Cabinet
Decisions

Tuesday, 22 August 2017

DATE OF PUBLICATION

Wednesday, 23 August 2017

CALL-IN DEADLINE

4.00 p.m. Wednesday, 30 August 2017

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Compiled by the Democratic Services Division of the City Director’s Office
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This booklet contains details of decisions taken by the Cabinet on Tuesday, 22 August 2017

Key Decisions will come into effect and may then be implemented after 4.00 p.m. on Wednesday, 30 August 2017, unless the call-in procedure is activated. The Notice of Decisions to be taken will have been published in advance. A "Key Decision" is one which is likely to:

a) result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates. For the purpose of this definition, expenditure or savings are deemed to be significant if they exceed £500,000;

b) be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

Decisions not falling within the above categories, or those taken under the urgency mechanisms outlined in the City Council's Constitution, are not subject to call-in but are open to scrutiny by elected members.

This booklet is produced in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Section 12 – Recording of executive decisions made at meetings, requires that a written statement is produced including the following information:

a) a record of the decision including the date it was made;

b) a record of the reasons for the decision;

c) details of any alternative options considered and rejected by the decision-making body at the meeting at which the decision was made;

d) a record of any conflict of interest relating to the matter decided which is declared by any member of the decision-making body which made the decision; and

e) in respect of any declared conflict of interest, a note of dispensation granted by the relevant local authority's head of paid service.
**CALLED-IN MATTERS**

*(CABINET MEETING 25/07/2017)*

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FINANCIAL PERFORMANCE REPORT 2017/18 - QUARTER 1

Reason for Decision
This report is for information only.

Options Considered
There are no options associated with this report.

Decision(s)

1. That the emerging risks in relation to the General Fund be noted.
2. That action plans be developed to manage the residual risks in order to minimise the impact on this and future years.
3. That the progress against 2017/18 General Fund saving proposals be noted.
4. That the position on the contingency be noted.
5. That the position on the Dedicated Schools Grant (DSG) be noted.
6. That the forecast outturn on the Housing Revenue Account be noted.
7. That the adjusted Capital Investment Programme for 2017/18 be noted
8. That the forecast outturn on the Capital Investment Programme be noted

N.B. THIS ITEM IS NOT SUBJECT TO CALL-IN.

Decision taken by: Cabinet

Contact Officer: Kerry Cartlidge, Strategic Manager - Corporate Finance, Nick Edmonds, Assistant Director - Finance (Section 151)

Wards affected: All Wards

Any conflicts of interest declared and/or dispensations granted:
None
STRATEGIC MEASURES REPORT - QUARTER 1 2017-18

Reason for Decision
The Cabinet is responsible for the monitoring and management of council performance. The Strategic Measures provide an indicative assessment of performance against the Council’s strategic priorities and objectives. This Strategic Measures Performance Report provides the latest performance information on the Council’s performance against these measures.

Options Considered
Option 1: To note the contents of the report as an overview of the council’s position at the end of quarter 1 2017/18.
Option 2: To use the high level information included in the report to identify key areas of council business to review in more detail.

Decision(s)
To note the performance information for the Council’s strategic measures at the end of quarter 1 2017/18 (April 2017-June 2017).

N.B. THIS ITEM IS NOT SUBJECT TO CALL-IN.

Decision taken by: Cabinet
Contact Officer: Steve Wiseman, Team Manager - Policy and Performance
Wards affected: No Ward Implications
Any conflicts of interest declared and/or dispensations granted: None

CITY OF CULTURE FUNDING REQUEST

Reason for Decision
Funding approval will support the creation of a compelling bid on behalf of the city.

Options Considered
Option 1: Do not approve funding.
Option 2: Approve funding to support Stoke-on-Trent’s bid

Decision(s)
That Cabinet gives approval to the provision of additional funding to support the City of Culture Bid activities.
Decision taken by: Cabinet
Contact Officer: Fiona Watson, Public Health Consultant
Wards affected: All Wards
Any conflicts of interest declared and/or dispensations granted:
None

702 MULTI-AGENCY CENTRE FOR CHILDREN WITH DISABILITIES (NOTICE OF DECISIONS REF: 702)

Reason for Decision
Further development of the Hazel Trees Centre will enable greater co-location and integration and therefore improved service delivery and efficiency for children with additional needs and their families.

