

MINUTES of a meeting of **CABINET** held on 30 July 2013 at County Hall, Matlock.

PRESENT

Councillor A Western (in the Chair)

Councillors D Allen, J Dixon, K Gillott, C Neill and B Ridgway.

Councillors A I Lewer and K P Morgan also attended the meeting.

172/13 QUESTIONS SUBMITTED BY MINORITY GROUP LEADERS

Councillor A I Lewer asked the following questions;

(a) Agenda item 7(b) – Request to Increase the Recommended Selling Price of School Meals – Had any consideration been given to deferring the recommended increase for this year, given the available surplus and the fact that this is a transitional year for primary schools?

(b) Agenda item 7(j) – Employment Appeals – What do Cabinet see as the benefit of restoring an additional layer of bureaucracy to these proceedings?

173/13 MINUTES RESOLVED that the non-exempt minutes of the meeting of Cabinet held on 16 July 2013 be confirmed as a correct record and signed by the Chair.

174/13 CABINET MEMBER MEETINGS RESOLVED to receive the non-exempt minutes of the Cabinet Member meetings as follows:

- (a) Children and Young People – 20 June and 9 July 2013
- (b) Council Services – 9 July 2013
- (c) Jobs, Economy and Transport – 9 July 2013

175/13 DERBYSHIRE YOUTH COUNCIL (Children and Young Adults) Cabinet considered a report of the Derbyshire Youth Council on the work it had undertaken since April 2012.

The Youth Council had recently set up five action groups for transport, youth opportunities, environment, drugs abuse and publicity to help achieve its aims, details of which were presented. A “SleepOut” event was currently being organised to be held in Chesterfield in November to raise funds and awareness for homeless young people. A Special School’s Forum had recently been established to ensure that young people with special needs were fully represented and the Youth Council was also strongly interested in both the development of new services for a teenager’s website and the plans for the New Youth Offer. Its aim was to ensure that young people were

adequately consulted on both issues and that the final outcomes met the needs of young people in Derbyshire.

The Youth Council was reforming its system of procedures in order to increase the organisations independence and self-sufficiency as well as effectiveness at meeting the needs of young people. The formation of the action groups was part of the process. Particular areas of focus were establishing firm procedures for administration including minutes and agendas, improving cohesion between the Youth Council and full Council, Cabinet and district forums, improving the public awareness and transparency of the Youth Council and establishing procedures for communication and co-operation with other areas of the County Council on issues such as requesting finance. The Youth Council may look to the procedures of the County Council when addressing these aims. A meeting of the Youth Council Cabinet was held on 21 May where a number of key issues were discussed and copies of the minutes of the meeting were attached as an Appendix to the report.

RESOLVED that the work of the Derbyshire Youth Council be noted and the minutes of the meeting held on 21 May 2013 be accepted.

176/13 REQUEST TO INCREASE THE RECOMMENDED SELLING PRICE OF SCHOOL MEALS (Children and Young People) The Strategic Director – Children and Younger Adults sought approval to increase the recommended selling price of schools meals for children and adults in secondary, primary, nursery and special schools with effect from 4 September 2013. Approval was also sought to increase the value of the free school meals offer for eligible pupils.

It was proposed to increase the recommended selling price of primary, special and secondary schools by 5p from 4 September 2013 and the price of an adult meal by 8p per adult. As the price of school meals had increased, there was a need for a corresponding increase in the value of the secondary free school meal offer to ensure that eligible pupils continued to receive an equivalent meal. It was recommended that the value of the free school meal offer be increased from £2.25 to £2.30.

RESOLVED that Cabinet approve; (1) a 5p increase in the recommended price of school meals for pupils in secondary, primary, nursery and special schools, with effect from 4 September 2013;

(2) an increase of 8p (excluding VAT) in the recommended price of adult meals provided in secondary, primary, nursery and special schools, with effect from 4 September 2013; and

(3) an increase in the value of the secondary free school meal offer to £2.30, with effect from 4 September 2013.

