

Record of Cabinet decisions

Tuesday, 7 August 2012

3.00pm to 4.10pm

Date of publication: 8 August 2012

**Subject to call-in these decisions will be effective from 16 August 2012
The record of decisions are subject to approval at the next meeting of the
Cabinet**

Present:	Councillor Rodney Chambers, OBE	Leader
	Councillor Alan Jarrett	Deputy Leader and Portfolio Holder for Finance
	Councillor David Brake	Portfolio Holder for Adult Services
	Councillor Jane Chitty	Portfolio Holder for Strategic Development and Economic Growth
	Councillor Howard Doe	Portfolio Holder for Housing and Community Services
	Councillor Phil Filmer	Portfolio Holder for Front Line Services
	Councillor Tom Mason	Portfolio Holder for Corporate Services
	Councillor Mike O'Brien	Portfolio Holder for Community Safety and Customer Contact
	Councillor Les Wicks	Portfolio Holder for Children's Services
In Attendance:	Neil Davies, Chief Executive	
	Dr Alison Barnett, Director of Public Health	
	Robin Cooper, Director of Regeneration, Community and Culture	
	Mick Hayward, Chief Finance Officer	
	Richard Hicks, Assistant Director, Customer First, Leisure, Culture, Democracy and Governance	
	Perry Holmes, Monitoring Officer	
	Julie Keith, Head of Democratic Services	
	Anthony Law, Democratic Services Officer	

Apologies for Absence

An apology was received from Councillor David Wildey (Children's Social Care).

Record of Decisions

The record of the meeting held on 10 July 2012 was agreed and signed by the Leader as correct.

Declarations of Disclosable Pecuniary Interests

There were none.

Joint Strategic Needs Assessment

Background:

This report presented the executive summary of the Medway Joint Strategic Needs Assessment.

The Local Government and Public Involvement in Health Act (2007) placed a duty on Local Authorities and Primary Care Trusts to undertake a Joint Strategic Needs Assessment (JSNA). A JSNA assesses the need of a population rather than an individual, and is a tool to identify groups where needs are not being met and that are experiencing poor outcomes. It informed and guides commissioning of health, public health and social care services within a local authority area, leading to agreed commissioning priorities that will improve health and wellbeing outcomes and reduce inequalities, taking into account evidence of effectiveness.

The report set out the key themes emerging from the JSNA, which would form the basis for the Joint Health and Wellbeing Strategy. These were:

- Give every child a good start
- Enable our older population to live independently and well
- Prevent early death and increase years of healthy life
- Improve physical and mental health and wellbeing
- Reduce health inequalities.

Members were advised that workshops had been held to identify priorities for the JSNA and the Shadow Health and Wellbeing Board had held a stakeholder engagement event where the JSNA themes were reviewed and priorities for action proposed. The Shadow Health and Wellbeing Board would review the proposals as it prioritised actions for the Joint Health and Wellbeing Strategy.

The Health and Adult Social Care Overview and Scrutiny Committee had considered this report on 26 June 2012 and the views of the committee were set out in the report.

Decision number: ***Decision:***

106/2012 **The Cabinet approved the Joint Strategic Needs Assessment executive summary and key themes, which will be important evidence against which the Joint Health**

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and Wellbeing Strategy will be developed.

Reasons:

Production of the Joint Strategic Needs Assessment is a statutory duty for the Council. It identifies the health and wellbeing needs for Medway which supports the development of the Joint Health and Wellbeing Strategy to address the priority needs in Medway. This ensures that there is a focus on improving outcomes and making the best use of resources.

Revenue Budget Monitoring 2012/2013

Background:

This report gave details of the forecast outturn for the 2012/2013 financial year based on actual income and expenditure to June 2012 (the end of the first quarter).

It was noted that on 23 February 2012 the Council had set a General Fund net budget requirement of £180.998m for 2012/2013, with Council Tax frozen at 2010/2011 levels.

This was the first quarterly report and it indicated, after management action, the outturn forecast for 2012/2013 stood at a potential overspend of just under £1million, which compared to an equivalent forecast of £4 million this time last year. Directorate management teams would continue to focus attention on identifying management action to contain expenditure within the overall budgets.

