

## **CABINET**

### **Minutes of the Meeting held on Tuesday, 1<sup>st</sup> November 2011 at Retford Town Hall**

Present: Councillor G A N Oxby (Chair),  
Councillors J Evans, S A Greaves, J A Leigh, S May, A Rhodes and  
D R Pressley.

Liaison Members: Councillors H Burton, M W Quigley, S Toms and C Wanless.

Officers: D Armiger, J Hamilton, M Hill, L Hull, D Hunter, M Ladyman, N Taylor  
and R Theakstone.

Standards Members: None.

(The Chairman welcomed all to the meeting and read out the Fire Alarm/Evacuation Procedure.)

#### **80. QUESTION TIME - PUBLIC**

Council Procedure Rules were suspended for fifteen minutes to allow questions from the public; however, there were no members of the public present at this stage.

The Leader of the Council took this opportunity to inform Members of his recent visit to Brunton Shaw UK whose head office is based at Sandy Lane, Worksop. Brunton Shaw UK is a successful manufacturer of high quality wire ropes for a wide range of applications. The company effectively combines more than 100 years of experience and tradition with an up-to-the-minute range of products. It has recently invested £1.33m which will preserve the current 60+ jobs and help to create 55 new jobs over the next two years.

**RESOLVED** that a letter of thanks be sent to Brunton Shaw UK thanking them for their hospitality during the recent visit and sending the Council's best wishes for a successful and prosperous future in Bassetlaw.

#### **81. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

#### **82. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

##### **(a) Members**

Councillors M W Quigley and A Rhodes declared personal interests in Agenda Item No 14(b) – Minutes of the Parish Councils Liaison Group held on 13<sup>th</sup> July 2011, as the issue of street lighting was raised and they are Members of Nottinghamshire County Council. They remained in the meeting during the debate.

##### **(b) Officers**

There were no declarations of interest by officers.

83. MINUTES OF THE MEETING HELD ON 4<sup>TH</sup> OCTOBER 2011

**RESOLVED** that the minutes of the meeting held on 4<sup>th</sup> October 2011 be approved.

84. MINUTES FOR ACTION AND IMPLEMENTATION

**RESOLVED** that the Minutes for Action and Implementation be received.

85. OUTSTANDING MINUTES LIST

**RESOLVED** that the Outstanding Minutes List be received.

**SECTION A – ITEMS FOR DISCUSSION IN PUBLIC**

**Key Decisions**

86. REPORT(S) OF THE CABINET MEMBER – COMMUNITY PROSPERITY – COUNCILLOR D R PRESSLEY

(a) Bassetlaw CCTV System Digital Upgrade (Key Decision No 290)

Members were provided with an update concerning the ongoing discussions about the upgrade of the Closed Circuit Television (CCTV) surveillance system in Bassetlaw. Officers are currently working with Bolsover District Council to tender for an upgrade of camera, transmission and monitoring equipment, together with long-term arrangements for monitoring the system.

Options, Risks and Reasons for Recommendations

Approval has already been given for the tendering exercise for the digital upgrade of the system, and failure to deliver this in the near future will leave the system vulnerable to breakdown and unavailability of spares.

In addition, the current monitoring contract expires in June 2012 and it is important that the Council has certainty over the long-term arrangements for the system before that date.

A Liaison Member enquired as to the possibility of rolling out CCTV to villages eg Misterton. The Cabinet Member for Community Prosperity replied that there is already a commitment to providing CCTV for Harworth, and the Head of Community Prosperity added that any new system would be flexible enough to pick up additional cameras, although these would require funding.

**RESOLVED** that the inclusion of the monitoring of the CCTV system as an option within the revised tendering exercise for the delivery of the digital upgrade of the CCTV system be approved.

87. REPORT(S) OF THE CABINET MEMBER – FINANCE AND PROPERTY – COUNCILLOR J EVANS

(a) Fees and Charges Strategy (Key Decision No 292)

Members were presented with the report by Tribal Consulting on potential income generation for Bassetlaw District Council, and Members' approval was sought for recommendations on the findings from the report, which was appended for Cabinet and Liaison Members and deposited in the Members' Room.