177/13 DEVELOPMENT OF PROVISION FOR POST - 16 STUDENTS WITH LEARNING DIFFICULTIES AND DISABILITIES AT HOPE VALLEY COLLEGE

(Children and Young People) The Strategic Director – Children and Younger Adults sought approval to additional capital and revenue funding for the project at Hope Valley College to secure high quality provision for Post -16 students with severe and complex learning difficulties and disabilities at the Academy. The project would also provide a purpose designed base for the areas Multi-Agency Team.

In March 2012, Cabinet agreed to grant a capital allocation of £350,000 to provide a modular building to create a base for a Post - 16 learning hub for disabled young people aged sixteen to eighteen at Hope Valley College. In addition to this capital allocation, a sum of £130,000 had been held in reserve and earmarked to fund a Multi-Agency Team base at the College to be funded from an allocation of £2.153m approved by Cabinet in December 2009 to support the co-location of services on school sites across the Authority. The Team based on the site would provide services not only to Hope Valley College, but also to its primary school feeders and the local community, helping families who needed targeted support.

Following a design being agreed with the Planning Authority, a detailed costing had taken place. The planning demands had changed the roof structure and enhanced the external appearance to ensure that it was sympathetic to the local environment. These changes, together with a need to provide new utility supplies to the site, had resulted in an increase in the budget required to a total of £656,000, including £10,000 for loose furniture and equipment. The budget shortfall was therefore £176,000 which could be met from savings in the 2012/13 Children and Younger Adults Capital Programme.

The Academy had also been in protracted discussions with the Education Funding Agency to amend its designation from eleven to sixteen to eleven to eighteen. Staff had been employed by the School and a very small number of young people were currently on role. Given that the designated age range of Hope Valley College as eleven to eighteen was still to be resolved, the young people had been admitted by New Mills School, an active “Peak 11 Schools” partner. The Education Funding Agency had now agreed to amend the School’s designation to eleven to eighteen with effect from 1 September 2014. In terms of revenue costs, the net cost was expected to be no more than £252,000 and it was proposed that this sum be set aside from DSG underspends to meet the costs of Hope Valley College Post - 16 provision for the academic year 2013/14.

RESOLVED that (1) Cabinet agreed to proceed with the proposed capital project at Hope Valley College to create a Post - 16 learning hub for disabled young people aged sixteen to eighteen together with a Multi-Agency Team base;

(2) approved an additional capital allocation of £176,000 from savings in the 2012/13 Children and Younger Adults Capital Programme, thus increasing the approved capital budget for this project to £656,000;

(3) agreed to set aside £252,000 from the DSG underspend to meet the net Revenue costs of the provision for 2013/14; and

(4) noted that the pupils would be registered at Hope Valley College from September 2014 following the re-designation of the College's age range from eleven to sixteen to eleven to eighteen.

178/13 CHILDREN AND YOUNGER ADULTS CAPITAL PROGRAMME – JOINT FUNDING INITIATIVE FOR SCHOOLS (Children and Young People) The Strategic Director – Children and Younger Adults sought approval for further schedule of proposals submitted by schools to be funded from the budget approved in 2012/13 Children and Younger Adults Capital Programme. The schemes listed below had been assessed and were submitted for approval.

School	Project	Total cost	LA Contribution
Brockwell Junior School, Chesterfield	Refurbishment of main corridor and cloakrooms	£26,000	£13,000
Darley Dale Primary School	New fire alarm and refurbishment works to link with new school extension	£28,500	£14,250
Harrington Junior School, Long Eaton	Refurbishment of courtyard and replacement windows	£36,500	£18,250
Melbourne Infant School	Refurbishment of internal doorways	£10,000	£5,000
Middleton Primary School	Classroom refurbishment	£27,000	£13,500
Mugginton CE Primary School	Refurbishment of toilets	£15,000	£7,500
Stonebroom Primary School	Refurbishment of external play areas.	£12,000	£6,000
Stenson Fields Primary School	Replacement of security fencing	£26,000	£13,000

TOTAL		£181,000	£90,500
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In March 2013, Cabinet approved a Joint Funded Initiative allocation of £30,000 at Castle View Primary School, Matlock to undertake various window and door replacements, roof works and some internal refurbishment at a cost of £60,000. Following a recent Ofsted inspection where safeguarding at the School was raised as a concern, it was acknowledged that the installation of security fencing was a more urgent requirement. Approval was therefore requested for the re-allocation of this funding in order to carry out these urgent fencing works.