The Cabinet accepted this report as urgent to enable it to receive and consider the first quarter budget monitoring information at the earliest opportunity.

Decision number: **Decision:**

107/2012 The Cabinet noted the result of the first round of revenue monitoring for 2012/2013 and instructed Directors to come forward with further proposals for management action to reduce the potential deficit.

Reasons:

Cabinet has the responsibility to ensure effective budgetary control to contain expenditure within the approved limits set by Council. Where a budget overspend is forecast, Cabinet supported by the corporate management team must identify measures to remove any excess expenditure.

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Capital Budget Monitoring 2012/2013

Background:

This report gave details of the capital monitoring position for the period to June 2012 (the end of the first quarter), with a forecast outturn for 2012/2013.

The approved capital programme for 2012/2013 and future years was £104.6 million, consisting of £82.9 million in respect of brought forward schemes and £21.7 million in respect of new approvals.

The report commented on the delivery of the capital programme and updated Members on a number of issues. The current forecast showed that £75.8 million of the programme was forecast for spend during 2012/2013.

The Cabinet accepted this report as urgent to enable it to receive and consider the first quarter budget monitoring information at the earliest opportunity.

Decision number: **Decision:**

The Cabinet noted:

- a) The spending forecasts summarised at Tables 1 of the report
- b) The budget virements as detailed in paragraphs 4.2.2 and 4.3.2 of the report.

108/2012 **The Cabinet approved the virement of £458,000 of Basic Needs Grant from the SEN Strategy budget to fund a specialist hearing impairment unit on the Twydall Primary School site.**

Reasons:

Cabinet has the responsibility to ensure effective budgetary control to contain expenditure within the approved limits set by Council.

2012/2013 Q1 Performance Monitoring

Background:

This report presented details of the Council's performance for the first quarter of 2012/2013. It included performance against indicators and actions agreed in the Council Plan 2012/2013.

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Appendix 1 to the report summarised the status of each Key Measure of Success, and Appendix 2 set out detailed performance tables. Members discussed the contents of these appendices. This included consideration of:

- the work being undertaken to prevent and reduce domestic abuse.
- the need to review the reported satisfaction levels for how the Council deals with graffiti and with street cleaning. This is in the context of less instances of graffiti, the measurements of standards of street cleaning showing that Medway is clean and the proactive work of Medway Council's community officers.
- Better for Less, the council's transformation programme.
- Health and wellbeing activities in Medway.
- The measures associated with promoting Medway as a destination for culture, heritage, sport and tourism
- Recycling measures and satisfaction levels for road and pavement maintenance.

The Cabinet accepted this report as urgent to enable it to receive and consider the latest performance information at the earliest opportunity.

Decision number: ***Decision:***

The Cabinet noted the first quarter performance against the Key Measures of Success used to monitor progress against the Council Plan 2012/13.

Reasons:

Regular monitoring of performance by management and members is best practice and ensures achievement of corporate objectives.

Recruitment Freeze

Background:

This report presented information on vacancies that officers had requested approval to commence recruitment for, following the process agreed by Cabinet on 7 January 2003 (decision number 9/2003).

Appendix 1 to the report provided details of the posts.

Decision number: ***Decision:***

109/2012 The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the report, to enable officers to commence the recruitment process:

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Business Support

- a) Debt Collection Officer
- b) Income Officer (Financial Assessment Assistant)
- c) Register Compiler (Temporary) x 6
- d) Accounting Technician

Children and Adults

- e) Functional Family Therapist
- f) Service Support Assistant
- g) Support Assistant (YOT)
- h) SEN Team Coordinator
- i) Commissioning Portfolio Manager

Regeneration, Community and Culture

- j) Processing Assistant
- k) Employee Coach x 2
- l) Employer Co-ordinator x 2
- m) IMPRESS Project Co-ordinator.

Reasons:

The posts presented to Cabinet will support the efficient running of the Council.

Proposals for the Inspiration Centre at Strood Academy

Background:

This report set out details of expressions of interest from two organisations in relation to the use of the Inspiration Centre at Strood Academy.

