

**3 JULY 2013**

**NEW FOREST DISTRICT COUNCIL**

**CABINET**

Minutes of a meeting of the Cabinet held at Appletree Court, Lyndhurst on Wednesday, 3 July 2013.

p Cllr B Rickman (Chairman)  
p Cllr E J Heron (Vice-Chairman)

**Councillors:**

p Mrs D M Brooks  
p Mrs J L Cleary

**Councillors:**

ap F P Vickers  
p C A Wise

**In Attendance:**

**Councillors:**

Mrs D E Andrews  
G C Beck  
Mrs S Bennison  
J E Binns  
S Clarke  
A T Glass  
C J Harrison  
A N G Kilgour

**Councillors:**

A O'Sullivan  
Mrs A E McEvoy  
J Penwarden  
L R Puttock  
A W Rice  
Mrs A M Rostand  
A J Swain  
Mrs C Ward

**Also In Attendance:**

Mrs A Murphy, Housing Policy and Report Focus Group Representative.

**Officers Attending:**

D Yates, R Jackson, J Mascal, Miss J Debnam, C Elliott, M Devine, J Knight, R Payne, Ms A Righton, Miss G O'Rourke, Ms G Thomson and N Williamson.

**11. MINUTES.**

**RESOLVED:**

That the minutes of the meeting held on 5 June 2013 be signed by the Chairman as a correct record.

**12. DECLARATIONS OF INTEREST.**

There were no declarations of interest made by Members in connection with any agenda item.

**13. PUBLIC PARTICIPATION.**

No issues were raised during the public participation period.

**14. RINGWOOD LOCAL DISTINCTIVENESS SUPPLEMENTARY PLANNING DOCUMENT – ADOPTION (REPORT A).**

The Cabinet considered the Ringwood Local Distinctiveness Document, which had been amended in the light of comments received in response to the public consultation exercise on the draft. A summary of all representations received was attached as Appendix A to the report considered by the Cabinet and Section 4 of the report evaluated the main issues that had been raised. The initial preparation work had involved extensive consultations with the Town Council, Ringwood Society, local ward councillors, local people and interest groups. On adoption, the Local Distinctiveness Document became part of the Local Development Framework and would be a material consideration in determining planning applications in the town.

**RESOLVED:**

That, subject to final proof-reading and editing corrections, the Ringwood Local Distinctiveness Supplementary Planning Document, as set out in Appendices B and C to Report A to the Cabinet, be adopted as part of the Local Development Framework for the New Forest District (outside the National Park).

Action: Neil Williamson

**15. CCTV, COMMUNITY ALARMS AND OUT OF HOURS SERVICE (REPORT B).**

In the light of the recommendations of the Task and Finish Working Group established by the Community Overview and Scrutiny Panel, the Cabinet considered combining the CCTV, Community Alarms and Out of Hours Services. The Cabinet was satisfied that the proposal would secure operational improvements while also achieving savings. The opportunity was also being taken to review the current fees and charges for the community alarms service to bring them onto a sounder business footing, more in line with competitors.

The Cabinet was advised that the capital outlay to implement the project was £80,000, with a payback period of 3.1 years.

**RESOLVED:**

- (a) That the proposed integration of the CCTV and Community Alarms services be progressed;
- (b) That a consultation process be initiated with staff within the CCTV and Community Alarms services, regarding the requisite changes to their current roles;
- (c) That, following the initial, positive discussions with Tunstall, this Council negotiates to secure an agreement with Tunstall for an extension to the current contract for monitoring services, to include a cross-over period prior to full in house provision of services;

- (d) That the revised pricing structure for services and equipment to customers, as set out in Appendix 1 to Report B to the Cabinet, be implemented upon commencement of the combined service;
- (e) That senior officers meet with Tunstall's representatives to discuss costing moving forward, to include the potential bulk purchase of their lifeline equipment; and other ancillary technology; and
- (f) That the necessary alterations be made within the CCTV control room to facilitate the housing of the merged service.

**RECOMMENDED:**

***That a supplementary estimate of £80,000 be approved for the implementation of this project.***

Action: James Knight and Annie Righton

**16. ELECTORAL REVIEW TASK AND FINISH GROUP – UPDATE (REPORT C).**

The Cabinet considered an initial report from the Corporate Overview and Scrutiny Panel, in the light of recommendations from the Task and Finish Working Group that was established to evaluate the potential reduction in the number of Members of the Council. They had concluded that the timetabling for the Boundary Commission for England, together with the amount of research and local consultation that would be necessary to develop soundly based conclusions, made it impractical to attempt to complete the review in time for the 2015 elections.

**RESOLVED:**

That, provided the costs of the review and consultation process are properly considered against the likely savings and potential benefits, the Electoral Review Task and Finish Group progress the evaluation of outline schemes for a 40 or 45 member Council.

Action: Andy Rogers

**17. RURAL DEVELOPMENT PROGRAMME: ROLE AS ACCOUNTABLE BODY (REPORT D).**

The Cabinet was advised that the current Rural Development Programme for England (RDPE) LEADER programme was coming to an end. Although details of the next programme were still emerging from Defra, expressions of interest in bidding for the next round of funding must be submitted by 12 July 2013. Historically, the New Forest had been successful in bidding, with some £4 million of European funding being attracted to the area through this programme. The Council had fulfilled the role of Accountable Body, which included acting as the employer for the programme staff and undertaking administrative/audit roles. The cost was reclaimed from the LEADER funding.

It was likely that the bid would be strengthened if it had the support of a named Accountable Body, and the Local Action Group, who was developing the bid, had requested that the Council should once again fulfil this role. It was noted that the objectives of the next Programme would place a higher emphasis on economic development, enhancing competitiveness and reducing poverty, which was consistent with the Council's Corporate Plan.

**RESOLVED:**

That, subject to the Executive Director (Finance) agreeing the details of the funding arrangements, the Council continue to act as Accountable Body for the RDPE programme through the period of transition between the end of the last programme and the submission of the bid for funding under the next programme, and, if the bid is successful, for the next full RDPE programme.

Action: Martin Devine

**18. WRITE-OFFS (REPORT E).**

The Cabinet considered a revised code of practice for writing off debt, to streamline the process and reflect the current senior management structure.

**RESOLVED:**

- (a) That the updated code of practice for write offs, as attached at Appendix 1 to Report E to the Cabinet, be adopted to take effect from April 2013;
- (b) That Financial Regulations be updated to reflect that Heads of Service are authorised to write off debts; and
- (c) That an annual report on write-offs be submitted to the Audit Committee.

Action: Bob Jackson/Heads of Service

**19. JOINT GYPSY AND TRAVELLER PANEL (REPORT F).**

The Cabinet was advised that the Hampshire and Isle of Wight Local Government Association was re-establishing the Joint Authorities Gypsy and Traveller Panel to consider cross-boundary matters relating to the gypsy and traveller communities.

**RESOLVED:**

That Cllr Vickers be appointed to represent the Council on the Joint Authorities Gypsy and Traveller Panel

**20. DELEGATION OF POWERS TO OFFICERS.**

**RESOLVED:**

That the following amendments to the scheme of delegation of powers to officers, in respect of Executive functions, be approved:

- (i) That the Executive Directors, in consultation with the relevant Portfolio Holder(s) for the Service that is the subject of the expression of interest, be authorised to make decisions on all matters falling within S81, 83, 84 of the Localism Act 2011; and
- (ii) That the Executive Directors be authorised to specify periods during which expressions of interest may be submitted to the Council in accordance with S82 of the Localism Act 2011.

Action: Heads of Service

CHAIRMAN

(CB030713)