



Cabinet  
18 September 2013  
12.30 pm

Item  
**3**  
Public

## **MINUTES OF THE CABINET MEETING HELD ON WEDNESDAY 24 JULY 2013**

12.30 pm – 1.50 pm

**Responsible Officer:** Penny Chamberlain

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### **Present:**

Mrs A Hartley (Deputy Leader)

Mr T Barker, Mr G Butler, Mrs K Calder, Mr L Chapman, Mr S Charmley, Mr M Price and Mrs C Wild

### **31.0 Apologies for Absence**

31.1 There were apologies for absence from Mr K Barrow (Leader) and Mr M Owen.

### **32.0 Disclosable Pecuniary Interests**

32.1 Members were reminded that they must not participate in the discussion or voting on any matter in which they had a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

### **33.0 Minutes**

#### **33.1 RESOLVED:**

That, subject to Minutes 26 and 29 being amended to reflect the fact that the reports were presented by the Leader and not the Portfolio Holder for ip&e, the Minutes of the meeting held on 26 June 2013 be confirmed as a correct record and signed by the Deputy Leader.

### **34.0 Public Questions**

34.1 No public questions, petitions or statements had been received.

### **35.0 Matters Referred from Scrutiny/Council**

35.1 There were no matters referred from Scrutiny/Council.

### **36.0 Reports of Scrutiny Committees**

36.1 There were no reports from the Scrutiny Committees.

### **37.0 Revenue Monitoring Report – Period 3 2013/14**

37.1 The Deputy Leader presented a report by the Head of Finance, Governance and Assurance (Section 151 Officer) – copy attached to the signed minutes – which set out the Revenue forecast for 2013/14 as at Period 3, and identified management actions being taken to ensure a balanced budget at the end of the financial year. She referred to the key issues highlighted in the report, namely the projected outturn of an overspend of £0.427m and the projected General Fund Balance as at 31<sup>st</sup> March 2014 which was £12.205m.

#### **37.2 RESOLVED:**

(a) That it be noted that at the end of Period 3 (28 June 2013), the full year forecast was a potential overspend of £0.427m.

(b) That the impact of this on the Council's General Fund Balance be noted.

(c) That Council be recommended to approve the following virements relating to in-year savings of £10m to fund known budgetary pressures:

• Commissioning	-£2.336m
• Adult Services	-£3.023m
• Children's Services	-£1.556m
• Public Health	-£0.010m
• Resources & Support	-£3.075m
• Known budgetary pressures across the Authority (Adults and Childrens Services)	+£10.000m

### **38.0 Capital Monitoring Report – Period 3 2013/14**

38.1 The Deputy Leader presented a report by the Head of Finance, Governance and Assurance (Section 151 Officer) – copy attached to the signed minutes – on the current position regarding the Council's 2013/14 to 2016/17 capital programme taking into account the latest monitoring information on the progress of the schemes, any necessary budget increases and decreases and the re-profiling of budgets between 2013/14 and future years.

**38.2 RESOLVED:**

- (a) That approval be given to the budget variations of £9.9m to the 2013/14 capital programme, detailed in Appendix 1/Table 1 of the report and the re-profiled 2013/14 capital budget of £69.6m.
- (b) That approval be given to the re-profiled capital budgets of £44.9m for 2014/15 and £15.4m for 2015/16 as detailed in Table 4 and changes in Appendix 1 of the report.
- (c) That the expenditure to date of £6.2m, representing 9.1% of the revised capital budget for 2013/14, with 25% of the year having elapsed, be accepted.

**39.0 Treasury Management Update – Quarter 1 2013/14**

39.1 The Deputy Leader presented a report by the Head of Finance, Governance and Assurance (Section 151 Officer) – copy attached to the signed minutes – on the treasury activities of the Council in the last quarter of 2013/14. It highlighted the economic environment in which treasury management decisions had been made and the interest rate forecasts of the Council's Treasury Advisor, Sector Treasury Services. It also updated Cabinet on the internal treasury team's performance.

**39.2 RESOLVED:**

That the position as set out in the report by the Head of Finance, Governance and Assurance (Section 151) be accepted.

