

Dear Councillor

CABINET - THURSDAY, 22 JUNE 2017

I am now able to enclose for consideration at the above meeting the following reports that were unavailable when the agenda was printed.

**Agenda Item
No.**

5. COUNCIL TRADING COMPANY - SHAREHOLDER AGREEMENT, ARTICLES OF ASSOCIATION AND COMMERCIALISATION UPDATE (Pages 3 - 4)

To consider a report by the Managing Director seeking approval of Articles of Association and Shareholder Agreement for HDC Ventures Ltd, the Council's Trading Company.

6. DEBT MANAGEMENT POLICY (Pages 5 - 6)

To consider a report by the Finance Manager seeking approval of a new Debt Management Policy for the Council.

7. ADOPTION OF THE PUBLIC HEALTH FUNERALS POLICY (Pages 7 - 8)

To consider a report by the Head of Community seeking approval for the adoption of a new Public Health Funeral Policy for the Council.

8. TREASURY MANAGEMENT ANNUAL REPORT 2016/17 (Pages 9 - 10)

To report on the performance of the Treasury Management activity over the past financial year.

9. PROPOSAL FOR USE OF EXTERNAL GRANT UNDERSPEND (Pages 11 - 12)

To consider a proposal by the Economic Development Manager for the use of the retained element of a capital grant received from the Department for Communities and Local Government (DCLG) in 2014 as a loan facility and consider the proposed use of the income stream thus generated.

10. TRANSFORMATION PROGRAMME (Pages 13 - 14)

To consider a report by the Managing Director on the progress of the Council's Transformation Programme.

11. INTEGRATED PERFORMANCE REPORT 2016/17 QUARTER 4
(Pages 15 - 16)

To receive performance management information on the Council's Corporate Plan for 2016/18 and updates on current projects.

14. AGREEMENT FOR TRANSFER OF LOAN (Pages 17 - 18)

To consider a report by the Head of Resources.

15. ASSET DISPOSALS (Pages 19 - 20)

To consider a report by the Head of Resources.

COMMENTS FROM OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS) – 14th June 2017

COUNCIL TRADING COMPANY – SHAREHOLDER AGREEMENT, ARTICLES OF ASSOCIATION AND COMMERCIALISATION UPDATE

The Overview and Scrutiny Panel (Performance and Customers) was presented the report on Council Trading Company – Shareholder Agreement, Articles of Association and Commercialisation Update at the Panel meeting on 14th June 2017.

A Member was concerned that due diligence and asked if it had been carried out however the Executive Councillor for Commercialisation and Shared Services assured Members that due diligence has been given as the documents have been through two solicitors and the 3C legal services.

The Panel welcomed the appointment of Councillor Mrs S J Conboy as a non-executive Director as a good example of cross-party working.

Despite the assurances given by the Executive Councillor, some Members remain concerned about the commercialisation agenda.

Concern was raised that the authority to appoint additional Directors would be vested in one individual. As such the Panel agreed that two further recommendations will be put to Cabinet, they are:

- the Cabinet appoints the Managing Director as the first company Director, and
- the Cabinet delegates authority to the Board to appoint additional Directors.

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COMMENTS FROM OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS) – 14th June 2017

DEBT MANAGEMENT POLICY

The Overview and Scrutiny Panel (Performance and Customers) was presented the Debt Management Policy at the Panel meeting on 14th June 2017.

A concern was raised that once the policy is in place the Council will act more harshly than before and there would not be the flexibility to act on a case by case basis. The Panel was informed that under the Policy, the Council will have the option to offer payment through instalments in certain cases.

The Panel raised a concern that debt will be written off and that the Council will not have a record of it. Members were informed that there is a procedure in place to manage debt before reaching the Section 151 Officer to be written off (or the Executive Councillor for Strategic Resources in the case of debt over £5k).

In regards to when the debt is written off, the Members were content with the explanation that debt is normally written off for accounting purposes and that a record of the debt is kept.

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COMMENTS FROM OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT) – 13th June 2017

ADOPTION OF THE PUBLIC HEALTH FUNERALS POLICY

The Overview and Scrutiny Panel (Communities and Environment) was presented the report on the Adoption of the Public Health Funerals Policy at the Panel meeting on 13th June 2017.

