

**MINUTES** of a meeting of **CABINET** held on **30 September 2014** at County Hall, Matlock.

**PRESENT**

Councillor A Western (in the Chair)

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

Councillor B Lewis also attended the meeting.

Apologies for absence were received on behalf of Councillors K P Morgan and C Neill.

**327/14      PUBLIC QUESTIONS**

There were no public questions.

**328/14      MINORITY GROUP LEADER QUESTIONS**

Councillor B Lewis had submitted the following questions:-

**Agenda Item 7(a) - Changes To Mobile Library Service**

This item along with others in today's Cabinet papers have a particular impact upon rural areas. Councillor Western said it had nothing to do with geography, yet rural dwellers, who today see their transport services under attack, especially the elderly suffering isolation and young families in deprivation and without access to inexpensive transport will now be unable to travel to their nearest mobile library service; not to mention Children's Centres. Given the triple whammy upon rural services delivered by this Labour administration, what does the Cabinet Member propose to do to ameliorate the particular impacts in this instance?

Councillor Allen responded that despite Councillor Lewis's comments, Appendix 5 to the report shows that the current administration is supporting and protecting, rather than attacking, rural library services. Indeed the administration is committed to expanding library services where possible despite the budget cuts and a good example of this is the Home Library Service. The Equality Impact Assessment answers a lot of the questions raised by Council Lewis and Councillor Allen was confident that the Authority was more than meeting the statutory requirement in terms of providing a library service.

Councillor A Western stated that although the affected areas included Chesterfield, Long Eaton and Ilkeston, the County was largely rural. Councillor

Western asked Councillor Lewis if he would be prepared to support the Council and fight for a fair deal for Derbyshire as other Conservative leaders had done in their areas.

**Agenda Item 7(e) – Report On The Findings Of The Consultation Undertaken On The Changes To The Way Children’s Centre Are Delivered**

Does the Cabinet member not agree that in the interests of transparency, DCC should publish a full list of all the children’s centres, details of their usage and footfall and all the other criteria mentioned in this report to allow the public to assess and evaluate the results to see if they are as fair as is claimed for themselves?

Was there some ideological problem that prevented this Cabinet from considering the use of VCI sector providers to run the buildings and deliver some of the Phase 3 services at a reduced cost, especially when such a high percentage of users were prepared to pay for access to such services? Given all of the cuts proposed to libraries, children’s centres and local bus and community transport services, does this Cabinet not see the obvious impact this will have upon service users in rural, and dare I say areas of Derbyshire perceived by this administration as more affluent?

Councillor K Gillott responded that the list of the “top ten” Children’s Centres would be published in due course. With regard to the second part of the question, he felt that Councillor Lewis had missed the point. The reason behind the report was the severe Government budget cuts which meant that cuts to Children’s Centres budgets had to be implemented. These cuts however, also applied to the voluntary sector who had been hit just as hard. With regard to paying for services, one would not be talking about paying a £1 or 50p, it would be £5-10 per week, charges which the majority of people could not afford. The cuts would impact on all areas of the County and not just rural areas.

**Agenda Item 7(f) – Proposed Public Engagement On Changes To Local Bus Support And Community Transport**

We have made point elsewhere on this issue. Our question is: this timescale raises doubts about the ability to achieve the planned savings, how confident is this administration that it will achieve the planned five year savings in 2015/16?

Councillor Dixon responded that the Council had a five year plan to implement proposed cuts to buss support, Community Transport grant and funding to Wheels to Work. No decisions had been made at present as all would be subject to public consultation. The Council was working hard to

mitigate the impact of the cuts. The Conservatives had accused the administration of delaying and scaremongering but she did not understand Councillor Lewis's position on this.

**329/14      MINUTES   RESOLVED** that the non-exempt minutes of the meeting of Cabinet held on 9 September 2014 be confirmed as a correct record and signed by the Chair.

