

## Minutes of the Cabinet

24 January 2012

### Present:

Councillor Mrs. V.J. Leighton (Leader of the Council and Chairman of the Cabinet)  
Councillor R.A. Smith-Ainsley (Deputy Leader of the Council, Vice-Chairman of the Cabinet and Cabinet Member for Planning and Housing)  
Councillor Mrs. J.M. Pinkerton (Deputy Leader and Cabinet Member for Older People and Health Liaison)  
Councillor F. Ayers (Cabinet Member for Community Safety and Assets)  
Councillor C. A. Davis (Cabinet Member for Economic Development)  
Councillor T.J.M. Evans (Cabinet Member for Finance)  
Councillor R.L. Watts (Cabinet Member for Environment)

**Apologies:** Councillor P.C. Forbes-Forsyth (Cabinet Member for Parks and Leisure)

### 1769. Minutes

The minutes of the meeting held on 13 December 2011 were agreed as a correct record.

### 1770. Disclosures of interest

There were none.

### 1771. Minutes of the Members Development Steering Group

Cabinet discussed the minutes of the meetings held on 11 October and 6 December 2011 respectively.

Cabinet asked that all councillors be invited, by e-mail, to indicate whether or not they would be attending seminars and training events.

Cabinet noted that the issue of Project Management would now be dealt with at a senior level in the Council.

**Resolved** to note the minutes of the meetings held on 11 October and 6 December 2011 respectively, and

1. that the member development budget is set at £4900 for 2012-13;
2. that the amount to be reviewed and confirmed for 2013-14 and 2014-15 budgets with the overall expenditure over the four years is not to exceed £18800.

### 1772. Recommendation from the Audit Committee

Cabinet considered the recommendation from the Audit Committee on the review of the Corporate Risk Register.

**Resolved** that Cabinet approves the Corporate Risk Register as submitted.

### 1773. \*Treasury Management Strategy Statement and Annual Investment Strategy 2011-12 – Key Decision

Cabinet considered a report updating members on the current treasury position and setting the Annual Investment Strategy and Prudential Indicators for 2012-13 to 2014-15.

**Resolved to recommend** that Council:

1. approves the proposed Treasury Management Strategy and Annual Investment Strategy for 2012-13 as set out in the report of the Chief Finance Officer.
2. approves the Prudential Indicators for 2012-13 as set out in the report of the Chief Finance Officer, and
3. formally adopts the Chartered Institute in Public Finance and Accountancy's (CIPFA) Code of Practice for Treasury Management in Public services (2011).

#### **1774. Replacement of pay-on-foot machines in Elmsleigh surface and multi-storey car parks**

Cabinet considered a report requesting permission to tender for a new parking payment system.

Cabinet noted that the introduction of an automatic number plate recognition system (ANPR) would maximise income for the Council and the use of modern technology would give customers a better service.

Cabinet also noted the importance of the ANPR having clear and accurate signage for the public.

**Resolved** that Cabinet:

1. agrees to the funding of an ANPR system for car parks in the sum of £80k plus annual maintenance costs of £10-12k after the first year's warranty expires.
2. delegates the selection of the shortlist of tenders to the Head of Sustainability and Leisure.

#### **1775. Car parks' fees and charges**

Cabinet considered a report on a request to limited changes in charging fees and amendments to car park orders to resolve anomalies.

**Resolved** that Cabinet:

1. authorises the Head of Sustainability and Leisure to proceed with proposals set out in paragraph 4.2 of the report of the Assistant Chief Executive.
2. authorises the Head of Corporate Governance to publish a notice of proposal to advertise the proposed changes in paragraph 4.2
3. delegates authority to the Head of Corporate Governance, in consultation with the Head of Sustainability and Leisure and the Cabinet Member for parking services to deal with any responses to the consultation
4. delegates authority to the Head of Sustainability and Leisure, in consultation with the cabinet Member for parking services to amend the proposals following consultation, and
5. authorises the Head of Corporate Governance to publish a notice of making once the final decision is made.

#### **1776. \*Draft Calendar of meetings for June 2012 to May 2013**

Cabinet considered a report on the calendar of Council, Cabinet and Committee meetings for the period June 2012 to May 2013.

**Resolved to recommend that Council** agrees the draft calendar of meetings for the period 1 June 2012 to 23 May 2013 as attached at Appendix A to the report of the Chief Executive.

#### **1777. Appointments to Outside Bodies**

Cabinet considered a report on the appointment of two representatives to serve on the London 2012 Olympics Steering Group and the Surrey High Sheriff's Youth Awards Council respectively.

**Resolved** that Cabinet agrees to appoint Councillor P.C Forbes-Forsyth (Cabinet Member for Parks and Leisure) to serve on the London 2012 Olympics Steering Group, and Councillor A.C. Harman to serve on the Surrey High Sheriff's Youth Awards Council.

#### **1778. Issues for future meetings**

There were none.

#### **1779. Urgent items**

There were none.

#### **NOTES:-**

- (1) *Members of the Overview and Scrutiny Committee are reminded that under Overview and Scrutiny Procedure Rule, the "call-in" procedure shall not apply to recommendations the Cabinet makes to the Council. The matters on which recommendations have been made to the Council, if any, are identified with an asterisk [\*] in the above Minutes.***
- (2) *Members of the Overview and Scrutiny Committee are entitled to call in decisions taken by the Cabinet for scrutiny before they are implemented, other than any recommendations covered under (1) above.***
- (3) *Within three working days of the date on which a decision of the Cabinet or a Cabinet Member is published, not less than three members [one of whom must be the Chairman] of the Overview and Scrutiny Committee are able to "call in" a decision;***
- (4) *To avoid delay in considering an item "called in", an extraordinary meeting of the Overview and Scrutiny Committee will be convened within seven days of a "call in" being received if an ordinary meeting is not scheduled in that period;***
- (5) *When calling in a Cabinet decision for review the members doing so should in their notice of "call in":-***
  - Outline their reasons for requiring a review;***
  - Indicate any further information they consider the Overview and Scrutiny Committee needs to have before it in order to conduct a review in addition to the written report made by officers to the Cabinet;***
  - Indicate whether, where the decision was taken collectively by the Cabinet, they wish the Leader or his nominee (who should normally be the Cabinet Member) or where the decision was taken by a Cabinet***

***Member, the member of the Cabinet making the decision, to attend the committee meeting; and***

- ***Indicate whether the officer making the report to the Cabinet or the Cabinet Member taking the decision or his/her representative should attend the meeting.***

***(6) The deadline of three working days for "call in" by Members of the Overview and Scrutiny Committee in relation to the above decisions by the Cabinet is the close of business on 30 January 2012***