

# **FINANCE AND POLICY COMMITTEE**

## **MINUTES AND DECISION RECORD**

**2 DECEMBER 2016**

The meeting commenced at 2.00 pm in the Civic Centre, Hartlepool.

**Present:**

Councillor Christopher Akers Belcher (In the Chair)

Councillors: Allan Barclay, Paul Beck, Bob Buchan, Alan Clark, Kevin Cranney, Marjorie James, Brenda Loynes, Stephen Thomas and Paul Thompson.

Also Present: E Jeffries, HJTUC  
R Pocklington, member of the public.

Officers: Gill Alexander, Chief Executive  
Andrew Atkin, Assistant Chief Executive  
Catherine Grimwood, Performance and Partnerships Manager  
Chris Little, Chief Finance Officer  
John Morton, Assistant Chief Finance Officer  
Peter Devlin, Chief Solicitor  
Louise Wallace, Director of Public Health  
Chris Allen, Public Health Registrar  
Sally Robinson, Director of Child and Adult Services  
Denise Ogden, Director of Regeneration and Neighbourhoods  
Steve Hilton, Public Relations Officer  
David Cosgrove, Democratic Services Team

### **69. Apologies for Absence**

Councillor Shane Moore.

### **70. Declarations of Interest**

Councillors Christopher Akers-Belcher and Stephen Thomas declared personal and prejudicial interests in Minute No. 72 as employees of Healthwatch Hartlepool and left the meeting during its consideration.

### **71. Minutes of the meeting held on 31 October, 2016**

Confirmed.

Councillors Christopher Akers-Belcher and Stephen Thomas left the meeting at this point.

**Councillor Kevin Cranney in the Chair.**

**72. Healthwatch Hartlepool** (*Director of Child and Adult Services and Chief Solicitor*)

**Type of decision**

For information.

**Purpose of report**

To update members regarding the provision of a Healthwatch Hartlepool service and associated contractual arrangements in connection with the operation of that service.

A previous meeting of full Council raised concerns in relation to the 'award' of a Healthwatch contract and determined that the procurement process be investigated, and that a report be submitted to Council, by the Finance and Policy Committee, on the operation of the Procurement Strategy.

The report covered the specific issues regarding the Healthwatch contract. A more detailed report be submitted to a future meeting regarding the operation of the Council's procurement strategy.

**Issue(s) for consideration**

The Director of Child and Adult Services reported that the Health and Social Care Act 2012 imposed a duty on upper tier and unitary local authorities to make contractual arrangements with Local Healthwatch organisations for the involvement of local people in the 'commissioning, provision and scrutiny of health and social services'. Local Healthwatch funding comprises two elements. The first is the ongoing baseline funding for LINKs; the second is new additional funding for the new information / signposting elements of the service. The LINKs funding was carried forward as the baseline for local Healthwatch funding. From 2013/14 the Department of Health (DoH) had provided additional funding for local Healthwatch through the Department of Communities and Local Government's (DCLG) Business Rates Retention Scheme, and secondly, through a DoH grant. Decisions about funding for local Healthwatch were made by each local authority as part of their overall responsibilities to fund services to meet the needs of local people and communities. Local authorities were free to choose how they commissioned local Healthwatch to achieve best value for money for their communities.

The report went on to set out the key dates in the procurement process which had been fully compliant with the requirements of the Council's Contract Procedure Rules.

The terms and conditions of the contract required that HVDA (Hartlepool

Voluntary Development Agency) establish Healthwatch Hartlepool as a standalone corporate body with statutory responsibilities, to become the independent consumer champion for health and social care services delivered in Hartlepool. It was envisaged that by the contract end date of 31 March 2016, Healthwatch would be in a position to operate independently of HVDA as a stand-alone corporate body. The three year transition plan agreed with HVDA at the outset of the contract was submitted as an appendix to the report.

The Director stated that a review undertaken by Child and Adult Services in 2015 found that overall the service was performing well and there had been significant development in respect of the transition of Healthwatch Hartlepool to obtain its own legal status and identity. By 1 April 2016 Healthwatch Hartlepool had progressed with the requirement to become a standalone corporate body and had registered as a Charitable Incorporated Organisation (CIO) with the Charity Commission on 2 February 2016. This transition period had allowed the Board to run fully in shadow form for 11 months, with the Healthwatch Executive Committee overseeing the operational delivery of the work programme. On 29 March 2016, on the basis of satisfactory performance, it was agreed to exercise the option to extend the contract for 12 months to 31 March 2017.

