

**REPORT OF THE LEADER OF THE COUNCIL  
CABINET DECISIONS – 14 JANUARY 2014**

**1. LICHFIELD DISTRICT LOCAL PLAN: STRATEGY**

The Cabinet agreed:

- 1.1 To the publication of the 'main' modifications to the Lichfield District Local Plan Strategy for a formal six week consultation, prior to submission to the Inspector.
- 1.2 That authority be delegated to the Strategic Director of Democratic, Development and Legal Services, in consultation with the Economic Growth and Development Cabinet Member to agree the minor modifications to the document prior to the start of the consultation.

**2. HIGH SPEED 2 PHASES 1 AND 2**

The Cabinet:

- 2.1 Noted the on-going work taking place with Staffordshire County Council to develop a joint response to the Environmental Statement contained within the Hybrid Bill and confirmed the arrangements agreed previously for submitting a response to Parliament by the deadline of 24<sup>th</sup> January 2014
- 2.2 Noted the decision of Staffordshire County Council to resolve to petition the Hybrid Bill, supported this action and agreed to assist the County Council in making a case for changes to the Bill to deliver improved route design and mitigation
- 2.3 Noted the on-going work taking place with Staffordshire County Council to formulate a joint response to the consultation on Phase 2 and agreed to delegate authority to the Cabinet Member for Economic Growth and Development in conjunction with the Strategic Director for Democratic, Development and Legal Services for the submission of a response by the deadline of the 31<sup>st</sup> January 2014.

**3. CALCULATION OF BUSINESS RATES - NNDR1 2014/15 AND COUNCIL TAX BASE 2014/15, TOGETHER WITH COLLECTION FUND SURPLUS/(DEFICIT) FOR 2013/14**

The Cabinet agreed:

- 3.1 In accordance with the above Act and the Local Authorities (Calculation of Council Tax Base) Regulations 1992 the Council Tax Base for Lichfield District for the financial year 2014/15 shall be 35,295.

- 3.2 To delegate authority to the Director of Finance, Revenues and Benefits and the Council's Section 151 Officer, to complete and certify NNDR1 2014/15 on behalf of Lichfield District Council.

## **DECISIONS MADE BY CABINET MEMBERS**

### **4. SERVICE LEVEL AGREEMENT WITH FUSION CREDIT UNION**

- 4.1 The Cabinet Member for Community, Housing and Health approved entering into a Service Level Agreement with Fusion Credit Union Ltd.

## **CABINET DECISIONS – 4 FEBRUARY 2014**

### **1. MONEY MATTERS: 2013/14 REVIEW OF FINANCIAL PERFORMANCE AGAINST THE FINANCIAL STRATEGY**

The Cabinet agreed:

- 1.1 To note the report and issues raised within.
- 1.2 To note that the Leadership Team with Cabinet Members will continue to closely monitor and manage the Medium Term Financial Strategy 2013-16.

### **2. MID YEAR PERFORMANCE REPORT – ONE YEAR ACTION PLAN 2013/2014**

- 2.1 The Cabinet noted the mid year performance report for 2013/14.

### **3. THE MEDIUM TERM FINANCIAL STRATEGY 2014-17 (REVENUE & CAPITAL)**

The Cabinet recommended to Council:

- 3.1 The 2014/15 Revenue Budget, including the Amount to be met from Government Grants and Local Taxpayers of £10,598,000, forecasts a proposed level of Council Tax (the District Council element) for 2014/15 of £149.01, representing a freeze in Council Tax.
- 3.2 The Medium Term Financial Strategy (Revenue & Capital) 2014-17 set out in appendix A of the Cabinet report.
- 3.3 The Capital Strategy, outlined in appendices B and C of the Cabinet report.
- 3.4 That the requirements and duties the Local Government Act 2003 places on the Authority on how it sets and monitors its budgets, including the Chief Financial Officer's Report on the robustness of the Budget and adequacy of Reserves shown in appendix D of the Cabinet report be noted.

