

PUBLIC

**MINUTES** of a meeting of the **CABINET MEMBER FOR CORPORATE SERVICES** held on 5 November 2020.

**PRESENT**

Cabinet Member – Councillor A Foster

Also in attendance – Councillor P Murray

**28/20** **MINUTES RESOLVED** that the minutes of the meeting held on 8 October 2020 be confirmed as a correct record.

**29/20** **REVENUE OUTTURN 2019-20** The net controllable budget for the Corporate Services portfolio was £45.020m and the Revenue Budget Outturn Statement indicated that there was an underspend of £1.698m. The significant areas which made up the underspend highlighted and the key variances were as follows:

Strategic Management- underspend £0.480m

Savings from the deletion of senior management posts in 2017.

Finance & ICT - underspend £1.071m

The underspend in Finance was mainly due to the planned non-filling of vacancies. The ICT section was in the process of undertaking restructuring of various parts of the business over two years, with the first tranche of the review having been implemented in 2020-21. The underspend in ICT was as a result of planned vacancy control, which would assist in managing the restructure more effectively.

Human Resources - underspend £0.556m

The major area of underspend related to vacancies. The Division was currently undergoing a review of its functions as part of the centralisation of the HR function. The review would make a significant contribution towards the 2020-21 and 2021-22 savings targets. The planned holding of vacancies would help to contribute towards the ability of HR to manage its restructure and deliver against savings targets in future years

County Property - overspend £0.426m

The overspend was due to a combination of:

- County Buildings was overspent largely due to vacant buildings that were waiting to be sold incurring costs.
- Industrial Development units had an income target based on 100% occupancy which had not been achieved. In addition, they had rental

agreements that were below market rate to support charitable organisations.

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. Of this, savings of £1.279m had been achieved.

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

- ICT strategy - £0.200m (ongoing)
- Legal Services - £0.300m (one off)
- Enterprising Council - £0.150m (one off) £0.094m (ongoing)
- Learning Management System - £0.083m (one off)
- Shared Service Centre HR consultant – SAP development £0.045m (one off)

The current earmarked reserves totalled £69.261m and details of these reserves were provided.

**RESOLVED** to note the report.

**30/20**      **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 consider the exempt reports of the Executive Director Commissioning, Communities and Policy on:
  - a) Quarterly Report of Delegated Authority Approvals for Property Transactions – not exceeding £500,000
  - b) Quarterly Report of Delegated Authority Approvals for Property Transactions – not exceeding £100,000  
(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))