The Director also stated that the performance of the commissioned service had been monitored and the second contract extension option, which allowed an extension for a further 12 months until 31 March 2018, would be utilised on the expiration of the present term based on current performance.

The Director reported that the Council and HVDA had agreed start up costs of £10,209 prior to commencement of the contract. Thereafter, the contract value was a total of £129,056, comprising the £109,751 tendered contract price plus a £19,305 administration grant. There had been no change to the annual contract value since April 2013 and Healthwatch Hartlepool received payment of £129,056 per annum, in monthly instalments, in arrears.

In concluding, the Director stated that the arrangements surrounding the award of the original contract and its extension were in accordance with the Council's Contract Procedure Rules and the legislative framework and, therefore, within the powers of the Council. In accordance with the option in the current contract, the service would be extended for a further 12 months to 31 March 2018 based on performance.

A Member questioned whether it was considered normal, in light of all the guidance provided within the Contract Procedure rules, for the Council to transfer a contract for the provision of services to an organisation that had legally only been in existence for a few months. The Chief Solicitor indicated that there had been significant pressure placed on local authorities to transfer the provision of services from the previous LINKs service to Healthwatch. The investigation as now reported could give Members 'a great deal of comfort' in assuring the procurement process was

correctly applied.

### **Decision**

That the report be noted and that a separate report on the Council's Procurement Strategy be submitted to a future meeting prior to submission to Council.

Councillors Christopher Akers-Belcher and Stephen Thomas returned to the meeting.

**Councillor Christopher Akers-Belcher in the Chair.**

## **73. Local Council Tax Support 2017/18** *(Chief Finance Officer)*

### **Type of decision**

Budget and Policy Framework Decision.

### **Purpose of report**

The report:-

- updated Members on the operation of the Local Council Tax Support (LCTS) scheme and the scheme's future financial risks associated with the Government's national welfare reforms;
- set out a proposed LCTS scheme for 2017/18; and
- provided details of an "Independent Review of Local Council Tax Support Schemes" commissioned by the Department for Communities and Local Government.

### **Issue(s) for consideration**

The Assistant Chief Finance Officer reported that unlike all other Tees Valley local authorities, Hartlepool maintained a LCTS scheme which limited the reduction in support to residents to 12%. Details of the number of households and the value of support they have received in Hartlepool, as compared to a 20% LCTS scheme were provided in the report.

Members have been advised that nationally significantly higher cuts in LCTS support were likely to be required in future years, as Councils would find it increasingly difficult to balance supporting LCTS schemes and General Fund services if Central Government grant cuts continued. This trend was emerging as recently reported by the New Policy Institute (NPI). The NPI report identified that for 2016/17, 39 councils had either increased the level of LCTS cut or had moved to introducing a minimum payment towards Council Tax from working age households.

The actual cost of the Council's LCTS scheme was determined by a range of external factors including, the total number of households accessing

support, the balance of claimants between pensionable age and working age and the particular financial circumstances of individual claimants as Council Tax support continues to be means tested support. The Council now had four years experience of operating a LCTS scheme and on the basis of this experience the LCTS financial model had been updated to reflect changes in the key cost drivers – i.e. claimant numbers and Council Tax collection levels. In general the number of claimants was falling and while collection from claimant households was more difficult, the picture was positive.

The report went on to set out in detail the planning assumptions underpinning the LCTS forecasts for 2017/18 to 2019/10. There is a direct inter- relationship between the LCTS scheme, the level of cut in LCTS awards, adjustments for forecast non collection of Council Tax from LCTS households and the Council Tax Base calculation. The Council Tax Base calculation is also significantly impacted by future housing growth within the Borough.

It was Officers view that continuing with a 12% LCTS cut for 2017/18 is sustainable and viable and would avoid an increase in the Council Tax liability of low income working age households at a time when households would be adjusting to the Government's ongoing welfare savings programme. This level of LCTS support would also increase the likelihood of the Council maintaining high levels of Council Tax collection in 2017/18.