**330/14      CABINET MEMBER MEETINGS - MINUTES      RESOLVED** to receive the non-exempt minutes of Cabinet Member meetings as follows;

- (a) Council Services – 8 September 2014
- (b) Children and Young People – 9 and 11 September 2014
- (c) Health and Communities – 9 September 2014
- (d) Jobs, Economy and Transport – 9 September 2014
- (e) Strategic Policy and Budget – 9 September 2014

**331/14      CHANGES TO THE MOBILE LIBRARY SERVICE** (Health and Communities) The Strategic Director – Health and Communities sought Cabinet approval on various matters relating to changes to the Mobile Library Service. As part of the County Council's four year programme of budget reductions, the Department had to identify total budget reductions of approximately £1.28m in 2014-15 and £1.3m in 2015-16. To help achieve these reductions, Cabinet agreed at its meeting on 3 December 2013, a series of proposals to review the Service. The report detailed the current Mobile Library Service, the options for a reduced service and details of the consultation programme and a summary of the consultation results.

Within the context of the significant budget reductions that needed to be made across the Authority, considerable concerns were expressed by consultees relating to the significant changes to the Mobile Service. It was considered however, that there was scope for making budget reductions by revising the Mobile Library staffing structure, changing the existing routes, including the number and frequency of stops, and removing eight vehicles from service.

Such changes would have a significant impact as identified in the Equality Impact Analysis, which Members had taken into account, in particular, the mitigation that was proposed to be put in place. Even though such mitigation would address some of these effects, the changes would still have an adverse impact on a significant number of service users. In addition, Members considered the statutory duty of every Library Authority to provide a comprehensive and efficient Library Service for all people desiring to make use thereof. In fulfilling its duty, the Council should have particular regard to the desirability of:

## PUBLIC

- (a) Securing that facilities were available for borrowing books, records, films etc. were sufficient in number, range and quality to meet the needs of all, and the special requirements of adults and children;
- (b) Encouraging adults and children to make full use of the services and provided advice.

Members were also aware that not proceeding with this proposal would result in either deeper cuts to other services provided by public libraries, or in further consideration of alternative ways of making the cuts across the Health and Communities Department of the Council as a whole.

It was proposed to introduce a four-weekly service for 150 communities with stopping times ranging from a minimum of 30 minutes to a maximum of 280 minutes, based on the locations, days and times detailed in the draft timetable which had been consulted on in stage 2 and detailed at Appendix 5 to the report. The public response however, included a number of suggestions that alternative stopping locations in certain communities could be considered, which would require further investigation, requiring in some cases detailed evaluation, including site visits and risk assessments. Agreement from other agencies to park in the proposed locations would also need to be negotiated.

In proposing the changes to the Mobile Library provision, a pattern of provision had been sought that it was considered would enable the County Council to meet its statutory obligations and continue meeting diverse community needs across Derbyshire. To ensure that the Service maintained its responsiveness to demand, mobile stops would be kept under regular review and would be changed where appropriate, in line with customer feedback and within available resources.

The two retained vehicles would be based in existing accommodation at Buxton and Long Eaton Libraries. In addition, one spare vehicle would be retained to be used in the event of one of the vehicles being unavailable for a sustained period of time, ensuring the most effective use of the resources available.

Staffing on each vehicle would consist of one full-time equivalent Assistant in Charge, one full-time equivalent Driver/Assistant and one 18.5 hours per week Library Assistant who would work one day a week on the vehicle to enable the Assistant in Charge to undertake other essential tasks including organising stock rotation, undertaking training and development and liaising with County Transport. The remainder of the Library Assistant's hours would be used to augment Home Library Service (HLS) staffing, since the consultation feedback had indicated that there would be an increase in demand for home visits.

The proposed reduction in the size of the fleet would mean that the post of Mobile Co-ordinator/Transport Officer would, subject to consultation, no longer be required and this post would be deleted. Part of the role of Transport Officer would be covered by the existing Business Services Team based in Matlock and the Transport Officer, based in the Economy, Transport and Environment Department, would provide advice and support on all vehicle specific issues such as the Operator Licencing and vehicle safety.

The Assistants in Charge, would manage the individual vehicles and would report directly to the Senior Library Manager for the area. In the existing Library Service structure, Senior Library Managers already had responsibility for Assistants in Charge based in static libraries. The revised structure proposed for the Mobile Library Service was attached at Appendix 6 to the report.

