

**CABINET****8 February 2012****Attendance:**

Councillor Beckett -	<i>Leader and Portfolio Holder for Local Economy and Tourism (Chairman) (P)</i>
Councillor Cooper -	<i>Deputy Leader and Portfolio Holder for Communities, Safety and Public Health (P)</i>
Councillor Coates -	<i>Portfolio Holder for Strategic Housing and Landlord Services (P)</i>
Councillor Godfrey -	<i>Portfolio Holder for Administration, Innovation and Improvement (P)</i>
Councillor Humby -	<i>Portfolio Holder for Planning and Enforcement (P)</i>
Councillor Stallard -	<i>Portfolio Holder for Culture, Heritage and Sport (P)</i>
Councillor Weston -	<i>Portfolio Holder for Environment and Transport (P)</i>
Councillor Wood -	<i>Portfolio Holder for Finance and Estates (P)</i>

**Others in attendance who addressed the meeting:**

Councillors Collin, Huxstep, Learney and Thompson

**Others in attendance who did not address the meeting:**

Councillors Hiscock, Pearson, Ruffell, Scott and Tait

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**1. MEMBERSHIP OF CABINET COMMITTEES ETC**

Cabinet noted that Alan Rickman had recently resigned as Chairman of the TACT group. Councillor Coates thanked Mr Rickman for his significant work over his many years as a TACT representative, in particular campaigning against the Council housing negative subsidy arrangements. The Chairman stated that he would write to Mr Rickman to thank him for all his work.

**RESOLVED:**

That the following changes to Cabinet Committees be agreed:

- (i) That Mr John Bond replace Mr Alan Rickman as one of the two TACT representatives on the Cabinet (Housing) Committee.

**2. MINUTES**

Cabinet noted that Councillor Evans had raised a query with regard to the minutes and her comments regarding Wickham toilets, under discussion of Report CAB2283. She wished to clarify that Wickham Parish Council

contributed towards the cleaning of the toilets, but did not contribute towards the capital costs.

RESOLVED:

That, subject to noting the above, the minutes of the previous meeting held on 18 January 2012 less exempt items, be approved and adopted.

3. **PUBLIC PARTICIPATION**

There were no questions asked or statements made.

4. **LEADER AND PORTFOLIO HOLDER ANNOUNCEMENTS**

The Chairman reported that the refurbishment of Winchester High Street was a regional finalist in the Civic Trust Award.

Councillor Cooper highlighted the success of the street pastor scheme to date and that consequentially it was being extended to operate on Thursday evenings (in addition to Friday and Saturday as current). The scheme was widely supported and the Police were contributing additional monies to enable its extension.

Councillor Cooper also stated that the grants awards for 2011/12 had now been completed. He emphasised the importance of the grants scheme.

Councillor Weston reported that discussions were ongoing with East Hants District Council and Project Integra to investigate the feasibility of returning to a weekly refuse collection, following the Government's additional grants to encourage this approach. However, she emphasised there were restrictions on the funding being offered.

5. **HOUSING REVENUE ACCOUNT (HRA) BUDGET 2012/13 AND BUSINESS PLAN 2042/43**

(Report [CAB2287\(HSG\)](#) refers)

Cabinet noted that the Report had been considered in detail by the Cabinet (Housing) Committee at its meeting on 1 February 2012 and the minutes were contained within Report CAB2299 below. The Committee had supported the Report's recommendations.

Councillor Coates drew Members' attention to a correction to the Report: the last sentence of paragraph 2.1 on page 3, the existing debt to the HRA should read £10.131 million as opposed to £10.3 million as stated in the Report.

In response to questions, the Head of Landlord Services confirmed that provisions had been made to address the possible risk of an increase in debts to the Council due to the national changes in housing benefit.

The Head of Finance emphasised that the interest rates available on the day the borrowing was confirmed (26 March 2012) would almost certainly be different to those predicted. However, she confirmed that a cautious approach to predicting the rates had been taken and unless significant differences arose on the day, there would be no need to amend the budget for the first year.

At the invitation of the Chairman, Councillor Thompson welcomed the commitment to building new council homes, as it would offer more opportunities for the Council to meet housing need. She requested that progress be made as soon as possible, particularly in case the Government rules were altered. In addition, she highlighted the length of time it would take in practice for new homes to be built.

