

**MINUTES OF THE MEETING OF THE CABINET, HELD ON FRIDAY 20 JANUARY 2017
AT 10.33 AM IN THE ESSEX HALL, TOWN HALL, CLACTON-ON-SEA**

PRESENT:

Councillor N R Stock
Councillor G V Guglielmi

Councillor T M Ferguson
Councillor P B Honeywood
Councillor L A McWilliams
Councillor M J Talbot
Councillor N W Turner

PORTFOLIO:

Leader of the Council (Chairman)
Deputy Leader of the Council, Portfolio Holder for
Enforcement and Community Safety and Interim Portfolio
Holder for Finance and Revenues & Benefits
Portfolio Holder for Tourism and Culture
Portfolio Holder for Housing
Portfolio Holder for Leisure, Health and Well-being
Portfolio Holder for Environment
Portfolio Holder for Commercialisation

Group Leaders Present by Invitation:

Councillors I J Henderson (Leader of the Labour Group) and M E Stephenson (Leader of the UKIP Group)

Also Present: Councillors Parsons and Steady

In Attendance: Chief Executive (Ian Davidson), Corporate Director (Corporate Services) (Martyn Knappett), Head of Finance, Revenues & Benefits & Section 151 Officer (Richard Barrett), Head of People, Performance and Projects (Anastasia Simpson), Committee Services Manager (Ian Ford), Communications Manager (Nigel Brown) and Deputy Management and Members' Support Manager (Lizzie Ridout)

126. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor M J Hughes (the Portfolio Holder for Corporate Services), G F Watling (the Portfolio Holder for Planning and Regeneration) and Councillor J A Broderick (Leader of the Holland-on-Sea Residents' Group).

The Leader of the Council informed Members that Councillor Hughes was seriously ill and in hospital. He expressed his best wishes to Councillor Hughes and his wife, Jane, for a speedy recovery to full health.

127. MINUTES OF THE LAST MEETING HELD ON FRIDAY 16 DECEMBER 2016

It was **RESOLVED** that the minutes of the last meeting of the Cabinet, held on Friday 16 December 2016, be approved as a correct record and signed by the Chairman.

128. DECLARATIONS OF INTEREST

There were none at this time though later in the meeting under Minute 137 below:

- (1) Councillor G V Guglielmi declared a non-pecuniary interest in the subject matter of that item insofar as his wife (Councillor V E Guglielmi) was a Trustee of TeenTalk; and
- (2) Councillor I J Henderson declared a non-pecuniary interest in the subject matter of that item insofar as his wife (Councillor J Henderson) was an appointed Observer on behalf of Harwich Town Council of the activities of TeenTalk.

In addition, under Minute 138 below, Councillor G V Guglielmi declared a non-pecuniary interest in that item insofar as he was the Ward Member for Mistley.

129. ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL

The Leader of the Council referred to the recent serious flood warning event at Jaywick and informed Cabinet that he would be make a statement on this at the meeting of the Council on Tuesday 24 January 2017.

130. ANNOUNCEMENTS BY CABINET MEMBERS

The Commercialisation Portfolio Holder (Councillor Turner) informed Cabinet that the first public consultation event on the proposed cliff stabilisation scheme between Clacton Pier and Holland-on-Sea had recently been held at The Kingscliff Hotel in Holland-on-Sea. He was pleased to report that members of the public had offered much support for the proposals.

131. MATTERS REFERRED TO THE CABINET BY THE COUNCIL

There were no matters referred to the Cabinet by the Council on this occasion.

132. MATTERS REFERRED TO THE CABINET BY A COMMITTEE

There were no matters referred to the Cabinet by a Committee on this occasion.

133. LEADER OF THE COUNCIL'S ITEMS

There were none on this occasion.

Cabinet Members' Items – Report of the Interim Portfolio Holder for Finance, Revenues and Benefits

134. ANNUAL TREASURY STRATEGY FOR 2017/18 (INCLUDING PRUDENTIAL AND TREASURY INDICATORS) (Report A.1)

There was submitted a report by the Interim Portfolio Holder for Finance, Revenues and Benefits (Report A.1), which sought the Cabinet's approval for the Annual Treasury Strategy for 2017/18 (including Prudential and Treasury Indicators) for consultation with the Corporate Management Committee.

