

Crawley Borough Council

Minutes of Cabinet

Wednesday 10 February 2016 at 7.30pm

Present:

Councillor	P K Lamb	(Chair of Cabinet and Leader of the Council)
	S J Joyce	(Deputy Leader of the Council and Cabinet Member for Housing)
	C C Lloyd	(Cabinet Member for Environmental Services and Sustainability)
	C J Mullins	(Cabinet Member for Wellbeing)
	A C Skudder	(Cabinet Member for Resources)
	P Smith	(Cabinet Member for Planning and Economic Development)

Also in Attendance:

Councillors D G Crow and G Thomas

Officers Present:

Ann-Maria Brown	Head of Legal and Democratic Services
Peter Browning	Deputy Chief Executive
Lucasta Grayson	Head of People and Technology
Lee Harris	Chief Executive
Karen Hayes	Head of Finance, Revenues and Benefits
Steve Lappage	Democratic Services Manager

Apology for Absence:

Councillor M G Jones

60. Members' Disclosure of Interests

There were no disclosures of interests.

61. Minutes

The minutes of the meeting of the Cabinet held on [2 December 2015](#) were approved as a correct record and signed by the Chair.

62. Public Question Time

There were no questions from the public.

63. Matters Referred to the Cabinet

It was confirmed that no matters had been referred to the Cabinet for further consideration.

64. Agency Staff Procurement (Resources Portfolio)

The Cabinet considered report [PAT/26](#) of the Head of People and Technology on options for sourcing temporary staff in the future.

The Cabinet Member explained that a small clerical correction was required to recommendation 2.2(b) to refer to bidder in the plural as a range of successful suppliers could be appointed under this type of contract.

The Cabinet noted the Overview and Scrutiny Commission's comments from its meeting on 8 February 2016 and welcomed its support for the recommendations to the Cabinet.

RESOLVED

- 1) That an EU tender process to procure temporary agency staff be undertaken instead of using MSTAR national framework agreement.
- 2) That authority be delegated to the Head of People and Technology and Head of Partnership Services in consultation with the Cabinet Member for Resources:
 - i) To commence an EU Procurement exercise for the appointment of suppliers and determination of the contract period and;
 - ii) To award the contract to the bidders submitting the most economically advantageous tenders.

Reasons for Decision

- 1) Procurement, Human Resources and Corporate Management Team, through further investigation, have determined that the best course of action for the Council now would be to undertake its own tender process. This is for the following reasons:
 - Undertaking a mini competition under the MSTAR agreement would involve a similar amount of time and staffing resource as undertaking a full EU tender process.
 - Undertaking the Council's own process would mean that local SMEs would be included and encouraged to submit a tender.
 - Procurement and HR feel that the important client / supplier relationship would be better served by a direct relationship rather than through a third party under the MSTAR agreement predominantly because of more direct communication channels.
 - Some of the Council's current key suppliers (e.g. Badenoch and Clark) are not part of the MSTAR agreement and therefore it is unlikely to solve the large issue of off-contract spend. This is likely to negate any savings to be made under the MSTAR agreement.
 - Officers felt that one of the key benefits of the MSTAR agreement - an automated ordering and approval process - would add little day to day value.
- 2) Procurement have investigated the possibility of a collaborative approach with the two other councils that are part of the Shared Procurement Service and both Horsham and Mid Sussex District Councils have expressed an interest in collaborating with Crawley in this process.

65. 2016/17 Budget and Council Tax (Leader's Portfolio)

The Cabinet considered report [FIN/380](#) of the Head of Finance, Revenues & Benefits which set out the Budget and level of Council Tax for the year 2016/17.

The Cabinet noted the Overview and Scrutiny Commission's comments from its meeting on 8 February 2016, would also look forward to the discussions at Full Council on 24 February and then agreed the recommendations.

RESOLVED

That the Full Council be RECOMMENDED:

- (a) To approve the proposed 2016/17 General Fund Budget including savings and growth as set out in section 6 and Appendix 1 and Appendix 2 to report FIN/380.
- (b) To approve the proposed 2016/17 Housing Revenue Account Budget as set out in section 10 and Appendix 3 of the report.
- (c) To approve the 2015/16 to 2018/19 Capital Programme and funding as set out in paragraph 11.5 of the report.
- (d) To agree that the Council's share of Council Tax for 2016/17 be increased by 0.77% from £187.83 to £189.27 for a band D property as set out in paragraphs 5.5.1 and 13.3.
- (e) To approve the Pay Policy statement for 2016/2017 as outlined in paragraph 16.3 and Appendix 6 of the report.

Reasons for Decision

To provide adequate funding for the proposed level of services and to fulfil the statutory requirement to set a Budget and Council Tax and report on the robustness of estimates.

66. Treasury Management Strategy 2016/17 (Leader's Portfolio)

The Cabinet considered report [FIN/381](#) of the Head of Finance, Revenues & Benefits which sought approval of the Treasury Management Strategy for 2016/17.

It was reported that there had been no material changes to the investment strategy in section 7 and Appendix 3 of the report compared to the 2015/16 strategy.

In respect of non-Housing Revenue Account activities, the Council's policy was to remain debt free and invest according to the principles of security, liquidity and yield in that order. The Ethical Investment Policy is now a fourth consideration in the decision making process and Members briefly expressed their views on the policy of not undertaking direct investment or borrowing activities with organisations whose core activities include armaments.

The Cabinet noted the Overview and Scrutiny Commission's comments from its meeting on 8 February 2016 and then agreed the recommendations.

RESOLVED

That the Full Council be RECOMMENDED:

- a) To approve the Treasury Prudential Indicators and the Minimum Revenue Provision (MRP) Statement contained within Section 5 to report FIN/381.
- b) To approve the Treasury Management Strategy contained within Section 6.
- c) To approve the Investment Strategy contained within Section 7, and the detailed criteria included in Appendix 3;

Reasons for Decision

The Council's financial regulations, in accordance with the CIPFA Code of Practice for Treasury Management, requires a Treasury Management Strategy to be approved for the forthcoming financial year. This report complies with these requirements.

67. Irrecoverable Debts (Leader's Portfolio)

The Cabinet considered report [FIN/378](#) of the Head of Finance, Revenues & Benefits which sought approval to write-off a debt that is considered to be irrecoverable and exceed the delegated limit of £50,000 per write-off. A summary of debts to be written-off under delegated powers was also set out in the report.

RESOLVED

That the write-off of the Business Rates debt as set out in the report (Paragraph 5) be approved.

Reasons for Decision

The Council's Constitution necessitates amounts exceeding £50,000 requiring write-off to be approved by the Cabinet.

68. Budget Monitoring – Quarter 3 (Leader's Portfolio)

The Cabinet considered report [FIN/377](#) of the Head of Finance, Revenues & Benefits which provided a summary of the Council's actual revenue and capital spending up to the third Quarter ending December 2015. It identified the main variations from the approved spending levels and any potential impact on future budgets.

RESOLVED

That the projected outturn for the year 2015/2016 as summarised in report FIN/377 be noted.

Reasons for Decision

To report to Members on the projected outturn for the year compared to the approved budget.

69. Closure of Meeting

With the business of the Cabinet concluded, the Chair declared the meeting closed at 7.42p.m.

P K LAMB
Chair