A member questioned whether the local authority would be required to hold a referendum or undertake consultation should a change away from a 12% LCTS reduction be considered for implementation. The Assistant Chief Finance Officer stated that only consultation would be required, though there would be a cost to undertaking that consultation.

### **Decision**

1. That the future financial and administrative risks associated with the LCTS scheme be noted;
2. That a 2017/18 LCTS scheme involving a cut of 12% be approved for referral to full Council in December 2016.

## **74. Council Plan and Overall Medium Term Financial Strategy – Capital and Revenue** *(Corporate Management Team)*

### **Type of decision**

Budget and Policy Framework Decision.

### **Purpose of report**

The purposes of the report were to:-

- i) Set out the Council's ambitions for the Borough and the strategic plan for achieving this;
- ii) To update Members on the strategy for delivering the Council's revenue priorities, within the available resources for the next three years; and
- iii) To enable Members to determine priorities to be addressed through a five year capital strategy, reflecting the Council's own capital resources and potential external capital grant funding.

### **Issue(s) for consideration**

The Chief Executive reported that it was her intention to adopt a slightly different approach with the Council Plan and MTFS by combining them to provide a strategic context to the next three years. Both documents were heavily inter-linked and, building upon the 'Your Say, Our Future' consultation, the combined document would provide the strategic direction for building the reputation of the town through six strategic priorities as well as identifying how the Council budget would be shaped to deliver these priorities as well as the ongoing budget reductions driven by Central Government. The six strategic priorities (which were set out in detail within the report) are –

- Growing our economy, jobs and skills;
- Regenerating our town;
- Developing and promoting Hartlepool as a great place to live;
- Developing new services for people and communities;
- Building better beginnings and better futures for our children and young people;
- Providing effective leadership based upon innovation and efficiency.

In terms of the financial situation, the Chief Finance Officer stated that the Chancellor of the Exchequer's Autumn Statement had not changed the budget reductions the Council would be facing over the next three years. The Council had had its application for a four-year funding settlement approved which would provide some certainty.

The Capital budget five year plan reflected the ambitions for the town though it had to be recognised that much would depend on external grants/investment to bring the programme forward. The three year service transformation plan for the Revenue budget would implement a series of initiatives to address the impact of continued austerity. Further work had recently been completed to update these forecasts to reflect announcements made by the Government over the summer in relation to the improved Better Care Fund and changes to the New Homes Bonus (NHB) regime. These changes would have a positive net financial benefit for the Council as the Government will target the improved Better Care Fund to those authorities that benefit least from 2% Social Care precept.

When account was taken of these changes the forecast budget deficit for

the next three years had been reduced from an initial gross deficit on £20.800m to £8.891m. These savings would be phased over the next three years (as set out in detail in the report) and would utilise one-off corporate reserves, which would be front loaded to provide a slightly longer lead-in time for permanent budget reductions that would be delivered through the service transformation plan.

The overall budget forecasts did not, however, make provision for budget pressures as it would be assumed that departments would fund these from within existing resources or through the identification of additional budget savings as in previous years. The report set out details of the budget pressures that were anticipated with in Children's Services, Adult Services and Neighbourhood Services.

The risks associated with the budget savings were set out in the report. The additional savings proposals identified of £2.294m were considered a 'red' risk as these were still to be considered/identified by the Policy Committees over the forthcoming weeks. Much of the MTFS forecasts were also predicated on significant growth in Council Tax income over the next three years reflecting the both housing growth and annual increases in line with government policy. The Chief Finance Officer commented within the report that it would become increasingly difficult to explain to the public that services were being cut at the same time that Council Tax is increasing. The Council would need to explain that as a result of continuing Government grant cuts a greater proportion of a smaller budget was funded from Council Tax.

The Vice-Chair commented that while the Council was faced with significant cuts, it was positive to see that the ambition for the regeneration of the town was still being taken forward.

The following recommendations were agreed unanimously.

### **Decision**

1. That the report and the reductions in the forecast deficit from £20.8m to £8.891m, as detailed in paragraph 5.5 of the report be noted;
2. That the proposed savings address the net forecast 2017/18 budget deficit and enable a balanced 2017/18 budget to be set be noted;
3. That detailed savings proposals will be considered by individual Policy Committees at their December meetings;
4. That Finance and Policy Committee will consider feedback from individual Policy Committees on 9th January 2017 and then refer the recommended budget proposals to Council on 23rd February 2017;
5. That a further report to address the additional forecast savings, as detailed in paragraph 10.8 of the report, would be presented to

Members in May/June 2017.

