

## **Minutes of previous Urgent Cabinet Member Meetings**

### **SUMMARY**

- 1.1 There have been four Urgent Leader of the Council Cabinet Member Meetings since the last Strategy and Policy Cabinet Member Meeting.
- 1.2 As only matters considered 'urgent' can be considered where the provisions triggering an Urgent Leader of the Council Cabinet Member Meeting, this Strategy and Policy Cabinet Member Meeting is the first opportunity for those minutes to be approved.
- 1.3 They are attached to this report for consideration.

### **RECOMMENDATION**

- 2.1 To approve the minutes within the appendices of this report.

### **REASONS FOR RECOMMENDATION**

- 3.1 To bring the approval of minutes up to date.

<b>For more information contact: Background papers:</b>	David Walsh 01332 643655 david.walsh@derby.gov.uk None
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#### **Appendices**

- Appendix 1 – Minutes of the Urgent Leader of the Council Cabinet Member Meeting – 29 February 2016
- Appendix 2 – Minutes of the Urgent Leader of the Council Cabinet Member Meeting – 31 March 2016
- Appendix 3 – Minutes of the Urgent Leader of the Council Cabinet Member Meeting – 21 April 2016
- Appendix 4 – Minutes of the Urgent Leader of the Council Cabinet Member Meeting – 30 June 2016

Time started 12:11  
Time ended 12:18

## **Urgent Leader of the Council Cabinet Member Meeting**

**29 February 2016**

Present: Councillor Banwait

21/15 Apologies

There were no apologies.

22/15 Late Items

There were no late items.

23/15 Identification of urgent items to which call-in would not apply

The item under consideration was not a key decision so would not be subject to call-in.

24/15 Declarations of interest

There were none.

25/15 Proposed Discretionary Award Policy

A report of the Chief Executive detailed that a draft Single Discretionary Award Policy, included as an appendix to the report, contained two proposed changes to current award criteria. This followed on from Council Cabinet having agreed on 9 December 2015 to consult on the policy as part of the approval of the council's Welfare Strategy. It was proposed that a 12-week consultation on the draft policy be commenced immediately, with an interim policy to take effect between 1 April 2016 and 30 June 2016 to enable the consultation to be carried out in full.

**It was resolved to:**

- 1. Note and approve the proposed consultation, including the changes to current award criteria;**
- 2. Note that a revised interim policy would be presented for approval in March 2016;**
- 3. Delegate authority to the Director of Finance for consultation responses to be collated, analysed and final proposals to be presented for adoption.**

MINUTES END

Time started 10.05 am  
Time ended 10.15 am

## **Urgent Leader of the Council Cabinet Member Meeting**

**31 March 2016**

Present: Councillor Banwait

Officers present: Tara McKenna (A52 Project Co-ordinator)

26/15 Apologies

There were no apologies.

27/15 Late Items

There were no late items.

28/15 Identification of urgent items to which call-in would not apply

The item under consideration (detailed at minute 30/15) was a key decision. It was confirmed that consent had been granted from the Chair of the Corporate Scrutiny and Governance Overview and Scrutiny Board for the matter to be exempted from call-in on the grounds of urgency.

29/15 Declarations of interest

There were none.

### **Key Decision**

30/15 Submission of a bid to the Growth and Housing Fund to support the A52 scheme

In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, approval had been sought, and obtained, from the Chair of the Corporate Scrutiny Overview and Scrutiny Board for the 'Key Decision' to be considered despite 28 days' notice not having been given due to the urgency. It was reported that urgency had arisen because of a requirement to submit a bid for funding by the deadline of 31 March 2016.

A report of the Strategic Director of Communities and Place requested agreement to support a funding bid of up to £3,000,000 towards the A52 Wyvern Transport

Improvements Scheme to be delivered 2016/17 to 2017/18. The bid is to the £100 million Growth and Housing Fund (GHF) administered by Highways England. The Leader of the Council was informed that the proposed bid would seek to partially bridge the funding gap required for completion of the project.

### **Options considered**

The only other option considered at this stage was not applying for this funding. Without identifying additional funding the scheme would be at risk.

### **Decisions**

1. To approve the submission of a bid for up to £3,000,000 grant funding from Highways England Growth and Housing Fund;
2. To delegate approval to accept the funding, should the bid be successful, to the Strategic Director of Communities and Place.

### **Reason**

The submission of a funding bid was required to secure gap funding for the A52 Wyvern Transport Improvements Scheme which will deliver a package of measures to provide transport and economic benefits to the city. Delivery of the overall project is dependent on securing further external funding.

MINUTES END

Time started 1.53pm  
Time ended 2.24pm

## **Urgent Leader of the Council Cabinet Member Meeting**

**21 April 2016**

Present: Councillor Banwait

In attendance: Councillors Care, Poulter, Rawson and Repton

Officers present: Christine Durrant (Strategic Director of Communities and Place), Janie Berry (Director of Governance), Martyn Marples (Director of Finance), Claire Davenport (Director of Leisure and Culture), Phil Derbyshire (Head of Property Design and Maintenance), Phil Massey (Team Leader, Structures, Design and Bridges).

31/15 Apologies

There were no apologies.