The Chairman thanked Councillor Thompson for her support and mentioned the consensus on the approach to be adopted in meetings of the Housing Financing Informal Policy Group (which included representation from the Liberal Democrat Group).

Cabinet noted that building new council homes was one priority of the Business Plan, but other priorities included maintaining existing council stock.

The Corporate Director (Governance) advised that on 26 March, the Head of Finance would complete the procedure in consultation with the Council's treasury advisors and the Portfolio Holder for Finance and Estates (as set out in Report CAB2284 below).

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

**RECOMMENDED:**

- 1. THAT THE HRA BUDGET FOR 2012/13, AS SET OUT IN THE APPENDICES 1 AND 2 OF CAB2287(HSG), BE APPROVED.**
- 2. THAT ALL REVENUE GROWTH PROPOSALS, AS SET OUT IN PARAGRAPH 9 OF THE REPORT, BE APPROVED.**
- 3. THAT THE 2012/13 MAINTENANCE PROGRAMME, AS SET OUT IN APPENDIX 4, BE APPROVED.**
- 4. THAT THE BUSINESS PLAN PRIORITIES, AS SET OUT IN PARAGRAPH 5.2 OF THE REPORT AND THE KEY SERVICE PRIORITIES FOR 2012/13 AS DETAILED IN APPENDIX 6, BE APPROVED.**
- 5. THAT PROPOSALS FOR THE ESTABLISHMENT OF A PROGRAMME OF COUNCIL NEW BUILD HOUSING, AS SET OUT IN PARAGRAPH 6, BE SUPPORTED AND THAT A DETAILED**

**REPORT ON THE PROGRAMME AND DEVELOPING CAPACITY TO  
SUPPORT IT BE TAKEN TO THE CABINET (HOUSING)  
COMMITTEE IN JUNE 2012.**

6. **PACKAGING AND PROCUREMENT OF HEATING MAINTENANCE  
CONTRACTS**

(Report [CAB2290\(HSG\)](#) refers)

Cabinet noted that the Report had been considered by the Cabinet (Housing) Committee at its meeting on 1 February 2012 and the minutes are contained within Report CAB2299. The Committee had supported the Report's recommendations.

The Property Services Manager responded to questions regarding the proposals for procurement as outlined in the Report.

Councillor Collin spoke in support of this approach where competence of the contractor was assessed at the pre-qualification stage and the emphasis of the final evaluation was based on price.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

RESOLVED:

That delegated authority be given to Cabinet (Housing) Committee to authorise an extension of the contract period for Package 1 of up to two years past the initial 5 year term.

7. **BUDGET AND COUNCIL TAX 2012/13**

(Report [CAB2297](#) refers)

The above Report had not been notified for inclusion on the agenda within the statutory deadline. The Chairman agreed to accept the item onto the agenda, as a matter requiring urgent consideration, due to the need to consider the matter prior to its discussion by The Overview and Scrutiny Committee and Council on 13 and 23 February 2012 respectively.

Councillor Wood stated that the budget adopted a cautious approach towards predicting income levels for 2012/13. He highlighted that the budget had enabled the Council to largely maintain grant levels to voluntary organisations.

Councillor Wood referred to the request received from Councillor Evans for funding towards Wickham toilets, made at the previous Cabinet meeting held on 18 January 2012. He proposed that an additional amendment be added to the Report's recommendations as follows:

“That the sum of £50,000 be included in the 2012/13 Capital Budget to enable Wickham toilets to be improved, subject to satisfactory discussions with Wickham Parish Council, and this sum be vired from the Asset Management Plan budget.”

This was agreed.

Councillor Wood stated that it was not possible to make reasonable budget estimates at this stage for 2013/14 and 2014/15 until further details about Government proposals were available.

In response to a query, the Head of Finance agreed to investigate whether the earmarked General Fund reserves of £11,000 for sewage work replacement (as detailed in Appendix I) were still required.

One Member highlighted Paragraph 8.5 of the Report and the Head of Finance confirmed that the cumulative effect on the baseline of the freeze on Council Tax was not recompensed by the Government’s additional funding.

At the invitation of the Chairman, Councillors Learney and Collin addressed Cabinet and their comments are summarised below.

Councillor Learney expressed concern about the late availability of the Report and the consequent inability of the Liberal Democrat group to have sufficient time to formulate a full response. In addition, she was disappointed that the detail of some of the proposals was not explicitly set out, in particular IT expenditure and future organisational development plans. She highlighted that the report outlining the latest organisational changes (Report PER 200 below refers), only contained savings for a small percentage of the overall £200,000 proposed, with reference to further reviews in the future. Finally, with regard to the additional amendment proposed above, Councillor Learney requested an assurance that no further changes would be made prior to Council on 23 February 2012.

