

## **MINUTES**

### **CABINET**

**29 MAY 2014**

**Present:**

**Members:**

**Councillors:**

Margaret Griffiths	Portfolio Holder for Housing
Neil Harden	Portfolio Holder for Residents and Regulatory Services
Julie Laws	Portfolio Holder for Environmental Services and Sustainability
Nick Tiley	Portfolio Holder for Finance and Resources
Andrew Williams (Chairman)	Leader of the Council/Portfolio Holder for Planning and Regeneration

<b>Officers:</b>	Sally Marshall	Chief Executive
	Mark Gaynor	Corporate Director (Housing and Regeneration)
	Martin Hone	Corporate Director (Finance and Operations)
	Steven Baker	Assistant Director (Chief Executive's Unit)
	James Deane	Assistant Director (Finance and Resources)
	Shane Flynn	Assistant Director (Performance and Projects)
	Madeleine Taggart-Smith	Communications and Consultation Officer
	Pat Duff	Member Support Officer

The meeting began at 7.30 pm.

#### **CA/051/14 MINUTES**

The minutes of the meeting held on 29 April 2014 were agreed by the members present and signed by the Chairman.

#### **CA/052/14 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

#### **CA/053/14 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **CA/054/14 PUBLIC PARTICIPATION**

There was no public participation.

## **CA/055/14 REFERRALS TO CABINET**

Health in Dacorum Committee – 2 April 2014 – OS/032/14 Health and Wellbeing Policy Statement

### **Decision**

That this referral be considered with agenda item 10 (minute CA/060/14).

## **CA/056/14 CABINET FORWARD PLAN**

### **Decision**

That the Cabinet Forward Plan be noted.

## **CA/057/14 AUTHORISATION OF VIREMENTS**

### **Decision**

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

1. Elections.
2. Housing Revenue Account – Supporting People.
3. Spatial Planning and Regeneration – Economic Development.
4. Civic Buildings.
5. Spatial Planning and Regeneration –Local Development Framework.
6. Strategic Planning and Regeneration – Town Centre Management.
7. Human Resources, Communication and Consultation and Community Partnerships.

### **Reason for Decision**

To secure the approval of virements for the purposes specified in the Forms (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 Portfolio Holder for Finance and Resources 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/058/14 PERFORMANCE AND BUDGET MONITORING YEARLY REPORT, QUARTER 4 – 2013/14**

## **Decision**

1. That the quarter four report on targets and performance and progress towards the achievement of the Council's Priorities and Vision be noted.
2. That the financial performance for quarter four be noted in respect of:
  - i. The General Fund
  - ii The Housing Revenue Account
  - iii The Capital Programme.

## **Reason for Decision**

To enable the targets and performance to be monitored.

## **Implications**

### Financial

A summary of the Council's financial position for quarter 4, 2013/14 is included as Part B of the report.

### Value for Money

In order to achieve 'value for money', services must demonstrate economy, efficiency and effectiveness. Performance information enables Members to review how effectively services are performing.

## **Risk Implications**

Failure to meet corporate objectives and performance targets would have an adverse effect on the Council's performance management objectives and the Council's reputation.

## **Corporate Objectives**

Effective service and financial performance supports all five of the Council's Strategic Objectives.

## **Advice**

The Portfolio Holder for Finance and Resources introduced the report.

The Assistant Director (Performance and Projects) said, regarding the Cabinet yearly performance report, that the Council had over achieved against the target score for all indicators, which is 6.66. Over-achievement represents a success in terms of performance but can also be seen as over-resourcing. The closer the results are to 6.66 across all indicators, the better the balance of performance and resources.

The Assistant Director (Performance and Projects) drew attention to the Corporate Plan indicators and actuals detailed on page 4 of the report. Provisional figures for targets for the year showed a number of indicators were not meeting targets. By the annual report in September, explanations would be available with narrative of how to address this in the coming year.

## **Options and Why Options Rejected**

No alternative options were considered.

## **Consultation**

Consultation took place with:

The Portfolio Holder for Residents and Regulatory Services;  
The Portfolio Holder for Finance and Resources;  
The Chief Executive, Directors, Assistant Directors and Group Managers.

## **Voting**

None.

## **CA/059/14 REVISED WEB AND CUSTOMER ACCESS STRATEGY**

## **Decision**

**That Council be recommended to approve that the revised strategy and appendix be approved.**

## **Reason for Decision**

To enable the revised Web and Customer Access Strategy to be implemented.

## **Implications**

Financial

The initiatives included in the strategy have been incorporated into existing budgets. This revision has no new financial implications.

### Value for Money

Face to face contact has been estimated to be 21 times more expensive than access through digital channels. Where information can be provided by digital means or simple transactions completed without the need for face-to-face contact this can reduce costs to the council and/or ensure that capacity is transferred into dealing more fully with those who require face to face contact, thereby improving the customer experience. Achieving these gains is dependent, however, on maintaining the right balance of resources as existing channels are replaced with digital ones.

### **Risk Implications**

Risk Assessment completed as part of the Northgate contract negotiations and reviewed monthly at operational Board meetings

### **Corporate Objectives**

The strategy supports all five of the Council's strategic objectives by increasing access to Council services. It has a particular relevance to:

- Building Community Capacity through the digital inclusion initiative; and
- Dacorum Delivers through the use of technology solutions to promote efficient ways of working

### **Advice**

The Portfolio Holder for Residents and Regulatory Services introduce the report and said this was a revised strategy taking into account the relationship with Northgate. Pages 1 – 33 of the report detailed Northgate's views of how the strategy would work.

The Assistant Director (Performance and Projects) said this was an update of the strategy that was approved in September 2011 to incorporate changes made by Northgate being commissioned by the Council.

### **Options and Why Options Rejected**

No alternative options were considered.