### Options, Risks and Reasons for Recommendations

Members have discretion over what levels they set for fees and charges to service users. Whilst some charges may be more high profile for some members of the community who use specific services, this has to be balanced with the impact of service cuts, continual Council Tax increases and potential local referendums on “excessive” Council Tax increases which could result in the medium term.

Tribal’s report builds on the previous work by the Audit Commission, ‘Positively Charges’, which identified three approaches to individual fees and charges. Fees and charging policies can therefore be used creatively not only to generate income but to shape local service delivery.

Tribal’s report is a large one and both Members and officers need to focus on what the Council positively does want to explore and adopt from the report, rather than spend time on things that may be less acceptable if it wants to maximise the benefit from the work undertaken on this topic. This is potentially a big area of work and there will be issues of capacity to consider, as the Council responds to the Voluntary Redundancy initiative, slims down and also has to respond to the requirements of the new Corporate Plan.

#### **RESOLVED** that:

1. The proposals arising from the Tribal report, as outlined in paragraph 3.5 of the report, be noted.
2. The establishment of an officer project team, led by the Director of Resources, be endorsed.
3. A further report be brought back to Cabinet once any detailed implications of the proposals have been considered.

#### (b) Star Chamber Savings 2011/12 (Key Decision No 293)

Members’ approval was sought for the savings identified in the September and October 2011 Star Chamber processes which were appended to the report, and which can be used in the current financial year 2011/12 to address the projected overspend.

The Star Chamber process involves savings from across the Council and will be used to assist the shortfall in Community Prosperity. But £110,000 of the solution remains dependent on additional income projections, and there is still approximately £150,000 to be found through management action in the next five months of the financial year.

### Options, Risks and Reasons for Recommendations

Members can decide to reject some or all of the changes if they wish. If they do so, alternative savings, which they would like to see, will need to be identified and secured to ensure there is no overspend.

A Liaison Member expressed concern at the loss of a Park Ranger post but the Leader of the Council replied that this post had been vacant for some time and there had not been any increase in anti-social behaviour as a result.

#### **RESOLVED** that:

1. Thanks be recorded to the officers involved in the Star Chamber process for the professional manner in which it had been conducted.
2. The savings identified for 2011/12, as detailed in Appendix 1 of the report, be approved.

(c) Budget Monitoring and Capital Programme Update to 30<sup>th</sup> September 2011 (Key Decision No 295)

Members were: informed of the spending position for the period 1<sup>st</sup> April to 30<sup>th</sup> September 2011 for the Council's General Fund, Housing Revenue and Capital Programme; updated on any significant variances from the approved budgets; provided with information on the proposed resourcing of the Capital Programme and the level of Council capital resources available, including capital receipts; updated on regeneration projects and sites that are not monitored through the Council's Capital Programme; updated on Treasury Management budget issues; provided with the regular quarterly update on performance against the approved Treasury Management Prudential Indicators for the period ending 30<sup>th</sup> September 2011; and provided with the mid-year Treasury Management Strategy Review report which updates the Prudential Indicators for future years. Detailed information was contained in the appendices to the report.

Members' approval was sought for new additions, variations and re-profiling to the existing Capital Programme, which were detailed in Appendix 3 of the report.

Options, Risks and Reasons for Recommendations

The budget monitoring section of this report provides managers' forecasts and is for information only. There are some potential risks that the actual outturn variance could be substantially different from that currently shown mainly due to the volatility of income, and an improvement or deterioration in the economy, or even a large planning application could have a significant impact on the forecasted outturn. The report sets manager's projections and, as such, the financial risk that may occur by 31<sup>st</sup> March 2012.

The Council has responsibility for delivering its Capital Programme on time and not doing so could undermine the achievement of its objectives. The Property and Regeneration Group will continue to monitor future programmes on a monthly basis.

There may be changes to the way the Capital Programme is financed as officers review the most appropriate methodology as part of the closedown process for 2011/12.

