

Public

**MINUTES** of a meeting of the **CABINET MEMBER FOR COUNCIL SERVICES** held on 29 September 2014 at County Hall, Matlock

**PRESENT**

Cabinet Member – Councillor B Ridgway

Also in attendance - Councillors M V Longden and J Owen

**104/14**      **MINUTES RESOLVED** that the minutes of the meeting held on 8 September 2014 be confirmed as a correct record and signed by the Cabinet Member.

**105/14**      **BUDGET MONITORING MONTH 3 2014-2015** The controllable budget for the Council Services portfolio was approximately £44m. As at month 3, the budget was showing a forecast underspend of £411k for the year. The position statement at month 3 was attached as Appendix 1 to the report. The key variances were as follows:-

Corporate Finance – projected underspend £0.179m

The main area of underspend was on staff vacancies.

VR/VER Costs – projected underspend £0.275m

During 2012-13 a decision was taken to meet the cost of any severance payments from the General reserve thus generating an underspend on this budget.

Transformation Division – projected underspend £0.210m

The main area of underspend was on staff vacancies. Several reports went to Cabinet in July and were likely to have a significant impact on the underspend.

Registrars – projected underspend £0.315m

The underspend was due to the generation of additional income for the various Registrar fees and charges.

HR Development – projected underspend £0.434m

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.

SSC (Shared Services Centre) – projected overspend £0.136m

The overspend was as a result of not achieving income targets due to no longer having contracts with Police and Fire services. SSC were hoping to increase their income from schools.

Business Support (Derbyshire Business Centre) – projected underspend £0.386m

The main area of underspend was on staff vacancies and generation of additional income.

County Property – projected underspend £0.185m

Again the underspend was due to staff vacancies.

South Normanton JSC – projected overspend £0.171m

The joint service centre was not bringing in as much rent as expected.

Industrial Development – projected overspend £0.726m

The main reasons for the overspend were 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.

CRD Centrally held budgets – projected overspend £0.128m

The Senior Management structure was agreed by Cabinet in November 2013. This re-introduced the post of Strategic Director Corporate Resources. This new post was to be self-financing within two years through structural changes and procurement savings.

Corporate Efficiencies – projected overspend £0.519m

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.

**106/14      REVENUE OUTTURN 2013-14** Attached at Appendix 1 to the report was a statement setting out the final outturn position for 2013-14. Controllable net expenditure was £48.2m against a budget of £50.1m resulting in a controllable underspend of £1.9m. The key variances were highlighted.

The commitments against the underspends which had already been approved by Cabinet/Cabinet Members totalled £0.918m and were listed in Appendix 2 to the report. There were also four bids totalling £0.550m, as set out below:-

CRD Training £0.050m

The Department had identified its training needs for the forthcoming year, and the bid was needed to meet the shortfall on the base budget.

Support for accommodation project £0.050m

In order to facilitate the various moves associated with the accommodation project a budget to cover such items as removal expenses and new technology was required.

Time evaluation re-configuration £0.250m

Enhancements to the SAP HR system to improve performance

The replacement of the current packaging machine at a cost of £0.200m was no longer required following the recent introduction of the hybrid mail solution.

It was also requested that the £0.381m overspend on two PFI schemes be met from the earmarked reserve established for this purpose. The earmarked reserves that related to the Council Services portfolio were highlighted and listed in Appendix 3 to the report.

**RESOLVED** to (1) note the revenue outturn position for 2013-14; and

(2) approve the use of underspends to meet the commitments outlined in the report.

**107/14      REVIEW OF EARMARKED RESERVES** On 1 June 2010 Cabinet agreed to the replacement of the diesel generators located under the Winter Gardens at County Hall. This was necessary due to the lack of capacity of the generators to supply electricity to the data centre in the event of an emergency. Since then, the Council had virtualised the majority of its server estate and was currently implementing a 'converged infrastructure' which created a flexible pool of ICT resources for server, storage and network computing. This, together with investment on new and more efficient air conditioning equipment, had significantly reduced the electricity demand on the generators.

Although the generators were old, they were still serviceable under the reduced load conditions and so it was considered that their replacement could be delayed. The replacement cost of the generators was estimated to be £165,000.

**RESOLVED** that approval is given to transfer £165,000 from the Change Management Reserve to the General Reserve as set out in the report.

**108/14      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 8 September 2014 (contains exempt information)
2. To consider the exempt reports of the Strategic Director Corporate Resources on:-
  - a) Former Caretaker's House, Church Gresley Infant and Nursery School
  - b) Former Family Centre, Byron Street, Shirebrook
  - c) Land at Ripley Road, Sawmills
  - d) Lincote Centre, Wideshaft, Swadlincote
  - e) Kitchen Ventilation Schemes(contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))