RESOLVED that (1) approval be granted to the joint funded projects as detailed above, with funding being split equally between the schools and the Authority, resulting in a charge of £90,500 on the approved allocation of £1.123m in the 2013/14 Children and Younger Adults Capital Programme; and

(2) the re-allocation of an approved joint funding allocation of £30,000 at Castle View Primary School in order to undertake urgent security fencing works be approved.

179/13 SUPPORT SERVICES SPECIAL EDUCATIONAL NEEDS - ACCOMMODATION (Children and Young People) Cabinet considered a joint report of the Strategic Director – Children and Younger Adults and the Director of Property which sought approval to a proposed relocation of the office bases for two teams within the Support Service for Special Educational Needs.

The Ashgate Croft Team was located in the St. Helena office base which was being vacated prior to disposal. It was proposed that the Team relocates to Cavendish Junior School where there was a spare classroom that could be converted into an office base and a resource store. This had been agreed in principle with the School's Governing Body and a budget cost of £28,000 had been calculated for essential minor building adaptations, electrical works, ICT networking and furniture and equipment.

The Stubbin Wood Team had been based until recently in the Stubbin Wood School building but as part of the Building Schools for the Future programme, the School had relocated into its new building co-located with the Shirebrook Academy. The Special Educational Needs Team could not remain in the empty main school building as the building had been mothballed and services cut off prior to demolition. It was proposed that the Team relocate to Whaley Thorns Primary School where there was spare accommodation that could be converted into an office base and resources store. Budget costs of £25,000 had been calculated for similar minor adaptations.

A further report would be presented at a later date relating to the Holbrook Team which was currently based in office accommodation on the

former Brookside Special School site in Breadsall which was being vacated and the option of moving into a school location was being explored.

RESOLVED that approval be granted to the proposed relocation of two Support Service for Special Educational Needs Teams into school based locations together with the associated capital projects at Cavendish Junior School (Chesterfield) and Whaley Thorns Primary School, at a total budget cost of £53,000 as a charge on savings in the 2012/13 Children and Younger Adults Capital Programme.

180/13 REVENUE OUTTURN 2012/13 (Council Services) Cabinet considered a report of the Director of Finance which set out the final outturn position for 2012/13, identified significant variations from the revised estimate and identified commitments already agreed against the underspend, together with proposals for the further use of underspends. The allocations for further use of the underspends would be held in departmental earmarked reserves and would only be released to departments subject to final approval by the appropriate Cabinet Member. A statement setting out the overall revenue position for 2012/13 by department was detailed in the report and the budget had been adjusted to reflect the approved carry forwards from 2011/12 that otherwise was cash limited to the original budget set out in February 2012.

Most services achieved underspends, part of which related to planned activities not having been carried out so the commitment remained. Departments had additional flexibility regarding the use of previous year underspends which allowed them to manage future budget reductions. Pressures remained on the Adult Care budget, however actions were being taken to reduce the overall spend within Adult Care. In addition, there was an underspend on the Risk Management and Debts Charges budgets.

The General Reserve stood at over £102.719m in the Council's Pre-Audit Annual Accounts as at 31 March 2013. However, departments had a number of commitments as detailed in the report and requests to carry forward balances which would have a significant impact on that balance. In addition, there were further calls upon the balance to meet potential Equal Pay costs, voluntary redundancy costs and liabilities from Municipal Mutual Insurance, leaving a balance of approximately £35m to cover unknown contingencies. This was at the top end of the Council's desired range and one key unknown element which wasn't currently provided for was the requirement for funding to settle the back claim for the Residential Care judicial review case.

