



CHELTENHAM
BOROUGH COUNCIL

CABINET MEETING

22 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 –19:00 hours)

Subject	Description
1.	Apologies None.
2.	Declaration of Interests None.
3.	Minutes (agenda item 3) The minutes of the meeting held on 1 June were approved by the Cabinet and signed by the Leader as a correct record.
4.	Public Questions, Members Questions and Petitions None
5.	Financial Outturn 2009/10 and Quarterly Budget Monitoring to May 2010 (agenda item 5) The Cabinet Member for Finance and Community Development introduced the joint report and made the following points : <ul style="list-style-type: none">• There was an underspend of £9 144 for 2009/10.• £57 300 required Member approval at Council to carry forward requests• There were proposed amendments to the Annual Investment Strategy report counter party lending list to incorporate the lending criteria for CBH, the Everyman Theatre and Gloucestershire Airport.• The collection rates for NNDR and Council tax were both very good and above expectations• CBH had managed the Housing Revenue Account prudently and well. Overall capital expenditure had not been cut but different areas of expenditure may vary. It was hoped that the coalition government would stand by the capital commitments made. HCA funding was critical for CBH.

The Cabinet Member Finance and Community Development welcomed the level of General Fund reserves which amounted to £2.446 million, which was above the minimum recommended range of £1.5-2 million as the Council was moving into inclement circumstances.

He also noted the important achievement with regard to efficiency gains whereby the targets had exceeded expectations in particularly difficult circumstances. However, the Cabinet Member warned that whilst the Council had got through the first stage of the economic recession it would still have to proceed with caution.

The Cabinet Member Sustainability wished to put on record the importance of reinvesting savings to fund carbon reduction projects and the outturn report could be used as a mechanism for achieving this. The funding of such projects had been raised by Environment Overview and Scrutiny.

The Leader of the Council welcomed the achievement of an underspend. Officers would have to look at other mechanisms to fund their proposed projects.

Cabinet thanked officers for their good work.

RESOLVED THAT :

1. The financial outturn performance position for the General Fund, summarised at Appendix 1, which highlights a budget underspend of £9,144 for 2009/10 be received
2. The budget saving of £9,144 be transferred to the General Fund Balance.
3. The £57,300 to fund carry forward requests requiring member approval at Appendix 6 be noted and that officers be requested to find alternative means of funding these requests from within existing budgets in 2010/11.
4. The treasury management outturn report at Appendix 8 be noted and that the recommendation for amendments to the Annual Investment Strategy – counter party lending list at paragraph 7.23-17.25 and Appendix 8a be approved.
5. The capital programme outturn position as detailed in Appendix 11 be noted and that the carry forward of unspent budgets into 2010/11 (section 10) be approved.
6. The position in respect of section 106 agreements at Appendix 12 (section 11) be noted.
7. The outturn position in respect of collection rates for council tax and non domestic rates for 2009/10 in Appendix 13 (section 12) be noted.
8. The financial outturn performance position for the Housing Revenue Account for 2009/10 in Appendices 15 to 17 (section 13) be received.
9. The outturn prudential indicators Appendix 18 be noted and that Council be recommended to approve the revised prudential indicators for 2009/10, marked with an asterisk (section 14).
10. The budget monitoring position to the end of May 2010 (section 15) be

	<p>noted.</p> <p>Executive Decision 28/2010</p>
6.	<p>ICT Strategy (agenda item 6)</p> <p>The Cabinet Member Corporate Services introduced the report and referred to the comments made by the Economy and Business Improvement Overview and Scrutiny Committee. Some Members of EBI had felt that the document did not present a fully thought out strategy. The Cabinet Member explained that ICT provided strategic support to business units within the Council and therefore the ICT Strategy represented a catalogue of what ICT could provide and what business units required of them. ICT needed to work with these units on a detailed business plan. A shorter time scale for return on investments was now required and business cases for future projects would be brought back for consideration. The Chief Executive explained that the ICT strategy was a product of the whole council. ICT had talked extensively to services and this was an optimum result for the organisation.</p> <p>Members asked what format the strategy would take in the future. The ICT Infrastructure Manager gave “cloud computing” as an example of what external influences could have on the future delivery of the service. Cloud computing was an emerging IT delivery model which could potentially save the Council significant amounts of money.</p> <p>The Leader of the Council welcomed the ICT strategy as a starting point.</p> <p>RESOLVED THAT: The ICT Strategy at Appendix 1 be approved, acknowledging that further work needs to be undertaken to firm up costs and an affordable programme to feed into the MTFs update supporting the preparation of the 2011/12 budget in the autumn of 2010.</p> <p>Executive Decision 29/2010</p>
7.	<p>Health and Safety Delivery Plan (agenda item 7)</p> <p>The Cabinet Member Housing and Safety introduced the Health and Safety Service Delivery Plan which was the Council’s expression of commitment to the delivery of an improving cost effective and efficient regulatory service.</p> <p>Cabinet Members requested that as the Health and Safety Delivery Plan came to Cabinet for decision on an annual basis it would be useful to clearly define any changes which had occurred in the plan compared to the previous year.</p> <p>RESOLVED THAT : The Health and Safety Delivery Plan be approved.</p> <p>Executive Decision 30/2010</p>
8.	<p>Food Safety Delivery Plan (agenda item 8)</p> <p>The Cabinet Member Housing and Safety introduced the Food Service Delivery Plan which was the Council’s expression of commitment to the delivery of an improving cost effective and efficient regulatory food service.</p>