There were currently a number of customers who received a home delivery direct from a Mobile Library. Officers were working with Public Health and the Adult Care Department to ensure that those house-bound customers currently served by a Mobile Library may transfer to the HLS if they could no longer receive a visit from Mobile Library staff. Additionally, some other consultation respondents had identified themselves as requiring the HLS should their Mobile Service be withdrawn. If approved, work would begin to assess those expressing an interest and to integrate them into the HLS schedules within the existing resources.

It was proposed to implement the revised service with effect from 12 January 2015, with all vehicles having ceased operations by the end of Friday 19 December 2014. During the temporary cessation of the Service, the surplus vehicles would be taken out of service, the retained vehicles would be relocated and work would be carried out on all stock to ensure that there were sufficient library materials available at the two base libraries to meet the demand that would initially be placed on the retained vehicles.

It was proposed that any further detailed decisions connected with the implementation would be delegated to the Strategic Director in consultation with the Cabinet Member – Health and Communities. Following implementation, responsibility for the day to day management of the Service, including future timetable changes, would rest with the Library Service as was the practice prior to the review.

Staff and trade unions had been kept informed of the progress of the review during the period of public consultation and there had also been regular opportunities for dialogue. Following Cabinet approval, information relating to the review would be made available to Mobile Library staff in a timely manner as it became available. Trade unions would be formally

consulted on the proposal and appropriate meetings would take place with departmental trade union representatives in relation to the implementation of the review.

**RESOLVED** Cabinet approved (1) the proposed changes to the Mobile Library Service routes and stops, including the withdrawal of eight vehicles from service, as outlined in the report;

(2) that officers start the process of investigating the suitability of the alternative stops, within the communities identified at Appendix 5 to the report, with a view to modifying the draft timetable to reflect the suggestions prior to implementation;

(3) the proposed new staffing structures for the Mobile Library Service and associated implementation processes, subject to consultation with staff and the trade unions;

(4) that staff affected by the proposed changes to the Mobile Library Service be treated as a “pocket of difficulty” and that the voluntary early release scheme be made available for this group of employees if necessary; and

(5) decisions relating to the implementation of the review of the Mobile Library Service be delegated to the Strategic Director – Health and Communities in consultation with the Cabinet Member - Health and Communities.

**332/14      PROVISION OF FAMILY CARE SERVICES FOR SUBSTANCE MISUSE - GRANT** (Health and Communities) The Strategic Director – Health and Communities sought approval to continue and extend the current grant arrangements for the provision of Adult Family and Carer Support Services for substance misusers for the period 1 April 2015 to 31 March 2017.

The primary aim of the Service was to offer support to those affected by another’s substance misuse and to help them cope with the negative impact on their own health and wellbeing. Supporting families and carers in this way had the potential to improve engagement of substance misusers in treatment and assist their recovery. In Derbyshire, the Service had been commissioned previously by Health and designed to support adults. It had been delivered by SPODA, a small voluntary organisation based in Chesterfield. In February 2014, following an unsuccessful procurement process incorporating a young person’s element to the Service in 2013, Cabinet approved the extension of the existing grant arrangements to 31 March 2015, along with a request to consider alternative ways of delivering the adult service and a young person’s service for those affected by parental or sibling substance misuse separately,

through either a new re-procurement process or a grant. The report detailed the adult service.

The Substance Misuse Commissioning Team aimed to align all the existing contracts to conclude in March 2017, in order to allow for the opportunity of commissioning a full integrated drug and alcohol treatment service which would include family and carer support from April 2017. It was envisaged that a fully integrated service would increase positive outcomes for all service users at the same time as reducing costs and increasing efficiencies.

It was considered that the most appropriate solution which avoided unnecessary disruption to the existing client group and the strategic aims to improve the service, was to continue the Family and Carer Service through a grant process for the next two years to 31 March 2017. Including a proposed budget cut of 15% would take the annual value of grant to £134,300. Discussions were already taking place with SPODA with a view to working with them for the implementation of a new approach to their work which had demonstrated nationally the validated improved outcomes for family and carers. The piloted approach would provide useful best practice evidence to support commissioning a new integrated service from April 2017.

**RESOLVED** to award SPODA an annual grant of £134,300 from 1 April 2015 to 31 March 2017 to provide Adult Family Carer Support Services for substance misuse.