**40.0 Financial Strategy 2014/15 to 2023/24**

40.1 The Deputy Leader presented a report by the Head of Finance, Governance and Assurance (Section 151 Officer) – copy attached to the signed minutes – on the Council's Financial Strategy for the period 2014/15 to 2023/24. She explained that the assessment of the difference between costs and resources over the three years of the next Medium Term Financial Plan (2014/15 to 2016/17) had identified the need to deliver savings of £80m which included growth assumptions within social care settings. The 2013/14 financial year included the need to deliver £23.877m of savings approved in February 2013 and early indications suggested the need to identify a further £10m of in year savings to manage continuing pressures. She confirmed that to deliver the savings, a complete review of all Council areas on a zero based budget approach would be undertaken over the summer period and commended the recommendations in the report to Cabinet.

40.2 During the ensuing discussion a Member expressed his concern at the impact of the budgetary process upon staff and sought clarification regarding the number of redundancies which were likely to be required as a result of the savings programme. In response the Chief Executive clarified that the amount of savings required was

driving the number of redundancies which might be needed and that the Council could only make savings from certain areas such as staffing, infrastructure, buildings and contracts. He indicated that by redesigning services the intention was to achieve good outcomes at lower costs and that although the final number of redundancies required would be determined by the redesign process, it was envisaged that approximately 50% of staff might leave over the next few years. In turn the Member thanked the Chief Executive for his frankness and commented that in the circumstances it was difficult to imagine that Council services would continue to be provided or improved and queried whether the programme was actually achievable.

- 40.3 Reference was also made to the report to be considered by the Portfolio Holder for Adult Services at the Member Decision Making Session on 1<sup>st</sup> August regarding the reconfiguration of the day service. A Member asked that consideration of the decision be deferred to enable partners and other experts to be involved in the process to ensure that proposals were implemented which were right for people living in the county. In response the Deputy Leader reported on her involvement with the large scale consultation undertaken on the proposals including users of the service and emphasised that unless the Council took action to address the financial difficulties facing it, the Authority would be bankrupt. She urged anyone who had an alternative idea to tackle the issue to come forward and share their views but pointed out that to date no positive suggestions had been volunteered by the other Groups to deal with the situation. The Portfolio Holder for Adult Services also commented on the considerable amount of consultation that had taken place on the provision of day services in the county and indicated that although change might not always be liked, the Council had to meet its adult and children social care duties without ignoring its financial responsibilities at the same time.
- 40.4 Responding to queries from another Member the Head of Finance, Governance and Assurance confirmed that a number of savings in 2013/14 had been covered by one-off savings in the full knowledge that they would need to be addressed in 2014/15 and beyond. He drew Members' attention to Table 2 in the report which set out in more detail the existing financial pressures in the current year which would need to be reflected in the 2014/15 budget onwards.
- 40.5 **RESOLVED:**
- (a) That it be noted that the 2013/14 in year budget problem would be reviewed as part of the revenue monitoring reports
  - (b) That the projected funding gap over the period 2014/15 to 2016/17 of £80m, with £41.6m falling in 2014/15, be recognised.
  - (c) That the approach to setting the Council's budget for the 3 years 2014/15 to 2016/17 as detailed in Section 8 of the report be agreed.
  - (d) That it be agreed that the basis for the public consultation to take place over the summer would be as detailed in Section 9 of the report.

- (e) That the action the Council was taking to change its future focus to meet the identified issues facing the Council in the longer term as set out in Section 10 of the report be noted.
- (f) That the financial implications of the transfer of Media and PR Services to ip&e Ltd be noted.

#### **41.0 Place Plan Review and Community Infrastructure Levy 123 List Update**

41.1 The Portfolio Holder for Planning, Housing and Commissioning (Central) presented a report by the Head of Economic Growth and Prosperity – copy attached to the signed minutes – on the outcome of the recent annual review into the 18 Place Plans, and LDF Implementation Plan. It also sought approval for the updated Community Infrastructure Levy Regulation 123 List and set out the approach being taken to negotiate with developers regarding funding for infrastructure from major housing developments in Shrewsbury and elsewhere. The review process had involved Members, parish and town councils and strategic infrastructure providers. The Portfolio Holder expressed satisfaction at the growing understanding and involvement of communities in the process, particularly by local councils, and indicated that the model and learning to date would help inform future work.