	<p>He explained that there were now nearly 800 food businesses in the borough. In terms of resourcing enforcement the team was now at full strength. When asked whether there were any major changes foreseen which could present challenges for the team the Food and Occupational Safety Manager expressed her confidence that the service could continue to be delivered within existing resources. Members also raised the question of temporary and take-away food premises which operated during major events and whether these were subject to a higher inspection rate. The Food and Occupational Safety Manager explained that inspections were carried out on a risk assessment basis. Members highlighted the importance of routine working and public confidence due to the significance of tourism to the town.</p> <p>RESOLVED THAT : The Food Safety Delivery Plan be approved.</p> <p>Executive Decision 31/2010</p>
<p>9.</p>	<p>Monitoring of the Corporate Business Plan (agenda item 9)</p> <p>The Leader of the Council explained that the report would be submitted to Council for approval and would include up to the end of the three year business plan. He welcomed the increase in the number of milestones achieved to 94%.</p> <p>The report had been submitted to all three Overview and Scrutiny Committees and feedback included a request for more detail where targets had not been achieved in terms of what went wrong and how to bring this back on target.</p> <p>There had been a marked increase in the number of Freedom of Information requests and it would be important to monitor the consequences of that.</p> <p>RESOLVED THAT: The draft annual report be endorsed.</p> <p>Executive Decision 32/2010</p>
<p>10.</p>	<p>Cabinet Appointments to Outside Bodies (agenda item 10)</p> <p>The Leader of the Council explained that all nominations to bodies external to the Council would be made by Cabinet unless consensus on a particular nomination/appointment could not be reached between all the political groups on the Council. The Appendix to the report detailing the nominations had been tabled.</p> <p>The Leader highlighted that consensus had not been reached on three appointments: the Everyman Theatre, the Pates Grammar School Foundation and the St Margarets Hall User Group. As such these appointments would be referred to Council on 28 June.</p> <p>RESOLVED THAT:</p> <ol style="list-style-type: none"> 1. Nominations/appointments to the bodies in Appendix A were made in accordance with the following principles : <ul style="list-style-type: none"> • all nominations are made on the basis that the nominee/appointee is a representative of Cheltenham Borough Council insofar as that is compatible with any overriding legal duty to the outside body; and

	<ul style="list-style-type: none"> • Cabinet reserves the right at any time to withdraw/terminate a nomination/appointment which it has made • Cabinet should refer a nomination/appointment to Council for determination where consensus on that nomination/appointment cannot be achieved between all the political groups on the Council <p>2. In making nominations/appointments, Cabinet confirmed to include external persons as set out in paragraph 4.3 of the report</p> <p>3. Cabinet referred the nomination/appointment to the Everyman Theatre, Pates Grammar School Foundation and St Margaret's Hall User Group to Council on 28 June as consensus could not be achieved between all the political groups on the Council.</p> <p>Executive Decision 33/2010</p>
	<p>Briefing Session</p> <p>The Leader of the Council referred to the Flood Protection Update attached to the agenda as a briefing note which was a review of flood risk management progress made since the 2007 floods. The Cabinet Member Built Environment added that progress made has been an illustration of good partnership working between the Council, the Environment Agency, Gloucestershire County Council, Gloucestershire Highways and Severn Trent Water for the benefit of the residents of Cheltenham. He referred in particular to the Warden Hill Flood Relief Works for which the Council had received Defra funding of up to £820k. The scheme would provide an improved standard of protection to over 100 properties and construction was due to commence in October 2010. The Cabinet Member Built Environment also referred to the current installation by Severn Trent of the pipeline link to Strensham to ensure the county had an alternative source of water should the Mythe plant be affected again.</p> <p>Cabinet congratulated CBC Officers involved in the flooding work for their efforts in attracting funding for the borough.</p> <p>The Cabinet Member Sustainability informed Members that he would shortly be making a Member decision on going out for market testing of catering and outdoor recreation services in Montpellier Gardens and Pittville Park, including public consultation on the potential disposal under lease of the relevant buildings to facilitate outsourcing should it prove the best option. A market testing exercise would stimulate innovation in service delivery and may reduce costs.</p> <p>The Cabinet Member Corporate Services highlighted to Members that several items in the Forward Plan under his Cabinet portfolio had been postponed. This included the GO-7 project which had now lost two partners. He informed Members that as a result of this the procurement process was being reconsidered but the five remaining partners were keen to take the project forward. As Tewkesbury BC was one of the partners which had withdrawn from the project the shared services agenda in terms of ICT and HR was no longer appropriate.</p> <p>The Cabinet Member Corporate Services informed that the GO-5 project would be brought to Cabinet for decision at its next meeting as too would the sourcing strategy.</p>

To be approved at Cabinet 27.07.10

	Decisions of Cabinet Members and Officers There were none to report.
	Urgent Items There were none.

