

**Minutes of the Meeting of the Mid Sussex District Council Cabinet
held on 20 November 2017
from 4.00 p.m. to 4.19 p.m.**

Present: Councillors: Jonathan Ash-Edwards*, Andrew MacNaughton, Gary Marsh*, Garry Wall (Leader), Mandy Thomas-Atkin and Norman Webster.

Also present: Councillors: Heard, Bradbury and Clarke.

Officers: Kathryn Hall, Tom Clark, Judy Holmes, Peter Stuart, Simon Hughes, Kate Wilson, Terry Stanley and Hamish Evans.

1. DECLARATIONS OF INTEREST

The Leader noted he was a beneficiary of the Local Discretionary Business Rates Scheme.

2. APOLOGIES

Apologies were received from Councillor Ash-Edwards and Marsh.

3. MINUTES

The minutes of the meeting held on 16 October 2017 were agreed as a correct record and signed by the Leader.

4. URGENT BUSINESS

None.

5. JOINT STRATEGIC ACCESS MANAGEMENT AND MONITORING (SAMM) STRATEGY.

The Assistant Chief Executive informed the Committee that, after detailed discussions with the Cabinet Member for Housing and Planning, she was not satisfied that the report had sufficient information for the Members to make an informed decision. She asked the Committee to defer the item until the meeting on the 15 January 2018.

The Cabinet Member for Housing and Planning supported this proposal as he agreed the report contained insufficient information for Members to make an informed decision.

The Chairman took the Committee to a vote in favour of deferral and this was agreed unanimously.

RESOLVED

The item was deferred until the Cabinet meeting on 15 January 2018.

6. BUDGET MANAGEMENT 2017/18 – HALF YEAR PROGRESS REPORT.

Peter Stuart, Head of Corporate Services, introduced the report which set out the forecast revenue outturn position for 2017/18 at the end of September which was

showing a projected net overspend of £153,000 against the original estimate, after transfers totalling £62,000 to Specific Reserve approved by Council on 19 July 2017. Much of the forecast variation related to the disestablishment of the Revenue and Benefits Service now that costs are spread amongst only two partners as a result of Adur District Council leaving the partnership. If the Council revised the overall budget and allowed for another £100k of expenditure for the service, it would be showing a net variation to the budget of £53,000 only. Notwithstanding its revision, and as would be expected, bearing down on these increased costs was a priority for services together with achieving key performance indicators.

The Assistant Chief Executive asked the Committee to remove point (iii) in the recommendation given the deferral of the previous report.

The Chairman noted the Capital Projects and was pleased to see progress. He also conveyed his praise on the Council's work in regards to the Clair Hall car park.

The Chairman noted that no Members wished to speak so moved to the recommendation with the removal of point iii.

This was agreed by Members unanimously.

RESOLVED

To recommend to Council:

- (i) That £32,549 be transferred to the IER Specific Reserve as detailed in paragraph 24;
- (ii) That windfall income as set out in paragraph 25 of this report be transferred to General Reserve;
- (iv) The variations to the Capital Programme contained in paragraph 39 in accordance with the Council's Financial Procedure rule B4.
- (v) Cabinet note the remainder of the report.

7. PERFORMANCE MONITORING FOR THE SECOND QUARTER OF 2017/18.

Kate Wilson, Business Unit Leader for Community Services, Policy & Performance, introduced the report which explained that performance in the second quarter of 2017/18 had been good overall, with most services performing at or close to target. In the small number of cases where service targets were not being fully met, the reasons were clearly understood and appropriate action was being taken.

The Chairman was pleased to see many positive areas and that the Council in some areas has performed better than ever before.

The Cabinet Member for Community commented that even though the number of Environmental Health service requests increased by 7% from last year, the Council's response rate within 5 working days had increased to 99%. He also was pleased to see that MSDC had invested £365,000 in voluntary and community groups in the District. He especially wanted to thank the hard work the Council had done to aid older people in the District, to reduce isolation and increase interaction within the community. The Member noted the Local Discretionary Business Rates Relief Scheme would be welcome relief for many small and medium sized independent businesses in Mid Sussex.

The Cabinet Member for Housing and Planning was encouraged to see a lower number of households accepted as homeless this quarter although we did comment that the number of families living in temporary accommodation was still high.

The Cabinet Member for Customer Services was pleased to see that 91% of enquiries were resolved at the first point of contact and wanted to thank the Customer Services team for their hard work.

The Chairman thanked the Officers for the additional information supplied to Members on the Flagship Activities and that it had been well received by the Scrutiny Committee.

RESOLVED

Cabinet noted the Council's performance and progress with flagship activities in the second quarter of 2017/18.

Chairman.