

MINUTES OF: THE CABINET

Date of Meeting: Thursday 29th July 2010

**Present: Councillor Swain (in the Chair)
Councillors Challinor, Essex, Gledhill and P. Steen**

**In Attendance: Mr S Sugarman, Director of Business
Ms F Meechan, Director of Customers and Communities
Mrs L Sandiford, Head of People and Policy
Mr S Jackson, Head of Regeneration
Mr A Buckle, Head of Customer Services and ICT
Mrs J Cook, Committee Officer**

**Also Present: Councillors Aldred, A Barnes, Crawforth, Cheetham,
Farrington, Kenyon, Lamb, McInnes, Nuttall, Oakes, C
Pilling, J Pilling, Robertson, Sandiford and Stansfield**

County Councillor Winder and 1 member of the Press

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Smith.

2. MINUTES OF THE LAST MEETINGS

Resolved:

That the minutes of the meeting on 3rd June 2010 be approved as a correct record.

3. URGENT ITEM OF BUSINESS

The Leader of the Council reported that there were no urgent items of business.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. PUBLIC QUESTION TIME

The Leader of the Council advised members of the Public that this would be in only opportunity to participate in the meeting. There were no questions from Members of the Public.

6. RESTRICTIONS FOR COUNCIL CAR PARKS

The Portfolio Holder for Regeneration outlined the report which asked the Cabinet to consider the reintroduction of parking restrictions on Council-owned car parks in the Rawtenstall and Haslingden areas. The restrictions were proposed to be increased from 2 hour stays to 3 hours and had arisen after concerns were expressed at Neighbourhood Forums. It was noted that there were no plans to reintroduce parking restrictions in the Bacup and Whitworth areas. In order to reintroduce parking restrictions, further negotiations would be required to take place with Lancashire County Council to reach an acceptable service agreement.

Members considered the report and contents and the following comments were made:-

- Minimal costs regarding signage changes.
- LCC out-of-hours enforcement.
- Distribution of parking discs.
- Costs to the Council.
- Advertising on parking discs.

Resolved:

1. That parking restrictions are reintroduced to the areas covered by the Rawtenstall and Haslingden Neighbourhood Forums.
2. That authority is delegated to the Director of Business in consultation with the Head of Regeneration to negotiate an appropriate Service Level Agreement with Lancashire County Council to deliver parking enforcement services based upon a 3-hour restriction.
3. That parking restrictions would be implemented on 1st September 2010 with a 1 month warning period. Enforcement would commence on 1st October 2010.

Reason for decision

To address concerns regarding parking facilities in the appropriate areas.

7. DEVELOPMENT OF ASHES PLOTS

The Portfolio Holder for Environmental Services outlined the report which sought Member approval for the development of ashes plots within three Rossendale Borough Council cemeteries, following issues raised by the public and funeral directors.

Members considered the report and contents and the following comments were made:-

- Comparative costs with other authorities.

- Costs of re-opening ashes plots.

Resolved:-

1. That the Development of Ashes Plots Policy be approved.
2. That all future minor amendments to the Policy be delegated to the Assistant Operations Manager in consultation with the Portfolio Holder and the Director of Customers and Communities.

Reason for decision

To improve and extend the range of bereavement services.

8. POLICY FOR MEMORIALS (NOT ON A GRAVE)

The Portfolio Holder for Environmental Services outlined the report which sought Member approval for the adoption of the Memorials (not located on a grave) Policy. It was noted that this was an emotive issue which needed to be correctly implemented in order to avoid causing distress to those affected by the death of a loved one.

Members considered the report and contents and the following comments were made:-

- The importance of an individual approach to memorials.
- Benches which are already in situ would remain.
- The sensitivity of the report was noted by Members.

Resolved:-

1. That the Policy for Memorials (not located on a grave) be adopted.
2. That all future minor amendments to the Policy are delegated to the Assistant Operations Manager in consultation with the Portfolio Holder and the Director of Customers and Communities.

Reason for decision

To improve and extend the range of bereavement services.

9. FINANCIAL MONITORING 2010/11: MONTH 2 – END MAY 2010

The Portfolio Holder for Finance and Resources outlined the report which provided Members with an update on financial matters, including the General Fund budget monitoring for 2010/11, the Capital Programme and Treasury matters. It was noted that the Section 151 Officer had forecast an under-spend of just under £300k. Some savings had been obtained mainly from staff turnover and the re-assessment of all vacancies as they arose. It was noted that of the trading invoices issued, 99.9% of

these had been paid. The Portfolio Holder discussed the Emergency Budget and noted that the only effect on the Council so far was the reduced £60,000 area grant. This money had not yet been allocated and the subsequent effect on the Council's finances was minimal.

Members considered the report and contents and the following comments were made:-

- Public realm works.
- Risks were being handled well.
- Concerns regarding a reduction in HMR funding and the subsequent effect on staffing levels.

Resolved:-

1. That the contents of the report be noted.

Reason for decision

To facilitate the continued management of the Council's finances.