Councillor Collin spoke as Chairman of the Winchester Town Forum with regard to Appendix K of the Report and highlighted that Town Account funds had been made available towards Council grants. There had been some concern expressed that the Town Forum had not been involved at an earlier stage and this would be addressed in future years.

In response to Councillor Learney, the Chairman advised that he would shortly meet the Head of IMT regarding the proposals outlined in the Report. The Head of Finance emphasised that individual IT schemes could not be agreed without a business case and appropriate approval from either Cabinet or the Portfolio Holder.

Councillor Wood stated that he did not anticipate any further changes to the budget prior to Council.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

**RECOMMENDED:**

1. THAT THE VIREMENTS TO THE REVISED ESTIMATE FOR 2011/12 AS SET OUT IN PARAGRAPH 2 OF REPORT CAB2297 BE APPROVED.

2. THAT THE LEVEL OF GENERAL FUND BUDGET FOR 2012/13 BE RECOMMENDED AS THE FOLLOWING:

	<u>2012/13</u>
	<u>£</u>
<b><u>GENERAL FUND COST OF SERVICES</u></b>	<b><u>14,889,121</u></b>
<b>LESS</b>	
FINANCING & INVESTMENT INCOME & EXPENDITURE	(9,400)
STATUTORY ADJUSTMENTS (CAPITAL CHARGES)	(2,100,561)
TRANSFERS TO /(FROM) RESERVES	65,305
COUNCIL TAX SURPLUS	(27,800)
ADD: AGGREGATE OF LOCAL PRECEPTS	<u>2,286,701</u>
<b><u>NET BUDGET REQUIREMENT -</u></b>	
<b><u>(INCL. LOCAL PRECEPTS)</u></b>	<b><u>15,103,366</u></b>
<b>LESS NON-RING FENCED GOVERNMENT GRANTS</b>	<b><u>(5,841,989)</u></b>
<b><u>COUNCIL TAX REQUIREMENT (INCL. LOCAL PRECEPTS)</u></b>	<b><u>9,261,377</u></b>
<b>COMPRISING:</b>	
<b>AGGREGATE OF SPECIAL EXPENSES -</b>	
<b>(WINCHESTER TOWN)</b>	<b>872,826</b>
<b>WINCHESTER CITY COUNCIL – GENERAL EXPENSES</b>	<b><u>6,101,850</u></b>
<b><u>COUNCIL TAX REQUIREMENT FOR BILLING AUTHORITY</u></b>	<b><u>6,974,676</u></b>
<b>AGGREGATE OF LOCAL PRECEPTS</b>	<b><u>2,286,701</u></b>
<b><u>COUNCIL TAX REQUIREMENT (INCL. LOCAL PRECEPTS)</u></b>	<b><u>9,261,377</u></b>

3. THAT THE CHANGES PROPOSED TO THE BUDGET BE APPROVED AS SET OUT IN APPENDICES C AND D OF THE REPORT.

4. THAT THE CAPITAL PROGRAMME SET OUT IN APPENDICES G AND H OF THE REPORT BE APPROVED SUBJECT TO THE AMENDMENT IN 5 BELOW.

5. THAT THE SUM OF £50,000 BE INCLUDED IN THE 2012/13 CAPITAL BUDGET TO ENABLE WICKHAM TOILETS TO BE IMPROVED, SUBJECT TO SATISFACTORY DISCUSSIONS WITH WICKHAM PARISH COUNCIL, AND THIS SUM BE VIRED FROM THE ASSET MANAGEMENT PLAN BUDGET.

