

## Record of Cabinet decisions

**Tuesday, 18 January 2011**

**3.00pm to 3.25pm**

**Date of publication: 19 January 2011**

**Subject to call-in these decisions will be effective from 27 January 2011  
The record of decisions are subject to approval at the next meeting of the Cabinet**

<b>Present:</b>	Councillor Rodney Chambers	Leader of the Council
	Councillor Alan Jarrett	Portfolio Holder for Finance and Deputy Leader
	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 Adult Services
	Councillor Mike O'Brien	Portfolio Holder for Community Safety and Enforcement
	Councillor Les Wicks	Portfolio Holder for Children's Services
	Councillor David Wildey	Portfolio Holder for Children's Social Care

**In Attendance:** Robin Cooper, Director of Regeneration, Community and Culture  
Neil Davies, Chief Executive  
Helen Gulvin, Assistant Director, Children's Care  
Mick Hayward, Chief Finance Officer  
Richard Hicks, Assistant Director, Customer First, Leisure, Culture, Democracy and Governance  
Julie Keith, Head of Democratic Services  
Anthony Law, Cabinet Coordinator  
Deborah Upton, Assistant Director, Housing and Corporate Services/Monitoring Officer

### **Apologies for absence**

Councillor Janice Bamber (Customer First and Corporate Services).

### **Record of decisions**

The record of the meeting held on 21 December 2010 was agreed and signed by the Leader as correct.

### **Declarations of interest**

There were none.

### **Leader's Announcement**

The Leader advised that agenda item 6 (Capital Budget Monitoring) had been withdrawn and rescheduled for consideration at the Cabinet meeting on 15 February 2011. This would enable the report to present the monitoring information to the end of December 2010 and so take into account the impact of the adverse weather conditions experienced this winter on capital projects.

### **Medway's Strategy for the Voluntary and Community Sector "Pride in Community Service"**

This report presented the Voluntary and Community Sector Strategy that set the direction as to how the Council, along with its partners, would work with the Voluntary and Community Sector in Medway.

The strategy, which complemented and supported Medway's Sustainable Community Strategy, focussed on four key outcomes for Medway:

- The existence of a vibrant sector that supports the community
- Voluntary and community sector organisations being supported and able to be sustainable
- Voluntary and community sector partners feeling able to influence, and contribute to, developments in Medway as real partners
- A rewarding experience for those that work and volunteer in the voluntary and community sector.

The action being undertaken in these areas, together with details of what needed to be done and how the success of this would be measured, was set out.

It was noted that the strategy had been developed following a series of meetings with the key sector representatives and consultation events with VOICE, the representative body for the voluntary and community sector in Medway. The Health and Adult Social Care Overview and Scrutiny Committee had also considered the strategy on 16 December 2010 and their recommendations were set out in the report.

A Diversity Impact Assessment screening form had been completed and was attached to the report. It was noted that a full diversity impact assessment was not required.

**Decision  
number:**

**Decision:**

**1/2011**

**The Cabinet approved the Voluntary and Community Sector Strategy, as set out in appendix 1 to the report.**

## Cabinet, 18 January 2011

### Reasons:

The voluntary and community sector plays a vital role at a grassroots level, as it provides important services and support that may prevent people from needing to access significantly more costly services and support.

Given the Coalition Government's view of the Big Society and the role of the citizen and the voluntary and community sector within it; supporting the sector in Medway to help itself to be sustainable, in order that it is able to continue to support the communities in Medway, will be of vital importance.

### Revenue Budget Monitoring 2010/2011

This report summarised the revenue monitoring position for the current year based on actual income and expenditure to November 2010.

It was noted that on 25 February 2010 the Council had set gross revenue spending at £625 million and a General Fund net budget requirement of £182.713 million for 2010/2011. It was noted that Council had revisited this in July 2010 in response to the public expenditure reductions announced by the government.

The monitoring report indicated that after management action, the outturn forecast for 2010/2011 currently stood at a £383,000 overspend. Dedicated Schools Grant (DSG) services were predicting a minor overspend of £10,000. After allowing for the approved reserve contribution towards achieving the spending reductions, the forecast for general fund services would be for an overspend of £59,000.

An analysis of the budget position for each directorate was set out in the report and accompanying appendices.

**Decision**      **Decision:**  
**number:**

**The Cabinet noted the result of the fourth round of revenue monitoring for 2010/2011 and the proposed management action to achieve the target savings.**

### 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.

### Capital Budget Monitoring

This item was withdrawn.

