

MINUTES OF: THE CABINET

Date of Meeting: Wednesday 3rd July 2019

**Present: Councillor Barnes (Chair)
Councillors Hughes, Serridge and Walmsley**

**In Attendance: Mr S Sugarman, Chief Executive
Ms C Burns, Director of Economic Development
Ms C Birtwistle, Monitoring Officer
Mr P Seddon, Head of Finance
Mrs J Wood, Committee and Member Services Officer
Mr A Buckle, Head of Customer Services and ICT
Mr M Coogan, Strategic Housing Manager**

**Also Present: Councillors Essex, Cllr Neal, Cllr Steen, Cllr Haworth and 3
members of the public.**

1. APOLOGIES FOR ABSENCE

1.1 Apologies were received from Councillor Oakes and Councillor Lythgoe.

2. MINUTES OF PREVIOUS MEETINGS

Resolved:

That the minutes of the meeting held on 12th March 2019 were agreed as a correct record.

3. URGENT ITEMS OF BUSINESS

3.1 There were no urgent items.

4. DECLARATIONS OF INTEREST

4.1 There were no declarations of interest.

5. PUBLIC QUESTION TIME

5.1 The Leader of the Council advised there was a question submitted.

The question was in relation to Item D1 the Financial Monitoring Report and 'Doubtful Debt' as per page 23 of the report. The Leader of the Council clarified the amount to be collected, the percentage collected to date and the number of invoices raised. She also agreed to forward this information to the questioner.

Further questions were submitted in relation to the Financial Monitoring Report and the Monitoring Officer and the Portfolio Holder of Resources clarified that a charge is

placed on the properties and that some of the provisions would fall under payment plans that were already in place.

- 5.2 Following a question delivered by a Member on behalf of his constituent, it was agreed that the Leader of the Council would look into working with the Woodland Trust and National Trust with regards to the management of and investment into Council owned woodlands.

6. ADOPTION OF A TEMPORARY ACCOMMODATION POLICY

- 6.1 The Portfolio Holder for Communities and Customer Service outlined the report which asked members to approve the new Temporary Accommodation Policy. Members were asked to delegate future minor amendments to the Director of Economic Development in consultation with the Portfolio Holder.
- 6.2 In response to questions raised, the Strategic Housing Manager clarified that a Council owned property would be tendered again for Lancashire County Council use for young people.

Clarification was also given by the Strategic Housing Manager regarding empty properties and bringing them back into use. He confirmed a report will be brought to a future Council meeting.

Resolved:

1. Members approved the new Temporary Accommodation Policy, along with the appendices.
2. Members delegated future minor amendments to the Temporary Accommodation Policy to the Director of Economic Development in consultation with the Portfolio Holder.

Reason for Decision:

The policy identified how the Council would fulfil its duties to homelessness households in relation to allocating and procuring temporary accommodation, and was needed to ensure the Council had a legally robust approach complying with all legislation and good practice.

Alternative Options Considered:

None

7. ADOPTION OF RBC MEMBERS' SOCIAL MEDIA POLICY, INTERNET & EMAIL ACCEPTABLE USE POLICY & MOBILE PHONE POLICY

- 7.1 The Portfolio Holder for Resources outlined the report which asked Members to approve the revised policies and delegate future minor amendments to the Head of Customer Services & ICT Officer in consultation with the Portfolio Holder.
- 7.2 In response to a question raised by the Portfolio Holder of Resources, the Head of Customer Services and ICT and the Monitoring Officer clarified that Rossendale Borough Council was compliant with GDPR and DPA regulations.

Resolved:

1. Members approved the RBC Members' Social Media, revised Internet & Email Acceptable Use and Mobile Phone Policies.
2. Members delegated all future minor amendments to the RBC Members' Social Media, Internet & Email Acceptable Use and Mobile Phone Policies to the Head of Customer Services & ICT Officer in consultation with the Portfolio Holder.

Reason for Decision:

To ensure the Council fulfilled its duties under both GDPR and the DPA 2018 and was needed to ensure it had a legally robust approach complying with all legislation and good practice.

Alternative Options Considered:

None.

8. PENNINE LANCASHIRE COMMUNITY SAFETY PLAN

- 8.1 The Portfolio Holder for Communities and Customers outlined the report which asked Members to approve the draft plan and delegate future minor amendments to the Director Economic Development in consultation with the Portfolio Holder.

Following a Member's question, the Leader of the Council confirmed a statement in relation to CCTV. The Pennine Lancashire Community Safety Plan and proposed action plan had been tabled at the Overview and Scrutiny meeting in March and would be monitored by O & S going forward.

Resolved:

1. Members approved the draft Pennine Lancashire Community Safety Plan 2018-2021.
2. Members delegated all future minor amendments to the Plan to the Director of Economic Development in consultation with the Portfolio Holder.

Reason for Decision:

The new Community Safety Plan identified the key priorities for partners over the next three years.

Alternative Options Considered:

None.

9. FINANCIAL MONITORING REPORT 2018/19 DRAFT OUT-TURN

- 9.1 The Portfolio Holder for Resources outlined the report which asked Members to note the contents of the report and approve the application of surplus monies into the Transitional Reserve.

9.2 In response to a question raised, the Portfolio Holder for Resources confirmed that the information was available on Page 21 of the Report and the Head of Finance provided clarification on Treasury Management.

Following a Member's question, it was agreed that the Head of Finance would circulate the figures in relation to loss in grants.

A Member confirmed there was a typing error in the Financial Report and they asked for this to be amended, the Leader of the Council confirmed this would be corrected and republished.

Resolved:

1. Members noted the contents of the report.
2. Members approved the application of surplus monies into the Transitional Reserve.

Reason for Decision:

For the robust monitoring of the General Fund and MTFS and to control risks

Alternative Options Considered:

None

The meeting commenced at 6.30pm and concluded at 7.20pm.

_____ CHAIR _____ DATE