

# Public Document Pack



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PUBLIC

To: Members of Cabinet Member - Corporate Services and Budget

Date Not Specified

Dear Councillor,

Please attend a meeting of the **Cabinet Member - Corporate Services and Budget** to be held at **10.30am** on **Thursday, 8 July 2021** in the Council Chamber, County Hall, Matlock, the agenda for which is set out below.

Yours faithfully,

A handwritten signature in black ink that reads 'Helen E. Barrington'.

**Helen Barrington**  
**Director of Legal and Democratic Services**

## **A G E N D A**

### **PART I - NON-EXEMPT ITEMS**

1. To receive declarations of interest (if any)
2. To receive the minutes of the meeting of the Cabinet Member - Corporate Services held on 15 April 2021 (Pages 1 - 4)
3. Exclusion of the Public

(That under Regulation 4 (2)(b) of the Local Authorities (Executive

Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting for the following items of business on the grounds that in view of the nature of the items of business, that if members of the public were present, exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 would be disclosed to them.)

## **PART II - EXEMPT ITEMS**

4. To receive declarations of interest (if any)

To consider the exempt reports of the Managing Executive Director for Commissioning, Communities and Policy on:

- 5 (a) Quarterly Report of Delegated Approvals for Property Transactions (not exceeding £500,000) (Pages 5 - 8)
- 5 (b) Quarterly Report of Delegated Approvals for Property Transactions (not exceeding £100,000) (Pages 9 - 12)

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**MINUTES** of a meeting of the **CABINET MEMBER FOR CORPORATE SERVICES** held on 15 April 2021.

**PRESENT**

Cabinet Member – Councillor A Foster

Also in attendance – Councillor P Murray

**19/21** **MINUTES RESOLVED** that the minutes of the meeting held on 11 March 2021 be confirmed as a correct record.

**20/21** **PERFORMANCE AND BUDGET MONITORING/FORECAST OUTTURN 2020-2021 AS AT QUARTER 3** The Director of Finance & ICT provided the Cabinet Member with an update of the Council Plan performance position and the revenue budget position of the Corporate Services portfolio for 2020-2021 up to the end of December 2020 (Quarter 3).

The report presented both financial and Council Plan performance data. The performance summary set out progress on the Council Plan deliverables and measures led by the Corporate Services portfolio. The remainder of the report gave a summary and detail on the revenue budget position for the portfolio. As an overview, the report showed that progress was "good" for all of the Council Plan deliverables led by the portfolio, however the deliverable "Value for Money board" had been flagged as "requiring review" because of delays caused by Covid-19. After the use of additional Covid-19 funding, the budget forecast position for 2020-2021 was an overspend of £2.314m. It was forecast that £2.513m of savings would have been achieved by the year end. This compared to target savings of £5.866m and the value of savings initiatives, which had been identified for implementation in the current year, of £4.931m. An overview for Quarter 3 of progress on the Council Plan deliverables and measures relating directly to Corporate Services was provided.

Progress was "good" for all of the Council Plan deliverables led by the portfolio. The key areas of success were:

- All departments had agreed to transition contract data onto the central contracts register. When complete, we would have a Council wide view of the contractual landscape to enable better procurement planning;
- The first business cases for asset rationalisation had been approved by the Limited Liability Partnership. Sales of land and buildings had raised over £2.7m so far this year;

- The Council remained on track to achieve its target of 10 days lost per appointment to sickness across the the Council. There was an improvement to 9.4 days in quarter 3 from 10.3 at quarter 2.

Key areas for consideration were:

- Covid-19 had caused delays to the Value for Money Board however progress was now being made and the objectives were on track to be delivered.

Further information on the portfolio's Council Plan performance were included at Appendix A to the report.

The net controllable budget for the Corporate Services portfolio was £44.036m. An additional £3.296m Covid-19 funding would be added to the budget to give a total of £47.332m. The Revenue Budget Monitoring Statement prepared for quarter 3 indicated that there was a forecast year-end overspend of £5.610m. This overspend would be supported by the use of £3.296m of additional Covid-19 funding which had been allocated to the Council to support the costs incurred as a result of the pandemic. After the use of this funding the forecast position was an overspend of £2.314m. The significant areas which made up this forecast were provided and the key variances were highlighted.

Budget reduction targets totalling £5.190m had been allocated for the year. Further reductions allocated in prior years, totalling £0.676m, had not been achieved and were brought forward to the current year. This had resulted in total reduction targets to be achieved of £5.866m at the start of the year.

The value of the savings initiatives which had been identified for implementation in the current year was £4.931m. The shortfall between the total targets and the identified savings initiatives was £0.935m.

The shortfall between the total reductions expected to be achieved and the identified savings initiatives at the start of the year was £2.418m. This included Property's target of £1.893m which would be achieved by introducing PSP Derbyshire LLP (Public Sector PLC Derbyshire Limited Liability Partnership). The LLP had now been established and projects would require reporting and validation before they could commence. It was forecast that £2.513m of savings would have been achieved by the year-end. Details of performance against the target were provided.

There was a risk that Covid-19 could negatively impact on the portfolio's forecast outturn position reported in the Forecast Summary, however, it was difficult to quantify at present.

Earmarked reserves totalling £56.684 were currently held to support future expenditure. Details of these reserves were presented in the report.

**RESOLVED** that the Cabinet Member notes the report and considered whether there were any further actions that should be undertaken to improve the budget position moving forwards or to address performance, where it had not met the desired level.

**21/21**      **SUPPLY AND SUPPORT AND MAINTENANCE FOR ELECTRONIC DOCUMENT AND RECORDS MANAGEMENT SYSTEM (EDRM)** (Councillor Tony Kemp, Chairman of the Improvement and Scrutiny Committee - Resources had agreed that call-in should be waived on the basis that the decision proposed was reasonable in all the circumstances and to it being treated as a matter of urgency due to the urgent nature of the decision required) .Approval was sought to use the ComIT 2 Health Trust Europe Framework under Protocol 2A of the County Council's Financial Regulations to procure a contract for EDRM maintenance and support for one year from 1 April 2021 to 31 March 2022.

The existing contract with OpenText had been extended on a number of occasions and it was proposed that the ComIT 2 Health Trust Europe Framework was used under Protocol 2A to award a new support contract for one year. During this time the Data Management Strategy project will have started, and the support and maintenance requirements could be reviewed against progress for a further one or two years. The Framework was a single lot framework which covered hardware, software, security, technology assisted services, and computer science. The Framework also had the option to award to a supplier via a Direct Award, which was the preferred option.

A Business Case for the use of the ComIT 2 Health Trust Europe Framework had been approved by the Director of Finance & ICT and Director of Legal & Democratic Services in accordance with Protocol 2A of the County Council's Financial Regulations. Award of the contract from the Framework was a matter which had been delegated to the Managing Executive Director Commissioning, Communities and Policy in accordance with Protocol 2B of the County Council's Financial Regulations.

**RESOLVED** to approves the use of the ComIT 2 Health Trust Europe Framework under Protocol 2A for the procurement of a contract for EDRM maintenance and support for one year for a period of 1 year.

**22/21**      **EXCLUSION OF THE PUBLIC** **RESOLVED** that under Regulation 4 (2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting for the following items of business on the grounds that in view of the nature of the items of business, that if members of the public were

present, exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 would be disclosed to them.

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

1. To confirm the exempt minutes of the meeting held on 11 March 2021 (contains exempt information)

**23/21** **MINUTES RESOLVED** that the exempt minutes of the meeting held on 11 March 2021 be confirmed as a correct record.

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