It was noted that in February 2009 the Council approved the business case for the Strood Academy, which included a sum of £2 million to establish a vocational centre. This was no longer relevant however, following withdrawal of financial support for diplomas and changes in Government policy towards vocational education.

The centre offered 430m² space within Strood Academy and it was noted that proposals had been requested that involved:

- A third party managing the space on behalf of the Council
- Neutral costs to the Council
- Support for young people to connect with businesses in Medway
- Minimal financial risk
- Adequate provisions for safeguarding
- Minimal risk to the Council's reputation.

A summary of the expressions of interest from Medway Youth Trust and Regen Offices Ltd were set out in the report. Further details were provided within an exempt appendix, together with an options appraisal of these expressions of interest.

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number:**

Decision:

110/2012

The Cabinet agreed

- a) That Medway Youth Trust is selected as the preferred tenant for the Inspiration Centre.
- b) That officers enter detailed negotiations with both Medway Youth Trust and Strood Academy Trust and that the Assistant Director, Legal and Corporate Services and the Director of Children and Adult Services, in consultation with the Children and Adults Capital Programme Cabinet Advisory Group, be authorised to agree terms for the leases and the other terms of occupancy of the Centre, together with the capital costs for furniture and equipment, respectively.
- c) That the terms of occupancy address the issues of safeguarding of young people and the reputational implications for the parties involved, in addition to financial and related issues.

Reasons:

Medway Youth Trust's proposal meets the criteria set by Members; there will be clear benefits for young people from the proposed services and Medway Youth Trust is a trusted provider of services for young people to the Council. This will secure a solution for the Inspiration Centre and will be in line with the original objectives for the vocational centre.

Outline Business Case for Wainscott Primary School Expansion

Background:

This report sought approval of the Wainscott Primary School Outline Business Case for expansion to 1.5FE by September 2013 and then on to 2FE. This included details of the proposed procurement route, based on an initial feasibility study and evaluation of procurement and construction options.

The full Outline Business Case, including appendices and associated documents, had been sent separately to Members as an exempt document. It was noted that the project supported the Council's School Organisation Plan 2011-2016 and was to be funded from developer contributions and DfE Basic Need Grant, with the possibility to generate some capital receipts. Revenue costs would be met from within the schools own budgets.

The report and Outline Business Case considered a number of options for delivering the new scheme. It was noted that the proposed option was the preferred choice of the project team and the school, as it provided the new accommodation in the most practical and least disruptive way whilst also providing value for money.

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It was also noted that consultation had been undertaken on the expansion of age range at Wainscott. This had now completed and, with no objections received and in line with existing delegations, it was no longer necessary for a report back to Cabinet on this aspect.

Decision number: **Decision:**

- 111/2012** **The Cabinet approved the Outline Business Case for Wainscott primary School Expansion and agreed to allow more detailed design work to be undertaken on Option C in a single phase, prior to proceeding with a tender exercise.**
- 112/2012** **The Cabinet approved the purchase of land to provide a new school access road as described in the Exempt Appendix section 4.**
- 113/2012** **The Cabinet approved the use of DfE Basic Need Grant and developer contributions in the capital programme to fund the expansion of Wainscott Primary School.**
- 114/2012** **The Cabinet approved the virement of funds from cost centre 9X478 to the Wainscott project cost centre 9X826 to support the development of detailed designs, as set out in the Exempt Appendix.**

Reasons:

Option C in a single phase is the preferred choice of the project team and the school, as it provides the new accommodation in the most practical and least disruptive way whilst also providing best value for money.

The cost estimates indicate that the preferred scheme, which will deliver the identified accommodation requirements, should be affordable within the provisional budget envelope providing Cabinet support the allocation of DfE Basic Need Grant to this scheme to supplement developer contributions.

As explained in the body of this report the use of the Education Funding Agency (EFA) National Framework for the procurement of the Design and Build Contractor is the best option to allow delivery of the additional accommodation at Wainscott Primary School within the desired timeframes whilst ensuring value for money over the life-cycle of the buildings.

The virement of funding from within the Council's overall capital programme will support the development of detailed designs for the tender stage of the project and is affordable within the overall capital programme approved by Full Council on 23 February 2012.

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Leader of the Council

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Date

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