



## Cabinet

Minutes of a meeting held at County Hall, Colliton Park, Dorchester,  
Dorset, DT1 1XJ on Wednesday, 14 December 2016.

### Present:

Robert Gould	Leader of the Council (Chairman)
Peter Finney	Deputy Leader and Cabinet Member for Environment, Infrastructure and Highways
Robin Cook	Cabinet Member for Organisational Development and Transformation
Deborah Croney	Cabinet Member for Learning and Skills
Jill Haynes	Cabinet Member for Adult Health, Care and Independence
Colin Jamieson	Cabinet Member for Economy and Growth
Rebecca Knox	Cabinet Member for Health and Wellbeing and Children's Safeguarding

### Members Attending:

Andrew Cattaway, as Chairman of the Council under Standing Order 54  
Janet Dover, County Councillor for Colehill and Stapehill  
Spencer Flower, County Councillor for Verwood and Three Legged Cross  
Paul Kimber, County Councillor for Portland Tophill  
Daryl Turner, County Councillor for Marshwood Vale

### Officers Attending:

Debbie Ward (Chief Executive), Richard Bates (Chief Financial Officer), Helen Coombes (Interim Director for Adult and Community Services), Mike Harries (Director for Environment and the Economy), Jonathan Mair (Monitoring Officer), David Phillips (Director of Public Health), Sara Tough (Director for Children's Services) and Lee Gallagher (Democratic Services Manager).

### For certain items, as appropriate:

Andrew Brown (Project Engineer (Democratic) Dorset Highways), Nigel Harvey-Whitten (Lead Commissioner (Health, Older People, Physical Disabilities, and Carers)), Jim McManus (Chief Accountant), Patrick Myers (Assistant Director - Design and Development) and Richard Pascoe (Head of ICT and Customer Services).

- (Notes:(1) In accordance with Rule 16(b) of the Overview and Scrutiny Procedure Rules the decisions set out in these minutes will come into force and may then be implemented on the expiry of five working days after the publication date.  
Publication Date: **Tuesday, 20 December 2016.**
- (2) These minutes have been prepared by officers as a record of the meeting and of any decisions reached. They are to be considered and confirmed at the next meeting of the Cabinet to be held on **Wednesday, 18 January 2017.**)

### Apologies for Absence

172 No apologies for absence were received.

### Code of Conduct

173 There were no declarations by members of disclosable pecuniary interests under the Code of Conduct.

### Minutes

174 The minutes of the meeting held on 16 November 2016 were confirmed and signed, subject to the addition of Cllr Andrew Cattaway to the list of members present at the meeting.

## Public Participation

### 175 Public Speaking

There were no public questions received at the meeting in accordance with Standing Order 21(1).

There were no public statements received at the meeting in accordance with Standing Order 21(2).

### Petitions

There were no petitions received at the meeting in accordance with the County Council's Petition Scheme.

## Cabinet Forward Plan

176 The Cabinet considered the draft Forward Plan, which identified key decisions to be taken by the Cabinet on or after the next meeting. Cllr Knox reported that the item in relation to Voluntary Community Sector Infrastructure Grants would hopefully be considered on 18 January, but it may be deferred until the meeting on 1 February 2017.

## Panels and Boards

177 The Cabinet received the minutes of the following meetings:

### Budget Strategy Task and Finish Group - 17 October 2016

177a Noted

### Joint Archives Advisory Board - 31 October 2016

177b Noted

### Executive Advisory Panel on Pathways to Independence - 4 November 2016

177c Noted

### Dorset Waste Partnership Joint Committee - 7 November 2016

177d Members commended the efforts made by the Dorset Waste Partnership to achieve savings for the current year and projected savings for the following year. Officers were thanked for their efforts in becoming a flagship partnership which was recognised across the Country.

### Resolved

That the minutes of the meeting be received and the following recommendation be approved.

### Recommendation 56 - Draft Revenue Estimates 2017/18

*That the draft revenue estimates for 2017/18 be recommended to partner councils, for consideration at the next Joint Committee on 16 January 2016.*

### Reason for Recommendation

*The Inter-Authority Agreement required the Joint Committee to recommend a draft estimate for the following year to partner councils. This is to enable partners to give their views on the draft estimates and to reflect them in their own budgets.*

### Dorset Police and Crime Panel - 8 November 2016

177e Cllr Rebecca Knox took the opportunity to update members on the good work of the South West Blue Light Forum which worked on a regional basis looking at collaborative working by emergency services. It was also noted that the Minister for Police and Fire hoped to attend the next meeting.