Options Considered
Option 1: Phase Two of the renovation work, as described in this report, is approved and the tender process can commence for these works.
Option 2: The works are not progressed. This is not recommended as this would not support the development of services to children with additional needs.

Decision(s)

1. That approval be given to commence the process to tender for Phase Two of the works at Hazel Trees (Option 1).

2. That delegated authority be awarded to the Director of Children and Family Services in consultation with the Cabinet Member for Health and Social Care to award the Tender for the work.

Decision taken by: Cabinet
Contact Officer: Anthony Wild, Strategic Manager – Integrated Specialist Services
Wards affected: Fenton West and Mount Pleasant
Any conflicts of interest declared and/or dispensations granted:
None
INDEPENDENT REVIEW OF CHARGING FOR DOMICILIARY CARE

Reason for Decision
To demonstrate the City Council’s commitment to ensuring the processes and policies necessary are in place in respect of payment and charging mechanisms for domiciliary care and meet with national standards and expectations.

Options Considered
Option 1: That Cabinet do not approve the Independent Review of Charging for Domiciliary Care or the action plan.
Option 2: That Cabinet signs off the Independent Review of Charging for Domiciliary Care and the associated action plan ensuring that the processes and policies in place in respect of payment and charging mechanisms for domiciliary care are fair and correct.

Decision(s)
It is recommended that Cabinet approve Option 2 and accept and sign off the Independent Review of Charging for Domiciliary Care report and the accompanying action plan.

Decision taken by: Cabinet

Contact Officer: Karen Capewell, Strategic Manager - Safeguarding, Quality and Commissioning, Scott MacDonald, Commissioning Manager - Adult Social Care

Wards affected: All Wards

Any conflicts of interest declared and/or dispensations granted:
None
CARE LEAVER COUNCIL TAX EXEMPTION INFORMATION (NOTICE OF DECISIONS REF: 721)

Reason for Decision

By agreeing option 1 the Council would be demonstrating its corporate parenting responsibility, by allowing its care leavers to be more in line with the support received by their peer group when leaving home. It will recognise the particular vulnerability these young people have as a result of having to leave the safety of care at 18, years before the general population.

By also agreeing to explore option 2 the Council would be providing care leavers with both the financial support and education required to make better decisions about money. Together these should support care leavers in developing a solid foundation when leaving care and enable them to be citizens who participate and contribute in the future.

It would support the Council’s corporate priority by enabling young people leaving care to manage independently and safely.

Options Considered

Option 1: To fully exempt the Council’s care leavers from paying council tax until 25 and to amend the Discretionary Housing Payment and Council Tax Hardship Relief Policy accordingly.

Option 2: That commissioning bespoke financial education for care leavers is explored.

Option 3: Do nothing.

Decision(s)

1. That Cabinet approve a proposal to exempt care leavers who live in Stoke-on-Trent from paying council tax until they turn 25 or are assessed as being able to afford to pay, in line with the living wage. This would be in line with the presumptions in section 3.19 and is set out in Option 1.

2. That Cabinet agree that the Council’s Discretionary Housing Payment and Council Tax Hardship Relief Policy is amended to include this exemption as set out in Option 1.

3. That Cabinet agree to exploring bespoke financial and budgeting advice for care leavers as per section 3.6 and as set out in Option 2.

Decision taken by: Cabinet

Contact Officer: Anthony Wild, Strategic Manager – Integrated Specialist Services

Wards affected: All Wards

Any conflicts of interest declared and/or dispensations granted:

None
BETTER CARE FUND AND IBCF

Reason for Decision

By meeting the 11 September 2017 timeline for the submission of the Better Care Fund plan (including the Improved Better Care Fund plan), Stoke-on-Trent City Council and Stoke-on-Trent Clinical Commissioning Group will avoid escalation to NHS England.

Options Considered

Option 1: That Cabinet do not award delegated authority which result in a failure to meet the 11 September 2017 deadline submission to NHS England.

Option 2: That Cabinet awards delegated authority that results in a timely submission of the Better Care Fund plan (including the Improved Better Care Fund plan) to NHSE England on 11 September 2017.

Decision(s)

1. It is recommended that Cabinet approve option 2 and award delegated authority to the City Director and the Director of Public Health and Adult Social Care in consultation with the Cabinet Members for Health and Social Care and Finance and Partnerships to approve the use of the Improved Better Care Fund (including the additional social care funding announced during the Spring Budget).

