

Minutes of the Meeting of the Mid Sussex District Council Cabinet held on 19 March 2018 from 4.00 p.m. to 4.30 p.m.

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

Also present: Councillor Rod Clarke and Pete Bradbury.

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

1. DECLARATIONS OF INTEREST

None.

2. APOLOGIES

None.

3. MINUTES

The minutes of the meeting held on 19 February 2018 were agreed as a correct record and signed by the Leader.

4. URGENT BUSINESS

None.

5. PERFORMANCE MONITORING FOR THE 3rd QUARTER.

Kate Wilson the Business Unit Leader for Community Services, Policy and Performance introduced the report which provided Members with information about the Council's performance for the third quarter from October to December 2017 using the bundle of performance indicators previously agreed by the Scrutiny Committee for Leader, Resources and Economic Growth. It also updated Cabinet on the progress of the flagship activities for 2017/18 and changes to the bundle of performance indicators to be monitored by the Committee in 2018/19.

Performance across the Council had been good overall with 76% of targets being met or exceeded and a further 12% close to reaching target despite sustained levels of demand in many service areas. For the small number of exceptions where performance was 10% or more off target, corrective measures were in place to address the issues. For example, a new Business Unit Leader had been employed for the Revenues and Benefits department to lead the service through and beyond the transition period and a specialist member of staff had been employed in the Housing department to address the number of households assisted to access the private sector.

The Leader informed the Cabinet that the report had undergone robust scrutiny at the Scrutiny Committee for Leader, Resources and Economic Growth. He hoped that there would be improvements in those departments that weren't meeting their targets, however he also wanted the high level of performance across the Council to be noted.

The Deputy Leader and Cabinet Member for Resources and Economic Growth commented on the new targets of accuracy that had been set for the Revenues and Benefits department and that those were good additions alongside the targets of speed already set. He wanted the Cabinet's appreciation of the department noted.

The Cabinet Member for Community was pleased to see the amount of wellbeing interventions delivered was substantially higher than the target. He commented that the Council was working in the here and now and also looking into the future.

The Cabinet Member for Service Delivery was disappointed in the number of amber indicators in his area however he did believe that the Council had performed well over the quarter.

The Cabinet Member for Housing and Planning commented on the need for the Council to encourage developers to produce affordable housing units earlier in developments and this would reduce the need for temporary accommodation. The Leader noted that the adoption of the District Plan will help deliver affordable housing in the District.

The Leader then moved to the recommendations which were agreed unanimously.

RESOLVED

Cabinet resolved to:

- i) note the Council's performance and progress with flagship activities in the third quarter of the year and identify any areas where further reporting or information is required; and
- ii) note the changes to the bundle of performance indicators to be monitored in 2018/19.

6. STRATEGIC RISK REPORT 2018/19.

Kate Wilson, Business Unit Leader for Community Services, Policy and Performance introduced the report which informed the Cabinet on the Council's key strategic risks for 2018/19 and the plans that had been developed for the mitigation and management of those risks. The three proposed strategic risks for 2018/19 are;

1. Changes to ICT infrastructure,
2. Capacity of West Sussex County Council to support Mid Sussex District Council's ambitions and;
3. Partnership projects.

These represented similar risks to those identified in 2017/18, with the exception of one. The risk relating to the outcome of Planning Inspectorate Examination in Public of the District Plan had been recommended for removal in 2018/19.

Members were pleased to note the removal of risk 1 (District Plan) from the strategic risks for 2018/19, though other associated risks remain.

The Cabinet Member for Community commented on the hard work Officers are doing with their County colleagues regarding Age UK in the District and he also commented on a meeting regarding the redevelopment of Burgess Hill demonstrated a desire from all present to work closely on shared ambitions.

The Cabinet Member for Customer Services noted the hard work Officers were doing to move the ICT data to the 'Cloud'.

Members observed the shift in risks from those that were within MSDC's control to those risks associated with partnerships that were less easy to control. As MSDC relies on other authorities and organisations in its many partnerships it is more important to work with those partners to mitigate the risks involved and to aid the ambitious growth agenda that the Council is promoting.

The Leader then moved to the recommendation to approve which was agreed unanimously.

RESOLVED

Cabinet resolved to:

- i) agree the strategic risks for 2018/19 and management plans set out at appendices A and B; and
- ii) agree the existing Strategic Risk Management Policy, as set out at Appendix C with the only amendment being Officer and Member titles.

7. ANNUAL SURVEILLANCE REPORT

Tom Clark, Solicitor to the Council, introduced the report which was to report the activity under the Regulation of Investigatory Powers Act 2000 (RIPA) (as amended) in 2017. The report also informed the Cabinet of the outcome of the recent audit of the Council's surveillance activity by the Office of Surveillance Commissioners in January 2018. The report introduced a revised policy and guidance document that reflected the findings of the Surveillance Commissioner during his audit in late 2017. The Council had carried out no direct surveillance, accessed no communications data and not used informants since January 2015 and therefore none in 2017.

The Cabinet Member for Community found it encouraging to see that when the Covert Human Intelligence Source is a juvenile or a vulnerable person, authorisation must be from the Chief Executive or, in her absence, the Assistant Chief Executive subject to the approval of a Justice of the Peace.

The Leader then moved to the recommendations which were agreed unanimously.

RESOLVED

Cabinet resolved to:

- i) note the Council's revised Regulation of Investigatory Powers Act policy and guidance set out in the report at Appendix 1.
- ii) note that there had not been covert surveillance activity undertaken by the Authority in relation to criminal investigations since the previous inspection in January 2015.

Chairman.