6. THAT THE POLICY AS PREVIOUSLY AGREED BY THE COUNCIL ON 14 JULY 1999 (MIN 186 REFERS) BE CONFIRMED TO TREAT ALL EXPENSES OF THE COUNCIL AS GENERAL EXPENSES OTHER THAN THOSE SPECIFICALLY IDENTIFIED AND ITEMISED IN THE WINCHESTER TOWN ACCOUNT. IN CONSEQUENCE OF WHICH THE

**SUM OF £872,826 BE TREATED AS SPECIAL EXPENSES UNDER SECTION 35 OF THE LOCAL GOVERNMENT FINANCE ACT 1992 IN RESPECT OF THE WINCHESTER TOWN AREA, APPENDIX K.**

**7. THAT THE COUNCIL TAX FOR THE SPECIAL EXPENSES IN THE WINCHESTER TOWN AREA AT BAND D FOR 2012/13 TO BE FROZEN AT 2010/11 LEVELS; £61.32.**

**8. THAT THE BALANCE ON THE COLLECTION FUND CALCULATED AT 16 JANUARY 2012 OF ZERO FOR COUNCIL TAX, BE APPROVED.**

**9. THAT THE LEVEL OF COUNCIL TAX AT BAND D FOR CITY COUNCIL SERVICES FOR 2012/13 TO BE FROZEN AT 2010/11 LEVELS; £126.27.**

**10. THAT PARISH COUNCIL TAXES BE NOTED AS IN APPENDIX L OF THE REPORT.**

**8. TREASURY MANAGEMENT STRATEGY 2012/13 AND 2011/12 REVISION  
(Report [CAB2284](#) refers)**

The above Report had not been notified for inclusion on the agenda within the statutory deadline. The Chairman agreed to accept the item onto the agenda, as a matter requiring urgent consideration, due to the need to consider the matter prior to its discussion by The Overview and Scrutiny Committee and Council on 13 and 23 February 2012 respectively.

Councillor Wood apologised for the late availability of the Report which had been due, in part, to Government figures being available late. In addition, the Head of Finance emphasised that the Strategy needed to take account of the Housing Finance Reform proposals (outlined in more detail in CAB2287(HSG) above).

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

**RECOMMENDED:**

**1. THAT THE TREASURY MANAGEMENT STRATEGY 2012/13 AND 2011/12 REVISIONS AS SET OUT IN REPORT CAB2284 BE APPROVED, INCLUDING:**

**A) THE ADOPTION OF THE PRUDENTIAL INDICATORS 2011/12 TO 2014/15 (SEE APPENDIX C) SETTING OUT THE EXPECTED CAPITAL ACTIVITIES (AS REQUIRED BY THE CIPFA PRUDENTIAL CODE FOR CAPITAL FINANCE IN LOCAL GOVERNMENT) AND THE TREASURY MANAGEMENT**

**PRUDENTIAL INDICATORS THAT ARE NOW IN THE CIPFA TREASURY MANAGEMENT CODE OF PRACTICE;**

**B) A REVISION OF THE CAPITAL FINANCING REQUIREMENT FOR 2011/12 (CURRENT YEAR);**

**C) A REVISION TO THE AUTHORISED BORROWING LIMIT FOR 2011/12;**

**D) REVISIONS TO THE LIMITS ON FIXED RATE & VARIABLE RATE BORROWING FOR 2011/12;**

**E) REVISIONS TO THE MATURITY PROFILES OF FIXED BORROWING 2011/12;**

**F) THE ADOPTION OF THE “TWO POOL” APPROACH TO ACCOUNTING FOR HRA AND GF DEBT AND AN INTER-POOL LOAN RATE OF PWLB 3 MONTH VARIABLE RATE BE APPLIED (SEE PARA 3);**

**G) THE MINIMUM REVENUE PROVISION (MRP) STATEMENT WHICH SETS OUT THE COUNCIL’S POLICY ON MRP (SEE PARA.13); AND**

**H) THE INVESTMENT STRATEGY 2012/13 CONTAINED IN THE TREASURY MANAGEMENT STRATEGY.**

**2. THAT THE TREASURY MANAGEMENT POLICY STATEMENT, AS SET OUT IN APPENDIX G, BE APPROVED.**

**3. THAT IN RESPECT OF THE COUNCIL’S MAJOR BORROWING TO MEET THE HOUSING REQUIREMENTS ON 26<sup>TH</sup> MARCH, THE HEAD OF FINANCE WILL ACT, IN CONJUNCTION WITH THE ADVICE OF THE COUNCIL’S TREASURY ADVISORS, AND IN CONSULTATION WITH THE PORTFOLIO HOLDER FOR FINANCE AND ESTATES, ON THE ACTUAL BORROWING ON 26<sup>TH</sup> MARCH.**

**4. THAT IT BE NOTED THAT THE COUNCIL DOES NOT INTEND TO USE DERIVATIVE INSTRUMENTS AT THIS STAGE, AND THAT ANY CHANGE IN THIS POSITION WOULD REQUIRE FULL COUNCIL APPROVAL (PARA. 11 REFERS).**

**5. THAT THE STRATEGY BE KEPT UNDER REGULAR REVIEW TO TAKE ACCOUNT OF ANY CHANGES IN THE CURRENT GLOBAL ECONOMIC SITUATION.**

9. **CAR PARKS MAJOR WORKS PROGRAMME**  
(Report [CAB2285](#) refers)

In response to questions regarding Friarsgate multi-story car park, the Head of Access and Infrastructure confirmed it was subject to annual structural surveys, and such repairs were carried out as was necessary to keep it in operation.