6. That the capital priorities detailed in section 4 of the report be approved.

## **75. Savings Programme 2017/18 – Chief Executive's Department** *(Author)*

### **Type of decision**

Budget and Policy Framework.

### **Purpose of report**

The purpose of the report was to enable Members to consider the 2017/18 savings proposals relating to the Committees remit to contribute towards achieving the overall savings requirement.

### **Issue(s) for consideration**

The Chief Finance Officer reported on the proposals to deliver savings in the Chief Executive's department in 2017/18 which were set in the context of a three year strategy and reflected the overall approach adopted by the Corporate Management Team for identifying achievable savings and aiming to protect front line services, while recognising that not all areas could be protected in the current financial climate. Within the Chief Executive's department savings of £2,028,000 have been made over the last five financial years.

The departmental approach to identifying savings had been to focus on service re-modelling, whilst seeking to protect front line services provided by the Chief Executive's department. The approach had been underpinned by considering requests for voluntary redundancies, within the rolling process for considering Voluntary Redundancy and Early retirement costs, where there was a business case for approving. Vacant or fixed term posts had also been considered as part of the options for savings in this year. Whilst it was not possible to manage all of the savings in this way it had been an underpinning principle for the budget for 2017/18.

The proposals for the department services would contribute £900,000 towards achieving the overall savings requirement over the next three years; £365,000 in 2017/18, £300,000 in 2018/19 and a further £235,000 in 2018/19. The specific savings proposals in relation to 2017/18 were set out in detail in the report for the three divisions: Assistant Chief Executive, Chief Finance Officer and Chief Solicitor.

The achievement of further savings over the next three years would be challenging and would require further changes, whilst ensuring services were maintained as far as practical, or the implications of reducing capacity are reflected in service requirements.



### **Decision**

That the report be noted and the savings proposals be approved for submission to Council.

## **76. Three Year Savings Programme – Public Health Department** *(Director of Public Health)*

### **Type of decision**

Budget and Policy Framework.

### **Purpose of report**

The purpose of the report was to enable Members to consider the initial 2017/18 savings proposals relating to the Committees remit for public health to contribute towards achieving the overall savings requirement.

### **Issue(s) for consideration**

The Director of Public Health reported that public health services were funded through a ring fenced public health grant. This grant had been provided to Local Authorities since 2013 when the Local Authority assumed responsibility for public health from the NHS. Since 2013 new responsibilities had been bestowed upon Councils such as the commissioning of 0-5 health visitor services. However, despite this, the current public health grant continued to be cut year on year.

In the Chancellors 2015 Autumn Statement, it was confirmed that LA's funding for public health would see a reduction in cash terms of 3.9% each year until 20/21. It had been necessary, therefore, to find significant savings to accommodate these grant cuts year on year. Public Health grant funding was expected to reduce by £1.244m in total by 2019/20.

The proposals in respect of the services in the Public Health Department reflected the overall approach adopted by the Corporate Management Team for identifying achievable savings, as part of an approach aimed at protecting front line services, recognising that not all areas could be protected in the current financial climate.

The savings proposals for the service areas in public health funded through the ring fenced public health grant were set out in detail in the report. The savings that had been identified had been assessed for their sustainability. As with all others parts of the Authority the sustainability of the savings required by the ongoing cuts which the Authority faced became increasingly difficult as the compound affect of these savings impacts on services.

The Director highlighted the risks associated in the service changes, particularly taken in the context of previous savings which had been made.

At this time the proposals described were viewed as being manageable, but with there being a significant need to review workloads, priorities and for the potential scaling back of a number of current activities in line with the resources available. It was considered that these savings could be delivered, although not without difficulty or some degree of risk but that this could be managed in this year, however, achieving these savings becomes more difficult each year, which is the case in other departments.

The Chair highlighted that an appropriate child and family poverty assessment would be required when the savings proposals were forwarded to Council.

### **Decision**

That the report be noted and the savings proposals be approved for submission to Council.

