or amend them as it sees fit; call for a full report on one or more of them or decide to take no further action on one or all of them.

**Reason For Decision:** To enable Cabinet to determine the appropriate course of action to take in respect of each motion referred to it from Council, at its meeting on 18 July 2019, in the light of the information now presented by officers, and whether to request a full report on any of the proposals in the submitted motions.

## 5. VALUE FOR MONEY STRATEGY

**Cabinet approved the adoption of the Value for Money Strategy attached at Appendix A to the report from the Interim Director of Finance.**

**Options Considered:** 15. The option of not adopting the VFM Strategy is not considered to be appropriate. Local authorities are accountable to their communities for how they spend their money and for ensuring that this spending represents value for money. Local politicians and officers operate within local governance frameworks of checks and balances to ensure that decision-making is lawful, informed by objective advice, transparent and consultative. Good governance means that proper arrangements are in place to ensure that an authority's intended objectives are achieved and achieving value for money must be a key commitment to ensure that authorities remain financially sustainable and respond efficiently and effectively to service needs.

16. The key message in the Budget Setting Report, considered by Cabinet at its meeting on 6 February 2019, was that a programme of transformation and service review would be developed to ensure that the Council is "fit for the 21st century". The

Council, in considering the budget and medium-term forecasts has already tasked the Executive Management Team to identify additional cumulative savings of £3 million for the 5 years from 2019-2024. Ensuring value for money will be essential in the pursuance of economy, efficiency and effectiveness in the use of resources.

**Reason For Decision:** To establish a Value for Money Strategy as a key part of the Council's corporate governance and financial management arrangements.

## 6. OPTIONS AROUND MATERNITY, PREMATURE BIRTH AND NEO-NATAL LEAVE

Cabinet agreed:

1. To support the introduction of a premature birth and neo-natal policy, as set out in the appendix to the report; and
2. To approve option 4, at 100% of normal salary, in respect of paid leave for employees on premature or neo-natal leave.

**Options Considered:** The options available to the Council are as follows:

### Option One

The Council does not extend the leave or pay entitlements for employees who have premature babies (born before 37 weeks) or babies that are unwell when born. Employees whose babies are born sick or prematurely continue to be entitled to the maternity and paternity pay and leave that they are currently able to claim.

The Council already has a Compassionate Leave policy which managers can use to support employees.

### Option Two

The Council introduces additional unpaid maternity and paternity leave for parents of babies born prematurely (before 37 weeks). This would extend the maternity and paternity leave by the number of weeks the baby was born before its original due date, allowing parents the time necessary to bond with their baby.

### Option Three

The Council introduces additional maternity and paternity pay and leave for parents of babies born prematurely (before 37 weeks). This additional pay and leave would be paid until the baby's original due date. After the due date the parents would be entitled to their normal maternity and paternity entitlement.

### Option Four

The Council introduces additional maternity and paternity pay and leave for parents of babies born prematurely (before 37 weeks). This additional pay and leave would be paid until the baby is released from hospital, or until 28 days after their expected due date (whichever is earliest)<sup>1</sup>. At that point the parents would be entitled to their normal maternity and paternity entitlement.

Both option three, and four would mean the Council would be awarded the Employer with Heart badge.

**Reason For Decision:** This matter was referred to Employment and Staffing Committee following the Motion from Councillor Williams at the Council meeting on 29 November 2018. Employment and Staffing Committee has considered the introduction of a policy

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and has indicated a preference for Option 4. It has requested that Cabinet consider two options for the additional paid leave, either 90% or 100% of normal salary.

**7. HOUSING REVENUE ACCOUNT - PURCHASE OF AFFORDABLE HOMES AND REVIEW OF EXECUTIVE SCHEME OF DELEGATION**

Cabinet

1. Approved South Cambridgeshire District Council entering into Heads of Terms, followed by a JCT Design and Build Contract, for the purpose and with the developer specified in the confidential report from the Interim Chief Executive, and a land contract and transfer to purchase the site in Sawston;
2. Approved South Cambridgeshire District Council entering into Heads of Terms, followed by a JCT Design and Build Contract, for the purpose and with the developer specified in the confidential report from the Interim Chief Executive, in Northstowe;
3. Acknowledged the significant benefits arising from the investments, outlined in the confidential report, at the sites in Sawston and Northstowe in line with the Council's key Business Plan priorities; and
4. Agreed that the limit for Executive Decisions by the Lead Cabinet Member for Housing be amended, with decisions above a certain level being referred to Cabinet and that the Scheme of Delegation of Executive Functions be amended accordingly.

**Options Considered:** As contained in the confidential report from the Interim Chief Executive,

**Reason For Decision:** As contained in the confidential report from the Interim Chief Executive,