The Head of Access and Infrastructure advised that separate provision for pay on foot server replacement was made within the Capital Programme contained within CAB2297 above.

At the invitation of the Chairman, Councillor Learney queried the treatment of the £127,000 it was proposed to reduce the car parks major works programme budget by in 2011/12. She expressed concern about any proposal to switch solely to 'pay by phone' for car parking as past feedback had indicated customers' preference was for 'pay on exit' parking. Finally, on behalf of Councillor Evans, she queried what measures the City Council were taking to ensure monies collected by the County Council in respect of Wickham Square environment improvements were spent for this purpose.

The Head of Finance advised that the table at Paragraph 3.1 of the Report outlined the proposed accounting treatment of the £127,000 underspend and in summary a decision would be taken at year end as to the appropriate level of earmarked reserve.

The Corporate Director (Operations) confirmed that the proposal in Paragraph 1.12 was to replace three pay and display machines at on-street parking locations, which cost more to operate than they generated in income. Any decision as to possible further changes in payment for parking methods would be made by Cabinet at future meetings, as technology and circumstances changed.

With regard to Wickham Square, the Head of Access and Infrastructure confirmed that £40,000 had been collected from Section 106 agreements in the Wickham area recently. He would confirm whether funds could be used towards the refurbishment scheme for Wickham Square and respond directly to Councillor Evans outside of the meeting.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

**RESOLVED:**

1. That approval be given to reduce the 2011/12 Car Parks Major Works Programme expenditure budgets by a total of £127,000 (£78,000 Revenue and £49,000 Capital) to allow for the wider proposed programme for 2012/13.

2. That the Car Parks Major Works Programme for 2012/13 as outlined in Appendix 1 be approved in accordance with Financial Procedure Rule 6.4 (authority to incur capital expenditure) and that the indicative programme for 2013/14 be noted as a basis for planning and preparing future works.

3. That the Head of Access and Infrastructure be given delegated authority to make minor adjustments to the programme, in order to meet maintenance and operational needs of the District's car parks throughout the year as required, in consultation with the Heads of Estates and Finance and the Portfolio Holder for Environment and Transport.

4. That delegated authority be given to the Head of Access and Infrastructure (in consultation with the Head of Finance and the Portfolio Holder for Environment and Transport) to:-

- a) Set in place a project to install the Cale web reporting tool on all Cale Briparc pay and display machines and to replace 10 of the older pay and display machines. That a direction be made under Contract Procedure Rule 3.3 (a) to authorise the contract to be placed with Cale Briparc for the reasons set out in paragraph 1.9 of the Report.
- b) Remove some under utilised on-street pay and display machines and replace them with a pay by phone payment system as set out in this para 1.12 of the Report.

5. That delegated authority be given to the Head of Estates (in consultation with the Head of Finance and the Portfolio Holder for Environment and Transport) to:-

- a) Seek tenders for the refurbishment of both lift cars and equipment in Chesil Street multi story car park, in line with the Council's approved Asset Management Plan. Following completion of the works to add the lifts to the recently tendered lift maintenance contract.

6. That a report on the programme be submitted to future meetings on an annual basis setting out progress and recommending future priorities.

10. **HOUSING SEWAGE TREATMENT WORKS IMPROVEMENT**  
(Report [CAB2281](#) refers)

In response to questions, the Head of Access and Infrastructure emphasised the amount of time, work and the constraints involved for the Council in pursuing adoption of such works with Southern Water.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

RESOLVED:

1. That the Head of Access and Infrastructure, in consultation with the Head of Landlord Services, be authorised to progress the programme for 2012/13 as outlined in the Report, subject to funding being included in the Capital Programme.

