

**STRATEGY AND RESOURCES SCRUTINY COMMITTEE** 23 January 2017  
5.00 - 7.00 pm

**Present:** Councillors Barnett (Vice-Chair in the Chair), Abbott, Baigent, Bick, Cantrill, Herbert (Executive Councillor) and Robertson (Executive Councillor)

Leader of the Council: Councillor Lewis Herbert

Executive Councillor for Finance and Resources: Councillor Richard Robertson

**Officers:**

Chief Executive: Antoinette Jackson

Benefits Manager: Naomi Armstrong

Head of Finance: Caroline Ryba

Committee Manager: Gary Clift

Strategic Director: David Edwards

Shared Services Programme Manager: Brian O'Sullivan

Operations Manager: Wendy Young

Head of Legal Practice: Tom Lewis

**FOR THE INFORMATION OF THE COUNCIL**

**17/40/SR Apologies for Absence**

Apologies for absence were received from Councillors Sarris and Sinnott.

**17/41/SR Declarations of Interest**

There were no declarations of interest.

**17/42/SR Minutes of the Previous Meeting**

The minutes of the meetings held on the 10<sup>th</sup> October 2016 were agreed and signed as a correct record.

**17/43/SR Public Questions**

There were no public questions.

**17/44/SR Record of Urgent Decisions taken by the Executive Councillor for Finance and Resources****17/44/SRa Office Accommodation Strategy – Refurbishment Projects**

Cllr Cantrill asked about the timing of the decision bearing in mind a scheduled Scrutiny Committee had met recently. Cllr Robertson explained that the Scrutiny Committee had received a preliminary report earlier in 2016 and it was purely that the information was not fully available at the time of the Scrutiny Committee and the project could not wait until a decision at this meeting. The decision was noted.

**1/44/SRb Office Accommodation Strategy - Refurbishment projects technology to support flexible working.**

The decision was noted.

**17/45/SR Review Of Use Of The Regulation Of Investigatory Powers Act****Matter for Decision**

A Code of Practice introduced in April 2010 recommends that councillors should review their authority's use of the Regulation of Investigatory Powers Act 2000 (RIPA) and set its general surveillance policy at least once a year. The Leader and Executive Councillor for Strategy and Transformation and Strategy and Resources Scrutiny Committee last considered these matters on the 18 January 2016.

The report set out the Council's use of RIPA and the present surveillance policy.

**Decision of the Leader and Executive Councillor for Strategy and Transformation**

- i. Noted the review the Council's use of RIPA set out in paragraph 5.1 of the officer's report.
- ii. Noted and endorse the steps described in paragraph 7.1 and in Appendix 1 of the officer's report, to ensure that surveillance is only authorised in accordance with RIPA.
- iii. Approved the amended general surveillance policy in Appendix 1 of the Officer's report.

**Reason for the Decision**

As set out in the Officer's report.

**Any Alternative Options Considered and Rejected**

Not applicable.

**Scrutiny Considerations**

The Committee received a report from the Head of Legal Practice.

The Head of Legal Practice confirmed in response to a question that in relation to surveillance for a third party (para 5.3 of the report) that there were no occasions when this took place in 2016 and that it would be stated in future annual reporting.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

**Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)**

No conflicts of interest were declared by the Executive Councillor.

**17/46/SR Public Spaces Protection Orders for Dog Control****Matter for Decision**

The report considered the statutory consultation exercise conducted by the Council during October and November 2016 in relation to the proposal to introduce a Public Spaces Protection Order ('PSPO') in respect of dog control (including dog fouling, dog exclusion and dogs on leads requirements) within Cambridge.

The purpose of the report was to inform the Executive Councillor of the results of the consultation, in summary form, and to highlight the main substantive issues that have been raised and how these have been taken into account, in formulating the next steps of the proposed PSPO.

**Decision of the Leader and Executive Councillor for Strategy and Transformation**

- i. Note the contents of the report only
- ii. Agreed that further consultation work be undertaken for the proposals at the following sites:
  - Cherry Hinton Hall

- Ravensworth Gardens
  - Mill Road Cemetery
- iii. Asked officers to provide a full report on the consultation responses and recommended PSPO at Strategy and Resources Committee in 2017.

**Reason for the Decision**

As detailed in the Officer's report.

**Any Alternative Options Considered and Rejected**

Not applicable.

**Scrutiny Considerations**

The Committee received a report from the Operations Manager (Community Engagement and Enforcement).

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

**Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)**

No conflicts of interest were declared by the Executive Councillor.