## Cabinet, 18 January 2011

### Property Disposals

This report brought forward proposals to dispose of two properties that were considered to be surplus to the Council's requirements.

In line with the Council's Corporate Property Strategy, all the properties had been considered in the context of their service and strategic importance. Comment and analysis for each property was set out in the report.

**Decision number:**      **Decision:**

**2/2011**      **The Cabinet declared the Ridge Meadow site surplus and delegated authority to the Assistant Director of Housing and Corporate Services, in consultation with the Portfolio Holder for Finance, to sell the property and to grant rights of way and rights for services between the public highway in Churchill Avenue and the site at best consideration.**

**3/2011**      **The Cabinet declared the Doddington Road Garage site surplus and delegated authority to the Assistant Director of Housing and Corporate Services, in consultation with the Portfolio Holder for Finance, to sell the properties at best consideration.**

### Reasons:

The Cabinet declared the properties surplus in order to reduce revenue costs, realise capital receipts and gain investment in the Medway area.

### Gateway 1 Options Appraisal: Thames View Federated Schools Primary Project

This report set out the options appraisal for the building works to support the amalgamation of Thames View Infant and Junior Schools.

It was noted that the Thames View Infant and Junior schools had federated and would amalgamate in April 2012. In order for the school to sustain the number of pupils on roll, it was intended to extend the nursery accommodation. The dropping off/waiting area outside the nursery entrance would also be improved and the junior school building would have a new main entrance.

An exempt appendix set out details of the whole life costings/budget, fees payable and risk register for the building works.

The Procurement Board had considered this report on 22 December 2010 and recommended its approval to Cabinet.

**Decision  
number:**

**Decision:**

**4/2011**

**The Cabinet approved progress to Gateway 2 –  
Competitive Process, using the single stage tender, as set  
out in paragraph 7.3 of the report**

**Reasons:**

The new facilities are required to enable the school to deliver the quality of curriculum offer for the key subjects as described in the business case section of the report and the capital programme approved by Cabinet in February 2010 includes funding for the project.

**Gateway 4 Contract Management: Home Improvement Agency and Handyperson Service Contract**

This report updated Cabinet on the contract performance and management of the Home Improvement Agency and Handyperson Service and sought approval for the continuation of the contract, which was expected to run until 31 October 2012.

The Home Improvement Agency and Handyperson Service assisted older, disabled and vulnerable people to remain living in their homes independently by helping them to repair, improve, maintain or adapt their home. It was noted that overall the services provided under this contract had been satisfactory in continuing to promote the independence of vulnerable adults in the community.

Procurement Board had considered this report on 22 December 2010 and supported the recommendation to approve the continuation of this service contract.

**Decision  
number:**

**Decision:**

**5/2011**

**The Cabinet noted the report and approved the  
continuation of the Home Improvement Agency and  
Handyperson Service contract as set out in the report.**

**Reasons:**

There are no adverse observations regarding this contract and the Service Provider is performing to a standard equal or better than that set out in the contract specification.

The continuation of this service is vital in enabling older and vulnerable people to remain independent within their community and their own homes.

**Gateway 4 Contract Management: Learning Platform**

This report sought approval for a 1 year extension to the contract with Uniservity for the provision of a Learning Platform, from 1 April 2011 to 31 March 2012.

A learning platform brings together hardware, software and supporting services designed to support teaching, learning, management and administration in Medway's schools. The report provided details of how learning platform tools had been used, how the contract had been managed and benefits realised.

The Procurement Board had considered this report on 22 December 2010 and recommended it to Cabinet for approval.

**Decision number:**      **Decision:**

**6/2011              The Cabinet approved a 1 year extension to the contract with Uniservity for the provision of a Learning Platform from 1 April 2011 to 31 March 2012.**

**Reasons:**

The contract has run successfully to date and school usage of the Learning Platform is growing year on year.

A large investment has taken place in bespoke training and support with schools over the implementation phase of the project, best value can be obtained from harnessing the value of this investment in an extension to the contract.

Surveys of schools using the product show that it is meeting their needs. A 1 year extension will provide flexibility for schools in the current uncertain financial climate.

A 1 year extension would enable schools to evaluate the new 'Life' product and ensure that it is fit for purpose before committing to a further year.

The Uniservity Learning Platform continues to comply with original procurement specifications and Uniservity is developing a successor to the current system, which will provide extra functionality to further support teaching and learning from September 2011.

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**Leader of the Council**

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**Date**

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