2. That, in accordance with Financial Procedure Rule 6.4, authority be given for release of expenditure for the Schemes in the proposed Capital Programme as set out in paragraph 4.1 of the Report.

3. That the Head of Access and Infrastructure be given delegated authority to make minor adjustments to the Programme (including the bringing forward of identified reserve schemes) to meet the maintenance and operational needs of the City Council Sewage Treatment Works as required in consultation with the Head of Finance and Head of Landlord Services.

11. **CORE GRANT ALLOCATIONS FOR 2012/13**  
(Report [WTF164](#) and [Addendum](#) refers)

Councillor Coates declared a personal (but not prejudicial) interest as a member of the Trinity Centre Advisory Committee (but not the Management Committee). He remained in the room, spoke and voted thereon.

As attendees of Cabinet, the following Councillors declared interests as detailed below.

Councillor Pearson declared a personal (but not prejudicial) interest in respect of Bishops Waltham Citizen's Advice Bureau (which he was Chairman of the Management Committee until 1 February 2012 when it was integrated with Winchester CAB).

Councillor Hiscock declared a personal and prejudicial interest as a Director of Keystone Housing and a personal (but not prejudicial interest) as a supporter (but not officer holder) of the Nightshelter and Trinity. He left the room during consideration of this Report.

Councillor Collin declared a personal (but not prejudicial) interest in respect of Winnall Community Forum (which he attended to support the Management Committee), Trinity Centre (on which he was a fund raiser) and Winnall Junior Youth Club (which he attended to support).

Councillor Scott declared a personal (but not prejudicial) interest as a member of the Carroll Centre advisory committee and as a Ward Member representative on Stanmore Combined.

Councillor Thompson declared a personal (but not prejudicial) interest as a Ward Member representative on Stanmore Combined.

Councillor Tait had declared a personal (but not prejudicial) interest on this item at the Town Forum, but was not present at this part of the Cabinet meeting when the item was considered.

Cabinet noted that this item had been considered by the Winchester Town Forum at its meeting on 25 January 2012 and the minutes of that meeting were contained within Report CAB2300 below. The Forum had made minor amendments to the Report's recommendations. It was agreed that £1,000 recommended from the Town Account for Relate be transferred to the General Fund and that the grant to the Hampshire and IOW Youth Options (KAYAC) be reduced by £1,000 from the General Fund (to £9,000) and that the Town Account's contribution be increased by £1,000 to £3,000. This still met the total grant requested by both organisations; £3,500 for Relate and £12,000 for Hampshire and IOW Youth Options, KAYAC.

The Assistant Director (Economic Prosperity) advised that the Equality Impact Assessment (EIA) which was contained within the Addendum to the Report had been submitted to a validation meeting. Following this meeting, two further points had been added to the EIA as set out below:

- (i) That a workshop be held for Partner Organisations to assist them with developing their equality monitoring systems, and evidence of the outcomes they achieve during the life of their service level agreements.
- (ii) That, if appropriate, this leads to an ongoing action learning set to the benefit of both Partner Organisations and the City Council.

At the invitation of the Chairman, Councillor Collin (Chairman of the Winchester Town Forum) welcomed the proposed change from key client status to a longer list of Partner Organisations. He stated that the Town Forum Informal Grants Group would meet earlier in the next Municipal Year in order to agree a grants process by October 2012.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

**RESOLVED:**

That, subject to the Council's approval of the Budget and Council Tax for 2012/13, that:

1. The proposal to provide Core Funding for Keystone Winchester Churches Housing, Winchester Churches Night Shelter and the Winchester Rent Deposit Scheme from the central Government grant for preventing homelessness be approved, with Service Level Agreements to be administered through the Strategic Housing Team, to the amounts set out in Appendix 1 of the Report.

2. The proposed allocations set out in Appendix 1 of the Report, as amended above, be approved for payment as Core Grants to local organisations in the financial year 2012/13.

3. The proposed allocations set out in section 8 of the Report be approved for Project Grants (£25,000) and Small Grants (£15,000);

4. The proposed allocation of £10,000 as a new fund to incentivise apprenticeships be approved, subject to the approval of the detail of the scheme through the Portfolio Holder Decision Notice process;

5. The proposal to discontinue Key Client status and introduce a new designation of Partner Organisation in its place be approved, according to the criteria set out in section 3 of the Report;

6. The proposal to issue three year funding agreements as set out in Section 4 of this report be approved.

12. **FINAL REPORT OF THE HOUSING ALLOCATIONS INFORMAL SCRUTINY GROUP – RECOMMENDATIONS FOR CABINET**  
(Report [CAB2293](#) refers)

Councillor Coates spoke in support of the recommendations of the Informal Scrutiny Group (ISG). The Group were thanked for their work.

