

Public

MINUTES of a meeting of the **CABINET MEMBER FOR COUNCIL SERVICES** held on 23 January 2014 at County Hall, Matlock

PRESENT

Cabinet Member – Councillor B Ridgway

Also in attendance – Councillor J Owen

Apologies for absence were received on behalf of Councillor M V Longden

1/14 **MINUTES RESOLVED** that the minutes of the meetings held on 5 and 11 December 2013 be confirmed as a correct record and signed by the Cabinet Member.

2/14 **ADOPTION OF THE CORPORATE WOOD AND PAPER PRODUCTS PURCHASING POLICY RESOLVED** that approval is given for Derbyshire County Council to adopt the Wood and Paper Based Products Purchasing Policy, improve timber contracts and establish monitoring and recording systems.

3/14 **BUDGET MONITORING MONTH 7 2013-14** The controllable budget for the Council Services portfolio was approximately £50m. As at month 7, the budget was showing a forecast overspend of nearly £500k for the year. The position statement at month 7 was attached at Appendix 1 to the report. The key variances were as follows:-

Corporate Finance – projected underspend £0.238m
The main area of underspend was on staff vacancies

Transformation Division – projected underspend £0.293m
The main area of underspend was on staff vacancies

Registrars – projected underspend £0.238m
The underspend was due to the over recovery of income for the various Registrar fees and charges.

HR Development – projected underspend £0.458m
The main area of underspend related to vacancies and unpaid staff absences. There were also underspends on the access to work budget at the moment, but this budget responded to demands from departments.

Property Division – projected underspend £0.220m

There were a number of posts against the establishment that were currently being held vacant.

Industrial Development – projected overspend £0.735m

The main reasons for the overspend was the under recovery of forecasted income for industrial units and small business centres brought about by the difficult economic climate, and the additional costs due to non-domestic rates liability payable on empty properties. The Director of Property and Head of Regeneration together with the Director of Finance were undertaking a joint review of the industrial unit and small business centre portfolio. However, there was no simple answer as the sites contributed £1.4m to the Council on an annual basis.

Corporate Management – projected underspend £0.218m

This underspend represented a saving due to reductions in general subscriptions and audit fees.

Corporate Efficiencies – projected overspend £1.519m

These were the unallocated efficiency savings which had yet to be identified within corporate budgets.

RESOLVED to note the position on the 2013-14 Revenue Budget.

4/14 **PLANNED MAINTENANCE PROGRAMME 2013-14**

RESOLVED that approval be given to the amendments to the Planned Maintenance Programme for 2013-14 and note the orders placed against service programme as set out below:-

		£
County Hall (South Complex) – main staircase offices refurbishment – phase 1 ground floor	-	152,000.00
County Hall (South Complex) – main staircase offices refurbishment – phase 2 first floor	-	226,000.00
County Hall (South Complex) – main staircase offices refurbishment – phase 3 second floor	-	140,000.00

5/14 **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 meetings held on 5 and 11 December 2013 (contains exempt information).
2. To consider the exempt reports of the Director of Property on:-
 - a) Ripley Library, Grosvenor Road
 - b) Land at Station Road, Tibshelf
 - c) Whysall Street, Heanor
 - d) Kitchen Ventilation Schemes
 - e) Land at Barbers Row, Renishaw
 - f) St Helena Complex, Sheffield Road, Chesterfield(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))
3. To consider the exempt report of the Director of Human Resources on the contract for the supply of printer consumables and associated support services (contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))
4. To consider the exempt report of the Director of Transformation on Telecommunications Services (contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))