Noted

**Dorset Health and Wellbeing Board - 9 November 2016**

177f Cllr Rebecca Knox highlighted the Health and Wellbeing Board's consideration of the impact of the natural environment on health and wellbeing, and the positive direction and engagement with officers in this area, especially the Environment Service.

**Noted****Tricuro Executive Shareholder Group - 11 November 2016**

177g The Leader reported a concern expressed by Cllr Ros Kayes in respect of the voting, and a request for a recorded vote, with regard to minute 6 regarding the reserved matter on the future of terms and conditions for staff at Tricuro. Cllr Kayes submitted a statement to indicate that her request for a recorded vote against the matter had not been included in the minutes, to which it was clarified that the voting was undertaken on an authority basis with one vote for each authority. At the meeting it was therefore necessary to record the decision based on the vote of the authorities, and not those of individual members of the Executive Shareholder Group, and the arrangement was in accordance with the shareholders' agreement. It was therefore acknowledged that the minutes were accurate, and that any matter of their accuracy should be raised with Tricuro directly as they were not the responsibility of the Cabinet or the Council.

Cllr Paul Kimber, as the Leader of the Labour Group, addressed the Cabinet to express his concern that he also voted against the recommendation on behalf of Dorset County Council, but the minutes reflected unanimous support, which gave the impression that he was in favour of the changes. He urged the Council to influence Tricuro to negotiate with Trade Unions again.

In addition to the comments received, Cllr Dover, as the Leader of the Liberal Democrat Group, asked about the impact on Tricuro in terms of staffing levels if employees did not take up the opportunity of re-employment following the issue of dismissal notices on the approach to Christmas. Cllr Jill Haynes acknowledged the important points made and confirmed that the Managing Director of Tricuro was engaging with staff over the matter and would ensure appropriate staff cover, that the current re-employment exercise would run until the end of March 2017, and clarified that the matter was an operational management issue for Tricuro as an external company and not the responsibility of the County Council. It was further explained that the measures regarding changes to staff terms and conditions were required to ensure the company was viable.

**Noted****Joint Public Health Board - 21 November 2016**

177h **Noted**

**Family Partnership Zones**

178 The Cabinet considered a report by the Cabinet Member for Learning, Skills and Children's Safeguarding in relation to the introduction of seven Family Partnership Zones aligned with the Dorset school pyramid areas, which operated on a multi-agency partnership basis to proactively work with vulnerable young people and their families on prevention.

Cllr Paul Kimber, as a local member, complimented Cllr Deborah Croney on her visit to Portland to gauge opinion from the community in relation to the arrangements for the area. Cllr Croney highlighted the importance of meeting with local community representatives and understanding the geography, community dynamics and any specific issues facing the areas identified as Family Partnership Zones.

Cllr Croney also expressed an invite to all members for any feedback on the governance arrangements identified in the report.

An expression of interest was received from Cllr Rebecca Knox regarding the communication of the new arrangements with school governors, and for more information on the budget in terms of evidence to support the spending needed to influence early prevention and outcomes. Cllr Crony confirmed that information was available and would be circulated outside of the meeting.

**Resolved**

That the approach to make preventative and early action approaches in Children's Services be endorsed.

**Medium Term Financial Plan (MTFP) update**

179 The Cabinet considered a report by the Leader of the Council on the national and local issues impacting on the County Council's finances, matter to be taken into account when developing the three-year MTFP.

Cllr Gould highlighted efforts to address the budget gap and summarised the potential to set a balanced budget in the first two years of the planning period, together with an overview of the most recent forecast of outturn for the Authority and the impact this could have on the MTFP, risks and base budget issues as well as covering actions being taken to reduce the overspend since the last report to Cabinet on 26 October 2016. Particular issues raised included the use of £1.1m of balances, continuing pressures on budgets for Adult and Community Services and Children's Services, and a range of other significant challenges.

