

DECISION SHEET
MEETING NO 1 OF THE CABINET
HELD ON 10 JULY 2007

1. **MINUTES**

CABINET DECISION

That the minutes of Meeting No 1 held on 5 June 2007 be taken as read and confirmed.

2. **ITEM REFERRED FROM COUNCIL 20 JUNE 2007 – YOUTH MUSIC CENTRE, ALMA ROAD, ST ALBANS**

*Sport and Healthy Living Portfolio Holder
Overview and Scrutiny Committee (Community Services)*

CABINET DECISION

That Cabinet notes that this matter was discussed at the Local Strategic Partnership Management Board meeting on 22 June 2007 where the possibility of the facility being hosted at one of Oaklands College's two district based campuses was discussed. Cabinet further notes that a meeting between the District Council and partner organisations including Oaklands College and the County Council to explore this possibility would be arranged, and that the outcome of this meeting will be reported to the LSP Management Committee on 17 July and to Cabinet in September.

3. **ITEMS REFERRED FROM THE OVERVIEW AND SCRUTINY COMMITTEE (ENTERPRISE AND CIVIC ENVIRONMENT) – 22 MAY 2007**

- a) Revenue budgets and capital programmes update
*Resources and Efficiencies Portfolio Holder
Overview and Scrutiny Committee (Corporate Services)*

CABINET DECISION

That consideration will be given during the 2008/09 budget round to the concerns raised by the City Centre Management Board and conveyed to Cabinet by the Overview and Scrutiny Committee (Enterprise and Civic Environment) relating to identifying funding for the physical environment of the City Centre (ie transport and design standards), Public Art in the Civic Square and the updating and promotion of the Business Directory.

- b) Gypsy Sites update
*Planning and Conservation Portfolio Holder
Overview and Scrutiny Committee (Enterprise and Civic Environment)*

CABINET DECISION

That the above item be dealt with in conjunction with the report at Item 6 below.

- c) Referral from Council re Highways
Environment and Sustainability Portfolio Holder
Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

That the above item be dealt with in conjunction with the report at Item 5 below.

4. **ITEMS REFERRED FROM THE OVERVIEW AND SCRUTINY COMMITTEE (COMMUNITY SERVICES) – 23 MAY 2007**

- a) Young People's Provision
Community Engagement and Support Portfolio Holder
Overview and Scrutiny Committee (Community Services)

CABINET DECISION

That Cabinet notes that a report on the recommendations of the Working Party will be submitted to the September Cabinet meeting.

- b) Grants to voluntary organisations
Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

That Cabinet notes that a report on the development of the grants process will be submitted to the September Cabinet meeting.

5. **HERTFORDSHIRE HIGHWAYS**
Environment and Sustainability Portfolio Holder
Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

- (i) That Cabinet agrees the approach outlined in the report, namely that an urgent meeting be sought with Hertfordshire County Council to discuss the urgent need for rapid performance and quality improvement in road and pavement repairs and resurfacing and ways in which traffic congestion could be reduced locally.
- (ii) That in the interim Cabinet continues to seek to implement jointly a series of improvements to our working arrangements. These will relate to road maintenance, communications, management of large projects and partnership arrangements, as set out in the report.
- (iii) That this report be referred to the Overview and Scrutiny Committee (Enterprise and Civic Environment).
- (iv) That a further report advising on progress and with specific recommended actions on the matters identified at (i) and (ii) above be reported to Cabinet by the end of 2007.

6. **PLANNING FOR GYPSY AND TRAVELLER ACCOMMODATION IN THE EAST OF ENGLAND – ISSUES AND OPTIONS CONSULTATION DOCUMENT**

Planning and Conservation and Housing Portfolio Holders

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

- (i) That the East of England Regional Assembly (EERA) be informed that this Council's principal views on the Planning for Gypsy and Traveller Accommodation in the East of England – Issues and Options consultation document are as follows:-
- There should be a clear definition in the consultation document of exactly what EERA means by “need” to be met
 - Due to uncertainties of future need, policy specifying pitch provision should not look more than 5 years into the future
 - 34 additional pitches in St Albans District up to 2011 are not justified and will therefore be resisted. If evidence is produced to substantiate the estimated increased need in our District these pitches should be located equitably across Hertfordshire given our current Gypsy and Traveller provision is so disproportionately high (25%) compared to the rest of the County.
- (ii) That Cabinet agrees that this Council's response to the full consultation document be worded as set out in Appendix 2 to the report, as amended as follows:

B – Distribution of Provision

Question 5

To replace the words “is far too high” with “is not justified and will be resisted” in line 2 of the fourth paragraph of the response.