## **77. Disposal of Surplus Assets - Sale of Gardner House** *(Director of Regeneration and Neighbourhoods)*

### **Type of decision**

Key Decision (test (i)) Forward Plan Reference No. RN 1309.

### **Purpose of report**

To seek approval for the sale of Gardner House, Brierton Lane for residential redevelopment.

### **Issue(s) for consideration**

The Director of Regeneration and Neighbourhoods reported that the Gardner House site extended to 1.19 acres and was located in the Manor House ward towards the western end of Brierton Lane. It was built around 45 years ago as an elderly persons home and was run as such initially by the Council and from 1999 until mid 2015 by Community Integrated Care (CIC). CIC leased the premises from the Council but due to low demand decided to close the home and served the necessary notice on the Council to end the lease in July of last year.

Following vacation of the property, consideration was given to re-use by the Council; however no suitable use has been identified. The property had, therefore, been offered for sale by way of informal tender. Interest was received from a range of potential buyers including housing developers and parties interested in re-using the existing building.

A tender considered acceptable has been received and was outlined in confidential appendix 2 to the report. The site was included within the Council's Capital receipt programme, the details of which were included in confidential appendix 3 to the report. Both appendices contained exempt

information under Schedule 12A of the Local Government Act 1972, (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely (Para 3), information relating to the financial or business affairs of any particular person (including the authority holding that information).

The proposed scheme was for a redevelopment of the site with 100% affordable housing. It was, therefore, recommended that the sale proceed on the basis of the terms and conditions set out in the confidential appendix to the report.

Members welcomed the proposal but were concerned that the valuation of the site may not be achieved once the developer had started ground works on the site and reported unforeseen issues that would affect the development. The Director commented that there could always be unforeseen circumstances but officers had made reasonable estimations as set out in the confidential appendix.

A member also referred to the footpath through the site that linked Earlesferry Road to Brierton Lane which it may be appropriate to stop up as part of the proposal to sell the site. The Director stated she would refer the issue to the Estates team.

### **Decision**

That approval be given to the sale of Gardner House, Brierton Lane on the basis of the terms outlined in confidential appendix 2 to the report. The appendix contained exempt information under Schedule 12A of the Local Government Act 1972, (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, information relating to the financial or business affairs of any particular person (including the authority holding that information).

## **78. Community Hubs** *(Director of Public Health)*

### **Type of decision**

Key Decision (test (i)/(ii)) Forward Plan Reference No.PH05/16.

### **Purpose of report**

The purpose of the paper was to present to Committee for approval a proposal to develop community hubs across the town.

### **Issue(s) for consideration**

The Director of Public Health reported the concept of community hubs had emerged as part of the discussion, to shape the Hartlepool of the Future Programme. The project had been framed as part of the reducing demand through prevention and integration of health, social care and employability

services work streams. Political commitment to the project, as part of the Hartlepool of the Future Programme, was given at Finance and Policy Committee as part of the Medium Term Financial Strategy in January 2016.

The Director commented that much work had been given to identifying what the hubs would do and the range of services that would be delivered. Services offered out of the hub would not operate in silos, tackling single issue needs, but would be perfectly positioned to meet the diverse needs of each person. Community hubs would be a tangible resource that people can access to self help, seek help and offer help through volunteering and community action.

In the first instance, the following service areas were proposed to be in scope for the Community Hub project:

- Libraries
- Community centres
- Smoking Cessation service
- NHS health checks
- Health Trainers
- Public Health Resource Library
- Community Safety
- Hartlepool Adult Education
- Parenting Academy
- Digital inclusion team
- Hartlepool Working Solutions
- Advice and financial inclusion

The physical presence of Community Hubs would be driven by a number of basic, physical characteristics, which would necessarily drive the decision of where in the town they would be located.

- Hubs will be located in areas with demonstrated health AND employment inequality, however everyone in the town will be within 2 km of a hub.
- Hubs will be suitable to deliver the entire core service offer illustrated above.
- Hubs will be accessible to all and meet Equality Act standards
- Hubs will have appropriate infrastructure in place e.g. IT, telephony

Various buildings located in the town, had been assessed and matched against the criteria outlined in the report and around areas of inequality. They were allocated a score based on their ability to meet these requirements. In central Hartlepool, Central Library scored most highly, and in the south, Owton Manor Community Centre and Library. There was currently no HBC owned and run centre in the north of the town to meet the requirements as a Community Hub. However, the West View Advice and Resource Centre closely matched the physical criteria for a hub. If West View was identified as a suitable hub in the north of the town, then this option would allow for the continuation of specialist universal welfare

benefits and financial Support to continue.