10. INTEGRATED PERFORMANCE REPORT QUARTER 4 (JANUARY TO MARCH 2010)

The Portfolio Holder for Finance and Resources introduced the report which informed the Cabinet of the financial monitoring for Quarter 4, those indicators not achieving their targeted levels of performance and the progress made in implementing the actions contained in the Council's Corporate Plan. It was noted that LI12, LI156 and NI156 were not achieving their targeted levels and the actions being taken to address this were outlined.

Members considered the report and the following comments were made:-

- Compliments were still outnumbering complaints.
- The use of biodegradable garden waste bags to assist in achieving the recycling of garden waste target. It was noted that more publicity was required regarding this.
- The need for continued performance monitoring.
- Legal risks of not yet achieving LI156.

Resolved:-

1. That the levels of performance detailed in the report are noted.
2. That the Cabinet would continue to monitor the performance of those indicators that are under-achieving targeted levels of performance and request further information from the relevant Head of Service as necessary.

Reason for Decision:-

To ensure the targeted levels of performance are achieved.

11. ROAMING ONE STOP SHOP

The Head of Customer Services and ICT introduced the report which updated Members on the current position of the Roaming One Stop Shop project. This had been taken as an urgent Cabinet decision in March 2010. The bus was a joint project between Rossendale, Ribble Valley and Pendle councils. The proposed branding of the bus was displayed and it was noted that the name of the bus would be 'STAN' which stood for 'Services to a Neighbourhood'. The bus was funded for a 3-year period and it was anticipated that the bus would be launched in October. It was also proposed to have a 'real time' facility on each council's website which would tell people where the bus was at any time.

Members considered the report and the following comments were made:-

- The dimensions of the vehicle needed to be considered when visiting small hamlets with restrictive roads.
- Removable branding that reflected which local authority area the bus was in.
- Consultation with Members regarding the route of the bus.

Resolved:-

1. That progress in relation to the report is noted.

Reason for Decision:-

To provide a service to vulnerable residents and hard to reach communities.

12. TREASURY MANAGEMENT PRACTICES

The Portfolio Holder for Finance and Resources outlined the report which sought Member approval for the Council's Treasury Management Practices. It was noted that this would be required to gain Council approval.

Resolved:-

1. That the Council are recommended to approve the Treasury Management Practices.

Reason for Decision:-

To ensure compliance with the Chartered Institute of Public Finance and Accountancy Code.

13. **EVALUATION OF THE SCRUTINY PROCESS AT ROSSENDALE BOROUGH COUNCIL**

The Portfolio Holder for Finance and Resources presented a report which outlined the findings of an evaluation of the Overview and Scrutiny process in Rossendale. The report outlined the steps and actions required to ensure a more efficient scrutiny process. The work of the Chair of Scrutiny and the Scrutiny Support Officer was noted.

Members considered the report and the following comments were made:-

- The need for scrutiny to continually evolve.
- Rossendale is regularly contacted by other authorities as an example of best practice.

Resolved:-

1. That the Cabinet note the recommendations within the appended report as follows:-
 - 9.1 That there be improved working relationships between Cabinet and Overview and Scrutiny by:
 - a) The Chair of Overview and Scrutiny having ad-hoc meetings with the Cabinet to discuss general concerns/issues which may arise.
 - b) That in accordance with Section 21B of the Local Government Act 2000, the Cabinet must respond to the Overview and Scrutiny Committee's published recommendations within two months. Therefore it would be appropriate to have a designated Cabinet Lead Officer to remind them of timescales for responding to Overview and Scrutiny reports. Designating the Cabinet Lead Officer would be delegated to the Director of Business.
 - 9.2 The Scrutiny Support Officer continues to work closely with Officers of the Council and provides information to them on reasons for requesting their attendance at a Scrutiny Committee.
 - 9.3 There is a need for Members of Scrutiny to develop their questioning techniques.
 - 9.4 That a list of partners with a duty to co-operate with Scrutiny, as defined in the Local Government and Public Involvement in Health Act 2007, be circulated to Members of Overview and Scrutiny.
 - 9.5 That any future recommendations arising from Overview and Scrutiny which have budgetary implications should:
 - a) Identify where the funding should be sourced from.

- b) Identify how the recommendations support the Medium Term Financial Strategy.

Reason for Decision:-

To ensure that Scrutiny functions are carried out appropriately and the relationship between Overview and Scrutiny and the Cabinet continue to evolve and improve.

14. EXCLUSION OF THE PUBLIC AND PRESS

Resolved:

That the public and press be excluded from the meeting during consideration of the following item of business on the grounds that it involves the disclosure of exempt information relating to the financial or business affairs of any particular person (including the authority holding that information) under Part 1 Paragraph 3 of Schedule 12A to the Local Government Act 1972.

15. FUTURE PROVISION OF HOMELESSNESS SERVICES

The Portfolio Holder for Regeneration outlined the report.

Resolved:-

The resolutions as outlined in the report were agreed.

Reason for Decision:-

To review the Homelessness Services provided by the Council.

The meeting commenced at 6.30pm and closed at 7.50pm

CHAIR