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To: All Members of the Council
Chief Executive

Please ask for Graham
Ibberson
Direct Line 01246 345229
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Our Ref
Your Ref

Dear Councillor,

Record of Decision taken by Cabinet - 27 February, 2024

At a meeting of the Cabinet held on 27 February, 2024, the following decisions were reached on the items listed in the attached schedule.

The implementation of these Cabinet decisions is suspended until the call-in period has expired without a call-in being validly invoked. Any Member of the Council shall be entitled to call for a decision to be suspended by giving notice to the Monitoring Officer *either by telephone, fax, email or in writing not later than 5.00 pm on the day following the date of the Cabinet meeting.*

Any decision so suspended shall not be capable of implementation for a period of five calendar days from the date of the Cabinet meeting which will expire on, 3 March 2024.

(DURING THE CALL-IN PERIOD A REQUEST MAY BE MADE IN RESPECT OF ANY DECISION SO SUSPENDED BY NOT LESS THAN ONE QUARTER OF THE TOTAL MEMBERSHIP OF THE OVERVIEW AND PERFORMANCE SCRUTINY COMMITTEE. TO DO THIS YOU WILL NEED TO NOTIFY THE MONITORING OFFICER IN WRITING, BY FAX OR BY EMAIL BY 5.00 PM ON 3 MARCH 2024 BEING FIVE DAYS FOLLOWING THE DAY OF THE CABINET MEETING.)

continued

Public Information

5. Budget and Medium Term Financial Plan 2024/25

***RESOLVED –**

1. That the budget savings proposals described in paragraph 4.54 of the officer's report are approved for immediate implementation.

That it be recommended that Council;

2. Notes the forecast outturn for 2023/24 which presents a deficit for the year of £282k to period 8 (paragraph 4.18) and the further management controls proposed to achieve a balanced outturn position for 2023/24 by year end.
3. Approves the overall revenue budget for 2024/25 (table 4 and Appendix B in the officer's report).
4. Approves the use of £214k from the Budget Risk Reserve to balance the 2024/25 revenue budget (paragraph 4.66)
5. Approves the submission of a proposal to employ flexible use of capital receipts in the financial years 2023/24 and 2024/25 and to delegate the amendment and final approval of this proposal to the Service Director – Finance (CFO), in consultation with the Deputy Leader and Cabinet Member for Finance and Asset Management (paragraph 4.90 to 4.92).
6. Approves the 2024/25 Council Tax Requirement and financing (Appendix H and I in the officer's report).
7. Increases the Council's share of Council Tax for properties in each band, a 2.99% increase for a Band 'D' property in 2024/25 to £190.81 (paragraph 4.61).
8. Approves the Local Council Tax Support scheme which remains unchanged for 2024/25 (paragraph 4.64).
9. Notes the Collection Fund and the Tax Base forecasts (paragraphs 4.60, 4.63 and 4.33).

10. Notes the financial projections in the Medium-Term Financial Plan (MTFP) for 2025/26 to 2027/28 (Table 4 and paragraph 4.68).
11. Approves the estimates of reserves including maintaining the General Working Balance at £1.5m (paragraphs 4.70 – 4.72).
12. Notes the budget risks and sensitivity analysis (Appendix D) and the Chief Finance Officer's assurances (paragraphs 4.73 – 4.88).
13. Notes that Cabinet (or the Joint Cabinet and Employment and General Committee) has still to make final decisions on the budget savings proposals described in paragraph 4.55 of the officer's report.

REASON FOR RECOMMENDATIONS

For the Council to meet the statutory requirements relating to setting the General Fund revenue budget and the level of Council Tax for 2024/25.

6. General Fund Capital Programme 2024/25

***RESOLVED –**

That it be recommended to Full Council that the updated General Fund Capital Programme expenditure and financing be approved, as detailed in Appendix A of the officer's report.

REASON FOR RCOMMENDATION

To ensure the Council is able to make capital investments to support delivery of its stated vision and priorities, as set out within the Council Plan 2023 – 2027, and to evidence that such expenditure is appropriately funded.

7. HRA Budget 2024/25

***RESOLVED –**

1. That the forecast outturn for the Housing Revenue Account for the current financial year, 2034/24 be noted.

That it be recommended to Full Council that:

2. The draft estimates for the Housing Revenue Account for 2024/25 and future financial years be approved.
3. That authority be delegated to the Service Director – Housing, in consultation with the Cabinet Member for Housing and the Service Director – Finance, within the total funding provision of £700k to identify and progress service transformation projects and spend to save initiatives, and to respond to possible in-year changes in legislation or national housing policy to ensure that the authority continues to meet its statutory obligations and has a social housing offer which is fit for purpose.
4. That authority be delegated to the Service Director – Housing, in consultation with the Cabinet Member for Housing, within the total funding provision of £1m (£750k revenue and £250k capital), to progress the immediate procurement of contractors to undertake the work on void properties as set out in paragraph 4.18 of the officer's report.

REASONS FOR RECOMMENDATIONS

1. To provide an updated assessment of the Council's Housing Revenue Account forecast outturn for the financial year 2023/24 and report on the progress made in addressing a number of financial challenges facing the council's Housing Service.
2. To provide the necessary authority for the council's Housing Service to take forward a number of transformation projects and other response measures to address the ongoing financial challenges facing the social housing sector.
3. To present a balanced Housing Revenue Account for the financial year 2024/25 for recommendation to Full Council.

8. HRA Capital Programme 2024/25

***RESOLVED –**

1. That it be recommended to Full Council that the Housing revised Capital Programme for 2023/24 be approved.

2. That it be recommended to Full Council that the Housing Capital Programme for 2024/25 be approved and its procurement, as necessary, be authorised.
3. That it be recommended to Full Council that the Housing Capital Programme for 2025/26 to 2028/29 be provisionally approved.
4. That authority be delegated to the Service Director – Housing, in consultation with the Cabinet Member for Housing and the Service Director – Finance, to vire between programmes and budgets as necessary, to manage and deliver the Capital Programme for 2024/25 as set out in the officer's report.

REASON FOR RECOMMENDATIONS

The Council as a social landlord has a legal duty to ensure that all its properties are fully compliant and maintained to Decent Homes standards.

9. Cultural Services Review – Winding Wheel Theatre

***RESOLVED –**

1. That a more commercial approach be taken to both the programming and the hiring of the Winding Wheel Theatre to reduce the financial subsidy provided to the venue.
2. That alternative operational arrangements be put in place to support the commercial approach, including focussing opening hours around planned commercial events, and making changes to the availability of the venue for hire.
3. That the proposed changes to fees and charges for room hire, equipment hire and staffing cost at the Winding Wheel Theatre, as detailed in Appendix B of the officer's report, be approved for implementation from 1 April 2024.
4. That authority be delegated to the Service Director for Leisure, Culture and Community Wellbeing, in consultation with the Cabinet Member for Town Centres and Visitor Economy, to apply appropriate negotiated fees for new activities and opportunities that are introduced during the period covered by the officer's report.

REASON FOR RECOMMENDATIONS

The proposals have been brought forward to respond to the savings targets identified in the Budget Strategy Implementation Plan, which was approved in November 2023. This will enable the Council to work towards developing a balanced 2024/25 budget and MTFP, which will support the Council to continue to deliver against the vision and priorities set out in the Council Plan.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'S. Smith', written in a cursive style.

Head of Regulatory Law and Monitoring Officer