A Member commented that the bullet points in section six of the policy are appropriate for those people who refuse to pay for their relative's funeral however are a little harsh on those unable to pay. The Member was informed that the Policy is worded in order to give the Council the ability to decide on a case by case basis what would apply and what would not and it is possible that the points would not apply in a case where a person is unable to pay.

The Panel raised a concern about access to Policy however Members were informed that once approved the Policy will be published on the Council's website and that residents are able to telephone the Council for a copy.

The Panel endorsed the submission of the Public Health Funerals Policy for approval by the Cabinet.

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COMMENTS FROM OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS) – 14th June 2017

TREASURY MANAGEMENT ANNUAL REPORT 2016/17

The Overview and Scrutiny Panel (Performance and Customers) was presented the Treasury Management Annual Report 2016/17 at the Panel meeting on 14th June 2017.

A Member raised a concern that services will not continue to grow at the rate required due to inflation. Members were informed that it may be the case that the Council might raise prices and Council Tax in the future to cover costs.

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COMMENTS FROM OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS) – 14th June 2017

PROPOSED USE OF BUILDING FOUNDATIONS FOR GROWTH (CAPITAL) GRANT UNDERSPEND

The Overview and Scrutiny Panel (Performance and Customers) was presented the report on the proposed use of building foundations for growth (capital) grant underspend at the Panel meeting on 14th June 2017.

The Panel commented that once the loans are paid back with interest there is not a plan for the money however Members were informed that pay back would not be for another ten years and that the decision should be taken then. The Panel made a recommendation that the money be used as grants to small and medium sized enterprises that meet certain State Aid compliant conditions at that time.

Members agreed that the Cabinet approves the use of the £1,984,868 Building Foundations for Growth underspend as a loan facility which complies with State Aid regulations and recommends that the revenue generated is used as set out in Option 2 in paragraph 4.2.

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COMMENTS FROM OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS) – 14th June 2017

TRANSFORMATION REPORT – PUTTING OUR CUSTOMERS FIRST

The Overview and Scrutiny Panel (Performance and Customers) was presented the report on Transformation – Putting Our Customers First at the Panel meeting on 14th June 2017.

A concern was raised regarding the possibility of redundancies as a result of Transformation however the Executive Councillor for Transformation and Customers confirmed that there are currently no redundancies planned.

A Member commented that the Transformation mantra of ‘starts with the customer, ends with the customer’ does not fit with the decision to close the customer service centres in Ramsey, Yaxley and St Neots. The Executive Councillor confirmed that the closure of the centres is due to few residents using them as the majority of residents interact with the Council online or via the telephone.

The Panel stated that having an effective complaints procedure is important when interacting with the Council’s customers. Members were informed that Transformation will look into the complaints procedure however the programme is focusing on reviewing who the Council are today, who are the customers and what do they want.

Concern was raised that the Transformation has six main principles yet there is no framework for Members to be able to know whether the programme is achieving those principles.

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COMMENTS FROM OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS) – 14th June 2017

INTEGRATED PERFORMANCE REPORT 2016/17 – QUARTER 4

The Overview and Scrutiny Panel (Performance and Customers) was presented the Integrated Performance Report 2016/17 – Quarter 4 at the Panel meeting on 14th June 2017.

Concern was expressed that there is a delay between the date of referral of Disabled Facilities Grants (DFGs) and the completion of minor jobs. Members were informed that further detail will be contained within a report submitted to Overview and Scrutiny Panel (Communities and Environment) in July. Additional concern was expressed that the delay is worse in Huntingdonshire than in South Cambridgeshire and Cambridge City and this was confirmed by Officers for this metric but it was confirmed that the time taken for larger projects was less in Huntingdonshire than in South Cambridgeshire and Cambridge City.

A Member expressed concern that income for One Leisure was down on the previous year. It was noted that this was because there was a bundling of gym memberships which has since proved unpractical.

Following the concern expressed by a Member in regards to the lease negotiations delaying the 3G Pitch Scheme in St Neots, the Panel were informed that the Council is doing everything possible to progress the negotiations and that Officers are awaiting a response from the school.

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