

**CABINET  
21ST SEPTEMBER 2017**

PRESENT: The Leader (Councillor Slater)  
The Deputy Leader (Councillor Morgan)  
Councillors Barkley, Bokor, Fryer, Harper-Davies,  
Mercer, Poland and Vardy

Councillor Smidowicz – Chair of the Overview Scrutiny Group

Strategic Director of Neighbourhoods and Community  
Wellbeing  
Monitoring Officer  
Section 151 Officer/Strategic Director of Corporate Services  
Head of Finance and Property Services  
Communications Manager  
Procurement Manager  
Team Leader Regeneration and Economic Development  
Democratic Services Officer (LS)

25. DISCLOSURES OF PECUNIARY AND PERSONAL INTERESTS

The following disclosures were made:

Councillors Barkley and Vardy – personal interests in item 7 on the agenda (Capital Plan Amendment Report) as members of Syston Town Council and in reference to Section 106 Monies to Syston Town Council for play equipment at Winfield Park set out in the item. Councillors Barkley and Vardy had not had any previous involvement in the matter.

26. LEADER'S ANNOUNCEMENTS

The Leader made the following announcements:

Customer Service Excellence Award

"I am delighted to report that we have once again retained the Customer Service Excellence Award across the organisation.

The assessor has been at the Council for the past couple of days looking at the great work we do. Among his comments were that we are a great council, we empower staff, we mean business and we are determined to get it right. He praised our partnership working and the fact we can measure the impact we make on the community and the value for money we offer.

We take pride in our customer service and I was pleased to hear we have retained compliance plus in 10 areas – that means we're going above and beyond the call of duty.

That is fantastic news and I'd like to congratulate all of our staff for their hard work. Customers are the heart of everything we do and this once again proves it."

### Loughborough in Bloom

"I am also delighted to report that we have once again achieved a Gold Award in the Best Small City Category and have retained Green Flag status. Participation in the competition was resurrected some years ago after a former Council administration decided to no longer take part.

The award highlights that we have a town in Loughborough, and a Borough, to be proud of and I would like to thank our staff and all parties involved for doing an excellent job. The outcome is really good news."

## 27. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 3rd August 2017 were confirmed as a correct record and signed.

## 28. QUESTIONS UNDER CABINET PROCEDURE 10.7

No questions had been submitted.

## 29. ADDITIONS TO THE ANNUAL PROCUREMENT PLAN 2017/18

Considered a report of the Head of Finance and Property Services setting out additions to the Annual Procurement Plan 2017/18 (item 6 on the agenda filed with these minutes).

The Procurement Manager assisted with consideration of the report. He corrected a typographical error in the report, the final date stated in the first paragraph entitled "Purpose of Report" should have read 6th July 2017 (not 2016).

### **RESOLVED**

1. that the contracts, over £25,000 and up to £75,000, listed in Appendix A to the report of the Head of Finance and Property Services, be let in accordance with Contract Procedure Rules;
2. that the contracts, over £75,001 and up to £500,000, listed in Appendix B to the report of the Head of Finance and Property Services, be let in accordance with Contract Procedure Rules.

### Reason

- 1&2. To allow contracts of the Council to be let in accordance with Contract Procedure Rules.

### 30. CAPITAL PLAN AMENDMENT REPORT

Considered a report of the Head of Finance and Property Services setting out changes to the 2017/18 – 2018/19 Capital Plan and its financing (item 7 on the agenda filed with these minutes).

The Head of Finance and Property Services assisted with consideration of the report.

#### **RESOLVED**

1. that the current Capital Plan for 2017/18 - 2018/19, as amended by the changes shown in Appendix 1 to the report of the Head of Finance and Property Services, in the sum of £19,382.4k, be approved;
2. that the Kirkstone Drive Play Area scheme, which is included in the Green Spaces Programme to the sum of £53k, proceeds;
3. that the Community Shop Scheme to the sum of £120k be removed from the Capital Plan for 2017/18 until a point where delivery is more certain.