7. **RAILFREIGHT PUBLIC INQUIRY**

Planning and Conservation and Resources and Efficiencies Portfolio Holders

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

- (i) That the contents of the report, including the situation with regard to possible venues for the inquiry, be noted and the position be reviewed on a bi monthly basis as based on updated estimates at that time.
- (ii) That Council be recommended to approve the use of unallocated General Fund balances to cover the current projected cost of the inquiry.
- (iii) That the Chief Executive be requested to explore the feasibility of using the Council Chamber as the venue for the Inquiry, bearing in mind that this would be subject to the agreement of the Inspector particularly and that Members would need to accept that this would result in some inconvenience to both Members and Officers as other venues for Council

meetings might need to be identified and some staff would need to be temporarily relocated.

8. **GREEN TRAVEL PLAN**

Environment and Sustainability Portfolio Holder

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

- (i) That subject to (ii) below, Members adopt the City and District of St Albans Cycling Strategy as shown in Appendix A to the report.
- (ii) That Members approve paragraph 8.7 of the report and section 5.2 of the Cycle Strategy subject to consultation with the Rothamsted Park Forum, the Clarence Park Forum and representatives of Longacres.
- (iii) That Members approve the City and District of St Albans Draft Walking Strategy for consultation as shown at Appendix B.

9. **ST ALBANS CARBON MANAGEMENT STRATEGY – DRAFT CONSULTATION PAPER**

Environment and Sustainability Portfolio Holder

Overview and Scrutiny Committee (Community Services)

CABINET DECISION

- (i) That Cabinet approves the contents of the draft Carbon Management Strategy and agrees that it should be sent for public and partner consultation immediately.
- (ii) That Cabinet approves and endorses at its November meeting the final draft Carbon Management Strategy following the consultation period (16 July to 14 September).

10. **ST ALBANS DISTRICT PLAY AND FREE-TIME STRATEGY**

Sport and Healthy Living Portfolio Holder

Overview and Scrutiny Committee (Community Services)

CABINET DECISION

- (i) That Cabinet approves the St Albans District Play and Free Time Strategy and Action Plan, subject to any amendments by the Head of Culture and Community Development in consultation with the Portfolio Holder for Sport and Healthy Living, following key stakeholder consultation.
- (ii) That the draft St Albans District Play and Free time Strategy and Action Plan be distributed for key stakeholder consultation, on the basis of the timetable set out in the report.
- (iii) That Cabinet notes that the Head of Culture and Community Development, in consultation with the Portfolio Holder for Sport and Healthy Living, will submit an application to the Big Lottery Fund by 10

September 2007 that is based on the evidence and action plan contained in the St Albans District Play and Free-time Strategy.

- (iv) That Cabinet notes the funding proposals for the St Albans District Play and Free-time Strategy Action Plan as set out in paragraph 9.6 of the report.
- (v) That Cabinet notes that the Head of Culture and Community Development will approach the St Albans District Children's Trust Partnership regarding taking on the responsibility for administering the St Albans District Play Partnership and the ongoing monitoring of the delivery of the Play and Free-time Strategy Action Plan.

11. **THE COUNCIL'S RESPONSE TO THE DEPRIVATION SCRUTINY REVIEW**

*Community Leadership and Communications Portfolio Holder
Overview and Scrutiny Committee (Community Services)*

