

LEADER

A record of decisions made by the Executive Cabinet Member with responsibility for Strategy, External Relations, Strategic Budget, Public Service Reform, Partnerships with Public, Private and Voluntary Sectors at a Strategic Level, Corporate Support Services, Financial Services and Budget Development, Registration Services and the Coroner's Service:-

TUESDAY 13TH SEPTEMBER, 2022

Following consideration of the matters detailed below in the presence of:-

Councillor Cox	- Executive Cabinet Member – Leader
Councillor Peel	- Major Opposition Spokesperson
Councillor Hayes	- Minor Opposition Spokesperson
Councillor Grant	- Minor Opposition Spokesperson
Councillor Heslop	- Minor Opposition Spokesperson

Officers

Ms H. Gorman	- Borough Solicitor
Mr. A. Williamson	- Assistant Director Transformation
Mr. P. Whittingham	- Assistant Director Economic Development and Regeneration
Ms. J. Pollard	- Head of Finance, Corporate Resources and Place
Mrs. P. Ashcroft	- Data Protection Officer
Ms. C. Hansell	- Principal Project Officer
Mr. D. Wingfield	- Group Accountant
Mrs. V. Ridge	- Democratic Services Manager

12. MONITORING OF EXECUTIVE CABINET MEMBER DECISIONS

The Borough Solicitor submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

The Executive Cabinet Member NOTED the report.

13. DIRECTORATE OF CORPORATE RESOURCES – FINANCE REPORT 2021/22 – FINAL OUTTURN

The Deputy Chief Executive submitted a report which provided information relating to the financial final outturn position for the Directorate of Corporate Resources in 2021/22 Financial Year.

With regard to Revenue Expenditure, the final outturn position for the Directorate of Corporate Resources was an overspend of £533,000 after planned reserve movements.

Regarding Capital, the Directorate of Corporate Resources currently had no Capital Programme.

In relation to Reserves, the Directorate had earmarked reserves of £8,741,107 at final outturn.

With regard to efficiency targets, the report advised that budgeted savings for 2021/23 for the Directorate of Corporate Resources were £7.431m.

Specific areas of financial risk related to loss of income.

The report further outlined the position regarding the savings and efficiency reductions over the 2021/23 financial years. Over the course of the year, £6.484m savings had been approved for implementation.

Whilst working through the savings programme, it was noted that the savings from Human Resources was not appropriate at this time due to increased demands on the service. As a result, the Directorate had reviewed all the budgets across its area of responsibility and proposed to substitute this with cash limited budgets across the whole Directorate.

Proposals for the remaining balance of £551k would be brought forward in reports over the coming year. Action was being taken to implement the reductions and ongoing monitoring of expenditure against specific options would continue to be incorporated into the financial monitoring.

Appendix A to the report provided details of the full Directorate Savings Programme.

The Executive Cabinet Member APPROVED -

- (i) The proposed Anti-Poverty budget for 2022/23 of £172,414, to be funded from funds held in the Anti-Poverty reserve; and**
- (ii) The savings identified in Appendix A to the report now submitted.**

**14. DIRECTORATE OF CORPORATE RESOURCES –
FINANCE REPORT 2022/23 – QUARTER ONE**

The Deputy Chief Executive submitted a report which provided information relating to the Financial Quarter One projected outturn position of the Directorate of Corporate Resources.

Regarding Revenue Expenditure, there was a projected overspend of £31,000 after planned reserve movements.

In relation to Capital Expenditure, the Directorate of Corporate Resources had no current Capital Programme.

Reserves had a projected balance of £8,226,414 earmarked for the end of the year.

Budgeted savings for 2021/23 for the Directorate of Corporate Resources were £7.431m.

The Executive Cabinet Member NOTED the financial position as at Quarter One.

15. AGGREGATE FINANCIAL MONITOR – QUARTER 1 2022-2023

The Deputy Chief Executive submitted a report which provided information relating to the Quarter One Financial Outturn in aggregate for the 2022/2023 Financial Year.

This report summarised the results for the Quarter One Financial Monitoring exercise for the Council for the 2022/2023 Financial Year, as follows:

- Revenue Expenditure - the Council's revenue outturn position was in line with the budget set in February 2022.
- Capital Expenditure for the 2022/2023 financial year was estimated at £122.931m;
- Capital Prudential Indicators - all Prudential Indicators were within the range approved by Council on 7th February, 2022;
- Reserves - the General Fund Balances remained at £10.7m which was in line with the Deputy Chief Executive's Guidance; and
- Savings Targets - there was a £37.2m savings target built into the two-year budget 2021-23 and £33.503m had been delivered as at Quarter One 2022/2023.

The Executive Cabinet Member NOTED the Quarter One financial position and the key findings in the report now submitted.

16. TREASURY MANAGEMENT OUT-TURN REPORT FOR QUARTER 1 2022-2023

The Deputy Chief Executive submitted a report which put forward the Treasury Management Outturn report for Quarter One of 2022/2023.

The Executive Cabinet Member was reminded that the report was a requirement of the Council's reporting procedures and covered the Treasury Management activity during the first quarter of 2022/2023 and the associated Prudential Indicators for 2022/2023.