**RESOLVED** that:

1. The position with regard to revenue and capital budget monitoring be noted.
2. The 'new approvals' to the 2011/12 Capital Programme totalling £0.387m, as outlined in paragraph 3.16 and detailed in Appendix 3 of the report, be approved.
3. The 'other variations' to the 2011/12 Capital Programme totalling £0.030m, as outlined in paragraph 3.16 and detailed in Appendix 3 of the report, be approved.
4. The 're-profiling' to the 2011/12 Capital Programme totalling £0.404m, as outlined in paragraph 3.16 and detailed in Appendix 3 of the report, be approved.
5. The proposed resourcing of the Capital Programme and the level of capital receipts currently available to fund any other further capital expenditure, as detailed in paragraph 3.22 and 3.24 of the report, be noted.
6. The update on the Langold Lake key regeneration project, as outlined in paragraph 3.26 of the report, be noted.
7. The quarterly update on performance against the approved Treasury Management Prudential Indicators for the period ending 30<sup>th</sup> September 2011, as detailed in Appendix 6 of the report, be noted.
8. The weekly investment balances made throughout the second quarter of the financial year, in conjunction with the Security, Liquidity and Yield benchmarking data for the Council, as detailed in Appendix 7 of the report, be noted.
9. The expected impact on the capital and treasury plans of the Housing Revenue Account reform measures on the Mid-Year Treasury Management Strategy Review report, as detailed in Appendix 8 of the report, be noted.

10. The approval of the Mid-Year Treasury Management Strategy Review report and the revised Prudential Indicators which include changes made in advance of the Housing Revenue Account reform, as detailed in Appendix 8 of the report, be recommended to full Council on 22<sup>nd</sup> December 2011.

#### 88. REPORT(S) OF THE CABINET MEMBER – HOUSING – COUNCILLOR A RHODES

(a) Affordable Warmth Strategy for Nottinghamshire (Key Decision No 314)

Members' approval was sought to adopt the county-wide Affordable Warmth Strategy for Nottinghamshire, which was appended to the report for Cabinet and Liaison Members and deposited in the Members' Room.

This follows on from the launch of the Warm Streets campaign by the Council in July 2011, which aims to help vulnerable households in the private housing sector through the installation of energy efficiency measures. Officers have also submitted a bid to Scottish Power's Energy People Trust to fund an Energy Advisor until December 2012 and for Green Doctor measures, such as draught proofing, to complement the Warm Streets campaign. The Council has already received £40,000 from British Gas through the CERT fund for its commitment in reducing fuel poverty and working towards achieving affordable warmth for all households.

##### Options, Risks and Reasons for Recommendations

Option One – To approve and formally adopt the Strategy for Bassetlaw.

Option Two – To not adopt the Strategy but request a strategy for Bassetlaw. However, working with our partners across Nottinghamshire gives us greater opportunities to share information and good practice, and where practicable, to jointly procure services over a larger area thus achieving economies of scale.

**RESOLVED** that the Affordable Warmth Strategy for Nottinghamshire be approved and formally adopted for Bassetlaw.

#### Other Decisions

#### 89. REPORT(S) OF THE CABINET MEMBER – POLICY AND COMMUNITY ENGAGEMENT – COUNCILLOR G A N OXBY

(a) Forward Plan – November 2011 to February 2012

Members were presented with the Forward Plan of Key Decisions for the coming four months.

##### Options, Risks and Reasons for Recommendations

The report is for noting.

**RESOLVED** that the Forward Plan for the period November 2011 to February 2012 be approved.

#### 90. REPORT(S) OF THE CABINET MEMBER – COMMUNITY PROSPERITY – COUNCILLOR D R PRESSLEY

(a) General Fund Revenue Budget Overspend 2011/12

Members' approval was sought for savings to meet the budget shortfall for the Community Prosperity Service.

Given the significant downturn in fees and charges income and the aggregate savings made over the preceding financial years, Bassetlaw's flexibility has been diminished as the local and national fiscal position has hardened. Any organisation which has made savings of £6.07m over a protracted period will have less contingency and financial flexibility which is why the Council is being proactive now.

#### Options, Risks and Reasons for Recommendations

Members need to make savings to arrest the projected position for the 2011/12 financial year. Whether they wish to approve the recommendations is an option and, if they are not favoured, other savings totalling the target need to be identified.

#### **RESOLVED** that:

1. The actions taken by officers to address the forecasted overspend within the year, as detailed in paragraph 3.4 of the report, be noted.
2. A further report be presented to Cabinet in January 2012.

