

MINUTES

CABINET

20 JANUARY 2015

Present:

Members:

Councillors:

Margaret Griffiths	Portfolio Holder for Housing
Neil Harden	Portfolio Holder for Residents and Regulatory Services
Andrew Williams (Chairman)	Leader of the Council/Portfolio Holder for Planning and Regeneration

Officers:

Sally Marshall	Chief Executive
Mark Gaynor	Corporate Director, Housing and Regeneration
Steven Baker	Assistant Director, Chief Executive's Unit
James Deane	Assistant Director, Finance and Resources
Jim Doyle	Group Manager, Democratic Services
Julie Still	Group Manager, Resident Services
Nicola Bryant	Team Leader, Anti-Social Behaviour Team
Louise Fuller	Communications and Consultation Assistant
Trina Lawson	Corporate Support Team Leader
Pat Duff	Member Support Officer

Councillors Adshead, Elliott and G Sutton also attended.

The meeting began at 7.32 pm.

CA/001/15 MINUTES

The minutes of the meeting held on 16 December 2014 were agreed by the members present and signed by the Chairman.

CA/002/15 APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors Laws and Tiley.

CA/003/15 DECLARATIONS OF INTEREST

There were no declarations of interest.

CA/004/15 PUBLIC PARTICIPATION

There was no public participation.

CA/005/15 REFERRALS TO CABINET

There were no referrals to Cabinet.

CA/006/15 CABINET FORWARD PLAN

Decision

That the Cabinet Forward Plan be noted, subject to the following amendments:

10 February 2015

1. Future Use of 39 – 41 Marlowes – report to be removed and merged with the Land Assembly Gade Zone report.
2. Land Assembly Gade Zone – report to be moved to the 24 March Cabinet meeting.

24 March 2015

3. The Future Conduct of Section 202 Reviews – new report.

CA/007/15 AUTHORISATION OF VIREMENTS

Decision

That the virements from the Service Area as listed below and detailed in the report be noted:

Community Partnerships.

Reason for Decision

To secure the approval of the virement for the purposes specified in the Form (A), as appended to the report.

Implications

Financial

The Scheme of Virements is part of the Council's financial management.

Risk Implications

There are no risk implications.

Corporate Objectives

To standardise documentation and authorisation requirements for all virements.

Advice

The Leader of the Council introduced the report which he said was self-explanatory.

Options and Why Options Rejected

No alternative options were considered.

Consultation

There was no consultation.

Voting

None.

CA/008/14 ADOPTION OF ANTI-SOCIAL BEHAVIOUR POLICIES AND PROCEDURES

Decision

1. That the changes to the anti-social behaviour legislation be noted.
2. **That Council be recommended to approve:**
 - (a) **The adoption of the Council's revised 'Anti-social Behaviour Policy', the 'Policy for Dealing with Anti-Social Behaviour Affecting Tenants and Leaseholders' and the 'Anti-social Behaviour Procedures' as attached to the report.**
 - (b) **The revised scheme of delegation to officers as set out in paragraph 11 of the report.**

Reason for Decision

To advise Cabinet of the changes to anti-social behaviour legislation introduced by the Anti-Social Behaviour, Crime and Policing Act 2014 and to seek approval for amendments to the Council's policies and procedures on anti-social behaviour.

Implications

Financial

Within Existing Budgets.

Value for Money

None relating to this report.

Risk Implications

The intention of this report is to comply with legislation and therefore avoid the risk of non-compliance.

Corporate Objectives

Clean and Safe Environment
Dacorum Delivers

Advice

The Portfolio Holder for Residents and Regulatory Services introduced the report which detailed amendments to the Council's policies and procedures on anti-social behaviour to enable the Council to conform to new Government legislation.

The Portfolio Holder asked for clarification on the delegation of the new powers from the Portfolio Holder to the Chief Executive.

The Group Manager, Resident Services said the new delegation was because of the short time scale of these powers. These powers could be used as a preventative tool as well as a reactive tool.

The Assistant Director, Chief Executive's Unit said these powers were meant to be used in cases of emergency. The Local Authority would make the Order and once it had been signed off by an officer it would have immediate effect without needing Court approval.

Normally these Orders would be time limited:

An Order lasting up to 24 hours would be signed by a senior officer (Assistant Director).

An Order lasting from 24 – 48 hours would be signed by the Chief Executive. In practice the Chief Executive would delegate this function to another officer.

The Council would need to apply to the Court for Orders for 48 hours or longer.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with:

- Legal,
- Environmental Health,
- Housing,
- Police,
- Registered Social Landlords,
- Dacorum Community Safety Partnership
- Housing and Community Scrutiny Committee, December 2014.

Voting

None.

CA/009/14 MEMBER IT PROVISION

Decision

1. That the introduction of tablet computers and member support software for use by Members be approved.
2. That the increased use of 'digital' hardware at meetings of Council, Committees and the Cabinet to facilitate the move towards 'paperless' meetings be approved.

Reason for Decision

To introduce a digitalised solution to Member Support and, in particular, to set out proposals to introduce tablet computers for Members and an online Member support application 'Modern.gov'.

Implications

Financial

See background in the report.

Value for Money

By using a software application on a tablet there will be a number of financial and non-financial benefits. There will also be savings in the improved efficiency of Democratic Services.

Risk Implications

A Risk Assessment was completed/reviewed in December 2014.

Corporate Objectives

Dacorum Delivers, Public Access, Flexible Working, Customer Focus.

Advice

The Portfolio Holder for Residents and Regulatory Services summarised the report which detailed the introduction of tablets for members and the purchase of Modern.gov to support these tablets.

The Group Manager Democratic Services gave an update to the report.

The tablets for the pilot had been procured and were being set up with the Good Collaboration suite and would be distributed to:

- Sally Marshall, Chief Executive
- Mark Gaynor, Corporate Director Housing
- Robert Smyth, Assistant Director Performance and Projects

- Ben Trueman, Group Manager Technology and Digital Transformation
- David Major, ICT Project Analyst
- Some Member Support officers.

The benefits would be:

- Financial
- Efficiencies should be able to made in the back office.
- Meetings would look more modern and should be quicker.
- Members would be able to look up information on the website.
- Modern.gov was process driven and would be used by council officers to organise meetings and report writing and producing agendas.

The Leader of the Council asked if the trial roll out would include Modern.gov.

The Group Manager Democratic Services confirmed it would and that this was the first part of a three part programme that would carry on into the new Council elected in May 2015.

The Chief Executive said she believed that until agendas were produced on Modern.gov it could not be trialled properly.

The Group Manager Democratic Services said he wanted to endorse the move towards a reduction in the amount of paper used at meetings.

The Portfolio Holder for Housing asked if members would be provided with wireless printers after the 7 May election.

The Group Manager Democratic Services said he would like to discourage that and that members' current printers could be adapted.

Councillor Sutton asked if desks in meeting rooms in the new PSQ would have power units fitted to enable the tablets to be charged during long meetings.

The Leader of the Council said this would be unlikely because the Council Chamber would not have fixed seating.

The Portfolio Holder for Housing said Dacorum Borough Council was not the first Council to use this system and suggested seeing what technology other Councils/companies with new premises used to enable paperless meetings.

The Leader of the Council said the new building would be more IT friendly.

The Corporate Director, Housing and Regeneration said the Council had the opportunity to do a lot of new things in the future.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with:

- Herts Administrators Group
- North Herts District Council
- Various software/hardware providers.

Voting

None.

The meeting ended at 7.45 pm.