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PUBLIC

To: Cabinet Member Meeting - Corporate Services

2 October 2019

Dear Councillor,

Please attend a meeting of the **Cabinet Member Meeting - Corporate Services** to be held at **11.00 am** on **Thursday, 10 October 2019** in Committee Room 4, 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 and Democratic Services

A G E N D A

PART I - NON-EXEMPT ITEMS

1. Apologies for Absence
To receive apologies for absence (if any)
2. Declarations of Interest
To receive declarations of interest (if any)
3. Minutes (Pages 1 - 4)

To confirm the non-exempt minutes of the meeting of the Cabinet Member – Corporate Services held on 19 September 2019

4. 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

5. Declarations of Interest

To receive declarations of interest (if any)

6. Minutes (Pages 5 - 6)

To confirm the exempt minutes of the meeting of the Cabinet Member – Corporate Services held on 19 September 2019

7. Analogue Telephony Services delivered by British Telecom (Pages 7 - 10)

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MINUTES of a meeting of the **CABINET MEMBER FOR CORPORATE SERVICES** held on 19 September 2019 at County Hall, Matlock

PRESENT

Cabinet Member – Councillor A Foster

54/19 **MINUTES RESOLVED** that the minutes of the meeting held on 1 August 2019 be confirmed as a correct record and signed by the Cabinet Member.

55/19 **BUDGET MONITORING 2019-20 – PERIOD 3 (AS AT 30 JUNE 2019)** The net controllable budget for the Corporate Services portfolio was £48m. The Revenue Budget Monitoring Statement prepared at period 3 indicated that there was a projected year-end underspend of £0.532m. The significant areas which made up this projection were detailed in the report and the key variances were as follows:-

Finance & ICT - £0.860m underspend

The division was planning to make significant savings from restructuring various parts of the business over the next three years, with the first tranche of the review being implemented in 2020-21. The underspend was as a result of vacancy control, which would assist in managing the restructure more effectively.

County Property - £0.583m overspend

This was made up of an overspend of £0.600m on Industrial Development. 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.

Legal Services - £0.318m overspend

Although the budget was increased by £300k, the demand for services had meant that there was still a need to employ agency staff, which accounted for most of the overspend. A review was currently underway to examine a different model for delivering legal services, which would manage both service demand and costs more effectively.

Human Resources - £0.230m underspend

The major area of underspend related to vacancies. The Division was currently undergoing a review of the HR function within the council, and was centralising the function. The review would make a significant contribution towards the 2020-21 and 2021-22 savings targets. Holding vacancies would help to contribute towards the savings targets in future years.

The value of the savings initiatives which had been identified for implementation in the current year was £1.152m. It was forecast that £1.152m of savings would have been achieved by the year-end.

The portfolio had received the following additional budget allocations in:

ICT strategy - £0.200m ongoing - This would be used to ensure that ICT was aligned with the requirements of the business, in particular in delivering the Enterprising Council programme.

Legal Services - £0.300m ongoing - The growth was being utilised to support the provision of services due to the level of demand.

Enterprising Council £0.150m (one off) - Support for the programme of transformational change, which would affect the whole of the Council.

Learning Management System £0.083m (one off) - The funds would be used to project manage the replacement of the Council's Learning Management system

SSC HR consultant - SAP development £0.045m (one off) - There would be increased support for the HR SAP development team which would enable the section to focus on generating more financial savings.

The risks that could negatively impact on the portfolio's forecast outturn position reported in the Forecast Summary were highlighted.

Earmarked reserves totalling £82.470m were currently held to support future expenditure. Details of these reserves were presented.

RESOLVED to note the report.

56/19 **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 1 August 2019.

2. To consider the exempt reports of the Executive Director Commissioning, Communities and Policy on:-
 - a) Acceptance of Offer: Former Gladys Buxton Centre, Dronfield
(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))
 - b) Transfer of Waste Sites to a New Operator
(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))

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By virtue of
Regulation 21(1)(A) of the Local Authorities (Executive
Arrangements) (Access to Information) (England)
Regulations 2000.

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