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PUBLIC

To: Members of Cabinet Member Meeting - Corporate Services

19 June 2019

Dear Councillor,

Please attend a meeting of the **Cabinet Member Meeting - Corporate Services** to be held at **1.00 pm** on **Thursday, 27 June 2019** in Meeting Room 5, County Hall, Matlock, the agenda for which is set out below.

Yours faithfully,

A handwritten signature in cursive script that reads 'Janie Berry'.

JANIE BERRY
Director of Legal Services

AGENDA

PART I - NON-EXEMPT ITEMS

1. Declarations of Interest
To receive declarations of interest (if any)
2. To confirm the minutes of the meeting held on 6 June 2019 (Pages 1 - 4)
3. Exclusion of the Public
To move "That under Regulation 21 (1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations

2000, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph(s)... of Part 1 of Schedule 12A to the Local Government Act 1972”

PART II - EXEMPT ITEMS

4. Declarations of Interest

 To receive declarations of interest (if any)
5. To confirm the exempt minutes of the meeting held on 6 June 2019 (Pages 5 - 6)
6. To consider the exempt report of the Executive Director Commissioning, Communities and Policy on the sale by auction - Southlands HOP, Long Eaton (Pages 7 - 10)

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MINUTES of a meeting of the **CABINET MEMBER FOR CORPORATE SERVICES** held on 6 June 2019 at County Hall, Matlock

PRESENT

Cabinet Member – Councillor A Foster

Also in attendance – Councillor P Murray

32/19 **MINUTES RESOLVED** that the minutes of the meeting held on 16 May 2019 be confirmed as a correct record and signed by the Cabinet Member.

33/19 **REVENUE OUTTURN 2018-2019** The controllable budget for the Corporate Services portfolio was approximately £44m with an outturn of £0.635m underspend. The final outturn position statement was presented. The key variances were as follows:-

Legal Services Division - £0.183m overspend

There was an ongoing review to address issues relating to a provision of the service, workload and allocated budget savings.

County Property - £1.016m overspend

There were two areas that had contributed to the County Property overspend:

Industrial Development - £0.676m overspend. Whilst the occupancy of the industrial sites was currently running at 92%, there were a number of units that were leased on 'below market rates' to organisations that had charitable status. In addition there were a number of units where the Council provided rent free periods as an incentive to attract businesses and offset maintenance requirements. The income target was challenging and work was underway to ensure the units were placed on a sustainable basis moving forward.

County Buildings - £0.451m overspend. There had been a significant increase in spend on day to day maintenance, particularly on the County Hall complex. An invoice had also been received from High Peak Borough Council for running costs for the Glossop Municipal Buildings back dated to 2016-17 which was unbudgeted for.

Finance & ICT - £0.883m underspend

This had mainly arisen due to the non-filling of vacancies, particularly in the ICT part of the division. The recent approval of the new ICT Strategy would lead to a release of some of these vacancies to achieve the outcomes set out in the strategy. The division had achieved additional income from services provided to schools and the Welsh Government.

Human Resources - £0.516m underspend The service was currently conducting a major review of the HR function across the council. A number of posts had been held vacant, to help meet savings targets in future years and also to give some flexibility when implementing the review.

Strategic management - £0.429m underspend Previous achievement of savings additional to those planned as part of the council's budget reduction programme. These savings would be re-allocated to other pressures within the division.

The portfolio had received the following permanent base budget growth items in 2018-19:

Corporate Property Asset Valuations £0.280m; and

Email and internet services £0.250m

The savings target allocated to the portfolio for 2018-19 was £1.446m. Savings achieved against the target were £1.352m, leaving a balance of £0.094m. This shortfall had been met by funds allocated by Council in the 2018-19 budget and underspends.

The Council had allocated £44,000 on a one off basis to fund savings that weren't anticipated being met in 2018-19. Of the savings identified, the savings in Legal Services staffing would not be achieved this year due to workload issues. In respect of the impact of non-achievement of savings in 2019-20, it was anticipated that those relating to the Legal Services Division (£75,000) would not be met. The Service was currently going through a review of its functions. The budget reductions were set out in Appendix 1 to the report. The Department's Earmarked Reserves totalled £72.7m and were listed in Appendix 2 to the report.

The main risks included in the CCP risk register were Traded Services and the under achievement of budget savings.

RESOLVED to note the position on the 2018-19 Revenue Budget.

34/19 **EXCLUSION OF THE PUBLIC** **RESOLVED** to exclude the public from the meeting during the consideration of the remaining items on the agenda to avoid the disclosure of exempt or confidential information

SUMMARY OF PROCEEDINGS CONDUCTED AFTER THE PUBLIC WERE EXCLUDED FROM THE MEETING

1. To confirm the exempt minutes of the meeting held on 16 May 2019.

2. To consider the exempt reports of the Executive Director Commissioning, Communities and Policy on:-
 - a) 64 and 66 Sheffield Road, Chesterfield
(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))
 - b) Disposal of land at Market Street, Clay Cross
(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))

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