**333/14      RE-ESTABLISH A SUPPORT SERVICE FOR CHILDREN AND YOUNG PEOPLE IN DERBYSHIRE AFFECTED BY SUBSTANCE MISUSE**  
(Health and Communities) The Director of Public Health informed Cabinet on plans to re-establish a support service for children and young people in Derbyshire affected by substance misuse of parents or carers and sought approval for the proposed use of grant funding for Action for Children to deliver this service in conjunction with the existing Derbyshire County Council's Young Carer Service as an interim measure prior to integrating commissioning of all substance misuse services in 2017.

The annual budget for this service was £70,000. Grant funding would be for a maximum of two and a half years until re-procurement in April 2017 giving a total value of £175,000.

**RESOLVED** to grant fund Action for Children to deliver a support service for children and young people affected by substance misuse on an annual basis until March 2017.

**334/14      RE-PROCUREMENT OF A HEALTH PROMOTION RESOURCE SERVICE** (Health and Communities) This report was withdrawn.

**335/14      REPORT ON THE FINDINGS OF THE CONSULTATION UNDERTAKEN ON THE CHANGES TO THE WAY CHILDREN'S CENTRES SERVICES ARE DELIVERED** (Children and Young People) Cabinet

considered a report of the Strategic Director – Children and Younger Adults on the results of the consultation on the delivery of the Children's Centre Services and sought permission to consult on detailed proposals.

The proposals took into account the preference expressed during the initial consultation for reducing the opening hours of Centres in preference to fully closing Centres, noting that the proposals would result in the full closure of only two Centres and would reduce opening hours at a further ten. Consideration had also been given to charging for services which had been widely supported in the consultation. However, this was not recommended due to the complexity and cost of administering the payments, the amounts that would need to be charged and the concern that this would make the service inaccessible for those in greatest need.

Consideration was also given to reducing the range of services available at Children's Centres, although this option had not been recommended due to the need to continue to provide a range of services in order to comply with statutory guidance and to maintain the appeal and interest of the Centres to families with different needs and interests.

**RESOLVED** to (1) note the findings from the Children's Centre review;

(2) agree the proposed timetable for the continuation of the review, including a three month period of consultation and Equality Impact Assessment on;

- (a) the proposed full closure of two Centres at Ashbourne and Duffield;
  - (b) the transfer of services where the current Centres were not fit for purpose at Castle Gresley and Langwith to two new sites;
  - (c) the transfer of the Service from a site at Gamesley where user engagement needed to improve and;
  - (d) the reduction of opening hours for phase three Centres from full-time to two days a week;
- and

(3) receive a further report following the consultation.

**336/14      PROPOSED PUBLIC ENGAGEMENT ON CHANGES TO LOCAL BUS SUPPORT AND COMMUNITY TRANSPORT** (Jobs, Economy and Transport) The Strategic Director – Economy, Transport and Environment



sought Cabinet approval for a public engagement exercise on local bus support and community transport.

At the Cabinet meeting on 15 July 2014, Members were asked to note details of the Five Year Provisional Financial Plan which included budget reduction measures relating to local bus support and to Community Transport Grants. Details of the current service provision in relation to both were presented in the report along with details of the proposed public engagement process.

**RESOLVED** to (1) approve the public engagement exercise on the usage of local supported bus services and Community Transport as outlined in the report; and

(2) note that a further report would be submitted to Cabinet seeking approval to consult on proposed cuts for local supported bus services and Community Transport.

**337/14      SUSTAINABLE DRAINAGE SYSTEMS – CAPABILITY AND CAPACITY BUILDING: GRANT AWARDS** (Jobs, Economy and Transport)

The Strategic Director – Economy, Transport and Environment sought approval to allocate grant income, received for the purpose of building capability and capacity of the Authority as a Sustainable Drainage Approvable Body for Derbyshire, to an earmarked reserve and to note the decision of the Chief Executive to use urgent powers delegated to him in the County Council's Constitution to accept the grant offer.

The Building Capability and Capacity Grant was provided to the County Council from the Department for the Environment, Food and Rural Affairs (DEFRA) to support the Authority's preparation, in advance of and during the early stages of, the implementation of Schedule 3 of the Flood and Water Management Act 2010. Owing to the tight timescales for accepting the Grant, it was necessary to seek approval from the Chief Executive to accept the offer. The Grant would be utilised by the Flood Risk Team in the Economy, Transport and Environment Department to enable appropriate and suitable resource levels to be provided to ensure the implementation and delivery of Schedule 3 of the Act. At present, no timescales had been confirmed for the implementation of Schedule 3 however, DEFRA had committed to provide local authorities six months notification prior to implementation. The Grant would also help to support any costs incurred in the defence of appeals or legal challenges to the Sustainable Drainage Approval Body.

