

Public

MINUTES of a meeting of the **CABINET MEMBER FOR COUNCIL SERVICES** held on 1 December 2014 at County Hall, Matlock

PRESENT

Cabinet Member – Councillor A Botham

Also in attendance – Councillor M V Longden

131/14 **MINUTES RESOLVED** that the minutes of the meeting held on 10 November 2014 be confirmed as a correct record and signed by the Cabinet Member.

132/14 **DERBYSHIRE INFORMATION, ADVICE AND SUPPORT SERVICE** The Children and Families Act 2014 required local authorities to provide children and young people with information, advice and support relating to their special educational needs or disability (SEND). In line with the Act and the SEND 2014 Code of Practice, from 1 September 2014 the new information, advice and support service had been introduced in Derbyshire which widened the remit of the Derbyshire Parent Partnership Service to support not only parents but also children and young people aged 0-25. The Derbyshire Information Advice & Support Service for SEND was built upon the Parent Partnership Service offering impartial and confidential information, advice and support.

The existing domain name of www.derbyshireparentpartnership.co.uk would be confusing for service users and it was therefore proposed to register a new domain name for the site of www.derbyshireiass.co.uk to coincide with the renamed service.

RESOLVED to approve the registration of a new domain name for the Derbyshire Information Advice and Support Service for SEND.

133/14 **DERBYSHIRE BUSINESS CENTRE – MINOR VARIATION TO ESTABLISHMENT** The management structure of the Derbyshire Business Centre (DBC) had previously featured two Business Service Officers (Grade 9) reporting directly to the Head of Chief Executive's Office (Grade 17). Following the review of Corporate Management structures agreed by Cabinet in December 2012, the responsibility for the DBC had transferred to the HR Division. The DBC had an increasing focus on developing a strategic approach to its functions and this included the introduction of hybrid mail, the review of all contractual arrangements with suppliers as well as developing new ways of working to support the Council's priorities.

As a consequence, it was proposed that a post of Manager of DBC be established to manage the corporate and strategic elements of the service and a post of Business Services Officer be established to manage the day to day operation. The new posts had been evaluated at Grade 11 (Manager, DBC) and Grade 8 (Business Services Officer). The two existing posts of Business Services Officer (Grade 9), one of which was vacant, would be deleted.

RESOLVED to approve the revised structure of the Derbyshire Business Centre on the grades identified.

134/14 **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 confirm the exempt minutes of the meeting held on 10 November 2014 (contains exempt information)
2. To consider the exempt reports of the Strategic Director Corporate Resources on:-
 - a) Sale by auction – Property in Chesterfield
 - b) Sale by auction – Property at Stapenhill, Burton-on-Trent
(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))