- 3.5 Balance Sheet Projections and Borrowing Requirement and Strategy 2014-17 contained within appendix E of the Cabinet report.
- 3.6 The Minimum Revenue Provision Statement 2014/15 contained within appendix F of the Cabinet report which sets out the Council's policy of using the asset life method as the basis for making prudent provision for debt redemption.
- 3.7 Treasury Management Policy Statement and The Annual Investment Strategy 2014/15 appendix G of the Cabinet report and the detailed criteria.
- 3.8 The use of Specified and Non-Specified Investments - appendices H & I of the Cabinet report.
- 3.9 The Prudential Indicators and limits for 2014-17 contained within appendix J of the Cabinet report.
- 3.10 The Authorised Limit Prudential Indicator shown within appendix J of the Cabinet report.

#### **4. REVIEW OF THE PLAN FOR LICHFIELD DISTRICT: ANNUAL ACTION PLAN 2014 /15**

- 4.1 The Cabinet approved the Annual Action Plan 2014/15.

#### **5. MEMORANDUM OF UNDERSTANDING WITH TAMWORTH BOROUGH COUNCIL ON SHARED SERVICES**

- 5.1 That Cabinet endorsed a Memorandum of Understanding thereby securing future shared service opportunities with Tamworth Borough Council.

#### **6. ICT - LOOKING TO THE FUTURE**

The Cabinet recommended to Council for approval:

- 6.1 In relation to the challenge regarding the end of support by Microsoft for Windows XP and Office 2003:
  - Adopting Windows 7 as the replacement operating system to Windows XP.
  - Upgrading to Microsoft Office 2013 for the desktop document production software.
  - Implementation of Microsoft Lync to improve working on documents both within the Council and with other linked agencies.
  - Developing a training programme to assist Members and Officers in moving from the current versions of the software to the proposed versions.
  - Appointing additional resource to support the ICT team on delivering the project.
  - Procurement of a software application to store archive information from systems that only hold historical information.
  - Procurement of a software application to assist with training Officers in policies and procedures and identifying training needs.
- 6.2 To address the threat of disconnection from the PSN :

- Replacement of the core activity and auditing tool.
- Implementation of additional servers to meet the Cabinet Office requirements.
- The closure of Outlook Web Access and the movement of secure email boxes to a third party.
- Purchase and implementation of encrypted memory sticks.
- Implementation of mobile phone security to meet the Cabinet Office requirements.
- Undertake a programme of Verification of Criminal Records checks to comply the Cabinet Office's for the Baseline Personnel Security Standard.

### 6.3 The ICT Access, Use and Security Policy :

- The policy in Appendix K of the report is adopted as a Council policy.
- A two-stage sign off approach is adopted and all Members and Officers will sign the new commitment statement.

### 6.4 Hardware and software :

- Council adopt option C2 of those investigated by the IT Project Review Group that contains the following features:
- Replacement of some desktop computers and laptops.
- Conversion of the majority of the equipment to act as thin clients.
- Purchase of new servers from the ANS Group Plc.
- Placing the servers in the County Council server rooms and making use of their disaster recovery capabilities.

### 6.5 Appendix J of the Cabinet report details the outcomes of implementing all of the recommendations.

## **7. REFRESH OF THE JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY FOR STAFFORDSHIRE AND STOKE ON TRENT**

### 7.1 The Cabinet agreed that the refreshed Joint Municipal Waste Management Strategy for Staffordshire and Stoke on Trent be adopted.

## **8. EQUALITY STATEMENT 2014**

The Cabinet:

### 8.1 Approved the Equality Statement, including the draft equality objectives, attached at Appendix A of the Cabinet report.

### 8.2 Endorsed the Cabinet Member for Community, Housing and Health as the Member Champion for Equality issues.

### 8.3 Delegated authority to the Cabinet Member, Community, Housing and Health in consultation with the Strategic Director, Community, Housing and Health to amend the equality objectives taking account of feedback received during the consultation period.

## **DECISIONS MADE BY CABINET MEMBERS**

### **9. PUBLIC SECTOR NETWORK COMPLIANCE**

- 9.1 The Cabinet Member for IT and Waste Management gave authority for the Information and Systems Manager to purchase and implement devices required in order to comply with Public Sector Network Requirements.

**MICHAEL J WILCOX  
LEADER OF THE COUNCIL**