At this stage consultation regarding the development of community hubs had only been carried out with stakeholders. There was a risk that the public and specifically the communities we wish to target with this initiative would not engage. This risk may be mitigated to some degree with a considered and well developed communications plan. Communities which were actively engaged in development, kept informed, and understand the potential benefits were more likely to support the project and use the resultant services.

The full financial impact of the proposals would need to be assessed as part of a full business case. This would include assessing the likely staffing costs associated with each Hub and this could only be calculated after the detailed workforce mapping exercise had been carried out.

The community hub proposals had the potential to generate the following savings:-

Library Service £150,000 - It is proposed that the provision of a library service was streamlined, focusing on development of a quality provision from fewer sites. The proposals that the Hub model would subsume the functions of the branch libraries would generate property savings which were estimated to total £50,000 p.a. It will be possible for the Library service to restructure its services further and it was anticipated that it would be possible to generate a further £100,000 over a three year period.

Contract Savings £50,000 - It would be possible to review contracts currently delivering health and wellbeing services and look at how these may be delivered as part of the Community Hub setting. It was expected that this will generate savings of £50,000 p.a. however further work was required as part of the full business case to fully assess this potential saving.

There would, however, be a consequent budget pressure if Owton Manor Community Centre was identified as the Community Hub in the south. Members will recall that one off funding had previously been approved to fund Community Centre running costs until 2016/17, on the basis that this service would be removed in 2017/18. The achievement of this saving was included in the updated budget forecasts considered by the Finance and Policy Committee on 20 June 2016. Funding would, therefore, need to be identified to cover the running costs associated with Owton Manor Community Centre in future years and this was estimated to be £60,000 p.a. It was proposed to use the savings identified to offset this budget pressure.

Members acknowledged that there was still a lot of work to be done to deliver the Community Hubs proposal but did question what the timescales were estimated to be. The Director commented that there was already a considerable amount of work underway and it was understood that

Members wanted the Hubs brought forward at the earliest opportunity. The Chief executive added that as well as the Director of Public Health's discussions with partner organisations, there had been other discussions with Police and Health on delivering differently and the potential for developing the existing Children's Services Locality Teams.

A Member commented that the Credit Union was looking to re-establish itself in the south area of the town and it may be appropriate to look to the potential of them having services within the other two hubs proposed.

A Member of the public questioned if the impact on library users had been assessed. The Director of Regeneration and Neighbourhoods indicated that a full assessment of any changes to library provision would need to be undertaken and that would involve consultation with the public.

The Chair added that he had forwarded to the Director of Public Health the potential development of community pharmacies.

The following recommendations were agreed unanimously.

### **Decision**

1. That the following sites be approved to ensure the development of community hubs across Hartlepool:-
  - Central library to be developed as a community hub.
  - Owton Manor Community Centre and Library to be developed as a community hub.
  - West View Advice and Resource Centre to be commissioned as a community hub.
2. That as a consequence of the development of community hubs there potentially will be an alternative model of delivery for the functions of community centres and library services. Therefore, the Director of Regeneration and Neighbourhoods be authorised to commence the required process of consultation that would enable the authority to re-shape the Library Service.
3. That the development of community hubs, as reported, will lead to the decommissioning of some commissioned public health services and change in the delivery model of health improvement services.
4. That the development of an implementation plan and phased programme to establish community hubs commencing in April 2017 be approved.

## **79. Quarter 2 – Council Overview of Performance and Risk 2016/17** *(Assistant Chief Executive / Director of Regeneration and Neighbourhoods / Director of Public Health)*

### **Type of decision**

Non Key Decision.

### **Purpose of report**

To inform Finance and Policy Committee of the progress made against the 2016/17 Council Plan at the end of quarter 2 and to seek approval to a number of changes/updates to the plan. The report also provided the Committee with an update on the topic of Strategic Asset Management as agreed by the Committee in June 2016.