RESOLVED that (1) the departmental outturn positions for 2012/13 be noted;

(2) the position on General Reserves be noted;

(3) the use of underspends to meet previously agreed commitments as detailed in the report be approved;

(4) the suggested use for the uncommitted balances made by the Strategic Director be noted and the sums being transferred into departmental earmarked reserves be agreed with use to be in line with the contents of the report being subject to final approval by the Cabinet Member; and

(5) the return of £4.976m of underspend back into the General Reserve be approved.

181/13 INTRODUCTION OF MARKET SUPPLEMENT PAYMENTS

(Council Services) Cabinet considered a joint report of the Acting Chief Executive and the Director of Human Resources which sought Cabinet approval for the introduction of market supplement payments and the implementation of the proposed Market Supplement Procedure.

The Council had previously identified the need for a process to enable the formal consideration of the payment of market supplement rates which was intended to address anticipated difficulties in recruiting to specialist roles in exceptionally competitive markets following the implementation of job evaluation. A report had been commissioned from Tribal GWT Consulting in 2004 and, although the implementation of job evaluation did not ultimately take place until 2010, the report contained detailed analysis and recommendations which remained valid. A copy of the executive summary of the report was attached at Appendix 1 to the report.

The Tribal report emphasised that supplements would not be appropriate in all cases and that there were a number of other measures such as recruitment, improving working environment that should also be considered. It recommended that market supplements should only be used when it could be demonstrated that there were recruitment and retention issues that specifically related to pay and that were specifically due to Council pay rates being low in relation to comparable jobs elsewhere. The report included recommendations about the elements needed to build a transparent and robust process for assessing and approving market supplement.

All market supplement rates that were being paid within the Council were removed with effect from 1 April 2010 as a result of the implementation of Single Status and job evaluation. The potential re-introduction of market supplements for posts with significant recruitment and retention difficulties had been raised again.

A more detailed market supplement procedure had now been developed and Counsel's advice had been sought on the continuing relevance of the 2004 Tribal report and also the implications of reducing supplements in the current climate.

The proposed procedure had been revised to take account of Counsel's advice. The application for payment from market supplement would need to be instigated by the relevant Chief Officer and must include detailed evidence to demonstrate why a supplement was the most appropriate solution. Each application would be considered by the Corporate Management Team before submission to Cabinet for approval by the Chief Executive. A copy of the proposed procedure was attached at Appendix 2 to the report.

RESOLVED Cabinet approve (1) the introduction of market supplement payments; and

(2) the implementation of the proposed market supplement procedures.

182/13 INTERNAL APPRENTICESHIP SCHEMES (Council Services)
The Director of Human Resources updated Cabinet on the progress of the Council's internal apprenticeship scheme and proposed further developments to support the apprenticeship agenda in the Council.

In 2012, the Council had three intakes of apprentices in June, September and October with 107 apprentices being engaged. Further intakes during January and June 2013 resulted in a further eighteen recruits with eighty opportunities currently being recruited for September and October starts. These intakes included a total of five young people with disabilities. Details of the autumn 2013 apprenticeship opportunities were detailed at Appendix 1 to the report.

The National Minimum Wage Regulations included an apprenticeship rate (currently £2.65 and £2.68 from 1 October 2013), that could be paid to those who were under 19 or in their first year of their apprenticeship. If they were 19 or over and past the first year the National Minimum Wage rate appropriate to their age was applied. The Council currently pay the apprenticeship rate of £2.65 to those who met the criteria although it was the employer's choice should they wish to pay apprentices above this minimum level. The Council acknowledged that young people were being given an opportunity to develop their work related skills and enhance their prospects of sustainable employment. However, the level of remuneration should more accurately reflect a contribution to the Council during their apprenticeship and the Council also recognised that where a young person takes up an apprenticeship opportunity, this could have a negative impact on the family's eligibility to receive child tax credits, child and other benefits and consequently reduce family income. In view of this, it was proposed that the payment of the apprenticeship rate to young people placed on the Council's internal apprenticeship scheme be ceased and that they should all receive the National Minimum Wage Rate appropriate to their age. This would be implemented from 1 August 2013 and be applicable to all those young people currently on placement with the Council.