#### Reasons

1. To enable the Capital Plan to be the basis for capital spending by the Council and so that schemes may proceed.
2. To confirm that the Kirkstone Drive Play Area scheme, which is included in the Green Spaces Programme, should proceed. The Capital Appraisal has been approved by the Capital Programme Team.
3. To confirm that the Community Shop scheme should be removed from the Capital Plan for the immediate future.

### 31. DRAFT MEDIUM TERM FINANCIAL STRATEGY 2018-2021

Considered a report of the Head of Finance and Property Services setting out the draft Medium Term Financial Strategy 2018-2021 (item 8 on the agenda filed with these minutes).

The Head of Finance and Property Services assisted with consideration of the report. She corrected a typographical error in the report, the first sentence of the paragraph entitled “Summary of the financial projections” on page 24 of the report should have stated an amount of £3.3m (rather than £3.8m) in line with Table 13 on page 22 of the report.

**RESOLVED** that the draft Medium Term Financial Strategy, as attached as an Appendix to the report of the Head of Finance and Property Services, be approved for consultation generally and for the purposes of scrutiny by the Budget Scrutiny Panel.

### Reason

To identify the financial issues affecting the Council and the Borough in the medium term in order to inform the Council's budget setting process.

### 32. WRITE OFF REPORT FOR A BUSINESS RATE PROPERTY

Considered a report of the Head of Customer Experience proposing the write off of irrecoverable debts in line with Financial Procedure Rules (item 9 on the agenda filed with these minutes).

The Strategic Director of Corporate Services assisted with consideration of the report.

**RESOLVED** that the business rate debts of £28,095.40 owed by Brooklyn Bar (Loughborough) Ltd be written off.

### Reason

The normal enforcement, recovery and tracing process of this debt has been exhausted and write off is now the only practical alternative.

### 33. COMMUNICATIONS STRATEGY 2017-2021

Considered a report of the Head of Strategic Support setting out a Communications Strategy for the period 2017-2021 (item 10 on the agenda filed with these minutes).

Councillor Smidowicz, Chair of the Overview Scrutiny Group, presented a report detailing the Group's pre-decision scrutiny of the matter and recommendation (copy filed with these minutes).

The Communications Manager assisted with consideration of the report.

In respect of progressing the Council's external and internal communications, the Leader referred to his newly set up blog on the Council's Website.

### **RESOLVED**

1. that the Communications Strategy 2017-2021, as attached as Appendix A to the report of the Head of Strategic Support, be approved;
2. that the report of the Overview Scrutiny Group be noted.

### Reasons

1. To ensure that the Council has an up to date and relevant Communications Strategy.

2. To acknowledge the work undertaken by and the views of the Overview Scrutiny Group.

34. EXEMPT INFORMATION

**RESOLVED** that members of the public be excluded from the meeting during the consideration of the following item on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 and it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

35. CHARNWOOD CAMPUS OPTION LAND

Considered an exempt report of the Head of Finance and Property Services and the Head of Planning and Regeneration setting out options with regards to land at Charnwood Campus over which the Council could exercise an option to purchase until 2021 (item 12 on the agenda filed with these minutes).

Councillor Smidowicz, Chair of the Overview Scrutiny Group, presented an exempt report detailing the Group's pre-decision scrutiny of the matter and recommendation (copy filed with these minutes).

The Head of Finance and Property Services and the Team Leader Regeneration and Economic Development assisted with consideration of the report.

**RESOLVED**

1. that decisions be made as detailed in the exempt minute (Cabinet Minute 35E 2017/18);
2. that the exempt report of the Overview Scrutiny Group be noted.

Reasons

1. As set out in the exempt minute (Cabinet Minute 35E 2017/18).
2. To acknowledge the work undertaken by and the views of the Overview Scrutiny Group.

Notes

1. The decisions in these minutes not in the form of recommendations to Council will come into effect at noon on Friday, 29th September 2017 unless called in under Scrutiny Committee Procedure Rule 11.7.
2. No reference may be made to these minutes at the Council meeting on 6th November 2017 unless notice to that effect is given to the Democratic

Services Manager by five members of the Council by noon on Friday, 29th September 2017.

3. These minutes are subject to confirmation as a correct record at the next meeting of the Cabinet.