**17/47/SR Update on Devolution Combined Authority****Matter for Noting**

In November 2016, Cambridge City Council and its partner authorities in Cambridgeshire and Peterborough, and the Greater Cambridge Greater Peterborough Enterprise Partnership all voted to agree the Cambridgeshire and Peterborough Devolution Deal. The report provided an update on those processes and progress towards implementation.

**Any Alternative Options Considered and Rejected**

Not applicable.

**Scrutiny Considerations**

The Committee received a report from the Chief Executive. The Leader updated the scrutiny committee on the progress since the first meeting of the Shadow Combined Authority (14.12.16). The next meeting was to take place on 31 January and the agenda had been published. Once the Statutory Instrument for the Combined Authority had been approved by both Houses of Parliament, expected in mid-March, the Combined Authority would meet and

agree its Standing Orders and first funding allocations. The Leader had been allocated the Communities Portfolio.

Cllr Bick made the following comments in response to the report:

- i. Did the Leader support the LEP having a vote on the shadow Combined Authority?
- ii. Was there a definition of the portfolio holders and the powers that those portfolio holders have?
- iii. What plans were there for pre-scrutiny of the City Council's Combined Authority representatives?
- iv. What about future negotiations ie. Devolution 2?

The Chief Executive responded on ii. and iii.. The portfolios were described in the agenda for the shadow Combined Authority meeting on 31 January and would be circulated. In terms of pre-scrutiny (a report would be considered at Civic Affairs Committee on 15 February), any process should not duplicate the work of the Combined Authority's own overview and scrutiny arrangements and the Council would wish to review any interim arrangements it had in place once the work of the formal Combined Authority gets established.

The Leader stated that he wanted to see the LEP integrate with the Combined Authority rather than see long term duplication by the two bodies and he did not vote against the LEP being given a vote at Combined Authority meetings. On the portfolios, these were shadow and by the March meeting of the Combined Authority there would be clearer portfolios set out. There was likely to be further changes after the Mayoral elections/Annual Council Meetings in May. On Devolution 2, as the Government has changed the budgetary cycle to the autumn initial discussions were yet to be had with them.

It was noted that there was no decision to be taken by the Executive Councillor and that the Labour and Liberal Democrat Group Leaders would provide a nominee each for the Combined Authority Overview and Scrutiny Committee to be ratified by the Council on 23 February.

## **17/48/SR Shared Internal Audit Service (SIAS)**

### **Matter for Decision**

To agree a shared Internal Audit service with South Cambridgeshire District Council.

**Decision of the Leader and Executive Councillor for Strategy and Transformation**

- i. To approve the Business Case and delegate authority to the Strategic Director to make decisions and to take steps which are necessary, conducive or incidental to the establishment of the Shared Internal Audit Service in accordance with the business case.
- ii. To approve a budget of £15.8k for 2017/18 to cover the transition costs for the service which will be met from the business transformation budget.

**Reason for the Decision**

As set out in the Officer's report.

**Any Alternative Options Considered and Rejected**

Not applicable.

**Scrutiny Considerations**

The Committee received a report from the Strategic Director.

The Committee noted that the business case Vision (pg 139) erroneously referred to 3C.

In response to questions, it was confirmed that:

- i. The work of the new shared service would be in proportion to the costs borne by the two councils
- ii. The city council was the lead authority and a review of the operations and budgets would be undertaken after 12 months

The Leader highlighted the value that the city council had for its Internal Audit service and the contribution it made towards good governance.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

**Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)**

No conflicts of interest were declared by the Executive Councillor.

**17/49/SR Strategy & Transformation Portfolio Revenue and Capital Budget Proposals for 2017/18 to 2021/22****Matter for Decision**

Consider the revenue budget proposals in appendix B.

**Decision of the Leader and Executive Councillor for Strategy and Transformation**

- i. Supported the revenue budget proposals in appendix B.

**Reason for the Decision**

As set out in the Officer's report.

**Any Alternative Options Considered and Rejected**

Not applicable.

**Scrutiny Considerations**

The Committee received a report from the Head of Finance.

Cllr Bick sought clarification on:

- i. The contribution to the Sharing Prosperity Fund (pg 167) – and not knowing the outcomes of projects supported.
- ii. The apprenticeships scheme (pg 168) how many would there be by the end of four years funding and would any be recruited at the end of training?
- iii. Business transformation programme (pg 169)

The Leader responded regarding the Sharing Prosperity Fund and that it was managed in a similar way to the Climate Change Fund set up under the Lib Dem administration. The accountability for the spending rested with the Ex Cllr for Communities with scrutiny by the Community Services Scrutiny Committee.

