

MINUTES OF CABINET

27TH JUNE 2016

PRESENT:

Councillors Stokes (Chairman), Leigh Hunt, Mrs Parker, Ms Robbins and Mrs Timms.

Councillors Mrs Avis, Ms Edwards, Gillias, Miss Lawrence, Mistry, Mrs O'Rourke, Roodhouse and Sandison were also in attendance.

11. MINUTES

The minutes of the meeting held on 6th June 2016 were approved and signed by the Chairman.

12. APOLOGIES

An apology for absence from the meeting was received from Councillor Poole.

13. PUBLIC QUESTION TIME

There were no questions.

Growth and Investment Portfolio

14. TOWN CENTRE ACTION PLAN 2016 – 2020

Cabinet considered the report of the Growth and Investment Portfolio Holder (Part 1 – agenda item 5) concerning the town centre action plan for 2016-2020.

RESOLVED THAT – the Rugby Town Centre Action Plan 2016 – 2020 focusing on the physical environment, planning, marketing (including the visitor economy) and investment, be adopted.

15. RECOMMENDATIONS OF THE BENN HALL SCRUTINY SUB-GROUP FOR A TWO YEAR MARKETING AND BUSINESS PLAN

Cabinet considered the report of the Growth and Investment Portfolio Holder (Part 1 – agenda item 6) concerning recommendations of the Benn Hall Scrutiny Sub-Group for a two year marketing and business plan.

RESOLVED THAT –

- (1) the proposed marketing and business plan for a two year period be approved;
- (2) a new pricing structure for room hire, increasing charges in some examples but providing more flexibility to customers be agreed;

- (3) revised corkage charges to ensure income from private hire functions is maximised be agreed;
- (4) the feasibility of frontage improvements to the Benn Hall to improve the building's attractiveness and exposure be assessed; and
- (5) progress with the adopted marketing & business plan be reviewed after six months.

16. SERVICE LEVEL AGREEMENT WITH RUGBY FIRST FOR THE DELIVERY OF TOWN CENTRE SERVICES

Cabinet considered the report of the Growth and Investment Portfolio Holder (Part 1 – agenda item 7) concerning a proposed service level agreement with Rugby First.

RESOLVED THAT –

- (1) the arrangements outlined in the report, with Rugby First for the provision of town centre services, be approved;
- (2) a supplementary General Fund budget of £5,000 for the cleansing of the Big Belly Bins in the Town Centre be approved;
- (3) a one off supplementary General Fund budget of £9,980 for Town Centre Wi-Fi costs in 2016/17 be approved; and
- (4) delegated authority be given to the Head of Growth and Investment to finalise the details of the SLA based on the changes outlined in this Cabinet report, allowing for minor changes.

Corporate Resources Portfolio

17. FINANCE AND PERFORMANCE MONITORING 2015/16 – YEAR END

Cabinet considered the report of the Head of Corporate Resources (Part 1 – agenda item 8) concerning the Council's performance and financial year-end position for 2015/16.

RESOLVED THAT -

- (1) the Council's anticipated financial position for 2015/16 be noted;
- (2) a net nil supplementary General Fund revenue budget of £8,750 be approved after confirmed full allocation of Police Crime Commissioner Grant funding for 2016/17 to be used for continued work into serious violent crime, reducing re-offending and burglary;
- (3) an £8,000 General Fund capital budget be approved for 2016/17 to purchase artworks to be funded from reserves;

IT BE RECOMMENDED TO COUNCIL THAT -

- (4) a 2015/16 transfer of £1,271,730 as detailed on page 7, to the Business Rates Equalisation Reserve be approved;

- (5) a 2015/16 transfer of £142,000 as detailed on page 9, to the Budget Stability Reserve be approved;
- (6) supplementary General Fund revenue expenditure budgets totalling £246,750 and income budgets of £147,130 be approved for 2016/17 as a result of budget carry forwards from 2015/16 (see section 2.5);
- (7) a supplementary General Fund capital budget of £55,380 be approved for 2016/17 for Open Spaces Refurbishment of which £50,000 is externally funded, with the balance met from borrowing;
- (8) Supplementary capital budgets be approved for 2016/17 as a result of budget carry forwards from 2015/16 as follows:
 - a. General Fund capital £1,970,010
 - b. Housing Revenue Account capital £1,500,200

18. ENDORSEMENT OF STRATEGIC RISK REGISTER

Cabinet considered the report of the Corporate Resources Portfolio Holder (Part 1 – agenda item 9) concerning the Council’s Strategic Risk Register.