One Member queried the meaning of the phrase “child distribution” and suggested that Recommendation (d) of the Report be re-phrased to state that careful consideration was given to the housing distribution of different age groups and socio-economic profiles. It was agreed that the Head of Strategic Housing in consultation with the Portfolio Holder consider whether this point could be re-phrased to clarify its meaning.

At the invitation of the Chairman, Councillor Thompson spoke as Chair of the ISG and in support of its recommendations.

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

**RESOLVED:**

That the recommendations of The Overview and Scrutiny Committee be agreed as set out below, subject to consideration of the re-wording of 1(d) as outlined above by the Head of Strategic Housing in consultation with the Portfolio Holder for Strategic Housing and Landlord Services:

1. That the option to adopt Community Lettings Plans (CLP) be considered in the following circumstances:

a) Any new-build development on Council-owned land where it is important for the stability of the community that local families are given priority. In these circumstances up to 50% of the initial lets will be prioritised for established local households.

b) Any new-build developments in villages and market towns where no significant development has recently occurred. In these circumstances up to 50% of the lets will be prioritised for households living, working or providing some benefit to that community (this could include neighbouring Parishes and Wards).

c) Vacancies created in existing Council stock in a village caused by tenants moving to a rural exception scheme. In these circumstances up to 50% of the resulting vacancies will be prioritised for local people in that community.

d) Major Development Areas (MDAs) where it is critical for the stability and future success of the community that careful consideration is given to child distribution and socio-economic profile.

e) New vacancies in existing Council-owned stock in communities that have particular local issues that need to be addressed. In these circumstances evidence would need to be provided about the issues faced by the community and how a CLP would help alleviate these. The evidence threshold would be set at a high level and any subsequent CLP would be time-limited and reviewed at the end of that period to evaluate its outcomes.

2. That key statistical information on allocation of affordable properties in the Winchester District be presented on a six monthly basis to Cabinet (Housing) Committee.

3. The action taken on the ISG's recommendations be reviewed one year after receiving this report.

13. **FINAL REPORT OF THE YOUNG PEOPLE AND EMPLOYMENT INFORMAL SCRUTINY GROUP – RECOMMENDATIONS FOR CABINET**

(Report [CAB2294](#) refers)

In response to questions, the Assistant Director (Economic Prosperity) confirmed that the proposals had been discussed with the Head of Organisational Development and could all be funded within existing budgets.

Cabinet noted that Report WTF164 above included the proposed allocation of £10,000 to incentivise apprenticeships, subject to approval of the detail of the scheme through the Portfolio Holder Decision Notice process.

Cabinet agreed to the following for the reasons set out above and outlined in the Report. The Group were thanked for their work.

## RESOLVED:

That the recommendations of The Overview and Scrutiny Committee as set out below be agreed:

1. That Officers proceed with a commission for a study to:
  - (a) accurately assess the number of NEET young people in the Winchester District;
  - (b) map current provision to help these young people into work;
  - (c) identify gaps in provision, where the system is failing young people;
  - (d) develop an outline action plan identifying pragmatic and cost-effective actions which could be taken by the Council and its partners in helping young people into training, education or employment.
  
2. That the Council, through the Head of Organisational Development, makes a formal commitment to making a target number of 20 unpaid work placements per annum available to Job Centre Plus or other recognised agencies/organisations working with young people, and reports these to the Personnel Committee on an annual basis.
  
3. That the Head of Organisational Development and Head of Economy and Arts produce a clear protocol to support the work placement programme.
  
4. That the Council, through the Head of Organisational Development, makes a formal commitment to making a target number of 3 apprenticeships per annum available to Sparsholt College or other recognised organisations, as an example to other employers, and that these are reported these to the Personnel Committee on an annual basis. This commitment is made on the basis of no additional direct cost to the Council.
  
5. That the Council plays an active role in promoting both work placements and apprenticeships to other employers in the District, making information accessible and clear, and celebrating successful examples.
  
6. That officers commission a Job Club in Stanmore, using seed funding from the economic prosperity commissioning budget with the intention of establishing a self-sustaining, volunteer-based operation after two years.