In addition, the Chief Financial Officer explained the increase in the forecasted overspend position since October 2016 and the risks and actions to drive down non-essential spend, and it was noted that the Local Government Settlement would be announced on 15 December 2016 which may influence further changes to budget assumptions. Given the current financial situation members felt that it was necessary to have a further report on 18 January or 1 February 2017 to update the Cabinet, and to reflect on the significant work to provide a comprehensive and coherent financial approach. A request was also made by Cllr Rebecca Knox to receive further detail which informed the report in order for Cabinet members to feed into the process before the next meeting, and also reiterated a previous request for access to a Healthy Organisation audit report, to which the Chief Executive confirmed that the information would be made available.

Cllr Dover, as the Leader of the Liberal Democrat Group, raised concern about the performance of the Way we Work Programme which had not met its financial savings target, to which Cllr Robin Cook and the Director for Environment and the Economy explained that the ambitious target of £3.2m had a large proportion of the savings related to property, which included internal works to County Hall to enable offices to be reduced from 37 to 8, and good progress had been made to date. She also expressed her concern regarding the changes to car parking at County Hall due to the impact on staff, to which it was noted that the new scheme had been introduced slowly due to sensitivities, but the aim had been to ensure full consultation with all affected, and to ensure parking for priority users.

**Resolved**

1. That a comprehensive and coherent approach report be submitted to the Cabinet on 18 January or 1 February 2017.
2. That the actions being taken by officers to address the overspend in 2016/17 be noted.
3. That the forecast overspends on service budgets in 2016/17 be noted.
4. That the Government's approval of the County Council's efficiency plan and the four-year settlement be noted.

Reason for Decisions

To enable work to continue on refining and managing the County Council's budget plan for 2017/18 and the overall three-year MTFP period.

**Outcome of Joint Public Health Board discussions on Public Health finance**

- 180 The Cabinet considered a report by the Cabinet Member for Health, Wellbeing and Communities on the work of the Joint Public Health Board on 21 November 2016 in relation to the use of the public health reserve and savings.

Cllr Rebecca Knox and the Director for Public Health provided a detailed summary of the financial developments of public health in recent years and the challenges and changes made to finances during this time, with specific reference made to the direction of travel to focus on the delivery of the Sustainability and Transformation Plan and Prevention at Scale. It was noted that in order to drive prevention it was necessary for the Health and Wellbeing Board to have a joint transparent approach and oversight of public health ring-fenced finances (comprising savings and reserve), for the County Council area, in order to focus on the biggest impacts and the greatest need.

Members welcomed the direction of travel, and the outcomes that the work would achieve in respect of wider partnerships and aspirations regarding health and wellbeing. Specific support for the model in relation to a whole systems approach was suggested to enhance joint decision making across partners.

**Resolved**

That the agreement of the Joint Public Health Board for the use of the accumulated reserve and savings, totalling approximately £3.5m including the role of the Health and Wellbeing Board in ensuring allocation of savings meets the central government criteria for use of the grant and local health and wellbeing strategy priorities be noted.

Reason for Decision

Close monitoring of the budget position was an essential requirement to ensure that money and resources were used efficiently, effectively and equitably.

**Asset Management Capital Priorities**

- 181 The Cabinet considered a report by the Cabinet Member for Organisational Development and Transformation on the Capital Bids for 2017/18 and the Capital Funding Policy.

Cllr Cook introduced the report, and the Leader explained that although the report asked for a recommendation to be made to the Council on priorities it was necessary to reassess the programme given the financial position of the Council, and the forthcoming budget announcement from Government, to focus on the highest and immediate priorities. It was agreed that the capital priorities would be reported back to the Cabinet on 18 January or 1 February 2017.

A request was made for more information relating to the elements within the programme that depended on funding from the Council in order to access additional external funding from other sources.

**Resolved**

That the Capital Programme 2017/18 to 2019/20 be reported back to the Cabinet meeting on 18 January or 1 February 2017.

**Quarterly Asset Management Plan**

- 182 The Cabinet considered a quarterly report by the Cabinet Member for Organisational Development and Transformation which outlined the key issues relating to the various asset classes of Property, Highways, ICT, Fleet and Waste.

In relation to the disposal item regarding Pitt House Farm, and following a question from Cllr Janet Dover, it was explained that although some councils were in an uncertain position in relation to the retention or sale of farm sites, the disposal being considered in the Cabinet Member's report was part of a successfully managed programme of County Farms, as an income generator and flagship estate for the Council, and would continue to be monitored by the County Farms Liaison Panel. Cllr Cattaway, as the local member for the site, expressed his support for the disposal of the site as it was in an isolated location.