RESOLVED THAT – the Strategic Risk Register, as at Appendix 1 to the report, be approved.

19. APPOINTMENT OF WORKING PARTIES 2016/17

Cabinet considered the report of the Corporate Resources Portfolio Holder (Part 1 – agenda item 10) concerning appointment of working parties for 2016/17.

RESOLVED THAT – the membership of working parties for 2016/17 be approved as detailed below.

Gypsies and Travellers Strategy and Action Plan Group

Councillors Ellis, Leigh Hunt, Mrs O’Rourke, Nash, Pacey-Day, Mrs Parker, Mrs Timms, Ms Watson-Merret plus Mr S White (co-optee – Warwickshire Association of Local Councils).

Grants Working Party

Councillors Mrs Bragg, Mrs Garcia, Leigh Hunt, Mistry, Mrs Roberts, Mrs Nash, Mrs Roodhouse, Mrs Simpson-Vince and Srivastava.

Planning Services Working Party

Councillors Mrs A’Barrow, Birkett, Gillias, Mrs O’Rourke, Roodhouse, Sandison, Mrs Simpson-Vince and Mrs Timms.

Health and Safety Members’ Working Party

Councillors Allen, Mrs Roodhouse and Srivastava.

Constitution Review Working Party

Councillors Birkett, Lewis and Ms Robbins.

Waste Management Review Working Party (formerly Materials Reclamation Facility Working Party)

Councillors Mrs Avis, Cade, Lewis and Mrs Parker.

Communities and Homes Portfolio

20. HEART SHARED SERVICE TO DELIVER HOME ADAPTATIONS (INCLUDING DISABLED FACILITIES GRANTS)

Cabinet considered the report of the Communities and Homes Portfolio Holder (Part 1 – agenda item 11) concerning a shared service to deliver home adaptations including disabled facilities grants.

RESOLVED THAT –

- (1) the Business Case presented in the report at Appendix 1 be agreed;
- (2) the Head of Communities and Homes be given delegated authority to develop and enter into a partnership agreement contract to support the delivery of the Business Case;
- (3) the Council enters into a shared services arrangement with the following authorities:
 - Nuneaton and Bedworth Borough Council
 - Rugby Borough Council
 - Warwickshire County Council
 - Warwick District Council
 - Stratford on Avon District Councilto discharge those Councils' functions related to the Care Act 2014 and Disabled Facilities Grants and housing renewal and other relevant functions in accordance with Section 101 of the Local Government Act 1972 and of the Local Government (Arrangements for the Discharge of Functions) (England) Regulations 2000;
- (4) the necessary arrangements be made and implemented to second staff in to the shared service structure; and
- (5) ring fencing and recruitment opportunities during the establishment of the shared service be extended from the host authority to partner authorities to cover appropriate posts currently working within the service as determined by the current project management board.

Environment and Public Realm Portfolio

21. SHARED SERVICE – FLY TIPPING INVESTIGATIONS

Cabinet considered the report of the Environment and Public Realm Portfolio Holder (Part 1 – agenda item 12) concerning a shared service arrangement with Harborough District Council for fly tipping services.

RESOLVED THAT –

- (1) the shared service arrangement for fly tipping services with Harborough District Council, as detailed in the report, be approved; and
- (2) IT BE RECOMMENDED TO COUNCIL THAT the Head of Environment and Public Realm be given delegated authority to set fees and charges relating to fixed penalty fine levels, as outlined in the report.

Note: this decision is not subject to call-in.

Items considered en bloc

22. MEMBERS' ALLOWANCES 2015/16

Cabinet considered the report of the Corporate Resources Portfolio Holder (Part 1 – agenda item 13) concerning members' allowances paid for the 2015/16 financial year.