**RESOLVED** to (1) note the Chief Executive's decision to accept the Grant offer from DEFRA to support the Authority's preparation for the implementation of Schedule 3 of the Flood and Water Management Act 2010

and the delivery of its duty as the Sustainable Drainage Approval Body for Derbyshire; and

(2) approve that the Grant received would be retained within an earmarked reserve for the purposes set out in the report.

**338/14      DYNAMIC PURCHASING SYSTEM FOR TAXI AND SMALL VEHICLES SPECIALIST PASSENGER TRANSPORT SERVICES** (Jobs, Economy and Transport) Cabinet considered a joint report of the Strategic Director – Economy, Transport and the Environment, Strategic Director – Children and Younger Adults and the Acting Strategic Director – Adult Care seeking approval for the establishment of a Dynamic Purchasing System to procure taxi and small vehicle specialist passenger transport services.

At the Cabinet meeting on 2 June 2014, it was agreed to establish a Dynamic Purchasing System for procuring specialist transport services for students with special educational need and Adult Care clients who participated in day care opportunities. The System was a completely electronic system which was procured in accordance with Regulation 20 of the Public Contracts Regulations 2006. It would remain open throughout its duration of no more than four years for the admission of any contractor which satisfied the specified selection criteria and submitted an indicative tender to the Authority which complied with the specification. The system would help maintain healthy competition for County Council contracts and provided a process whereby contracts for specialist transport services could be obtained at the best possible price.

The system was advertised as a tender in the Official Journal of the European Union and Source Derbyshire and a total of thirty-four new suppliers had submitted electronic applications via the Council's "Due North" procurement system. Of these thirty-three submissions met the published criteria and quality standards and a list of successful new operators was attached at Appendix A to the report.

**RESOLVED** to approve the establishment of a Dynamic Purchasing System for taxi and small vehicle passenger transport services for four years as detailed in the report.

**339/14      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**

## PUBLIC

1. To confirm the exempt minutes of the meeting of Cabinet held on 9 September 2014.
2. To receive the exempt minutes of Cabinet Member meetings as follows:
  - (a) Council Services – 8 September 2014
  - (b) Children and Young People – 9 and 11 September 2014
  - (c) Health and Communities – 9 September 2014
3. Report of the Strategic Director – Corporate Resources on the Supply of Skips and Compactors with Derby City Council – Contract Award (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
4. Report of the Strategic Director – Corporate Resources on the Maintenance Budget – County Hall Projects (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
5. Report of the Strategic Director – Corporate Resources on the IMP Contingency Project (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
6. Report of the Director of Property on the Use of the New EMPA Frameworks for Various Construction Projects (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
7. Report of the Director of Public Health on the Derbyshire integrated wellbeing approach (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
8. Report of the Strategic Director – Children and Younger Adults on Integrating Early Help and Safeguarding Services for Children, Young People and Their Families (contains information which is likely to reveal the identity of an individual).
9. Report of the Strategic Director – Children and Younger Adults on Integrating Early Help and Safeguarding Services for Children, Young People and Their Families – Review of Senior Management Arrangements (contains information which is likely to reveal the identity of an individual).

10. Report of the Strategic Director – Economy, Transport and Environment on the A61 Dronfield Railway Bridge No 12 Replacement of Bridge Bearing Contract (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
11. Report of the Strategic Director – Economy, Transport and Environment on the Contract for Bus Stop and Associated Works Throughout Derbyshire (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
12. Report of the Strategic Director – Economy, Transport and Environment on Extension of Contracts for the Provision of Local Bus Services (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
13. Report of the Acting Strategic Director – Adult Care on Pre-Market Engagement Exercise (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).
14. Report of the Acting Strategic Director – Adult Care on the Supply Delivery and Installation of Wood Framed Residential Furniture (contains information relating to the financial or business affairs of any particular person, including the Authority holding that information).