### **Issue(s) for consideration**

The Assistant Chief Executive reported that overall progress against actions, performance indicators and risks in the Council Plan 2016/17 is set out on page 1 of the performance report alongside the latest position in relation to the Council's use of RIPA powers. The performance report also set out the detailed commentary provided by the lead officers on those actions and performance indicators that have been identified as requiring intervention at the end of quarter 2.

The Regeneration and Neighbourhoods Department has also provided an update on Strategic Asset Management within the performance report. This aimed to cover the points raised at Finance and Policy Committee in June. In addition, the front page of the performance reports that would be submitted to the other four Policy Committees were included as appendix 2 for information. Detailed performance reports including more detailed updates on their chosen topics will be taken to those Committees in the coming weeks.

### **Decision**

1. That the overall progress made on the Council Plan 2016/17 and the progress made on the specific areas of the Council Plan relevant to the Committee at the end of Quarter 2 as set out in appendix 1 to the report be noted;
2. That the position in relation to use of RIPA powers as set out on page 1 of appendix 1 to the report be noted;
3. That the date change of the action RND 16/17 OD10 identified on page 2 of Appendix 1 to the report be approved;
4. That the detail provided on the actions identified as not achieved, those Performance Indicators identified as requiring intervention and the change to risks as set out on pages 1 and 2 of Appendix 1 to the report be noted;
5. That the update on Strategic Asset Management (page 5 of appendix

1) to the report be noted;

6. that the progress made on the Council Plan relevant to the other four Policy Committees as set out in appendix 2 to the report be noted.

**80. Strategic Financial Management Report - As At 30 September 2016** (*Corporate Management Team*)

**Type of decision**

For information.

**Purpose of report**

The purposes of the report were to inform Members of:

- i) 2016/17 Forecast General Fund Outturn;
- ii) Corporate Income Collection Performance; and
- iii) 2016/17 Capital Programme Monitoring.

**Issue(s) for consideration**

The Chief Finance Officer reported that, as detailed in the appendices to the report, the best case forecast outturn for departmental budgets was an over spend of £0.470m and the worst case is an over spend of £1.090m. The range reflects seasonal and demand led factors. The position in relation to corporate budgets was more positive and a net under spend of £0.540m is forecast. This was after earmarking £1.8m to fund future priorities, including capital investment. Council and Business Tax collection rates were as anticipated.

**Decision**

That the report be noted.

**81. Corporate Procurement Quarterly Report on Contracts** (*Director of Regeneration and Neighbourhoods*)

**Type of decision**

For information.

**Purpose of report**

To satisfy the requirements of the Council's Contract Procedure Rules with regard to the Finance and Policy Committee:

- Receiving and examining quarterly reports on the outcome of contract letting procedures including those where the lowest/highest price is not payable/receivable.



- Receiving and examining reports on any exemptions granted in respect of the Council's Contract Procedure Rules.

### **Issue(s) for consideration**

The Director of Regeneration and Neighbourhoods indicated that the table at Appendix A to the report detailed the required information for each procurement tender awarded since the last quarterly report. Appendix B to the report provided details of the required information in relation to Contract Procedure Rules exemptions granted since the last Corporate Procurement Quarterly Report on Contracts. The table at confidential Appendix C included the commercial information in respect of the tenders received and any confidential information relating to Contract Procedure Rule exemptions or contract extensions. This appendix contained exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, Appendix C.

A procurement focused 'stock-take' process is currently underway at the instruction of Members. Officers were revisiting the information currently held by the council on procured and commissioned services to manage the future work programme of the council and ensure Members are sighted on the future work programme. Departments were revisiting the details of their current contracts and their ad hoc purchasing activities for analysis. This analysis would explore any further possibilities for:

- Aggregation of demand and the formalisation of ad hoc arrangements
- Improving service delivery by considering the most effective method of delivery, i.e. in-house provider / external provider / collaboration etc.
- Savings in general.

### **Decision**

That the report be noted.

## **82. Any Other Items which the Chairman Considers are Urgent**

None.

The Committee noted that the next meeting would be held on Monday 9 January, 2017 commencing at 10.00 am.

The meeting concluded at 2.50 pm.

**P J DEVLIN**

**CHIEF SOLICITOR**

**PUBLICATION DATE: 12 DECEMBER 2016**