

## RECORD OF EXECUTIVE DECISION (THE DECISIONS LIST)

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| Date:           | Decision Maker: | Subject to Call-in* |
| 07 October 2022 | Cabinet         | Yes                 |

### SUBJECT OF DECISION:

Leader of the Council's Items - A.1 - Highlight Priority Actions 2022/23 towards Corporate Plan Themes - Monitoring Report at the Half Year Point

### Decision:

**RESOLVED** that the contents of the report together with the proposed realignment of particular milestones and adoption of new milestones, for particular highlight priority actions set out in the report be noted and endorsed.

### Reasons for Decision:

In order that certain milestones associated with particular highlight priorities referenced in the report could be adjusted.

### Alternative Options Considered:

Not to submit the report to the formal meeting of Cabinet. This was discounted as it does not support the transparency commitments of the Council. It would also not facilitate the identified proposed adjustments to the milestones referenced in the report.

### Conflicts of Interest Declared (and Dispensations Granted by the Monitoring Officer)

None

### Consultation with Ward Member:

N/A

### Contact Officer:

Keith Simmons, Head of Democratic Services and Elections

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| Date:           | Decision Maker: | Subject to Call-in* |
| 07 October 2022 | Cabinet         | Yes                 |

**SUBJECT OF DECISION:**

Cabinet Members' Items - Report of the Corporate Finance & Governance Portfolio Holder - A.2 - Financial Performance Report - General Update 2022/23 and 2023/24

**Decision:**

**RESOLVED** that Cabinet –

- a) notes the contents of the Portfolio Holder's report and requests Officers to explore opportunities to maximise Member engagement in the budget setting process as early as possible in the financial forecast 'cycle' for 2023/24;
- b) requests Officers to present an updated financial forecast and funding options to the November 2022 meeting of Cabinet;
- c) approves the funding allocations set out within Table 2 within the Portfolio Holder's report, with the associated total cost of £859,200 met from the Corporate Investment "Reserve";
- d) approves a delegation to Officers, in consultation with the relevant portfolio holders, to agree the necessary arrangements to implement / take forward the items set out within the aforementioned Table 2;
- e) approves the acceptance of external funding made available by the Council's Local Health Partners totalling £408,000, and authorises the relevant Portfolio Holder to approve the associated schemes / projects in consultation with the Alliance Board; and
- f) approves that the Council continues to be a member of the Essex Business Rates Pool and Council Tax Sharing Agreement with Essex County Council in 2023/24 if it remains financially advantageous to do so.

**Reasons for Decision:**

In order to:-

- (a) engage all Members as early as possible in the process in order to add resilience to the Council's financial position heading into 2023 and to ensure that the Council not only balanced the books but protected as many front line services as it possibly could going into 2023/24 and beyond; and
- (b) also enable a number of items to be funded in the immediate term given their relative urgency.

**Alternative Options Considered:**

- (1) Not to approve some or all of the funding allocations in Table 2;

- (2) Not to accept the external funding made available by local health partners; and
- (3) Not to continue as a member of the Essex Business Rates Pool and Council Tax Sharing Agreement.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

None

**Consultation with Ward Member:**

N/A

**Contact Officer:**

Richard Barrett, Assistant Director (Finance and IT) & Section 151 Officer

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| 07 October 2022 | Cabinet         | Yes                 |

**SUBJECT OF DECISION:**

Cabinet Members' Items - Report of the Corporate Finance & Governance Portfolio Holder - A.3 - Update on Career Track and its Apprenticeship Provision

**Decision:**

**RESOLVED** that Cabinet –

- a) notes the implemented progress of the Career Track Apprenticeship Scheme since the Ofsted Report in December 2021 requiring improvement;
- b) approves the Terms of Reference of the Career Track Apprenticeship Governance Board, which will be chaired by the Cabinet Member for Corporate Finance and Governance, who also has the Portfolio Holder responsibility for Career Track; and
- c) continues its support for Career Track and their priorities and the longer term commitment to continue to explore opportunities to deliver the Service at no net cost to the Council.

**Reasons for Decision:**

To enable Career Track to work towards achieving a ‘Good’ Ofsted inspection result and to continue to contribute to the economic, health and social well-being of the District.

**Alternative Options Considered:**

The alternative option was to cease the Career Track Apprenticeship programme. Career Track would not meet the Ofsted requirements or the expectations within the ESFA agreement and the Council would not have to fund the overspend in the budget for

2022/2023.