RESOLVED THAT – the list of allowances claimed be noted.

23. TREASURY MANAGEMENT 2015/16 – ANNUAL REPORT

Cabinet considered the report of the Head of Corporate Resources (Part 1 – agenda item 14) concerning the Council's treasury management report for 2015/16.

RESOLVED THAT –

- (1) the Treasury Management report for 2015/16 be considered; and
- (2) the actual treasury management indicators (Appendix A) be noted.

24. MOTION TO EXCLUDE THE PUBLIC UNDER SECTION 100(A)(4) OF THE LOCAL GOVERNMENT ACT 1972

RESOLVED THAT - under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items on the grounds that they involved the likely disclosure of information defined in paragraphs 3 and 5 of Schedule 12A of the Act.

Corporate Resources Portfolio

25. UPGRADE OF THE FINANCIAL MANAGEMENT SYSTEM AND RESTRUCTURE OF FINANCIAL SERVICES AND HUMAN RESOURCES

Cabinet considered the private report of the Corporate Resources Portfolio Holder (Part 1 – agenda item 1) concerning a proposed upgrade of the Council's financial management system and the restructure of the Financial Services and Human Resources teams.

RESOLVED THAT –

- (1) a 2016/17 General Fund capital supplementary budget of £24,100 be approved for the upgrade of Agresso, to be funded from revenue;
- (2) a 2016/17 General Fund capital supplementary budget of £49,980 be approved for the enhancement of Agresso, to be funded from revenue;
- (3) the restructure of the WSU Finance and Accountancy teams be approved and 2016/17 General Fund revenue budget savings of £38,000 be utilised to fund the capital expenditure as per recommendation 2; and
- (4) the transfer of Payroll from Financial Services to Human Resources be approved.

26. STRATEGIC PROPERTY ACQUISITION

Cabinet considered the report of the Corporate Resources Portfolio Holder (Part 2 – agenda item 2) concerning a strategic property acquisition.

RESOLVED THAT - IT BE RECOMMENDED TO COUNCIL THAT -

- (1) the Head of Corporate Resources be authorised to conclude negotiations and purchase the site referred to in the report, and
- (2) a supplementary General Fund capital budget of £150,000 be approved for 2016/17 for the purchase of Bell House to be met from borrowing.

Note: this decision is not subject to call-in.

27. HONORARIA AWARDS

Cabinet considered the private report of the Corporate Resources Portfolio Holder (Part 2 – agenda item 3) concerning honoraria awards.

RESOLVED THAT –

- (1) the officer in Role 1 identified in the report be awarded an honorarium of £1,200 for the period April 2015 to March 2016;
- (2) the officer in Role 2 identified in the report be awarded an honorarium of £4,109 for the period April 2014 to June 2016 and an ongoing payment of £153.50 per month commencing 1 July 2016;
- (3) the officer in Role 3 identified in the report be awarded an honorarium of £297.19 from May 2016 ongoing until a decision is implemented on management arrangements for the service area; and
- (4) the officer in Role 4 identified in the report be awarded an honorarium of £175 per month from May 2016 ongoing until a decision is implemented on management arrangements for the service area.

Note: this decision is not subject to call-in.

Communities and Homes Portfolio

28. RECRUITMENT OF FIXED-TERM HOUSING OFFICER POST AND AMENDMENTS TO THE COUNCIL'S ALLOCATIONS POLICY

Cabinet considered the private report of the Communities and Homes Portfolio Holder (Part 2 – agenda item 4) concerning the recruitment of a fixed-term Housing Officer post and proposed amendments to the Council's allocations policy.

RESOLVED THAT - IT BE RECOMMENDED TO COUNCIL THAT -

- (1) the amendments to the Allocations Policy as detailed in Appendix A be approved: and
- (2) a HRA revenue budget of £19,410 be approved to recruit a fixed-term Housing Officer post to be met through:
 - a. the introduction of a new service charge (£3.38 per week) for housing management at 18 properties in Ashwood Court; and
 - b. savings allocated from a vacant HRA warden post.

CHAIRMAN