



THE EXECUTIVE

Meeting: Wednesday, 4 December 2019 at 6.00 pm in The Board Room, Pavilion Gardens, Buxton

Present: Councillor A McKeown (Chair)

Councillors A Barrow, D Greenhalgh and J Todd

An apology for absence was received from Councillor F Sloman

As this was his last meeting of the Executive Dai Larnar, Executive Director (Place), was thanked for all his work for the Council and wished an enjoyable retirement.

20/28 DECLARATIONS OF INTEREST (Agenda Item 2)

Councillor Barrow declared an other interest in Agenda Item 16 P4120 Supply and Installation of Windows, Doors and Glazing – HRA Properties Contract Award Report (reason: Chair of Liaison Committee Arden Quarry run by Casey Group) and took no part in the discussion or voting thereon.

20/29 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING (Agenda Item 3)

RESOLVED: That the minutes of the meeting of the Executive held on 10 October 2019 be approved as a correct record.

20/30 CORPORATE PLAN: COMMUNICATION AND ENGAGEMENT PLAN AND PERFORMANCE FRAMEWORK UPDATE (Agenda Item 4)

The purpose of the report was to update the Executive on the progress made in developing a new performance framework for 2019-2023 and the plans for communicating and engaging with stakeholders on the Council's corporate plan priorities. The report was considered by the Corporate Select Committee on 25 November 2019.

Options considered:

The report was for information and councillors were invited to comment.

RESOLVED: That the contents of the report be noted, including the proposal for a Performance Framework Sub-Committee in the New Year.

20/31 SECOND QUARTER FINANCIAL, PROCUREMENT AND PERFORMANCE REVIEW 2019/2020 (Agenda Item 5)

The purpose of the report was to inform members of the Council’s overall performance and financial position for the period ended 30th September (“Second Quarter 2019/20”). The report was considered by Corporate Select Committee on 25 November 2019. The position can be summarised as follows:

Subject	Headline
Finance	<p>The headlines for the Second Quarter are:</p> <p>Performance against Budget</p> <ul style="list-style-type: none"> • At the Quarter Two stage the General Fund provisional outturn for 2019/20 is a forecast surplus of £252,870. <p>Efficiency Programme</p> <ul style="list-style-type: none"> • The 2019/20 general fund efficiency target of £714,000 (General Fund) has already been exceeded with £900,000 of savings achieved to date. <p>Housing Revenue Account</p> <ul style="list-style-type: none"> • The Housing Revenue Account is forecast at the Quarter 2 stage to be in surplus (against budget) by £1,467,100. <p>Capital Programme</p> <ul style="list-style-type: none"> • The General Fund Capital Programme budget for 2019/20 as revised is £7.99 million. The outturn is anticipated to be £1.84 million underspent at the Q2 stage. • The HRA Capital Programme for 2019/20 as revised is £4.41 million. At the Quarter 2 stage the outturn is expected to be £2.93 million which represents a £1.48 million underspend. <p>Treasury Management</p> <ul style="list-style-type: none"> • Cash investments held at 30th September 2019 totalled £21 million. • Council borrowing at 30th September 2019 totalled £66.8 million. • The Council’s net interest general fund budget is forecast to be in surplus by £20,500 with a £35,430 surplus on the HRA <p>Revenue Collection</p> <ul style="list-style-type: none"> • 56.79% of Council Tax was collected by 30th September 2019, compared to 57.10% for the same period last year. • 59.11% of Business Rates was collected by 30th September 2019 compared with 60.25% for the same period last year. • At the end of Quarter 2 the value of sundry debt over 60 days old was £165,340 which compares to £156,120 at 30th September 2018
Procurement	<p>The headlines for the Second Quarter are:</p> <ul style="list-style-type: none"> • 14 procurement activities were completed • At the 30th September 2019, 52% of procurement activity undertaken was on the forward plan and the Council paid 96% of its invoices within 30 days
Performance	<p>The headlines for the Second Quarter are:</p> <ul style="list-style-type: none"> • Targets for 57% of the key performance indicators were met • Of the 15 Priority Actions within the Corporate Plan, one is awaiting a decision, and the remainder being classified as ‘Green’

- | | |
|--|---|
| | <ul style="list-style-type: none">• The Council received 74 complaints, 143 comments and 61 compliments in the Second Quarter. Repeat complaints and response times both on track |
|--|---|

Options considered:

Detailed analysis was contained within the appendices to the report.

RESOLVED:

That the Second Quarter 2019/20 financial, procurement and performance position detailed in Appendices A, B and C and summarised at 3.3 of the covering report be noted.

20/32 UPDATED MEDIUM TERM FINANCIAL PLAN 2020/21 TO 2023/24
(Agenda Item 6)

The report presented the Council's updated Medium Term Financial Plan (MTFP). The MTFP presents the Council's priorities in the context of the likely resources available, providing a financial context to future decision-making. The report was considered by Corporate Select Committee on 25 November 2019.

Options considered:

There were no options to consider at this stage. Options would need to be developed in order to close the financial deficits highlighted in the updated plan.

RESOLVED:

That the Medium Term Financial Plan as attached at Appendix A to the report be approved.

20/33 CAR PARKING: PAY AND DISPLAY MACHINE UPGRADES
(Agenda Item 7)

The purpose of the report was to consider the options around replacing and upgrading the pay and display machines across the Council's income producing car parks. It was reported that mobile phone options were being considered. The report was considered by Corporate Select Committee on 25 November 2019.

Options considered:

- Option 1: Replace with new, all 31 ticket machines in the next financial year 2020-2021. **Recommended.** This option would allow the Council to benefit from lower capital investment costs due to economies of scale. New machines would lower the risk of machines breaking down resulting in reduced income and additional maintenance costs. Additional functionality of cashless technology will improve the customer experience and use of the car parks. There is a potential for lost income from overpayments as

customers are likely to use a card rather than overpay and also increased costs of processing card payments.