It had long been recognised that access to transport could be a significant barrier to young people taking up employment apprenticeship and work experience opportunities. This was particularly true but not exclusive to rural environments, and was a particular issue that had an impact on young people in Derbyshire where access to public or personal transport was a problem, and in many cases, required expenditure disproportionate to their salary levels. In recognition of this, discussions had taken place with the Environmental Services Miles Better Team (part of the Wider Smarter Travel Board project), to identify a range of solutions that could help mitigate against the travel problems faced by young people on the Council's internal apprenticeship scheme and make future opportunities more accessible, details of which were presented in the report.

RESOLVED Cabinet (1) noted the progress on the Council's internal apprenticeship scheme;

(2) agreed that all young people placed on the Council's internal apprenticeship scheme receive the national minimum wage appropriate to their age with effect from 1 August 2013; and

(3) noted the transport to work proposals for all young people placed on the Council's internal apprenticeship scheme as detailed in the report.

183/13 EMPLOYMENT APPEALS (Council Services) The Director of Human Resources sought Cabinet approval to restore to Elected Members the responsibility for the hearing of employment appeals against redundancy, disciplinary and capability dismissals and grievance hearings and harassment procedure outcomes. The associated procedures had been revised in draft subject to discussion with Elected Members and trade unions and were attached at Appendix 1 to the report.

RESOLVED that the restoration to Elected Members of the responsibility to hear employment appeals as specified, be approved.

184/13 LONG SERVICE AWARDS (Council Services) The Director of Human Resources sought approval for a series of presentation evenings to recognise those employers of the Council who had been employed continuously for 25 years and 40 years.

RESOLVED that (1) a series of presentation evenings as detailed in the report be approved; and

(2) the events be viewed as approved duty for the purpose of the Members' Allowances (Travel and Subsistence).

185/13 ADDITIONAL HIGHWAY WORKS RESULTING FROM SEVERE WEATHER CONDITIONS (Jobs, Economy and Transport) The Acting Strategic Director – Environmental Services recommended to Cabinet a programme of works to address damage to the highways as a result of severe

weather conditions. Central Government had allocated £4m to Derbyshire to address the damage caused to the highway as a result of both flooding and winter conditions with the finance being split between the two financial years with £2.625m during the current year with the remainder allocated to 2014/15.

In order to address the issue of greatest concern to the public, County Councillors had been consulted and had given numerous locations where works were desirable. The extent of the requested works ranged from localised defects which could be addressed by simple patching to major resurfacing. Each request had been inspected and assessed for need and to determine if it met the criteria for funding from the Government grant which required that work should not be part of a programme already planned and should seek to improve the resilience of the roads. The list of schemes was attached as an Appendix to the report.

RESOLVED that (1) the list of works set out in the Appendix to the report as those to be undertaken and funded from the Government grant for remedial works resulting from severe weather conditions be approved;

(2) to note that £500,000 had already been spent on the hire of specialist machinery to redress the condition of the highway network at the start of the financial year; and

(3) the publication of the programme of works on the County Council's website as required by the conditions of the grant be approved.

186/13 ADDITION TO THE CAPITAL PROGRAMME 2013/14 – HAWTHORNE AVENUE, DRONFIELD – COMPLETION OF OUTSTANDING SECTION 278 WORKS FOR HIGHWAY ADOPTION (Jobs, Economy and Transport) The Acting Strategic Director – Environmental Services sought approval to include a scheme to carry out outstanding Section 278 works on Hawthorne Avenue, Dronfield in the 2013/14 Capital Programme. The cost of the works had been estimated at £16,900 in order to bring the site to an adoptable standard and would be paid in full by South Yorkshire Housing Association.

RESOLVED that the inclusion of the scheme to undertake the outstanding Section 278 works for South Yorkshire Housing Association Limited in the 2013/14 Capital Programme be approved.

187/13 ADDITION TO THE CAPITAL PROGRAMME 2013/14 – HSBC BANK – IMPROVEMENTS TO FOOTWAY AT THE KING STREET/HIGH STREET JUNCTION, ALFRETON (Jobs, Economy and Transport) The Acting Strategic Director – Environmental Services sought approval to include a scheme to carry out improvements to the footway fronting the HSBC Bank at the junction of King Street and High Street, Alfreton in the 2013/14 Capital Programme at an estimated cost of £27,800 to be paid by the Bank under a Section 278 agreement of the Highways Act 1980.