It was reported that the Local Government Act 2003, and supporting regulations, required the Council to set out its treasury strategy for borrowing and to prepare an Annual Investment Strategy (as required by Investment Guidance subsequent to the Act), which set out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments, "having regard" to the Chartered Institute of Public Finance and Accountancy's (CIPFA) Prudential Code and the CIPFA Treasury Management Code of Practice.

It was noted that the Treasury Strategy had been prepared in light of advice received from the Council's Treasury advisers and reflected the latest codes and guidance.

Accordingly, it was moved by Councillor G V Guglielmi, seconded by Councillor Turner and:

RESOLVED that the Annual Treasury Strategy for 2017/2018 (including Prudential and Treasury Indicators) be approved and be submitted to the Corporate Management Committee for review.

135. FINAL GENERAL FUND REVENUE BUDGET AND CAPITAL PROGRAMME 2017/2018 (Report A.2)

There was submitted a report by the Interim Portfolio Holder for Finance, Revenues and Benefits, which sought the Cabinet's approval of the final budget proposals for 2017/18 (including Council Tax proposals) for recommendation to Council on 7 February 2017.

It was reported that, at its meeting held on 16 December 2016, Cabinet had considered the Revised Financial Baseline 2017/2018 and associated detailed budget proposals for 2017/2018, which presented a budget "gap" of £0.603m.

It was noted that Cabinet's budget proposals were subject to consultation with the Council's Corporate Management Committee, which had met on 19 December 2016 and 5 January 2017 to consider these and the Committee's comments were provided within the report, along with the response from the Interim Portfolio Holder for Finance, Revenues and Budgets.

It was further reported that, since the Cabinet's meeting on 16 December 2016, additional changes had been required, primarily as a result of new or revised information becoming available, which included the Government's Financial Settlement announcements. These had been included in the final budget proposals, as set out in the report, which together reduced the budget 'gap' to £0.558m. It was noted that this figure may change as further adjustments could be required as part of finalising the budget for presenting to Council on 7 February 2017, with a delegation included in the recommendations to reflect this.

Cabinet was informed that, following the Government's confirmation that Councils could increase their Council Tax by £5 instead of being limited to just 2%, the budget now reflected this change which in percentage terms equated to an increase of just under 3.3%.

It was further noted that the remaining budget 'gap' of £0.558m had been met by taking both the 2016/2017 position and 2017/2018 together across a two-year budget cycle. The favourable variance in 2016/2017 totalled £0.801m, which therefore more than offset the £0.558m required in 2017/2018, with the balance of £0.243m being a net contribution to the Building for the Future Reserve across both years.

It was reported that the above reflected the continuing challenging position of identifying the necessary savings whilst balancing, wherever possible, the aim of protecting services, a position that would be increasingly difficult to maintain going into 2018/2019.

Taking all of the changes into account, the Council Tax requirement had been revised to £7.229m, which was based on a £5 increase for this Council's services in 2017/2018 with a Band D Council tax of £157.64.

The Council's annual budget and the district and parish elements of the Council Tax would be considered by Full Council on 7 February 2017 with approval of the 'full' Council Tax levy for the year to be considered by the Council Tax Committee on 22 February 2017.

Cabinet was made aware that, in line with legislative requirements, the Council's

statutory Section 151 Officer had confirmed the robustness of the estimates along with the adequacy of reserves.

The report also set out proposed changes to Career Track and the Public Conveniences Maintenance Contract and also proposed to set aside funding from one-off budgets such as the New Homes Bonus to support the delivery of key priorities.

Accordingly, it was moved by Councillor G V Guglielmi, seconded by Councillor Turner and:

RESOLVED that:

1. if the financial position changes prior to Council considering the budget on 7 February 2017, the Corporate Director (Corporate Services), in consultation with the Interim Portfolio Holder for Finance, Revenues and Benefits, be authorised to adjust the budget, including the use of Reserves;
2. in consultation with the Leader of the Council and the Interim Portfolio Holder for Finance, Revenues and Benefits, the Corporate Director (Corporate Services) reports directly to Council in respect of the formal draft resolutions necessary to implement the Cabinet's budget proposals, along with any late information or notifications received from the Department for Communities and Local Government etc. as may necessarily affect the budget;
3. the Corporate Management Committee be thanked for the work it has undertaken and continues to take in supporting the development of the budget and that the comments of the Interim Portfolio Holder for Finance, Revenues and Benefits, in response to those of the Committee, as set out in the report, be agreed;
4. in respect of the proposals for the Career Track Service to seek to become a registered apprenticeship training provider:
 - (i) delegation be given to the Corporate Director (Corporate Services) to undertake the necessary activities to implement the revised delivery model;
 - (ii) delegation be given to the Head of Finance, Revenues and Benefits Services to undertake the necessary budget adjustments within the overall approved net budget to reflect the revised delivery model;
5. in respect of the proposals to bring the maintenance of Public Conveniences in-house:
 - (i) delegation be given to the Corporate Director (Operational Services) to undertake the necessary activities to facilitate and implement the in-house delivery model;
 - (ii) delegation be given to the Head of Finance, Revenues and Benefits Services to undertake the necessary budget adjustments within the overall approved net budget to reflect the in-house solution; and
6. in respect of supporting the delivery of Council priorities, the budget be amended to reflect the setting aside of amounts from one-off budgets as set out in Table 3 of the report.

That, subject to the above, Cabinet **RECOMMENDED** to **COUNCIL** that:

- (a) following the consideration of the comments from the Corporate Management Committee and the responses from the budget consultation activities undertaken, the following final budget proposals be made (based on a £5 increase in a Band D Council Tax for district services):
 - i) that the detailed budgets, as per Appendix A to the report, be approved, which provides for a Council Tax Requirement for 2017/2018 of £7.229m (£6.855m for 2016/2017) (excluding parish precepts);
 - ii) that the Council agrees and formally approves:
 - a) the specific recommendations, calculations and other matters in respect of the Council's requirements – Appendix C to the report; and
 - b) the Council Tax for this Council's services – Appendix F to the report.

Cabinet Members' Items – Joint Report of the Portfolio Holder for Housing and Interim Portfolio Holder for Finance, Revenues and Benefits

136. HOUSING REVENUE ACCOUNT BUDGET PROPOSALS – REVISED BUDGET 2016/2017 AND ORIGINAL BUDGET 2017/2018 (Report A.3)

There was submitted a report, which set out, and sought the Cabinet's approval to:

- (i) a Revised Housing Revenue Account (HRA) Budget for 2016/2017 and Original HRA Budget for 2017/2018, including the movement in HRA balances;
- (ii) the level of fees and charges for 2017/2018; and
- (iii) The five-year HRA Capital Programme

In addition to the above, Cabinet was requested to note the 1% reduction in rents along with an update on the various housing related issues and challenges faced by the Council following recent announcements by the Government and other public sector partners.

Accordingly, it was moved by Councillor G V Guglielmi, seconded by Councillor Honeywood and:

RESOLVED that:

- 1. the 2017/2018 Scale of Charges, as detailed at Appendix B to the report, be approved;
- 2. the 1% reduction in actual rents and formula rents in 2017/2018, in line with the Government's imposed restrictions on rent-setting policy, be noted;

3. subject to 1 and 2 above, the Housing Revenue Account revised estimates for 2016/2017 and original estimates for 2017/2018, as set out at Appendix A to the report, along with the HRA Capital Programme and the movement in HRA Balances and Reserves, as set out at Appendices C and D to the report respectively, be approved; and
4. in respect of 2016/2017, the corporate financial system be amended accordingly to reflect these changes, along with any amendments arising from revised financial reporting requirements.

Cabinet Members' Items – Report of the Portfolio Holder for Leisure, Well-being & Partnerships

137. INTOUNIVERSITY (Report A.4)

Councillor G V Guglielmi declared a non-pecuniary interest in the subject matter of this item insofar as his wife (Councillor V E Guglielmi) was a Trustee of TeenTalk.

Councillor I J Henderson declared a non-pecuniary interest in the subject matter of this item insofar as his wife (Councillor J Henderson) was an appointed Observer on behalf of Harwich Town Council of the activities of TeenTalk.

There was submitted a report by the Portfolio Holder for Leisure, Well-being and Partnerships (Report A.4), which informed Cabinet about a joint £1.2 million investment over five years by Anglia Ruskin University and IntoUniversity. A new IntoUniversity learning centre would open in Clacton-on-Sea in September 2017 and together with its associated programmes for both children and young people in primary and secondary schools, would support educational attainment and aspirations of young people within the District of Tendring.