CABINET DECISION

- (i) That Cabinet notes the recommendations of the Deprivation Working Party and welcomes the work that was undertaken by it.
- (ii) That Cabinet agrees the Council's aim in tackling deprivation across the District as set out in paragraph 3.1 of the report.
- (iii) That Cabinet recognises that many of the recommendations of the working party are already underway or involve liaison with other agencies.
- (iv) That Cabinet agrees the benchmarking of deprivation to be undertaken through the development of detailed ward profiles for all wards in the District, which will highlight the smaller pockets of deprivation in Super Output Areas, and how these will help guide future service provision and their use in target setting, performance monitoring and ensuring equality of opportunity for all in line with the Council's aim at 3.1.
- (v) That Cabinet agrees that, as the development of ward profiles is not in the current service plans 2007-10 and will involve additional work and staff resources, the Chief Executive is asked to advise and report to Cabinet by September 2007 on the most cost efficient means of achieving this new work. Any options should not exceed £10,000, to be provided from the existing Invest to Save 2007/08 budget on the basis of consequent service efficiencies.
- (vi) That Cabinet agrees that those recommendations of the Working Party which have not yet been started and/or do not yet fit into existing service plans should be explicitly considered in the forthcoming business planning round in the light of developing priorities and ward profiles.
- (vii) That Cabinet agrees that deprivation should be added to the Community Leadership and Communication portfolio holder's responsibilities and notes that the Chief Executive will report back to Cabinet in September 2007 on the Head of Service allocated to lead on this issue.

- (viii) That Cabinet asks the Local Strategy Partnership to consider the report and how it can support these recommendations and actions within it, namely (but not limited to) the following actions:
- Support for community involvement and social facilities for those in community homes (Colney Heath and Cunningham, action 19)
 - Report consultation outcomes on lack of activities for young people to St Albans District Children's Trust Partnership and explore joint funding for projects (London Colney, action 28)
 - Develop links with Children's Centre (London Colney, action 32)
 - Support community transport for the elderly (Part Street, action 52)
 - Support transport for the elderly and in particular for hospital visits (St Peter's, action 57)
 - Improve and develop youth consultation about facilities (St Peter's, action 59)
 - Identify and work with partner/s to deliver targeted parenting skills education (all wards, action 64)
 - Support schemes for transport for the elderly (all wards, action 67)
 - Support development of Good Neighbour Scheme and other neighbourliness initiatives (all wards, action 70)
- (ix) That Cabinet agrees to a review of progress in six months' time and requests that the first review also proposes a logical longer term review sequence for this issue, bearing in mind its likely impact on equalities considerations.

12. **MALTINGS ARTS THEATRE BUSINESS REVIEW**

Culture and Heritage Portfolio Holder

Overview and Scrutiny Committee (Community Services)

CABINET DECISION

- (i) That Members agree the proposed programming and occupancy rate targets as set out in paragraphs 6.2 and 6.7 of the report respectively.
- (ii) That Members endorse the proposed marketing initiatives and increased provision for young people.
- (iii) That Members agree to review occupancy rate targets as set out in paragraph 6.7 and to review the reduced level of subsidy as set out in paragraph 8.3 of the report. A further report is to be submitted to Cabinet in January 2008.

13. **FUTURE DEMOCRATIC ARRANGEMENTS**

*Community Leadership and Communications Portfolio Holder
Overview and Scrutiny Committee (Corporate Services)*

CABINET DECISION

- (i) That the proposed consultation arrangements on the proposed City Forum, the role of ward members and new scrutiny arrangements described in paragraphs 7.15-7.17 and 7.20 of the report be endorsed subject to the following amendments to the list of responsibilities of the Proposed City Forum as detailed in Appendix 3 to the report:
- Add “and licensing “ to bullet point 4 so that it would now read “Informally consider planning and licensing affecting the City Centre”
 - Delete bullet point 6 with the effect that the current role of Clarence Park and Verulamium Park Forums would not be a responsibility of the City Forum
- (ii) That Cabinet approves the different options for future Overview and Scrutiny Committees, as set out in paragraphs 7.6-7.8 of the report, being included within the proposals for revised Committee arrangements on which the Council will consult.
- (iii) That the amendments to the Constitution to give effect to the revised Committee arrangements, as detailed in Appendix 4 to the report, be used as a basis for consultation. (Note: Appendix 4 has been drafted on the basis of there being three Overview and Scrutiny Committees rather than two).
- (iv) That individual budgets for each Councillor amounting to a maximum figure of £500 per annum which can be spend on making improvements to their local area, to be known as the Councillors’ Ward Action Fund and described in paragraph 7.17of the report, be included in the proposals for consultation.
- (v) That the results of consultation be reported to the Cabinet meeting on 6 November 2007 with a view to Council on 28 November being asked to approve the revised Committee arrangements, including changes to the Constitution, for implementation during January 2008.
- (vi) That with immediate effect, any Committee which arranges an additional meeting for a specified purpose over and above the total number of scheduled meetings per annum agreed annually by full Council be invited to consider which one of its remaining meetings in a municipal year should be cancelled.

