

**MINUTES OF THE SPECIAL CABINET MEETING**

**18 FEBRUARY 2010**

**PRESENT:**

Councillor J.D. Packman (Leader of the Council, Chairman of the Cabinet and Cabinet Member - Leader of the Council);  
Councillor R.A. Smith-Ainsley (Deputy Leader of the Council, Vice-Chairman of the Cabinet and Cabinet Member for Planning and Housing);  
Councillor F. Ayers (Cabinet Member for Community Safety);  
Councillor S. Bhadye (Cabinet Member for Independent Living);  
Councillor C.A. Davis (Cabinet Member for Economic Development);  
Councillor G.E. Forsbrey (Cabinet Member for Environment);  
Councillor Mrs. D.L. Grant (Cabinet Member for Young People and Culture); and  
Councillor Mrs. V.J. Leighton (Cabinet Member for Finance and Resources).

**Apologies:** Councillors A.P. Hirst and Ms. P.A. Broom.

**In Attendance:** Councillor Mrs. J.M. Pinkerton [Chairman of the Joint Scrutiny Outline Budget Strategy Task Group].

**1577. RECOMMENDATIONS FROM THE JOINT MEETING OF THE IMPROVEMENT AND DEVELOPMENT AND PERFORMANCE MANAGEMENT AND REVIEW COMMITTEES HELD ON 16 FEBRUARY 2010 – RE: THE JOINT SCRUTINY OUTLINE BUDGET STRATEGY TASK GROUP**

The Cabinet received a presentation by Councillor Mrs. J.M. Pinkerton [Chairman of the Joint Scrutiny Outline Budget Strategy Task Group] on the objectives, work and recommendations of the Joint Scrutiny Outline Budget Strategy Task Group.

She summarised the Task Group's recommendations as submitted to the Joint meeting of the Improvement and Development and Performance Management and Review Committees held on 16 February 2010. She further highlighted the changes made to the Task Group's recommendations in light of the decisions made by the Joint meeting of the two Scrutiny Committees.

The Cabinet held a wide ranging discussion on the covering report setting out the background to and details on the Task Group's recommendations. Councillor Mrs. Pinkerton answered questions from Members and clarified points of detail in relation to the various key issues dealt with by the Task Group.

The Cabinet proposed amendments to the covering report. These were: (1) Scope of the Review - delete some wording, (2) Scale of Budget Deficit - insert wording to show comparative position as at 16 September 2009 and as at 18 February 2010, (3) General Observations – add correct budget shortfall figure of £1.2m, (4) General Observations – add revised wording “Providing a range of food hygiene courses for commercial food handlers and offering refresher courses every three years”, (5) all Leader's Task Group references to be changed to Leader's Monitoring Group, (6) Partnership Working – make one addition and one revision to the examples, (7) Partnership Protocol - add revised wording “Additional payment, benefit and investment for being the lead authority of a partnership”, and (8)

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Identified Future Savings – Longer Term - add revised wording “Complete reorganisation of the management structure so as to provide financial savings and efficiency improvements”.

### RESOLVED:

1. That the following recommendations of the Joint Scrutiny Outline Budget Strategy Task Group, incorporating the amendments made by the Joint meeting of the two Scrutiny Committees on 16 February 2010 and by the Special meeting of the Cabinet on 18 February 2010, be endorsed for further investigation:
  - (a) The Council incorporates the initiatives outlined above to provide the required savings.
  - (b) We also suggest that the role of monitoring and reporting on the delivery of priorities is reinforced and that our Task Group be reconstituted as a Leader’s Monitoring Group to take on this role.
  - (c) That the Business Improvement Board be chaired by the Chief Executive and that the Business Improvement Manager reports directly to the Chief Executive. Urgent consideration to enhance resourcing of this team be given. Progress reports on the work of the Board be submitted to the appropriate Scrutiny Committee twice a year.
  - (d) A robust performance management structure to be implemented.
  - (e) Consider establishing, from current staff, someone to take responsibility to develop a strategy on partnership working and to lead for the Council in this area.
  - (f) Head of Service posts to be advertised internally first to give the opportunity for progression from within and, if an internal appointment is possible, to then explore the opportunities for subsequent structure review and savings.
  - (g) The interim management structure be implemented from 1 April 2010 to reduce Management Team to 5.
  - (h) A managed process to reduce Management Team to 4 within 2 years.
  - (i) That all possibilities of income generation are regularly pursued.
  - (j) Ensure balance against statutory requirements and resources available.
  - (k) The Task Group has been greatly impressed by the ability, dedication and enthusiasm of many of the Heads of Service who presented to the Task Group and it is essential for the Council’s future that they are provided with opportunities to develop their skills further. This confidence in the calibre of many of our managers leads us to believe that there is a healthy prospect for succession management, even though some reductions in senior managerial expenditure will be required.
  
2. That the thanks of the Cabinet, on behalf of the Council, be placed on record in recognition of the excellent work carried out by Councillor Mrs. J.M. Pinkerton, as Chairman of the Joint Scrutiny Outline Budget Strategy Task Group, and by the other members of the Task Group, Councillors Mrs. E.M. Bell, Ms. P.A. Broom, Mrs. V.J. Leighton (Cabinet Member for Finance and Resources), D.L. McShane and S. Rough.

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### NOTES:-

- (1) **Members of the Improvement and Development and Performance Management and Review Committees are reminded that under Overview and Scrutiny Procedure Rule 16.2 in the Council's Constitution, 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 Improvement and Development and Performance Management and Review Committees 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 either the Improvement and Development or the Performance Management and Review Committee are able to "call in" a decision which falls within the functions of their own particular Committee;**
- (4) **To avoid delay in considering an item "called in", an extraordinary meeting of the relevant 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 an 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 their 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 Improvement and Development and Performance Management and Review Committees in relation to the above decisions by the Cabinet is the close of business on THURSDAY – 25 FEBRUARY 2010.**

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