Cllr Peter Finney indicated that engineers would be asked to look again at the proposal and cost of the protection of the piers of 3 bridges on A35 at Upton with a view, if possible, to reducing the cost of the project, and for this to be considered alongside the other capital priorities.

Cllr Spencer Flower, as a local member, addressed the Cabinet in relation to the Springfield Distributor Road and encouraged members to approve the additional funding to complete the project, together with an explanation of the history of the matter and the impact on the local community and school as a result of the project. Cllr Finney was sympathetic to the issues raised, but confirmed that the scheme would need to be deferred in the same way as other capital projects, for engineers to look again at the solution to ensure value for money. It was agreed that the item would be deferred and that Cllr Flower was welcome to become more involved in looking at alternatives with the project team.

The Director for Environment and Economy explained that, in relation to the deferred items above, there would be less cost certainty with any revised solutions as there would not be time to develop fully costed alternatives, but the imperative to reduce costs of the projects was clear.

In relation to the Highways Asset Management Plan, compliments were received from Cllr Rebecca Knox in relation to the improvement of, and increase in, communications with communities about the issues in their areas which provided excellent visibility of the service and better engagement.

Officers were also congratulated on progress made since the last meeting to identify savings of £60k in relation to the purchase of Microsoft licences which was a fantastic achievement given the tight timescales and pressure to secure a good deal for the Council.

### **Resolved**

1. That the disposal of Pitt House Farm on terms to be agreed by the Director for Environment and the Economy (para 3.1.2 of the Cabinet Member's report) be approved.
2. That the disposal of up to 0.2 ha (0.4 acres) of land adjacent to the Old School House, Osborne on terms to be agreed by the Director for Environment and the Economy (para 3.2.2 of the report) be approved.
3. That the disposal of Pippins in Winfrith on terms to be agreed by the Director for Environment and the Economy (para 3.3.2 of the report) be approved.
4. That the capital budget for the development of The Quadrant at Dorset Innovation Park be increased by £220,000 (para 3.4.3 of the report).
5. That, subject to formal approval from the other contributing bodies, the County Council acquires the employment land at Dorset Innovation Park, subject to the necessary due diligence, and otherwise on terms to be agreed by the Director for Environment and the Economy (para 3.5.4 of the report).
6. That the disposal of the land between No's 38 and 46 Salisbury Street, Shaftesbury, as indicated edged red on the plan appended to the report, on terms to be agreed by the Director for Environment and the Economy (para 3.6.2 of the report)

be approved.

7. That expenditure of £1,118,000 on protecting the piers of 3 bridges on A35 at Upton (para 4.1.2 of the report) be deferred for consideration by the Cabinet on 18 January or 1 February 2017.

8. That the re-procurement of the framework for New Roads and Street works Act Inspection and Consultancy contract for a 3+1+1 (max. 5) years term (para 4.2.4 of the report) be approved.

9. That the procurement and letting of the framework for the supply of civil engineering and construction materials including timber and forestry products (para 4.3.3 of the report) be approved.

10. That the revised Highways Asset Management Plan (HAMP) Volume 1 (see Appendix 7 and para 4.4.1 of the report) be approved.

11. That an increase in the budget for the Springfield Distributor Road scheme of £398,000 and a recommendation as to how this increase in the budget should be funded (para 4.7.5 of the report) be deferred for consideration by the Cabinet on 18 January or 1 February 2017.

12. That the overall revised estimates and cash flows for projects, as summarised and detailed in appendix 1 and para 6.2 of the report, be approved, subject to 7 and 11 above.

13. That the issues and updates detailed in the report be noted.

#### Reason for Decisions

A well-managed Council would ensure that the best use was made of its assets in terms of optimising service benefit, minimising environmental impact and maximising financial return.

### **Western Dorset Economic Growth Strategy**

183 The Cabinet considered a joint report by the Cabinet Member for Environment, Infrastructure and Highways and the Cabinet Member for Economy and Growth regarding the combined Economic Growth Strategy of the councils across West Dorset, North Dorset, Weymouth & Portland and the County Council.