14. **HISTORIC ENVIRONMENT CHAMPIONS AND DESIGN CHAMPIONS WITHIN THE CONSERVATION FRAMEWORK**

Planning and Conservation Portfolio Holder

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

- (i) That Cabinet endorses the role of the Historic Environment Champions and any future Design Champion(s) and resolves to provide support in promoting and advancing the roles, aims and objectives of each.
- (ii) That Cabinet agrees that the role of Design Champion be a unified role with that of the Historic Environment Champions.

15. **REPORT OF THE LOCAL GOVERNMENT OMBUDSMAN**

Planning and Conservation Portfolio Holder

Overview and Scrutiny Committee (Enterprise and Civic Environment)

CABINET DECISION

- (i) That Members note the progress points associated with each action set out in Appendix A of the report.
- (ii) That no further report be made to Cabinet, unless there is a failure in the revised procedures, and that monitoring of the situation be continued through the Planning Improvement Strategy.

16. **INTEGRATED CORPORATE, BUDGET AND SERVICE PLANNING 2008-11**

Resources and Efficiencies Portfolio Holder

Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

- (i) That Members agree the priority services for 2008-11 subject to the following amendments in Appendix A of the report:

Aim 2 – To work in partnership for the health and well being of the community

- Bullet point 4 - add to present wording at end of the sentence the words “and leisure activities” so that it would now read “Developing and delivering facilities and services to encourage and enable healthy living and leisure activities”

- Bullet point 5 – replace existing wording with the following:

“Continuing to press for a new hospital on the Hatfield site and working with partners to improve St Albans City Hospital and to develop access to an improved network of care across the district.”

- (ii) That Members note the outline consultation strategy linked to the corporate, budget and service planning process and that there will now be further work to develop this.

- (iii) That Members note the financial position over the next 10 years including the projected budget deficit.

17. **HOUSING AND COUNCIL TAX BENEFITS – POLICIES AND STRATEGIES**

Resources and Efficiencies Portfolio Holder

Overview and Scrutiny Committee (Community Services)

CABINET DECISION

- (i) That Cabinet notes the policies and strategies for the Benefits Service which were last approved in May 2005.
- (ii) That Cabinet approves the amendments made to the following documents

Benefit Fraud Prosecution/Sanction Policy
The Code of Conduct for Fraud Investigation Officers
Visiting and Verification/Intervention Officers
The Benefit Overpayment Guidelines and Procedures

as set out in Appendices 5, 6 and 7 of the report

18. **REVENUE BUDGETS AND CAPITAL PROGRAMME 2006/07 OUTTURN AND UPDATE**

Resources and Efficiencies Portfolio Holder

Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

- (i) That the report be received and the updated positions on revenue accounts and capital programmes be noted.
- (ii) That the schedules of budgets of £10,000 or more carried forward to 2007/08 as set out at Appendix 2 and paragraph 13.4 of the report be noted.
- (iii) That, in accordance with the Virement Rules, the transfer of £18,000 from green kerbside collections to the taxi voucher scheme be reported to Council for noting.
- (iv) That with regard to the funding of issues raised by the City Centre Management Board, no decision on this matter be made at present and the matter be revisited during the 2008/09 budget round.
- (v) That the £40,000 capital funding for Telematic Car Parking Signs be underwritten from the unapplied General Fund capital resource.

19. **TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS 2006/07**
Resources and Efficiencies Portfolio Holder
Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

That the report be received.

20. **FORWARD PLAN SEPTEMBER TO NOVEMBER 2007**
All Portfolio Holders
All Overview and Scrutiny Committees

CABINET DECISION

That the Forward Plan for the period September to November 2007 be approved as amended as follows:

August

Add decision to be taken by the Head of IT to conclude an agreement with the chosen supplier for the provision of Desktop Managed Services following receipt and analysis of tenders

September

- Add report on Age Regulations 2006 – discretionary payments
- Add further report on Deprivation Scrutiny Review
- Add Quarterly Staffing report
- Add report back from July meeting of EERA
- Add report on Affordable Warmth Strategy

21. **EXCLUSION OF PUBLIC**

CABINET DECISION

That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Part I of Schedule 12(A) of the said Act.