- Option 2: Not renew the existing machines. **Not Recommended.** New cashless technology could not be implemented. The existing requirement to enter registrations could be removed at an approximate cost of £12,400. Maintenance costs are likely to continue to increase year on year and the resulting loss of income to the Council. The machines are unlikely to meet the needs of residents, customers and visitors and therefore not meet the corporate objective as set out in section 4 above.
- Option 3: Undertake a phased replacement over a three year period, targeting the busiest and highest grossing ticket machines first. **Not recommended.** The advantages are that a capital investment could be phased over three years, however additional costs would be encountered as the old machines would still require an upgrade and software configuration to remove the requirement for vehicle registration information. The Council would also not benefit from the economies of scale of bulk ordering machines with Staffordshire Moorlands District Council. The new machines have a different operating system, and although the instructions will be clearly highlighted on each machine, there may be confusion from the customers if they have to use different machines across the council car parks.

RESOLVED:

1. That the plans to renew all 31 of the pay and display parking machines in the Council's off street car parks in the next financial year 2020/21 be approved.
2. That pay and display machines have both coin and card payment options and remove the need for customers to input their car registration details.
3. That a capital budget of circa £150,000-£170,000 be approved for the project.
4. That authority to agree the contractual position with the procured supplier regarding the purchase, installation and ongoing maintenance of the machines be delegated to the Executive Director of Transformation and Chief Finance Officer.
5. That authority to agree changes to additional connected contracts to facilitate the implementation of the machines be delegated to the Executive Director of Transformation and Chief Finance Officer.

20/34

LEISURE CENTRE OPTIONS (Agenda Item 8)

The purpose of the report was to consider the work required to establish clear plans for future investment and management options for the Council's leisure centres in line with the Physical Activity and Sport Strategy. The report was considered by Community Select Committee on 27 November 2019.

Options considered:

A number of options would be considered as part of the work undertaken.

RESOLVED:

That plans to recruit external consultancy support in order to assist the Council in progressing plans for future investment and management options for the Council's leisure centres be approved.

20/35 FOOD ENFORCEMENT PLAN

(Agenda Item 9)

The Food Standards Agency recommend that each local authority draws up, documents and implements a food safety service plan approved by members. The report sets out (in appendix A) the food safety service plan for 2019/2020, to be reviewed on a yearly basis. The report was considered by Community Select Committee on 27 November 2019.

Options considered:

There are no alternative options as mandatory guidance issued by the Food Standards Agency recommends and requires that Local Authorities adopt a food safety service plan which meets the format prescribed by the Food Standards Agency.

RESOLVED:

That the food safety service plan, Appendix A to the report, be approved.

20/36 DECLARATION OF AN AIR QUALITY MANAGEMENT AREA ON PART OF THE A57, DINTING VALE, GLOSSOP

(Agenda Item 10)

The report made recommendations to ensure that the Authority meets its legal duty in relation to the declaration of Air Quality Management Areas (AQMAs) as required by the provisions of the Environment Act 1995. The report was considered by Community Select Committee on 27 November 2019.

Options considered:

The Executive was asked to consider the report, and determine whether the evidence provided was sufficient to recommend that an Order under Section 83 of the Environment Act 1995 declaring an Air Quality Management Area be made.

RESOLVED:

That an Order be made under Section 83 of the Environment Act 1995 declaring an Air Quality Management Area in the form attached at Appendix 2 to the report.

20/37 AIR QUALITY MONITORING ACTION PLAN UPDATE ON THE AQMA WOODHEAD ROAD (A628) TINTWISTLE
(Agenda Item 11)

The Executive reviewed and commented on the Action Plan for the Air Quality Management Area on part of the Woodhead Road (A628), Tintwistle. The report was considered by Community Select Committee on 27 November 2019.

Options considered:

There were no alternative options to consider, the Authority was required by law to produce an action plan once an area had been declared. Comment on the contents of the AQAP could be made.

RESOLVED:

That the contents of the report be noted.

20/38 TO RESOLVE THAT THE PUBLIC AND PRESS BE EXCLUDED FROM THE MEETING FOR THE FOLLOWING ITEMS BECAUSE THERE MAY BE DISCLOSURE TO THEM OF EXEMPT INFORMATION AS DEFINED IN PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972.
(Agenda Item 12)

RESOLVED:

That the public and press be excluded from the meeting for the following items because there may be disclosure to them of exempt information as defined in Part I of Schedule 12A of the Local Government Act 1972.

20/39 TO APPROVE THE EXEMPT MINUTES OF THE PREVIOUS MEETING
(Agenda Item 13)

RESOLVED:

That the exempt minutes of the meeting of the Executive held on 10 October 2019 be approved as a correct record.

20/40 BUXTON CRESCENT AND THERMAL SPA PROJECT - ALTERNATIONS TO LEASE AND SUPPORT FOR BUXTON HERITAGE TRUST
(Agenda Item 14)

The Executive approved a report that altered the lease and support for Buxton Heritage Trust.

20/41 CONTRACT AWARD REPORT P3954 QUEENS COURT ROOFING WORKS
(Agenda Item 15)

The Executive approved the outcome, response and findings of the open procurement exercise for Queens Court roofing requirements, contract award report P3954.

20/42 P4120 SUPPLY AND INSTALLATION OF WINDOWS, DOORS AND GLAZING - HRA PROPERTIES CONTRACT AWARD REPORT
(Agenda Item 16)

The Executive approved the outcome of the procurement exercise carried out for the supply and installation of windows, doors and glazing – HRA Properties contract award report P4120.

The meeting concluded at 6.18 pm

CHAIRMAN