32/15 Late Items

There were no late items.

33/15 Identification of urgent items to which call-in would not apply

The item under consideration (detailed at minute 36/15) was a key decision. It was confirmed that consent had been granted from the Chair of the Corporate Scrutiny and Governance Overview and Scrutiny Board for the matter to be exempted from call-in. Following a question by a councillor, it was confirmed that the matter was exempted from call-in due to the urgency.

34/15 Declarations of interest

There were none.

35/15 Exclusion of Press and Public

It was proposed that the press and public be excluded during consideration of the following item under Paragraph 3 of Part 1 of Schedule 12A under Section 100(A) of the Local Government Act 1972, due to commercial sensitivity.

In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, approval had been sought, and obtained, from the Chair of the Corporate Scrutiny Overview and Scrutiny Board for

the matter to be considered in private despite 28 days' notice not having been given due to the urgency.

**Resolved that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following item on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.**

## **Key Decision**

### **36/15 Queens Leisure Centre – Urgent Repairs Not Funded From the Capital Programme**

In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, approval had been sought, and obtained, from the Chair of the Corporate Scrutiny Overview and Scrutiny Board for the 'Key Decision' to be considered despite 28 days' notice not having been given due to the urgency.

A report of the Strategic Director of Communities and Place requested consent to approve the appointment of a contractor to undertake urgent works to Queens Leisure Centre. The report also sought approval for £550,000 to be allocated from the budget risk reserve for the works. Following questions by members, it was confirmed the allocation included a contingency budget.

Councillors were updated on the decline of the roof structure at Queen's Leisure Centre following the fracture of a roof truss. It was report that its rapid and sudden deterioration had led to the closure of the leisure centre. A proposed 14-week contract would enable the repairs to be carried out, with a view to reopening the rest of the leisure centre by 20 June and re-opening the affected family pool at the conclusion of the repairs.

Following questions by councillors, it was confirmed that all options were being looked at to ensure swimming facility provision, but the immediate priority was on making the building safe and useable as quickly as possible.

## **Options considered**

1. Do nothing and allow the roof to fail. This was a high-risk option as the mechanism of failure was not fully understood as close inspection of the roof truss and its fixings had not been possible due to the structural damage. The worst case scenario if a roof collapse occurred was that it would push out part of the external walls or damage the pool tank. Air conditioning units on the roof would fall inwardly and potentially damage the pool tank and pool sides. This would result in the Family Pool not reopening;
2. Provide support to the failing roof. This would secure time to procure a

contractor through open market conditions. This had been explored but was no longer considered to be a safe option as the council could not allow people to work below the area of roof.

### **Decisions**

3. To approve the appointment of Bowmer and Kirkland to undertake urgent works to the Family Pool roof as detailed in the report, in accordance with rule 57.4 of the Contract Procedure Rules;
4. To approve that £550,000 is used from the Council's budget risk reserves to fund the project.

### **Reason**

The works needed to be undertaken urgently to avoid the failure of a section of the roof as this could lead to consequential damage to the building walls, pool tank and pool sides. The cost of such additional failure would likely be high in terms of the remedial construction works and the damage to the reputation of the Council.

MINUTES END

Time started 3.15pm  
Time ended 3.27pm

## **Urgent Leader of the Council Cabinet Member Meeting**

**30 June 2016**

Present: Councillor Banwait

Officers present: Janie Berry (Director of Governance), Bernard Fenton (Head of Customer Management), Kate Green (Welfare Reform Manager), David Walsh (Head of Democracy) and Wendy Wignall (Land Charges Manager)

01/16 Apologies

There were no apologies.

02/16 Late Items

The Chair agreed to consider a late item on a proposal to bid for funding from the 'What Works' Fund.

03/16 Identification of urgent items to which call-in would not apply

As neither item to be considered was a key decision, call-in did not apply.

04/16 Declarations of interest

There were none.

05/16 Local Land Charges CON29 Form Changes

A report of the Chief Executive was considered. The Director of Governance explained that changes to the CON29 Form used in land charges would result in additional time being spent undertaking residential and commercial property searches. The additional time would therefore result in increased fees. It was proposed that the cost of a residential property search should rise from £82.50 to £98 and the cost of a commercial search from £249 to £275. A schedule of revised fees was proposed.

**Resolved to:**

- 1) Note the changes in the CON29 search form; and**
- 2) Approve the increase in CON29-related fees for property searches to ensure the council recovers its costs in respect of the additional work required.**

06/16      Proposal to bid for funding from the 'What Works' Fund

A report of the Chief Executive detailed that the Money Advice Service had launched a new fund of up to £7m to help organisations pilot new approaches to improving financial capability. It was explained by the Head of Customer Management and Welfare Reform Manager that the project fitted well with the council's Welfare Strategy. Following questions from the Leader, it was reported that funding bids could be submitted for anything from £50,000 to £1m by the deadline of Friday 8 July.

**Resolved to:**

- 1) Agree to the drafting of an expression of interest to support the implementation of the Welfare Strategy for Derby and the Single Discretionary Award Scheme Policy; and**
- 2) Delegate authority to the Director of Finance to sign off the final draft of the bid.**

MINUTES END