RESOLVED that (1) Cabinet approves the inclusion of the scheme to undertake a footway improvement and relocation of traffic signalling equipment at King Street/High Street, Alfreton in the 2013/14 Capital Programme; and

(2) subject to a Section 278 agreement being entered into with HSBC Bank, the works to the junction of King Street and High Street, Alfreton be carried out.

188/13 PROPOSED PASSENGER BOAT SERVICE CROMFORD CANAL (Jobs, Economy and Transport) The Acting Strategic Director – Environmental Services sought approval for the arrangements for the proposed passenger boat operation on the Cromford Canal by the Friends of Cromford Canal.

The Friends of Cromford Canal would operate a passenger boat service between Cromford Canal and High Peak Junction. Due to the Canal's status as a Site of Special Scientific Interest, the approval of Natural England for the operation was required and this had now been obtained. An agreement had been drawn up with the Friends that had been agreed by Cabinet Member – Council Services dated 18 June 2013. The licence would be for ten years but allowed for a review of operation after five years. It was hoped the passenger carrying trips could commence from the middle of August 2013.

RESOLVED that the arrangements for a passenger boat service on the Cromford Canal as approved by the Cabinet Member for Council Services be endorsed.

189/13 DERBYSHIRE COUNTY COUNCIL'S POSITION ON BOVINE TUBERCULOSIS, BADGER VACCINATION AND BADGER CULLING ON COUNTY COUNCIL LAND (Jobs, Economy and Transport) The Acting Strategic Director – Environmental Services presented a report to establish a County Council position with regards to Bovine TB, badger vaccination and badger culling and to seek Cabinet approval to respond to any future proposals for badger vaccination or badger culling on County Council land accordingly. A background paper covering the issue was detailed at Appendix A to the report.

RESOLVED that (1) the suffering and financial hardship that Bovine TB causes to farmers and their families and the animal welfare issues associated with the disease be noted;

(2) the strong public concern for badgers and the sensitivities associated with badger culling be noted;

(3) the concerns that had been raised that the currently proposed methods of badger culling might have little or no beneficial impact on the

occurrence and spread of Bovine TB and may exacerbate the situation be noted; and

(4) Cabinet supports the County Council's position on these issues which included:

- i) supporting the principle of badger vaccination as a practical measure to reduce the spread of Bovine TB, and allowing vaccination to occur on County Council land.
- ii) maintaining the view that a nationwide badger vaccination programme should be supported, co-ordinated and funded as part of the central government bovine TB control strategy, which also included improved cattle testing, improved bio-security and the development of cattle vaccinations.
- iii) opposing badger culling which evidence showed may exacerbate the spread of TB, and prohibiting badger culling on Derbyshire County Council land and
- iv) not permitting badger culling to take place on land owned by the County Council.

190/13 PUBLIC HEALTH COMMISSIONED SERVICES 2013/15 (Health and Communities) The Director of Public Health sought agreement to the approach to the Public Health Commissioned Services that were now the responsibility of the Council. The report outlined the main areas of new development through commissioning and partnership work for the Public Health team in its first year within the Council. The plan was based on a review of Public Health Services and areas of interest that was conducted in April 2013. The main areas of focus planned for the coming year were to;

- continue with services that were performing well
- redesign services identified as being amenable to improve performance or efficiencies
- commission additional programmes against need and evidence of effectiveness using the additional funding in the Public Health grant
- all of these services have a health and equality dimension based on the needs of different population groups and this would be articulated in the detailed report which would come back for final approval to Members.

The Director of Public Health was seeking a mandate to progress with a programme of commissioning and procurement details of which had been presented in the report. There was a timing issue in relation to the contracts which the Council had inherited from the NHS, which required agreement from Members on the way forward. The specific proposals summarised in the report would all be brought back to Cabinet for agreement with more detailed

business cases being provided. There would also be a need to clarify the Council's commissioning intentions with current service providers to minimise the levels of uncertainty. Indicative funding had been included for new developments for consideration.

