



CHELTENHAM
BOROUGH COUNCIL

CABINET MEETING

1 June 2010

DRAFT MINUTES

Present:

Leader (Councillor Steve Jordan) - in the Chair
Cabinet Member Sport and Culture (Councillor Andrew McKinlay)
Cabinet Member Sustainability (Councillor Roger Whyborn)
Cabinet Member Housing and Safety (Councillor Bernard Fisher)
Cabinet Member Finance and Community Development (Councillor John Webster)
Cabinet Member Built Environment (Councillor John Morris)

(18.00 hours –18.20 hours)

| Subject | Description |
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| 1. | Apologies Cabinet Member Corporate Services (Councillor Colin Hay) |
| 2. | Declaration of Interests None. |
| 3. | Minutes (agenda item 3) The minutes of the meeting held on 27 April were approved by the Cabinet and signed by the Leader as a correct record. |
| 4. | Public Questions, Members Questions and Petitions None |
| 5. | Disposal of 24 Cambray Place (agenda item 5) The Cabinet Member Built Environment introduced the report and explained that 24 Cambray Place had been let by the Council as a multiply occupied commercial property but had become fully vacant at the end of March 2010. The best option available now was to dispose of the freehold of the property and invest the proceeds. The proposed course of action was to place the property on the market as soon as possible. Members agreed that this was a sensible approach. RESOLVED THAT : The freehold disposal of 24 Cambray Place be approved and that authority be delegated to the Head of Property and Asset Management to agree the terms of the disposal. Executive Decision 25/2010 |

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| <p>6.</p> | <p>Corporate Risk Register (agenda item 6)</p> <p>The Leader of the Council highlighted the importance of risk management and further to the recommendation in the KPMG Public Interest Report the corporate risk register was being presented to Cabinet to ensure a public process.</p> <p>The Chief Executive introduced the report and explained that the corporate risk register was an important management tool. Risks were analysed corporately and divisionally and previously the risk register had been submitted to Economy and Business Improvement Overview and Scrutiny Committee. KPMG had recommended that it was good practice to involve more Councillors in the process and therefore the register had been considered by Audit Committee on 24 March and now lay before Cabinet. He highlighted that Cabinet members should in any case receive regular briefings from their relevant Assistant Directors to understand the divisional risks and those which were on the corporate risk register.</p> <p>Members requested that the feedback from Audit Committee be included in the report to Cabinet next time.</p> <p>In response to a question as to what steps were taken at officer level to ensure the risk register contained the right things and the appropriateness of the agreed action, the Chief Executive clarified the senior leadership team owned the register and reviewed and updated it on a monthly basis to ensure risks were being managed.</p> <p>The Leader of the Council emphasised that it was the obligation of Cabinet Members to raise any issues of concern regarding risk within the one to one framework with their Assistant Directors.</p> <p>The Chief Executive explained that the Risk owner was either the Chief Executive or the relevant Assistant Director and that the Responsible officer was an officer of the council. It was the responsibility of the risk owner to ensure that the relevant Cabinet Member was engaged as soon as risks became apparent.</p> <p>RESOLVED THAT:</p> <ol style="list-style-type: none"> 1. The corporate risk register and actions specified to manage the identified risks be noted. 2. The risk register be a standing item on the Cabinet's agenda every three months, so that it may be reviewed and updated accordingly. <p>Executive Decision 26/2010</p> |
| <p>7.</p> | <p>Appointments to Outside Bodies-Cabinet appointment to Cheltenham Borough Homes (agenda item 7)</p> <p>The Leader of the Council explained that the decision had been made that all appointments to outside bodies be made by Cabinet unless of a controversial nature in which case they would be referred to Council. In the case of the appointment to Cheltenham Borough Homes it was thought there was a degree of urgency in making an appointment prior to all appointments being submitted to Cabinet on 22 June. However, that urgency had now subsided and it was proposed that this item be deferred to the next meeting of Cabinet.</p> <p>RESOLVED THAT :</p> <ol style="list-style-type: none"> 1. This item be deferred to the Cabinet meeting on 22 June where all Cabinet appointments to outside bodies will be considered. |

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| | <p>Executive Decision 27/2010</p> |
| | <p>Briefing Session The Leader of the Council referred to the briefing note attached to the Cabinet papers and explained that the Community Pride Fund would be relaunched imminently. This year's fund was £40k, £35 k of which would be made available to match-fund neighbourhood-based improvement projects, up to the value of £5k. The closing date for applications, which should be targeted at building and supporting neighbourhoods and energy efficiency, for this fund was 27 August. The remaining £5 k would be made available to community and voluntary sector groups to run small-scale events and activities to support the well-being of their neighbourhood up to the value of £500. These bids, which would not require match funding, would be approved as they were submitted in order to encourage more bidders who might have been deterred through having to wait too long for approval.</p> <p>The Leader also informed Cabinet that he had received a letter from Eric Pickles, the newly appointed Secretary of State for Communities and Local Government. This explained that the Regional Spatial Strategy had been abandoned and delegated to local planning authorities. Whilst these powers were not yet legally in existence he highlighted the importance of the continuing work with Tewkesbury Borough Council, Gloucester City Council and the County Council in the framework of the Joint Core Strategy.</p> |
| | <p>Decisions of Cabinet Members and Officers Cabinet noted the recent decisions made under delegated authority by the Cabinet Member Built Environment regarding the disposals of 8 Swindon Road and 8 St James Street . It also noted the application to the Secretary of State for consent to grant a lease of a flat at James Donovan Court to Cheltenham Borough Homes to enable it to grant service tenancies to the wardens from time to time residing at James Donovan Court.</p> |
| | <p>Urgent Items There were none.</p> |
| 8. | <p>Exempt Minutes of Cabinet meeting held on 27 April 2010 (agenda item 8) The minutes of the meeting held on 27 April were approved by the Cabinet and signed by the Leader as a correct record.</p> |

Councillor Steve Jordan
Chairman