In this regard, the report provided an update on the Treasury Management indicators approved at the meeting of the Budget Council in February, 2022. As at the end of Quarter One 2022/2023 all indicators were within the limits approved at Budget Council.

The Executive Cabinet Member NOTED the report.

17. POLICY UPDATES – DATA PROTECTION POLICY AND INFORMATION SECURITY POLICY

The Deputy Chief Executive submitted a report which sought the Executive Cabinet Member's approval of the revised Data Protection and Information Security Policies.

The Executive Cabinet Member was advised that, following the introduction of the General Data Protection Regulations (GDPR) and the Data Protection Act 2018, the Council introduced various measures to ensure compliance with the new legislation including the introduction of a suite of policies relating to information governance.

It was explained that the policies on Data Protection and Information Security had now been reviewed and updated to reflect legislative and administrative changes together with current practices and a copy of these were appended to the report.

The Executive Cabinet Member APPROVED the revised Data Protection and Information Security Policies as detailed in the report.

18. PROGRAMME MANAGEMENT OFFICE CAPACITY FOR BUSINESS TRANSFORMATION

The Deputy Chief Executive submitted a report which set out key priority areas for the Council in terms of transformational activity and sought approval for additional capacity to support their delivery.

The report advised that the Council had several key priorities in the Vision Strategy and Corporate Plan to deliver over the coming years. These included an ambitious Digital Strategy and other significant transformational workstreams in response to changes in legislation, budget reductions, service improvement requirements and the changing needs of residents and businesses.

In addition, the Council was seeking to deepen a One-Council approach to modernise and improve business processes, much of which required the achievement of business change outside of the application of technology.

In this regard, the report put forward the following options to achieve delivery:

- Option 1 – do nothing – there was a risk that key priority programmes would either be significantly delayed or would not go ahead at all. This included achieving a balanced budget via the Savings Programme requirements. Alternatively, transformation activity could be undertaken without robust analysis or a business case, leading to increased expense, wasted time and money, lost opportunities and reinforcement of a negative culture around change;
- Option 2 – Increase Programme Management Office capacity – this would support the delivery and acceleration of key transformation programmes and

projects, primarily those that supported Corporate Resources priorities. This option was scalable, depending on availability of cashflow and for example savings requirements versus minimum timeframes; and

- Option 3 – increase Programme Management Office capacity and offer consultancy and project support across the Council - this would build on Option 2 to provide cross-Council support to transformation projects, funded by a budget contribution from each directorate and would enable a joined up and consistent approach to programmes and projects within the portfolio to be embedded across the Council. The key work areas for these roles would be agreed with the relevant directorates, and regular reporting into programme boards and/or DLTs would be undertaken.

The report advised that Option 3 and the proposed roll out was the supported way forward.

To this end, the report set out proposals to establish three roles of Change Manager within the Programme Management Office of the Transformation division of Corporate Resources which would ensure that the Council had adequate capacity with appropriate skills to support these significant programmes of work in order to achieve the desired outcomes and ensure that a balanced budget was achieved.

The Executive Cabinet Member APPROVED –

The additional capacity and budget, in line with the business case provided in the report now submitted.

CONFIDENTIAL ITEMS

The background papers and reports in relation to the following items are considered confidential as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.

19. YPO PROCUREMENT HOLDING LIMITED

The Deputy Chief Executive submitted a report which updated members on a new investment opportunity which had presented itself to YPO Procurement Holdings Limited (YPO PH Ltd) which would involve YPO PH Ltd acquiring shares in Brownbread Group Limited, trading as GLUU, which specialised in the edtech sector.

The Executive Cabinet Member was informed that YPO PH Ltd had already established a partnership with GLUU over the last nine months to provide on-line educational and welfare based support services to schools. YPO PH Ltd had now been offered the opportunity to make the next round of planned expenditure as an investment and the for the initial expenditure to be converted to equity in Brownbread Group Limited.

The report advised that no cash input was required from shareholder authorities and the funding would be provided from within existing cash reserves in YPO PH Ltd. It was also explained that the decision was a reserved matter that required two thirds of YPO Procurement Holdings Limited shareholders to vote in favour via a response to a written resolution within 14 days of its issue.

The Executive Cabinet Member AGREED to the Written Resolution approving the investment in Brownbread Group Limited and arrange for the same to be signed and returned to YPO Procurement Holdings Limited by the lapse date detailed in the Written Resolution.

20. TOWN CENTRE DEVELOPMENT CHALLENGES

The Director of Place Development submitted a report which provided an update on the current challenges facing the Council and town centre developers that were developing Council sites (or former) and sought the Executive Cabinet Member's approval to create a Town Centres Development Enabling Fund to help overcome these challenges.

The Executive Cabinet Member AUTHORISED –

- (i) The Director of Place Development, in consultation with the Deputy Chief Executive and the Borough Solicitor, to finalise the agreements referred to in the report;**
- (ii) The reallocation of £6 million from the Town Centre Fund to establish a development enabling fund as detailed in the report;**
- (iii) The Deputy Chief Executive to complete the necessary financial formalities; and**
- (iv) The Borough Solicitor to complete the necessary legal formalities.**