Cabinet was aware that the Council's Corporate Plan 2016-2020 put Community Leadership at the heart of everything the Council undertook and within that context, education and the raising of educational attainment and aspirations within the Tendring District had been, and continued to be, a priority.

It was reported that the Council had signed a Memorandum of Understanding (MOU) with Anglia Ruskin University (and Essex County Council [ECC]) on 10th June 2014. As well as raising attainment levels and aspirations, the parties had agreed to work together in collaboration to share information, experience, materials and to develop effective working practices. This had included the University supporting the work of the Tendring Education Improvement Group, exploring opportunities for supporting teacher development and training in Tendring schools and developing employability with young people in Tendring.

Cabinet was informed that the MOU with Anglia Ruskin University had been reviewed in February 2016, through a joint meeting with the University, ECC and this Council. The Council's Leisure, Wellbeing and Partnerships Portfolio Holder and Head of People Performance and Projects had attended this meeting and had provided feedback about this Council's education initiatives and workstreams and how the Council was using its influencing role to support school attainment and raise aspirations across the District.

Members were advised that IntoUniversity and Anglia Ruskin University had recently formed a partnership to launch a new IntoUniversity centre in the District of Tendring to serve at least 900 children and young people, commencing in Autumn 2017. IntoUniversity and Anglia Ruskin University were jointly investing a total of £1.2 million into development of the new centre which would ensure that the project could

run for at least 5 years. IntoUniversity offered long term support to young people, and to date no centre that has been opened had subsequently been closed.

It was felt that that this joint initiative was an excellent example of community leadership and partnership working, with Anglia Ruskin University supporting the Tendring District directly to enhance educational standards and aspirations. With investment over five years, the partnership aimed to have a significant positive impact on the futures of children and young people across the District.

Having considered the information submitted, it was moved by Councillor McWilliams, seconded by Councillor G V Guglielmi and:

RESOLVED that the contents of the report be noted.

138. DETERMINATION OF A NOMINATION TO REGISTER AN ASSET OF COMMUNITY VALUE: ST MARY'S CHURCH HALL, NEW ROAD, MISTLEY, MANNINGTREE, CO11 1ER (Report A.5)

Councillor G V Guglielmi declared a non-pecuniary interest in this item insofar as he was the Ward Member for Mistley.

There was submitted a report by the Portfolio Holder for Leisure, Well-being and Partnerships (Report A.5) which sought Cabinet's decision on whether St Mary's Church Hall, Mistley met the criteria set out in the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012, following its valid nomination as an Asset of Community Value by the Mistley Thorn Residents' Association. No other criteria were pertinent to the decision.

The Cabinet was informed that the Officers, taking the evidence provided into account, were of the opinion that the building nominated did meet the criteria set out in Section 88 of the Localism Act 2011 and, accordingly, were recommending that the building should be listed as an Asset of Community Value.

Having considered the report, the valid nomination and the advice of Officers, it was moved by Councillor McWilliams, seconded by Councillor G V Guglielmi and:

RESOLVED that Cabinet agrees that St Mary's Church Hall, New Road, Mistley, Manningtree, CO11 1ER meets the definition of an Asset of Community Value, as set out in Section 88 of the Localism Act 2011, and that the building be added to the Council's list of Assets of Community Value.

139. MANAGEMENT TEAM ITEMS

There were none on this occasion.

140. EXCLUSION OF PRESS AND PUBLIC

It was moved by Councillor Stock, seconded by Councillor Turner and:

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Item 16 on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraph(s) of Part 1 of Schedule 12A, as amended, of the Act.

141. **EXEMPT MINUTE OF THE LAST MEETING HELD ON FRIDAY 16 DECEMBER 2016**

The exempt minute of the last meeting of the Cabinet, held on Friday 16 December 2016, was approved as a correct record and signed by the Chairman.

DATE AND TIME OF NEXT SCHEDULED MEETING

The next scheduled meeting of the Cabinet was due to take place on Friday 17 February 2017 at 10.30 a.m. in the Essex Hall, Town Hall, Station Road, Clacton-on-Sea.

The meeting was declared closed at 11.46 a.m.

Chairman