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To: Members of Cabinet Member Meeting - Corporate Services

Date Not Specified

Dear Councillor,

Please attend a meeting with the **Cabinet Member Meeting - Corporate Services** to be held at **11.00 am** on **Thursday, 16 April 2020** via Skype, the agenda for which is set out below.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'S Hobbs', written over a light blue horizontal line.

Simon Hobbs
Director of Legal and Democratic Services

AGENDA

PART I - NON-EXEMPT ITEMS

1. To receive declarations of interest (if any)
2. To confirm the minutes of the meeting held on 5 March 2020 (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. To receive declarations of interest (if any)
- 5 (a) Surplus Properties (Pages 5 - 12)
- 5 (b) Quarterly Report of Delegated Approvals for Property Transactions (Pages 13 - 18)
- 5 (c) Acceptance of Offer - former Chesterfield Register Office and Crossways, New Beetwell Street, Chesterfield (Pages 19 - 24)

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Agenda Item No.2

MINUTES of a meeting of the **CABINET MEMBER FOR CORPORATE SERVICES** held on 5 March 2020 at County Hall, Matlock

PRESENT

Cabinet Member – Councillor A Foster

Also in attendance – Councillor P Murray

5/20 **MINUTES RESOLVED** that the minutes of the meeting held on 13 February 2020 be confirmed as a correct record and signed by the Cabinet Member.

6/20 **GENDER PAY GAP REPORTING REQUIREMENTS** The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 required that all public, private and voluntary sector organisations with over 250 employees published and reported specific data, on their gender pay gap by 31 March each year. Organisations were required to publish gender pay gap data and supporting narrative on their website as well as reporting the data on the Government Equalities Office website.

The gender pay gap was the difference between the average earnings of men and women, expressed relative to men's earnings, for example, 'men earn 15% more than women per hour'. The gender pay gap showed the difference in the mean and median pay of men and women.

The Council's job evaluation scheme ensured that all jobs were evaluated and graded consistently to ensure equal pay for work of equal value, regardless of gender. Schools were not required to publish gender pay data unless they had 250 or more employees, therefore, directly employed school employees were not included in the gender pay gap calculations.

The reporting requirements set out in Appendix 1 to the report, provided detailed instructions on the data to be included or excluded in the pay gap calculations as well as specifying the calculations to be carried out. The calculations were undertaken using data from a specific reference date, called the 'snapshot date'. For public sector organisations, the snapshot date each year was 31 March and the required data must be published within a year of the snapshot date. Therefore, the Council's data at 31 March 2019, along with that of all other public sector organisations, would have to be published by the end of March 2020.

RESOLVED to note the report and the proposed data to be published.

7/20 BUDGET MONITORING 2019-20 – PERIOD 9 (AS AT 31 DECEMBER 2019)

The net controllable budget for the Corporate Services portfolio was £48.308m. The Revenue Budget Monitoring Statement prepared at period 9 indicated that there was a projected year-end underspend of £1.189m. The significant areas which made up this projection were detailed in the report and the key variances were as follows:

Finance & ICT - £0.473m underspend

The ICT section 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.

Strategic Management - £0.321m underspend

The underspend predominantly related to the uncommitted previous Chief Executive budget which was to be reallocated.

Human Resources - £0.611m underspend

The major area of underspend related to vacancies. The Division was currently undergoing a review of its function within the Council which would result in the centralisation of services and make a significant contribution towards savings targets.

Budget reductions totalling £1.435m had been allocated for the year. Additionally there was a brought forward balance of savings not achieved during the prior year of £0.377m. The value of the savings initiatives which had been identified for implementation in the current year was £1.437m. It was forecast that £1.279m of savings will have been achieved by the year-end.

The portfolio had received the following additional budget allocations in 2019-20:

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 (one off) - The growth was being utilised to support the provision of services due to the level of demand.

Enterprising Council - £0.150m (one off) £0.094m (ongoing) - 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

Shared Service Centre 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 £75.166m were currently held to support future expenditure. Details of these reserves were presented.

The profile of the debt raised, relating to income receivable by services within the Commissioning, Communities and Policy department was presented. In the year up to the end of 31 December 2019 the value of debt that had been written off totalled £0.053m.

RESOLVED to note the report.

8/20 **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 13 February 2020.

9/20 **MINUTES RESOLVED** that the exempt minutes of the meeting held on 13 February 2020 be confirmed as a correct record and signed by the Cabinet Member (contains exempt information).

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