On apprenticeships, the Head of Human Resources stated that the initial proposal of 20 apprentices was revised to 15 and at present it was probable 12 would complete during the scheme. Two have completed their apprenticeships. The scheme was set up with no guarantee of a job at the end of the training, but if a suitable role was vacant and they were eligible, then they could apply.

On business transformation, the Chief Executive stated that the funding supported a wide ranging change programme and it was important that there

was an appropriate budget for senior management to have available to facilitate this change which was delivering long term savings for the Council.

The Committee resolved by 3 votes to 0 to endorse the recommendation.

The Executive Councillor approved the recommendation.

### **Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)**

No conflicts of interest were declared by the Executive Councillor.

### **17/50/SR Finance & Resources Portfolio Revenue and Capital Budget Proposals for 2017/18 to 2021/22**

#### **Matter for Decision**

To consider the revenue and capital budgets for the portfolio.

#### **Decision of the Executive Councillor for Finance and Resources**

- i. Approved the proposed charges as shown in appendix A.
- ii. Considered the revenue proposals as shown in appendix B.
- iii. Considered the capital budget proposals as shown in appendix c.
- iv. Adjust capital funding for item 2c.

#### **Reason for the Decision**

As set out in the Officer's report.

#### **Any Alternative Options Considered and Rejected**

Not applicable.

#### **Scrutiny Considerations**

The Committee received a report from the Head of Finance. A revised report had been circulated to all members previously which included the mooring fees (appendix A4) which had erroneously been included in the Street and Open Spaces portfolio.

Cllr Cantrill sought clarification on:

- i. Mooring fees and charges (page 13).
- ii. Customer Service Transformation (page 14)
- iii. Commercial property acquisition additional income (page12)

The Executive Councillor said the following in response to questions:



- i. The decision to defer any increase in fees had been made in March 2016, however this had not been followed up on the income assumptions so the budget change rectified that. There was no assumption on 2017/18 or future years budget until the outcome of the consultation on moorings is considered by the scrutiny committee.
- ii. The saving was a vacant post that would not be filled.
- iii. It was anticipated a larger return in 2018/19 onwards when the full acquisition budget had been used to generate long term income.

The Committee resolved by 3 votes to 0 to endorse the recommendation.

The Executive Councillor approved the recommendations.

### **Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)**

No conflicts of interest were declared by the Executive Councillor.

### **17/51/SR Council Tax Reduction Review 2017/18**

#### **Matter for Decision**

To continue with the current Council Tax reduction scheme.

#### **Decision of the Executive Councillor for Finance and Resources**

- i. To agree to continue the current Council Tax Reduction Scheme framework with changes in applicable amounts and premiums as defined within the scheme.
- ii. In doing so the Council will continue to support low-paid workers already struggling to cope with stagnant wages, rising living costs and ongoing reductions in tax credits and other in-work support.

#### **Reason for the Decision**

As set out in the Officer's report.

#### **Any Alternative Options Considered and Rejected**

Not applicable.

#### **Scrutiny Considerations**

The Committee received a report from the Head of Revenue and Benefits.

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendations.

### **Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)**

No conflicts of interest were declared by the Executive Councillor.

### **17/52/SR Annual Treasury Management Strategy Statement 2017/18**

#### **Matter for Decision**

To recommend to the Council an Annual Treasury Statement.

#### **Decision of the Executive Councillor for Finance and Resources**

To recommend to Council:

- i. the Annual Borrowing Statement at para 4, the Minimum Revenue Provision Policy at para 5 and the Council's Annual Investment Strategy as contained in paras 8 and 9.
- ii. An amendment to the counterparty list to include a Cambridge City Council Housing Working Capital Loan Facility classified type: non specified investment with a recommended limit of £200k.
- iii. Changes to the estimated Prudential and Treasury Indicators for 16/17 to 19/20 inclusive as set out in appendix c

#### **Reason for the Decision**

As set out in the Officer's report.

#### **Any Alternative Options Considered and Rejected**

Not applicable.

#### **Scrutiny Considerations**

The Committee received a report from the Head of Finance.

In response to a request from members, the Head of Finance undertook to provide asset allocation (UK banks, CCLA etc) in future Treasury Management reports, as although this was included in the Statement of Accounts, it would be helpful in this report also.

The Committee resolved by 3 votes to 0 to endorse the recommendation.

The Executive Councillor approved the recommendations.

**Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)**

No conflicts of interest were declared by the Executive Councillor.

**17/53/SR Budget Setting Report 2017/18****Matter for Decision**

To recommend a budget for consideration by the Executive with any amendments.