#### **41.2 RESOLVED:**

- (a) That the Place Plan and LDF Implementation Plan review process be noted and the updated CIL Regulation 123 List be approved.
- (b) That authority be delegated to the Head of Economic Growth and Prosperity in consultation with the Portfolio Holder for Strategic Planning and Built Environment to approve the final versions of the Place Plans and LDF Implementation Plan ahead of their publication;
- (c) That the approach being taken to ensure that adequate funding was secured for infrastructure provision from major housing developments, particularly in Shrewsbury, be endorsed.

#### **42.0 Adoption of the Albrighton Neighbourhood Plan “Light”**

42.1 The Portfolio Holder for Planning, Housing and Commissioning (North) presented a report by the Head of Economic Growth and Prosperity – copy attached to the signed minutes – on the proposed adoption of the Albrighton Neighbourhood Plan “Light” by Shropshire Council for development purposes. In thanking the Parish Council and local members for all their assistance provided with the preparation of the Plan, he emphasised that it did not need to undergo a costly examination or referendum, but was given weight by the local planning authority through resolution of Shropshire Council to

apply the Plan in development management decisions and through the alignment of the SAMDev Development Plan to reflect its contents.

**42.2 RESOLVED:**

That it be recommended to Council that the policies in the Albrighton Neighbourhood Plan 'Light' be endorsed and adopted for development management purposes.

**43.0 Review of Bus Strategy for Shropshire 2011 to 2016, Shropshire Link**

43.1 The Portfolio Holder for Highways and Transport presented a report by the Area Commissioner (South) – copy attached to the signed minutes – on the review of the Shropshire Link Service which had previously been approved as part of the report submitted by the Transport Task and Finish Group in December 2012. Despite continued growth in passenger numbers since Shropshire Link's inception in 2008, passenger trip costs continued to be in excess of affordable subsidy levels. The Portfolio Holder indicated therefore that this was the ideal opportunity to redesign the service in order to deliver better transport provision but that to allow the review to proceed there needed to be a removal of the priorities set out in A95 of the Bus Strategy which required ShropshireLink to operate on a minimum of two days each week in all rural areas of the county. In commending the recommendations in the report to Cabinet she acknowledged emailed comments received from Mr David Sandbach regarding the impact of social isolation on the health of citizens and expressed a wish that a similar and better service would be provided in future.

43.2 During the ensuing discussion a Member expressed concern at the proposals regarding the operation of the ShropshireLink service, particularly in the south of the county where it was most used, and he queried the form that rural transport services would take in the county in future given that people were most vulnerable in the more sparsely populated areas. In response the Portfolio Holder acknowledged that the service had been used in greater numbers in the south west of the county and indicated that hopefully the service in that area would be enhanced with the local community and councillors taking a full part in discussions to enable a locally commissioned service to be developed for the area.

43.3 A Member also referred to the proposed testing of new service styles and levels and in expressing his interest in receiving more information, he suggested that it would be useful for all Members to be informed of the timetable for the pilots. A Member also made reference to a local community transport group operating in her local area and the ongoing discussions being held about the future provision of rural services. She indicated that with some funding the group could expand their service much more quickly and provide a good and reliable system which would hopefully be used by more people.

**43.4 RESOLVED:**

- (a) That approval be given to the removal of the Bus Strategy 2011 to 2016 Paragraph A 95 which required the ShropshireLink to operate on a minimum of two days each week in all rural areas of the county.
- (b) That approval be given to the de-registration by the operator of the current ShropshireLink network, subject to the mandatory 56 day notice period, with immediate effect.
- (c) That the decision on the exact format and service levels of any prototypes and procurement to transform the service be delegated to the Portfolio Holder for Highways and Transport.
- (d) That following the commissioning for launch by October 2013 of prototype replacements, a new strategy for the provision of rural public transport be developed and be returned to the Portfolio Holder for Highways and Transport for a final decision.

**44.0 Review of the Permit Scheme Development**

44.1 The Portfolio Holder for Highways and Transport presented a report by the Area Commissioner (South) – copy attached to the signed minutes – on the Street Works team's development of a permit scheme for road works for submission to the Department for Transport, which included a list of conditions of work, and which was currently part of a 56 day formal consultation process. In the event of the application being approved by the Department the proposal would effectively make the scheme a new legally binding process and would require the Council to redesign and supplement its Street Works team.