2. That Cabinet approve option 2 and award delegated authority to the City Director and Director of Public Health and Adult Social Care to develop and sign a new Section 75 Agreement to support the 2017/18 and 2018/19 BCF (including iBCF) Plan in consultation with the Cabinet Members for Health and Social Care and Finance and Partnerships.

Decision taken by: Cabinet

Contact Officer: Bridget Cameron, Assistant Director Commissioning, Health and Social Care

Wards affected: No Ward Implications

Any conflicts of interest declared and/or dispensations granted:

None
Reason for Decision

To provide details of what has been delivered, what it is intended will be delivered in the coming months and how this will have a positive impact in terms of increased income to the City Council.

Options Considered

Option 1: Do nothing and let the market bring sites forward of their own accord without intervention. The main drawback to this is the speed that which housing growth will happen. This approach is not something that has delivered growth at a pace that is desirable and therefore has been discounted.

Option 2: Continue to support the work of the Housing Growth Team and the associated work programme focus.

Decision(s)

That Cabinet note the achievements to date and approve the approach taken to the development pipeline and specifically the concepts represented by the projects in the work programme.

Decision taken by: Cabinet

Contact Officer: Carl Brazier, Director of Housing and Customer Services, Debbie Hope, Strategic Manager Housing Growth

Wards affected: All Wards

Any conflicts of interest declared and/or dispensations granted:

None
NEW HOUSING PROVISION FOR ADULTS WITH COMPLEX NEEDS (NOTICE OF DECISIONS REF: 718)

Reason for Decision
Option 2 will start to address the shortage of accommodation for Adults with Complex needs, delivering homes that are truly suitable for the people who use them, and providing the council with an ongoing revenue saving to the Adult Social Care budget. It also ensures that an empty building is brought back into use making a positive financial contribution to the Council.

Options Considered
Option 1: Do nothing: The building and site will continue to be vacant and the pressure on supported Learning Disability accommodation will continue to increase.
Option 2: Demolish and rebuild: To provide a specialist purpose built supported housing scheme for adults with learning disabilities in order to address the current shortage of this type of accommodation.

Decision(s)
1. That Cabinet approves the proposal to demolish the currently vacant former dementia unit Abbots House and re-develop the site into a new supported housing scheme for adults with complex learning disabilities, which would deliver 13 supported flats with communal facilities, subject to planning consent.
2. That Cabinet approve an increase to the capital programme of £0.442 million for the Abbots House scheme on the basis of receiving additional HCA grant which will offset the increased costs and provide the Council with an overall saving against the current capital programme. The total scheme cost is £2.192m but with the receipt of grant, the cost to the General Fund lowers to £1.607m.
3. That cabinet delegates the authority to the Director of Housing and Customer Services, in association with the Cabinet Member for Housing, Communities and Safer City to:-
   • Bid, review and accept Homes and Communities Agency (HCA) grant, and conditions thereof.
   • Review and accept necessary minor amendments to the proposed rent and service charge.
   • Use General Fund Capital to meet the balance of the cost of the new build programme within agreed parameters, as set out in 3.1 of this report.
   • appoint a principle contractor following a procurement compliant competitive tendering process
4. That cabinet delegates the authority to the Director of Public Health and Adult Social Care in conjunction with the Cabinet member for Health and
Social Care to:-

- appoint a suitable care provider following a procurement compliant competitive tendering process

Decision taken by: Cabinet

Contact Officer: Carl Brazier, Director of Housing and Customer Services, Philip Brundrett, Strategic Manager - Housing Development and Regeneration, Victoria Robb, Development Officer - Housing, Development and Regeneration

Wards affected:

Any conflicts of interest declared and/or dispensations granted:

None
Reason for Decision

Option 3 offers the most cost effective and viable solution to Stoke-on-Trent City Council. In its own options appraisal the Council has considered delivering the capital programme. However, the Council was unable to access the HLF capital funding to deliver the capital works. This would require a capital programme budget increase of £3.75m. Failure to progress the programme during the current ESIF programme and potentially final funding call, would require the City Council to deliver the total project of £5.3m from its own capital programme.

Options Considered

Option 1: Mothball the Wedgwood Institute and look to secure a developer option. This option has been attempted and a European level procurement exercise failed to attract a development partner. The building also deteriorated in condition significantly over the period it was mothballed which resulted in £811,110 of emergency works being delivered to the original 1863 building in 2015.