### **Consultation**

There was no consultation.

### **Voting**

None.

## **CA/060/14 HEALTH AND WELLBEING POLICY STATEMENT**

### **Decision**

**That Council be recommended to approve that the Health and Wellbeing Policy Statement, as set out in the report, be adopted.**

### **Reason for Decision**

To enable the Health and Wellbeing Policy Statement to be implemented.

### **Implications**

#### Financial

Work to implement the policy statement would take place within business as usual, but it does have potential implications for the future use of resources (see value for money).

#### Value for Money

The policy statement indicates a direction of travel which would aim to maximise the use of resources by helping the Council target its services more efficiently and by supporting effective ways of joint working to solve problems.

### **Risk Implications**

None.

### **Corporate Objectives**

**Building Community Capacity:** The policy statement proposes an approach for the Council which will improve health outcomes for Dacorum's communities and mitigate some aspects of deprivation.

**Dacorum Delivers:** The policy statement proposes an approach which will improve service delivery by helping the Council work more effectively both internally and with its partners.

### **Advice**

The Portfolio Holder for Residents and Regulatory Services introduced the report. Central Government and Hertfordshire County Council were leading on health and wellbeing and the Council needed to have a policy in place.

The Portfolio Holder drew attention to the referral to Cabinet from the Health in Dacorum Committee who overwhelmingly endorsed the policy. The policy was also endorsed by the Dacorum Health and Wellbeing Partnership made up of various stakeholders, including Dacorum Borough Council.

The Assistant Director (Chief Executive's Unit) said the statement reflected the fact that the duty to achieve public health sat with Hertfordshire County Council. The

Council's role was to support the County Council's health organisation in the district. The Council would focus on the work in Dacorum.

### **Options and Why Options Rejected**

No alternative options were considered.

### **Consultation**

Consultation took place with:

Councillor Neil Harden, Portfolio Holder for Residents and Regulatory Services;  
Councillor Graham Sutton, Chairman of the Health in Dacorum Committee;  
Health in Dacorum Committee meeting held on 2 April 2014; and  
The Health and Wellbeing Corporate Working Group.

### **Voting**

None.

### **CA/061/14 PROVISIONAL OUTTURN 2013/14**

### **Decision**

1. That the provisional outturn position for each of the above accounts be approved; and,
2. **That Council be recommended to approve the reserve movements listed in paragraph 9.1 of the report.**

### **Reason for Decision**

To approve the provisional outturn position for the:

- General Fund
- Housing Revenue Account
- Capital Programme

and to recommend Council to approve reserve movements.

### **Implications**

Financial and Value for Money implications are included within the body of the report.

### **Risk Implications**

Risk implications are included within the body of the report.

### **Corporate Objectives**

Corporate Governance.

## **Advice**

The Portfolio Holder for Finance and Resources introduced the report and advised that, because the Council was not now decanting into 39 – 41 Marlowes, the money spent in that development would now be in revenue rather than capital. That has had an adverse effect of £120k on the last quarter's results. The Council was still coming close to the original revised forecast and this was not a serious issue for concern.

The Corporate Director (Finance and Operations) said the Council had been able to identify a large amount of money to put into the pension fund to reduce liability.

Because of the decant not taking place, there had been a big hit on revenue. 2013/14 performance was very solid compared with other districts in Hertfordshire. The Council needed to prepare for 2015/16 which would be a lot more difficult.

The Portfolio Holder for Environment and Sustainability expressed concern about the over budget figures in premises and asked if this was because of extreme weather conditions.

The Corporate Director (Finance and Operations) confirmed this was to do with rain and flooding.

## **Options and Why Options Rejected**

No alternative options were considered.

## **Consultation**

Consultation took place with budget managers.

## **Voting**

None.

## **CA/062/14 EXCLUSION OF THE PUBLIC**

### **Decision**

That, under s.100A (4) of the Local Government Act 1972 Schedule 12A Part 1, as amended by the Local Government (Access to Information) (Variation) Order 2006, the public be excluded during the item in Part II of the Agenda for the meeting, because it was likely, in view of the nature of the business to be transacted, that, if members of the public were present during those items, there would be disclosure to them of exempt information relating to the financial and business affairs of the Council and private companies.

## **CA/063/14 JARMAN PARK, HEMEL HEMPSTEAD**

### **Decision**

That the decision as detailed in the report be approved.

Full details are in the part 2 minute.



### **Reason for Decision**

Full details are in the part 2 minute.

### **Implications**

Full details are in the part 2 minute.

### **Risk Implications**

Full details are in the part 2 minute.

### **Corporate Objectives**

Regeneration:

- Drive value from Council-owned assets
- The sale of the site will bring forward development for this vacant land with the aim of acting as a catalyst for future development of Jarmans Fields.

Safe and Clean Environment:

- Maintain a clean and safe environment

Dacorum Delivers:

- Efficiencies
- VFM
- Performance excellence
- Reputation and profile delivery

### **Advice**

The Portfolio Holder for Finance and Resources introduced the report.

Full details are in the part 2 minute.

### **Options and Why Options Rejected**

No alternative options were considered.

### **Consultation**

Consultation took place with:

Councillor Nicholas Tiley, Portfolio Holder for Finance and Governance;  
James Deane, Assistant Director (Finance and Resources);  
Martin Hone, Corporate Director (Finance and Operations);  
Mark Gaynor, Corporate Director (Planning, Housing and Regeneration);  
James Doe, Assistant Director (Planning, Development and Regeneration);  
Steve Baker, Assistant Director (Chief Executive's Unit/Monitoring Officer);  
Mark Brookes, Group Manager (Legal Governance and Deputy Monitoring Officer).

### **Voting**

None.

The meeting ended at 7.50 pm.