22. **AGE REGULATIONS 2006 AND THE IMPLICATIONS FOR DISCRETIONARY COMPENSATORY PAYMENTS**
Resources and Efficiencies Portfolio Holder
Overview and Scrutiny Committee (Corporate Services)

The above report was withdrawn from the agenda for this meeting and deferred to the next Cabinet meeting on 4 September to allow for further consultation.

23. **SHELTERED HOUSING REVIEW**

Housing Portfolio Holder

Overview and Scrutiny Committee (Community Services)

CABINET DECISION

- (i) That consultation be undertaken with tenants in the Council's Sheltered Housing Schemes and with relevant ward members on the overall strategy and on the options set out at Appendix 1 to the report and their views be reported back to the Cabinet meeting in December 2007.
- (ii) That informal discussion commences with Registered Social Landlords who might be interested in being the Council's regeneration partner.
- (iii) That sheltered dwellings lettings should cease to non-Council tenant applicants, other than those in priority need and not otherwise able to resolve their housing difficulties and to meet statutory responsibilities.
- (iv) That action be taken in relation to Ridgeview as set out in Part II to this Decision Notice.
- (v) That a surveyor be appointed to provide feasibility studies on the proposal for remodelling/redeveloping the Council's Sheltered Housing Schemes and report the results to a future Cabinet meeting with an independent valuation on potential surplus sites.
- (vi) That a "rehousing schedule" be developed for affected tenants in the Sheltered Housing Schemes to report back to the Cabinet meeting in December 2007 and that Cabinet notes that any process of change could take at least six and a half years.
- (vii) That consultation with staff and Unison be commenced and the impact of the proposals on staff be assessed including a review of vacant Housing Support Officer posts to determine whether they need to be filled permanently, held vacant or filled on a temporary basis as they arise. This will be reported to Cabinet as soon as practicable.
- (viii) That consultation be undertaken with the Government Office (East) and its views be sought on the options available to the Council to improve the quality of its housing for older people.
- (ix) That the Head of Housing, Chief Executive and the Valuer and Estates Surveyor meet with the four Group Leaders to discuss and agree the methodology of progressing this strategy through the Council prior to proceeding with the above recommendations.
- (x) That this report be referred to the next meeting of the Overview and Scrutiny Committee (Community Services).

24. **APPOINTMENT OF INTERIM HEAD OF FINANCE**
Resources and Efficiencies Portfolio Holder
Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

That Cabinet agrees to the recruitment of an Interim Head of Finance in accordance with contract procedure rule 6 b).

25. **ORGANISATIONAL DEVELOPMENT**
Resources and Efficiencies Portfolio Holder
Overview and Scrutiny Committee (Corporate Services)

CABINET DECISION

- (i) That Cabinet notes the feedback received during the consultation process.
- (ii) That Cabinet notes the findings of the equalities impact assessment.
- (iii) That Cabinet notes that the Call-in of its decision of 5 June now makes it more sensible to refer matters arising from this report to Full Council in September. This will also allow for some further discussions with members in order to address some issues raised in the Call-in form.
- (iv) That Cabinet endorses the proposed structural change, noting that further work will be carried out on evaluation and financial matters, which will be reported to Cabinet on 4 September prior to an anticipated recommendation to Council.
- (v) That Cabinet endorses the proposed package of support to affected employees.
- (vi) That Cabinet agrees with the recommendation from the Overview and Scrutiny (Corporate Services) Call In on 5 July 2007 that the decisions on the Organisational Development Structural Changes should be taken by Full Council on 12 September 2007 and not by the Appointments Committee acting under delegated authority.
- (vii) That Cabinet notes the views expressed by the Overview and Scrutiny (Corporate Services) Committee on 5 July 2007 regarding the proposed Organisational Development Structural Changes and asks the Chief Executive to report further on these in consultation with the Portfolio Holder for Resources and the Leader to the 4 September 2007 Cabinet meeting.

Published on Friday **13 July 2007**

The above decisions will come into force, and may be implemented on the expiry of, 5 working days after the publication of the decision (ie on Monday **23 July 2007**) unless a request for call-in is made. [**Note:** Any requests for a decision to be called in must therefore be received by 4.45pm on Friday 20 July 2007.]