7. That the Council convenes a conference of arts providers in and around the Winchester District to consider opportunities for non-conventional interventions to support young people, in line with the Council's stated objective of drawing on the District's cultural strengths to find innovative new approaches to supporting the local economy.

8. That other member organisations of the Local Strategic Partnership be encouraged to consider measures designed to reduce youth unemployment in their own programmes and initiatives.

14. **FINAL REPORT OF THE AIR QUALITY INFORMAL SCRUTINY GROUP – RECOMMENDATIONS FOR CABINET**  
(Report [CAB2295](#) refers)

Councillor Weston requested that the recommendations contained in the Report be referred to her, as Portfolio Holder, for further consideration prior to being agreed through the Portfolio Holder Decision Making process.

Cabinet agreed to the following for the reasons set out above and outlined in the Report. The Group were thanked for their work.

RESOLVED:

That the recommendations of The Overview and Scrutiny Committee as set out in Report CAB2295 be referred to the Portfolio Holder for Environment and Transport to determined through the Portfolio Holder Decision Making process.

15. **MINUTES OF THE CABINET (HOUSING) COMMITTEE HELD 1 FEBRUARY 2012**  
(Report [CAB2299](#) refers)

The above Report had not been notified for inclusion on the agenda within the statutory deadline. The Chairman agreed to accept the item onto the agenda, as a matter requiring urgent consideration, due to the need to consider the contents in connection with Reports CAB2287(HSG) and CAB2290(HSG) above.

Cabinet considered the minutes of the Cabinet (Housing) Committee held 1 February 2012 (as attached as Appendix A to the minutes).

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

RESOLVED:

That the minutes of the Cabinet (Housing) Committee held 1 February 2012 be received and the recommendations contained therein be agreed.

16. **MINUTES OF THE WINCHESTER TOWN FORUM HELD 25 JANUARY 2012**

(Report [CAB2300](#) refers)

Cabinet agreed to the following for the reasons set out above and outlined in the Report.

RESOLVED:

That the minutes of the Winchester Town Forum held 25 January 2012 be received and the recommendations contained therein be agreed.

17. **FUTURE ITEMS FOR CONSIDERATION**

RESOLVED:

That the list of future items, as set out in the Forward Plan for February 2012, be noted.

18. **EXEMPT BUSINESS**

RESOLVED:

1. That in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

2. That the public be excluded from the meeting during the consideration of the following items of business because it is likely that, if members of the public were present, there would be disclosure to them of 'exempt information' as defined by Section 100I and Schedule 12A to the Local Government Act 1972.

<u>Minute Number</u>	<u>Item</u>	<u>Description of Exempt Information</u>
##	Exempt Minutes of the Previous meeting	) Information relating to the ) financial or business affairs ) of any particular person ) (including the authority ) holding that information). ) (Para 3 Schedule 12A refers) ) ) Information in respect of ) which a claim to legal ) professional privilege could ) be maintained in legal ) proceedings. (Para 5 ) Schedule 12A refers)

##	WCC Organisational Development – Update on Implementation of	)	Information relating to any individual. (Para 1 Schedule 12A refers)
##	Phase 4 Changes Guildhall Team Changes	)	Information which is likely to reveal the identity of an individual. (Para 2 Schedule 12A refers)
		)	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority. (Para 4 Schedule 12A refers)

19. **EXEMPT MINUTE OF THE PREVIOUS MEETING**

RESOLVED:

That the exempt minute of the previous meeting held on 18 January 2012 be approved and adopted.

20. **WINCHESTER CITY COUNCIL ORGANISATIONAL DEVELOPMENT – UPDATE ON IMPLEMENTATION OF PHASE 4 CHANGES**  
(Report PER200 refers)

Cabinet considered the above Report which provided an update on the implementation of Phase 4 changes of the Council's organisational development (detail in exempt minute).

Members noted that the Report would also be considered by Personnel Committee at its meeting that evening.

21. **GUILDHALL TEAM CHANGES**  
(Report PER201 refers)

The Chief Executive declared a personal interest in respect of this item due to a postholder mentioned in the Report being the boyfriend of his daughter. He did not participate in this part of the discussion.

Cabinet considered the above Report which provided proposals for team changes at the Guildhall (detail in exempt minute).

Members noted that the Report would also be considered by Personnel Committee at its meeting that evening.

The meeting commenced at 9.30am and concluded at 1.25pm