Cllr Peter Finney explained that the Strategy was designed to demonstrate the ambition and opportunity to achieve much needed economic growth and secure investment for the benefit of all across the area. Members expressed their support for the work undertaken to develop and make a single coherent joint strategy a reality and to feed into one of the key priorities for the Council, whilst recognising the wider regional, national and international economic potential of the Strategy.

#### Resolved

That the Western Dorset Economic Growth Strategy be endorsed for engagement and consultation with key stakeholders and the production of a detailed action plan.

#### Reason for Decision

Successful delivery of the Western Dorset Economic Growth Strategy would make a significant contribution to the economic growth of Dorset, providing high quality and skilled jobs, housing and essential infrastructure. Thereby contributing to each of the four corporate priorities.

### **Questions from County Councillors**

184 No questions were asked by members under Standing Order 20.

### **Exempt Business**

185 Resolved

That in accordance with Section 100 A (4) of the Local Government Act 1972 to exclude the public from the meeting in relation to the business specified in minutes 186 and 187 as it was likely that if members of the public were present, there would

be disclosure to them of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

### **Dorset Care Record Contract**

186 The Cabinet considered a joint exempt report by the Cabinet Member for Adult Health, Care and Independence and the Cabinet Member for Health, Wellbeing and Children's Safeguarding on the Dorset-wide health and social care partnership project to implement an ICT system allowing the sharing of social care and health data.

Cllr Jill Haynes summarised the progress to date regarding the procurement of the Dorset Care Record system and the benefits that the system could bring to service users, partner authorities and organisations across Dorset. The current financial commitments and liabilities were discussed in detail together with timescales to enable the project to progress and award the contract. The Chief Executive confirmed that she would lead the project through the formal negotiation and agreement as the County Council was the host authority. The Monitoring Officer also advised the Cabinet on the legal position facing the Council depending on the outcome of negotiations with partners. It was noted that an information update would be provided for the Cabinet to keep members updated on progress in due course, and further information would be made publicly available at the appropriate time in the new year.

#### **Resolved**

1. That the changes to the financial position and the principle that further capital allocations may be required to support the risk of a shortfall as set out in the Cabinet Members' report be noted.
2. That the Chief Executive be supported in securing formal system-wide commitment to the project and the capital shortfall through the System Leadership Team.
3. That delegated authority be granted to the Chief Executive to, after consultation with the Leader, Cabinet Member for Adult Health, Care and Independence, Monitoring Officer and Chief Financial Officer, award a Call Down Contract to Orion Health Limited for the delivery of the Dorset Care Record supported by partner signatures to a Memorandum of Understanding in respect of the capital shortfall.

#### **Reason for Decisions**

To enable delivery of this important project, which would enable local and national priorities and improve health and social care outcomes.

### **Dorset Care Project (including Commissioning activity for: Support at Home and Residential and Nursing Home Bed Provision)**

187 The Cabinet considered an exempt report by the Cabinet Member for Adult Health, Care and Independence regarding the commissioning arrangements for the purchase of Support at Home, Residential and Nursing Home provision as part of a more strategic system wide approach to the management of similar care services. A detailed presentation was provided for members on the approach which included the objectives and outcomes, national context, risks and dependencies, timetable, cost and quality, technology, engagement with providers and purchasing power within the market.

Cllr Jill Haynes highlighted the importance of the commissioning arrangements and modernised ways of working, and members expressed support for the continued efforts and emphasis on partnership working with providers.

#### **Resolved**

1. That the development of a new contractual agreement for Support at Home and Residential and Nursing Homes to commence from 1 December 2017 for a period of up to 5 years (3 plus 2) through a tender process be approved in accordance with the



financial limits and arrangements detailed within the report.

2. That delegated authority be granted to the Director for Adult and Community Services after consultation with the Cabinet Member for Adult Health, Care and Independence, to award contracts to bidders submitting the most economic and advantageous tenders in accordance with the specification.

Reason for Decisions

To secure a sustainable model for Support at Home Services for Dorset and Residential and Nursing Home provision. The proposed joint approach with Dorset Clinical Commissioning Group would achieve greater efficiencies for both parties. To support the County Council corporate focus on 'health, wellbeing and safeguarding'.

Meeting Duration: 10.00 am - 12.20 pm