#### (b) Worksop Public Realm and Bridge Street Update

Members were updated on progress with the delivery of the public realm works in Worksop and Members' approval was sought for the commencement of complementary works on Bridge Street, Worksop.

#### Options, Risks and Reasons for Recommendations

The works to the former Worksop Market Place will provide an appropriate setting for the new cinema and the programme of works in place will ensure that construction is undertaken to be completed at the same time as the cinema works.

In order to obtain the maximum benefit from these works, it is considered that it will be beneficial to bring forward the improvement works to Bridge Street to complement the public realm works. This will involve undertaking the works to the top of Bridge Street at an early stage and then delivering the other improvement works on a rolling basis using complementary materials and designs and to link to the new market arrangements.

In order to do this, it will be necessary to release the capital allocation for the Bridge Street improvements and authorise officers to undertake the necessary design and tendering works.

Several Cabinet Members and one Liaison Member commented on the cinema, market and civic space, and maximising inward investment by the private sector to regenerate Worksop town centre. Nottinghamshire County Council is looking to introduce a traffic order to prevent vehicles from driving down Bridge Street and Bridge Place.

#### **RESOLVED** that:

1. The capital budget for the public realm improvement scheme be increased to £600,000.
2. The capital budget for the Bridge Street scheme be reduced to £1,032,000.
3. The Bridge Street scheme to undertake the proposed crossing and street furniture works be commenced and any unused funding be returned to the capital reserve for allocation to other projects.
4. Thanks be recorded to officers within Economic Development and Markets for their work and commitment, particularly in respect of the series of meetings with market traders and local businesses.

(c) Christmas Car Parking Concession

Members' approval was sought to implement a subsidised car parking scheme for the Christmas period.

Options, Risks and Reasons for Recommendations

Option One – To do nothing but this could attract negative publicity.

Option Two – To continue with the scheme previously operated over the last two years to coincide with the Christmas Lights switch-on events but with an extra lead-in time of one week; however, the cost of the scheme increases.

Option Three – Since parking after 6.00pm is free, another alternative is to have free parking in the afternoon of each of the Christmas Lights switch-on events and implement free afternoon parking from 1<sup>st</sup> December, thus limiting the costs to the previous level of £25,000.

**RESOLVED** that:

1. Parking charges be waived for the two Christmas Lights switch-on events on 22<sup>nd</sup> November (Worksop) and 29<sup>th</sup> November (Retford) from 4.00pm.
2. The free parking initiative be introduced from 1<sup>st</sup> December 2011 which waives parking charges for all car parks from 1.00pm, this to be funded by an approved overspend of £25,000.

91. REPORT(S) OF THE CABINET MEMBER – ENVIRONMENT AND LEISURE – COUNCILLOR J A LEIGH

(a) Private Water Supplies Regulations 2009

Members' approval was sought for a scale of charges and authority for officers to operate the statutory duties and powers contained within the Private Water Supplies Regulations 2009.

Options, Risks and Reasons for Recommendations

Option One - To approve the suggested scheme of delegations as set out within the report.

Option Two – To approve the suggested scheme of fees and charges as set out within the report.

Option Three – To not approved the suggested scheme of delegations.

Option Four – To not approve the suggested scheme of fees and charges.

Failure to authorise officers to operate the powers to fulfil the Authority's statutory functions would place the Council at risk of failure to perform its statutory duties. It is therefore necessary to ensure that officers are authorised to carry out the necessary powers under the legislation.

Under the 2009 Regulations, the Authority has the ability to recover the costs associated with regulating private water supplies. The proposed charges will ensure that the Authority will be able to recover the costs of analysing samples to the maximum allowed and will be able to recover the costs of operating the regime in a fair and proportionate manner from the owners of the private water supplies.

**RESOLVED** that:

1. The suggested scheme of delegations, as set out within the report, be endorsed and referred to full Council for approval and adoption.
2. The suggested scheme of fees and charges, as set out within the report, be approved.

**92. REPORT(S) OF THE CABINET MEMBER – HOUSING – COUNCILLOR A RHODES**

(a) Strategic Tenancy Policy

Members were advised of the duty for statutory housing authorities to publish a Strategic Tenancy Policy within twelve months of the enactment of the Localism Bill.