Option 2: Deliver the £5.3m works and restoration from our own capital plan. Open and manage our own Business and Enterprise Centre. Current capital funding obligations would restrict this option from delivery.

Option 3: Work with UKHBPT in partnership to access public finance unavailable to Stoke-on-Trent City Council to deliver a programme of restoration works. Open and manage our own Business and Enterprise Centre. (Preferred Option)

Decision(s)

Cabinet Recommendations:

1. To enable the restoration of the Wedgwood Institute this report recommends that Cabinet seek approval to complete the long term 25 year lease of the Wedgwood Institute to the United Kingdom Historic Building Preservation Trust (UKHBT) enabling UKHBT to deliver an agreed restoration proposal.
2. That Cabinet support the creation of a new 1,083 sq.m Enterprise Business Centre within the Wedgwood Institute with the City Council taking a sub-lease from the United Kingdom Historic Building Preservation Trust over a 25 year period.

Cabinet Recommendations to City Council

1. That Cabinet recommend to City Council the approval of £592,000 of capital funding. This will be funded from additional borrowing, however, a refresh of the full capital programme will be considered as part of the 2018-19 Medium Term Financial Strategy. This investment will enable the delivery of the works programme plus heritage interpretation, and enterprise floor space costing £5,338,227 to the Wedgwood Institute. This is subject to UKHBPT securing all other match funding which has been identified as Heritage Lottery Fund (HLF) £3,124,567 European Structural Investment Funds (ESIF) £1,303,660 and their own investment £260,000.
Decision taken by:  Cabinet
Contact Officer:  Julian Read, Regeneration Projects Manager - Learning and Skills, Joanne Tyzzer, Acting Director - Place, Growth and Prosperity
Wards affected:  Burslem Central
Any conflicts of interest declared and/or dispensations granted:  None

726  TENDER FOR THE TERM MAINTENANCE AND INSTALLATION OF TRAFFIC SIGNAL AND ITS ON STREET EQUIPMENT (NOTICE OF DECISION REF: 726)

Reason for Decision
To authorise a tender exercise to procure a contractor who will maintain traffic signal and ITS equipment on the City’s network. This will ensure the ongoing uninterrupted maintenance of the City Council’s Traffic Signal and ITS equipment on the highway to ensure public safety and network efficiency, and to avoid unnecessary costs.

Options Considered
Option 1: Do nothing - this would allow the current contract to elapse and the City Council would no longer maintain the asset, or pay one off rates for repairs and maintenance which would be cost prohibitive.
Option 2: Plan for and prepare / procure the next traffic signal and ITS contract to ensure the efficient maintenance of the asset and comply with the legal requirements detailed in Section 41 of the Highways Act 1980.

Decision(s)
1. That Cabinet grant approval to proceed with the tender process for the maintenance and supply of Traffic Signals and on-street Intelligent Transportation Systems (ITS) equipment
2. That Cabinet award delegated authority to the Director of Place, Growth & Prosperity in consultation with the Cabinet Member for Regeneration, Transport and Heritage to award the contract in accordance with the City Council’s Contract procedures rules.

Decision taken by:  Cabinet
Contact Officer:  Barry Brockbank, Assistant Director - Operational Management, Malcolm Dawson, Strategic Manager - Highway and Transportation Services
Wards affected:  All Wards
Any conflicts of interest declared and/or dispensations granted:  None
713 APPROVAL TO TENDER FOR A CITY WIDE ADVICE SERVICE (NOTICE OF DECISIONS REF: 713) (PARA. 3)

Reason for Decision
To gain Cabinet approval to undertake a procurement exercise for the City Wide Advice Service.

Options Considered
Option 1: Provide a City Wide Advice Service.
Option 2: Not to provide a City Wide Advice Service.

Decision(s)
1. That approval be given to the commencement of a procurement process to award a Citywide Advice service contract for a three year period commencing 1 April 2018, with an option to extend the contract for a further two 12-month periods (subject to break clauses to be included regarding availability of funding and satisfactory performance post April 2018).
2. That Cabinet approve delegated authority to the Director of Public Health and Adult Social Care in consultation with the Cabinet Members for health and Social Care and Housing, Communities and Safer City to approve the award of the contract for a City Wide Advice Service.

Decision taken by: Cabinet
Contact Officer: Sue Scott, Strategic Manager - Support for High Risk Groups
Wards affected: All Wards
Closed by virtue of Para(s): 3
Any conflicts of interest declared and/or dispensations granted: None