**44.2 RESOLVED:**

- (a) That the permit scheme be approved for submission to the Department for Transport.
- (b) That authority be delegated to the Portfolio Holder for Highways and Transport to approve the new structure in consultation with the Director of Commissioning.

**45.0 Policy on the use of Externally Procured Specialist Support (Consultants)**

45.1 The Deputy Leader presented a report by the Head of Finance, Governance and Assurance (Section 151 Officer) – copy attached to the signed minutes – on an alternative option to previously agreed recommendations in respect of the Council's policy on the use of externally procured specialist support.

**45.2 RESOLVED:**

- (a) That the recording of specialist management consultancy spend for the authority take place within the appropriate service area.
- (b) That approval for the use of specialist management consultants be controlled by the Council's Senior Team (Directors and Chief Executive) and Portfolio Holders within their delegated powers.

**46.0 Exclusion of Press and Public**

**46.1 RESOLVED:**

That in accordance with the provisions of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations, and Paragraph 10.2 of the Council's Access to Information Rules, the public and press be excluded during consideration of the following items.

**47.0 Strategic Commissioning of an Engineering Consultancy Term Service Contract.**

47.1 The Portfolio Holder for Highways and Transport presented an exempt report by the Area Commissioner (South) – copy attached to the signed exempt minutes – on the proposed re-commissioning of the Engineering Consultancy Term Service Contract.

**47.2 RESOLVED:**

- (a) That the procurement of a replacement Highways Engineering Consultancy Services Contract be approved.
- (b) That the decision on the exact format of the procurement and services included within this contract be delegated to the Portfolio Holder for Highways and Transport in consultation with the Director of Commissioning, following discussion with the Executive Member for Highways in Cheshire West and Chester.
- (c) That the Portfolio Holder for Highways and Transport provide the necessary communications, information and updates to Cabinet, Members and Staff as appropriate throughout the re-commissioning process.

**48.0 Supported Living Accommodation for Adults with Learning Disabilities currently living out of county**

48.1 The Portfolio Holder for Adult Services presented an exempt report by the Director of Adult Services – copy attached to the signed exempt minutes – on a development



proposal for supported living accommodation for adults with learning disabilities currently living out of county.

**48.2 RESOLVED:**

That the recommendations in the exempt report by the Director of Adult Services be approved.

**49.0 Shrewsbury Flax Mill Maltings**

49.1 The Portfolio Holder for Planning, Housing and Commissioning (Central) presented an exempt report by the Director of Commissioning – copy attached to the signed exempt minutes – on the proposed awarding of grant funding from 3 bodies for the Flax Mill project together with a request that these grants be accepted and that Shropshire Council act as the Accountable body for all three grants. In commending the recommendations in the report to Cabinet he thanked everyone involved for all their hard work in contributing towards the delivery of the project. Several other Members also expressed appreciation of the efforts and assistance provided by all parties involved in the project following which the Portfolio Holder was requested on behalf of the Council to thank the Friends for all their efforts.

**49.2 RESOLVED:**

(a) That the grants from English Heritage, ERDF and Heritage Lottery Fund be accepted and Shropshire Council act as the Accountable Body for all three grants and that delegated authority be given to the Head of Economic Growth and Prosperity in consultation with the Portfolio Holder for the Built Environment: Strategic Planning, Planning and Housing, for the completion of all necessary Agreements and supporting documents.

(b) That the revised programme be noted.

**50.0 Reference from Audit Committee – Quantum Leap**

50.1 The Portfolio Holder for Leisure, Libraries and Culture presented a report by the Director of Commissioning – copy attached to the signed exempt minutes – on a reference from the Audit Committee regarding the Quantum Leap.

**50.2 RESOLVED:**

That the recommendation set out in the exempt report by the Director of Commissioning be accepted.

**51.0 Exempt Minutes**

**51.1 RESOLVED:**

That the exempt Minutes of the meeting held on 26<sup>th</sup> June 2013 be confirmed as a correct record and be signed by the Deputy Leader.

*(The full version of Minutes 47 to 51 constitutes exempt information under category 3 of Paragraph 10.4 of the Council's Access to Information Rules and has accordingly been with-held from publication.)*

Signed ..... (Leader)

Date: 18 September 2013