RESOLVED that Cabinet (1) noted the conclusions of the review as set in the report;

(2) agreed the areas recommended for continuation in Section 5 including indicative funding where identified;

(3) agreed that the service areas recommended for redesign in Section 6 be supported and a mandate be given to the Director of Public Health to develop a phased programme of redesign and retendering as set out in the report;

(4) agreed the proposed new dates for delivery, outlined in Section 7 mainly for older people, uplifting locality funds to focus on health inequalities, making healthy choices easier and tackling poverty were supported in principle with indicative funding and agreed for the commencement of developing business cases then subsequent procurement as set out in the report;

(5) authorised the Director of Public Health to commence procurement processes as specified with further reports being provided for Cabinet/Cabco for entering into new contracts as appropriate; and

(6) waived Standing Orders in Relation to Contracts to permit the extension of contracts as set out in the report

191/13 PROPOSED CONSULTATION ON THE RECOMMISSIONING OF A FAMILY SUPPORT SERVICE (Children and Young People) The Strategic Director – Children and Younger Adults sought approval to undertake formal consultation on options for the provision of low to medium need family support services.

Given the local and national developments of the last five years, it was considered that it was an appropriate time to review the current service provision and for consultation to be undertaken. It was recommended that consultation takes place over a twelve week period to allow sufficient time for a broad range and a sufficient number of local residents to participate in the consultation. A paper and on-line questionnaire would be developed to capture key information from families with children under five from across Derbyshire with the questionnaire seeking to identify use and satisfaction with current services offered to families with children under five as well as identifying any gaps in current service provision. Early tracking of responses would allow the Council to identify any particular geographical locations or

groups where further targeted promotion of the survey was required and it was hoped that at least 300 responses would help shape the future service provision.

Alongside the questionnaire, it was anticipated that a small number of focus groups would be undertaken in order to gain a more detailed understanding of matters such as participants views on the services currently offered, whether families' needs were met and what further services could be provided.

It was proposed that the consultation be concluded during October 2013 and that the consultation findings and recommendations be reported to Cabinet in December 2013.

The current Home Start contracts cover Erewash, Amber Valley, South Derbyshire and High Peak only, and it was proposed that Standing Orders in Relation to Contracts be waived to allow the Council to enter into short extensions to the current contracts with Home Start for a maximum of a six month period in order to provide sufficient time for a full procurement and hand over process to be completed.

RESOLVED that (1) approval be given to carry out public consultation on future low to medium family support services need in Derbyshire; and

(2) the current contracts with Home Start detailed in the report be extended for a maximum of six months if required.

192/13 AUTHORISATION TO CARRY OUT ENFORCEMENT RESPONSIBILITIES (Health and Communities) Cabinet considered a joint report of the Strategic Director – Cultural and Community Services and the Director of Legal Services on various matters regarding the authorisation to carry out enforcement responsibilities, details of which were presented in the report.

RESOLVED (1) To note the update and consolidation of the authorisations from the Regulatory – Licensing and Appeals Committee for nominated officers within the Trading Standards Service to undertake enforcement and administrative duties under the relevant provisions of the Acts specified in Appendix B to this report;

(2) To note that the statutory appointment of Chief Inspector of Weights and Measures is discharged by the Head of Trading Standards Assistant Director Cultural and Community Services;

(3) To authorise the Head of Trading Standards Assistant Director Cultural and Community Services to enforce and administer the legislation set out in Appendix A to this report;

(4) To authorise such officers of the Trading Standards Service as may be nominated by the Head of Trading Standards Assistant Director Cultural and Community Services, to enforce and administer the legislation set out in Appendix A to this report;

(5) To authorise the Head of Trading Standards Assistant Director Cultural and Community Services in connection with matters listed in Appendix A, under s223 of the Local Government Act 1972, to look at the facts of a particular case, and if expedient for the protection of the inhabitants of the County, to institute, prosecute and appear in legal proceedings on behalf of the Derbyshire County Council, before any Court of summary jurisdiction, and to issue suspension notices, apply for forfeiture or destruction orders on goods, and to effect such other legal procedures as are commensurate with the discharge of the enforcement or administration of the above mentioned Acts, and of any Rules, Orders or Regulations made thereunder;