Councillor Steve Jordan
Chairman

To be approved at Cabinet 27.07.10

Appendix 1- Nominations to Outside Bodies (Agenda Item 10)

	Bournside Sports Hall Committee	Vacancy
	Brizen Young Peoples Centre	Cllr Teakle
	Care & Repair	Cllr Thornton Cllr P Hall No CBC Reps needed(looking to merge six district groups)
	Cheltenham Arts Council	Cllr Sudbury Cllr Rawson Cllr Seacome
	Cheltenham Art Gallery & Museum** Development Trust	Cllr McKinlay
	Cheltenham Borough Homes Ltd	Cllr Driver Cllr C Hay Stuart Hutton Cllr Walklett Cllr Wheeldon
	Cheltenham Civic Society	Cllr Surgenor
	Cheltenham Festivals	Cllr Rawson Cllr Seacome
	Cheltenham Housing Aid Centre	Cllr R Hay Cllr Thornton
	Cheltenham, Cirencester & Tewkesbury Citizens Advice Bureau/ Cheltenham CAB Management Committee	Cllr McCloskey
	Cheltenham in Bloom	Cllr Barnes Cllr Seacome

		Vacancy
	Cheltenham Pensioners Forum	Cllr Fletcher
	Cheltenham Road Safety Liaison Group	Cllr Thornton Cllr C Hay <i>Under review; 21 July Annual Conference to decide future plans</i>
	Cheltenham Theatre & Arts Club (Playhouse)	Cllr Seacome
	Cheltenham Voluntary and Community Action	Cllr Teakle
	Cheltenham Volunteer Centre/Cheltenham Community Transport	Cllr McCloskey
	Cheltenham West End Partnership Ltd	Cllr Walklett
	Cleeve Common Board of Conservators	Cllr Fisher Cllr Surgenor Cllr Wheeler
	Coronation Old People's Housing Society (Cheltenham) Ltd	Cllr Regan
	Cotswold Conservation Board	Cllr Surgenor
	Cotswold & Forest of Dean Destination Management Organisation (DMO)**	Cllr Rawson <i>No Member Rep In Future(Glos 1st)</i>
	Everyman Theatre	Cllr Barnes
	Friends of Leckhampton Hill	Cllr Surgenor

		Cllr Sudbury
	Gloucestershire Airport Ltd	David Lawrence Cllr Fletcher Cllr Stennett
	Gloucestershire Airport Consultative Committee	Cllr Thornton
	Gloucestershire Disability Forum	Cllr Driver
	Gloucestershire Home Safety Check	Cllr Thornton
	Gloucestershire Playing Fields Association	Vacancy
	Gloucestershire Waste Partnership**	Cllr Whyborn
	Hesters Way Neighbourhood Project	Cllr Wheeler Cllr Jeffries
	Hesters Way Partnership Ltd	Cllr Flynn (Director) Cllr Thornton (Director) Cab Member ?(observer status)
	Higgs and Cooper	<i>NO CBC Reps Needed</i>
	Hillview Community Centre	Cllr Whyborn
	1. Local Government Association- Gloucestershire branch	Cllr Jordan
	2. Local Government Association General Assembly	Cllr Jordan
	3. South West Councils	Cllr Jordan
	Local Government Association Urban Forum	Cllr Morris
	Oakley Regeneration Partnership Ltd	Cllr C Hay Cllr R Hay (Cllr Webster as Cabinet Member)
	Parklands Community Centre	Cllr C Hay

	Pates Grammar School Foundation	Cllr Surgenor John Harkness
	Play & Free Time Forum	Cllr H McLain Cllr McKinlay Cllr Seacome No CBC Reqs needed
	Severn Vale Members' Working Group (Joint Membership)	Cllr Morris
	South West Provincial Council	Cllr C Hay
	South West Regional Assembly	ABOLISHED
	South West Home Safety Council	Cllr Fisher
	St Margarets Hall User Group	Cllr McKinlay
	St Marks & Hesters Way Community Association	Cllr Wheeler Cllr Holliday
	St Paul's Residents Association	No Cbc Rep Needed
	Tidy Cheltenham Group	Cllr P Hall Vacancy
	Whaddon Lynworth & Priors Neighbourhood Project	Cllr C Hay Cllr R Hay (after grant review undertaken by Social & Community O & S)
	Whaddon Youth Club Advisory Committee	Cllr R Hay