Options, Risks and Reasons for Recommendations

The implications of any changes to existing Council policies that become available have not been assessed at this stage. It is therefore suggested that Cabinet receives further reports on the key elements of emerging Government policy, in particular tenancies, succession, affordable rents and allocations as the legislation develops.

**RESOLVED** that:

1. A working group be established, consisting of Bassetlaw District Council and A1 Housing officers and Members including the portfolio holder, to commence the drafting of an interim Strategic Tenancy Policy, and subsequently the final document.
2. Further reports be presented to Cabinet on the key elements of emerging Government policy, in particular tenancies, succession, affordable rents and allocations as the legislation develops.

(b) Local Decisions: A Fairer Future for Social Housing

Members were informed of proposed changes affecting social housing provision that the Government intends to introduce in the Localism Bill. This will impact on both local authorities and registered providers (eg housing associations) and will affect: tenancies; succession; affordable rents; allocations; mobility; homelessness; and Council housing finance.

Options, Risks and Reasons for Recommendations

The implications of any changes to existing Council policies that become available have not been assessed at this stage. It is therefore suggested that Cabinet receives further reports on the key elements of emerging Government policy, in particular tenancies, succession, affordable rents and allocations as the legislation develops.

**RESOLVED** that:

1. The working group established to develop a Strategic Tenancy Agreement also considers the issues surrounding Local Decisions and adopting the Government's proposals.
2. The findings from the working group be presented to a future meeting of Cabinet.

**93. REPORTING MINUTES**

(a) Council's Health and Safety Committee – 12<sup>th</sup> July 2011

**RESOLVED** that the minutes of the meeting of the Council's Health and Safety Committee held on 12<sup>th</sup> July 2011 be received.

(c) Parish Councils Liaison Group – 13<sup>th</sup> July 2011

With regard to Minute No 10(a) – Street Lighting Initiative, both Cabinet and Liaison Members made comments.

**RESOLVED** that the minutes of the meeting of the Parish Councils Liaison Group held on 13<sup>th</sup> July 2011 be received.

(d) Bassetlaw Enterprise Board – 5<sup>th</sup> September 2011

**RESOLVED** that the minutes of the meeting of the Bassetlaw Enterprise Board held on 5<sup>th</sup> September 2011 be received.

94. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

**RESOLVED** that, in accordance with Part 1 of Schedule 12A of the Local Government Act 1972, and after considering the public interest test as set out by the officer in the body of the report, Members agreed that the following items of business involved the likely disclosure of exempt information as defined in Paragraph 2, and therefore, in accordance with Section 100A of the Act, the press and public be excluded from the meeting:

Agenda Item No 15(a) – Community Prosperity Service Review - Paragraph 2

**SECTION B – ITEMS FOR DISCUSSION IN PRIVATE**

**Key Decisions**

None.

**Other Decisions**

95. REPORT(S) OF THE CABINET MEMBER – COMMUNITY PROSPERITY – COUNCILLOR D R PRESSLEY

(a) Community Prosperity Service Review

Members' approval was sought to commence consultation regarding the proposed changes to the existing structures within the Community Prosperity Service as detailed in the report.

Due to the change in the economic climate, all local authorities have experienced dramatic reductions in development control and building control income. Given the nature of the income, it is impossible to generate additional sources of income through charging restructures, etc. The only other alternative is to address the ongoing expenditure of these services.

Options, Risks and Reasons for Recommendations

Option One – To not approve the proposals as set out in the report and continue with the current staffing structure. However, given the nature of the 'demand-led' income, this will not address the ongoing shortfall in income figures.

Option Two – To approve the proposals and officers commence the Council's Enabling Process and report back to a future Cabinet meeting.

**RESOLVED** that:

1. The reporting structure of Strategic Housing and CCTV Management being an integral part of the Community Prosperity Service be agreed.
2. Consultation with affected staff and trade unions regarding the proposed structural changes be commenced and the outcome reported to a future Cabinet meeting.
3. The creation of Planning Manager and Major Projects Officer posts be agreed, subject to the successful conclusion of the consultation process.
4. Alternative delivery mechanisms for Building Control be reviewed and reported back to a future Cabinet meeting.

96. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

As there was no other business to be considered, the Chairman closed the meeting, after thanking officers for their work and colleagues for their courtesy.