This would result in a significant impact on the local community, including local employers and Tendering young people and their families.

Therefore this option had not been adopted.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

None

**Consultation with Ward Member:**

N/A

**Contact Officer:**

Anastasia Simpson, Assistant Director (Partnerships)

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**SUBJECT OF DECISION:**

Cabinet Members' Items - Report of the Housing Portfolio Holder - A.4 - Agreement with Essex County Council to use Sheltered Housing Flats for the provision of Short Term Accommodation for those leaving Hospital Care

**Decision:**

**RESOLVED** that Cabinet -

- (a) approves the principle of using vacant sheltered housing flats for the provision of short term accommodation for those leaving hospital care and whose principal home is unavailable;
- (b) approves entering into an agreement with Essex County Council to formalise the arrangement to use two flats at Kate Daniels House, Weeley for a period of three years for such temporary accommodation;
- (c) authorises the Corporate Director (Operations and Delivery), in consultation with the Housing Portfolio Holder, to agree the terms of the agreement with Essex County Council; and
- (d) authorises the extension of that agreement to further flats and other schemes or beyond the three year period should there be a demonstrated need and mutual agreement to do so.

**Reasons for Decision:**

In the belief that the two properties in question were likely to remain void for the foreseeable future due to historic low demand for that site and that entering into the agreement would generate an income to the Housing Revenue Account and help alleviate problems caused by an individual not being able to return to their home.

**Alternative Options Considered:**

Not to enter into the agreement and to leave the properties void.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

None

**Consultation with Ward Member:**

N/A

**Contact Officer:**

Tim Clarke, Assistant Director (Housing and Environment)

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| 07 October 2022 | Cabinet         | Yes                 |

**SUBJECT OF DECISION:**

Cabinet Members' Items - Report of the Partnerships Portfolio Holder - A.5 - Draft Equality and Inclusion Strategy 2023 to 2027

**Decision:**

**RESOLVED** that Cabinet approves the draft Equality and Inclusion Strategy, as set out in the Appendix to item A.5 of the Report of the Partnerships Portfolio Holder, for public consultation purposes.

**Reasons for Decision:**

In accordance with the agreed and published Corporate Priorities for 2022/23, section C3 Effective and Positive Governance for Quarter 2.

**Alternative Options Considered:**

To decide against adoption and publication of an Equality and Inclusion Strategy – this option was not recommended as this would be in conflict with the Cabinet's Highlight Priorities for 22/23 and could be regarded as failing to comply with the Public Sector Equality Duty as set out within the Equality Act 2010.

To delay consultation on a draft Equality and Inclusion Strategy – this was also not

recommended as the purpose of consultation was to gauge views on its proposals which could strengthen the Council's commitment to fulfilling its PSED.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

None

**Consultation with Ward Member:**

N/A

**Contact Officer:**

Anastasia Simpson, Assistant Director (Partnerships)

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**SUBJECT OF DECISION:**

Cabinet Members' Items - Report of the Partnerships Portfolio Holder - A.6 - Community Engagement Strategy

**Decision:**

**RESOLVED** that the draft Community Engagement Strategy, as set out in the Appendix to item A.6 of the Report of the Partnerships Portfolio Holder, be adopted.

**Reasons for Decision:**

To ensure that the Council delivered its Corporate Plan vision '*to put community leadership at the heart of everything we do through the delivery of high quality, affordable services and working positively with others*' and delivering against identified governance requirements.

**Alternative Options Considered:**

Not to have a Community Engagement Strategy. Although there is no legal requirement to develop a Community Engagement Strategy, it was considered best practice to have a document which detailed how the Council will engage with its stakeholders and the Council has committed to doing so through the Annual Governance Statement and the Cabinet's Highlight Priorities for 2022/23.

**Conflicts of Interest Declared  
(and Dispensations Granted by the Monitoring Officer)**

None

**Consultation with Ward Member:**

N/A

**Contact Officer:**

Emma Norton, Customer and Support Manager

\* The call-in procedure will not apply to a decision where the Chairman of the relevant overview and scrutiny committee's agreement has been obtained that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interest, (Rule 16 (h) of the Overview and Scrutiny Procedure Rules) or any decision made where such decision is to be referred to the Council or one of the overview and scrutiny committees for their consideration.