(6) To authorise the Head of Trading Standards Assistant Director Cultural and Community Services in connection with matters listed in Appendix A to nominate officers to fulfil the functions detailed in recommendation 5, including the power to institute, prosecute and appear in legal proceedings on behalf of Derbyshire County Council, before any court of summary jurisdiction;

(7) To continue to provide regular reports to the Cabinet Member for Health and Communities in order to keep the members informed of those matters which are subject of legal proceedings; and

(8) To inform the Committee of the intention to seek authority from Cabinet for enforcement and administrative powers in relation to the relevant provisions of the specified Acts which do not fall within the remit of Regulatory – Licensing and Appeals Committee, and are specified in Appendix A to this report.

193/13 ELECTORAL COMMISSION REVIEW – ELECTORAL FRAUD IN THE UK (Strategy Policy and Budget) The Director of Legal Services informed Cabinet of a review regarding electoral fraud in the UK which had been undertaken by the Electoral Commission and invited Cabinet to comment in response to the consultation on its suggestions to the review of the current electoral system regarding postal voting and proxy voting. It was proposed that the Cabinet Member – Strategic, Policy and Budget be authorised to prepare a response to the Electoral Commission opposing the proposed restrictions to postal and proxy voting.

RESOLVED that Cabinet (1) notes the review being undertaken by the Electoral Commission; and

(2) authorises the Cabinet Member – Strategic, Policy and Budget to prepare a response to the Electoral Commission opposing the proposed restrictions to postal and proxy voting.

194/13 EXCLUSION OF THE PUBLIC FROM THE MEETING

RESOLVED that the public be excluded from the meeting during the consideration of the remaining items on the agenda to avoid the disclosure of the kind of exempt information detailed in the following summary of proceedings.

SUMMARY OF PROCEEDINGS CONDUCTED AFTER THE PUBLIC HAD BEEN EXCLUDED FROM THE MEETING

(1) Confirmation of the exempt minutes of the meeting of Cabinet held on 16 July 2013.

(2) Receipt of the exempt minutes of Cabinet Member meetings held as follows;

- (a) Children and Young People – 20 June and 9 July 2013
- (b) Council Services – 9 July 2013
- (c) Jobs Economy and Transport – 9 July 2013

(3) Consideration of the joint report of the Acting Chief Executive and the Director of Human Resources on the Application for the Payment of a Market Supplement to the Investment Fund Managers and the Investment Officer (Council Services) (contains information relating to particular employees).

(4) Consideration of the report of the Deputy Chief Executive and Strategic Director - Health and Community Safety on Digital Derbyshire (Jobs, Economy and Transport) (contains information relating to the financial or business affairs of a particular person, including the Authority holding that information).

(5) Consideration of the report of the Strategic Director – Children and Younger Adults on the Contact Pilot (Children and Young People) (contains information relating to the financial or business affairs of a particular person, including the Authority holding that information).

(6) Consideration of the report of the Strategic Director – Adult Care on the Provision of a Personal Laundry and Linen Hire Service (Adult Social Care) (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).

- (7) Consideration of the report of the Strategic Director – Adult Care on Substance Mis-use Services – Extension of Contract for Residential Rehabilitation Services (Adult Social Care) (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
- (8) Consideration of the report of the Strategic Director – Adult Care on the Procurement of Adult Care Services (Adult Social Care) (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
- (9) Consideration of the report of the Strategic Director – Adult Care on the Proposed Establishment of Local Authority Controlled Companies for Community Alarm Monitoring Services (Adult Social Care) (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
- (10) Consideration of the report of the Director of Property on the Renewal of Heating and Maintenance Contracts (Council Services) – (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
- (11) Consideration of the report of the Director of Property on the Provision of Modular Buildings Approval to Appoint Framework Contractors (Council Services) (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).