**Decision of the Executive Councillor for Finance and Resources**

**General Fund Revenue Budgets: [Section 5, page 28 of the Officer's report refers]**

**The Executive Councillor resolved to:**

- a) Agree any recommendations for submission to the Executive in respect of:
- Revenue Pressures shown in Appendix C of the Officer's report (a) and Savings shown in Appendix C of the Officer's report (b).
  - Bids to be funded from External or Earmarked Funds as shown in Appendix C of the Officer's report (c).
  - Non-Cash Limit items as shown in Appendix C of the Officer's report (d).
- b) Recommend to Council formally confirming delegation to the Chief Financial Officer (Head of Finance) of the calculation and determination of the Council Tax taxbase (including submission of the National Non-Domestic Rates Forecast Form, NNDR1, for each financial year) which will be set out in Appendix B of the Officer's report (a).
- c) Recommend to Council the level of Council Tax for 2017/18 as set out in Section 4 of the Officer's report [page 25 refers].

*Note that the Cambridgeshire Police and Crime Panel will meet on 1 February 2017 to consider the precept proposed by the Police and Crime Commissioner, Cambridgeshire & Peterborough Fire Authority will meet on 9 February 2017 and Cambridgeshire County Council will meet on 14 February 2017 to consider the amounts in precepts to be issued to the City Council for the year 2017/18.*

**Other Revenue:**

d) Recommend to Council delegation to the Head of Finance authority to finalise changes relating to any corporate and/or departmental restructuring and any reallocation of support service and central costs, in accordance with the CIPFA Service Reporting Code of Practice for Local Authorities (SeRCOP).

e) Recommend to Council delegation to the Head of Finance, as Section 151 Officer, to make the necessary detailed budgetary adjustments in the GF, to reflect the impact of the triennial valuation of the Cambridgeshire Local Government Pension Scheme.

f) Recommend to Council approval of a temporary earmarked fund to be set up to accumulate surplus NHB contributions to meet the requirement for funding of projects to mitigate the impacts in Cambridge of the A14 upgrade – the “A14 Mitigation Fund” [page 25 of the Officer’s report refers].

**Capital: [Section 7, page 33 of the Officer’s report refers]**

**Capital Plan:**

g) Recommend to Council the proposals outlined in Appendix E of the Officer’s report (a) for inclusion in the Capital Plan, or put on the Projects Under Development List, including any additional use of revenue resources required.

h) Recommend to Council the revised Capital Plan for the General Fund as set out in Appendix E of the Officer’s report (d), the Funding as set out in Section 7, page 36 of the Officer’s report and note the Projects Under Development list set out in Appendix E of the Officer’s report (e).

**General Fund Reserves:**

i) Noted the impact of revenue and capital budget approvals and approve the resulting level of reserves to be used to support the budget proposals as set out in the table [Section 8, page 38 of the Officer’s report refers].

**Reason for the Decision**

As set out in the Officer’s report.

**Any Alternative Options Considered and Rejected**

Not applicable.

**Scrutiny Considerations**

The Committee received a report from the Head of Finance. The committee was advised that an amendment would be presented to the Executive on 26 January covering an update on New Homes Bonus (pgs 244-245), information on the receipt of a homelessness grant of £390k for outreach work and the s25 report from the s151 Officer.

It was noted that Cllrs Bick and Cantrill would ask questions at the Executive on 26 January

The Committee resolved by 3 votes to 0 to endorse the recommendation.

The Executive Councillor approved the recommendations.

**Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)**

No conflicts of interest were declared by the Executive Councillor.

**17/54/SR ICT Provision at Cambridge City Council****Matter for Decision**

To undertake a contract variation to the Northgate Public Services contract and to move to a single supplier for delivery of all the Council's ICT Services.

**Decision of the Executive Councillor for Finance and Resources**

- i. To approve the variation of the NPS contract and undertake a managed transition of the ICT services that NPS currently provide to the 3C ICT Shared Service.
- ii. To agree the budget spend of £195,000 for transitioning the current service to the 3C ICT Shared Service. This cost can be met from existing ICT budgets.
- iii. To delegate to the Strategic Director, following consultation with the Executive Councillor and the Head of Legal Practice, to negotiate and finalise the transition with NPS and 3C ICT Shared Service.

**Reason for the Decision**

As set out in the Officer's report.

**Any Alternative Options Considered and Rejected**

Not applicable.

**Scrutiny Considerations**

The Committee received a report from the Strategic Director.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

**Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)**

No conflicts of interest were declared by the Executive Councillor.

The meeting ended at 7.00 pm

**CHAIR**