

**CABINET**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 7 DECEMBER 2011**

**AT 4.30 PM**

**IN THE COUNCIL CHAMBER, WILLITON**

**Present:**

Councillor T Taylor ..... Leader

Councillor K V Kravis  
Councillor S J Pugsley  
Councillor K H Turner

Councillor C Morgan  
Councillor D J Sanders  
Councillor D J Westcott

**Members in Attendance:**

Councillor A P Hadley  
Councillor A F Knight  
Councillor I R Melhuish  
Councillor K J Ross

Councillor B Heywood  
Councillor E May  
Councillor D D Ross  
Councillor M A Smith

**Officers in Attendance:**

Chief Executive (A Dyer)  
Corporate Director (B Lang)  
Planning Manager (A Goodchild)  
Media, PR and Communications Officer (S Beaumont)  
Economic Regeneration and Tourism Manager (C Matthews) (Item 9)  
HR Consultant (M Griffin) (Item 11)  
Meeting Administrator (K Kowalewska)

**CAB71      Apologies for Absence**

No apologies for absence were received.

**CAB72      Minutes of the Meeting held on 2 November 2011**

(Minutes of the Meeting of the Cabinet held on 2 November 2011 – circulated with the Agenda).

**RESOLVED** that the Minutes of the Meeting of the Cabinet held on 2 November 2011 be confirmed as a correct record.

**CAB73      Declarations of Interest**

Members present at the meeting declared the following personal interests in their capacity as a Member of a County, Parish or Town Council:

Name	Minute No	Member of	Action Taken
Councillor C Morgan	All	Stogursey	Spoke and voted
Councillor K Turner	All	Brompton Ralph	Spoke and voted
Councillor D Westcott	All	Watchet	Spoke and voted
Councillor K J Ross	All	Dulverton	Spoke

**CAB74 Public Participation**

No member of the public had requested to speak.

**CAB75 Forward Plan**

The purpose of this item was to approve Forward Plan No. 7 – January 2012 to January 2013.

**RESOLVED** that Forward Plan No. 7 – January 2012 to January 2013, be approved.

**CAB76 Cabinet Action Plan**

(Copy of the Action Plan, circulated with the Agenda).

**RESOLVED** that items listed in the Action Plan be deleted as actioned.

**CAB77 Hinkley Point C Development – Section 106 Update and Implications**

(Report No. WSC 136/11, circulated with the Agenda).

The purpose of the report was to set out the corporate implications and agree the necessary steps in light of the Hinkley Point C Site Preparation Works Section 106 agreement and to make proposals for the allocation of capital monies secured through planning obligations to individual schemes and organisations.

The Leader welcomed Councillor Anne Frazer, Lead Member for Strategy and Business Development and Doug Bamsey, Corporate Director for Regeneration from Sedgemoor District Council, who were present at the meeting as members of the public.

The report was presented by the Planning Manager who advised that staffing implications and recruitment were important issues that needed primary consideration. He informed Cabinet that the Section 106 Agreement for the site preparation works had still not been signed by all parties and as a result planning permission remained unissued. He summarised that the report sought to put in place the governance arrangements as and when the planning permission was issued so that the key decisions could be considered early on and moved forward quickly.

Councillor Morgan wished for it to be noted that he would not wish Members to consider the potential for 24 hour working to catch up, if that were to be the case as a result of a delay in signing the Section 106 Agreement. The Planning Manager confirmed that the hours of operation and working

condition as stipulated in the planning permission would remain in place for the totality of the site preparation works.

Clarification was sought on the timescales of the phases and the availability of funding for the new postholders within those timescales. In response the Planning Manager stated that funding was only available for two years, but it was the Council's intention to seek similar funding for subsequent years should the Development Consent Order (DCO) be granted. However, should the DCO not be granted the majority of the posts would not be needed.

The Planning Manager advised that the responsibility for making decisions regarding the allocation of funding would lie with West Somerset Council, as planning authority, with the establishment of a joint Board which would consider the allocation of funding for particular projects before making a recommendation to Cabinet. Due to the importance of continued partnership working, the Leader welcomed the attendance of partner Councils to future Cabinet meetings in a non-voting capacity.

It was confirmed that the Board would aim to meet monthly (a couple of weeks before Cabinet) thereby giving sufficient time for papers to be produced for the Cabinet agenda.

Councillor K V Kravis proposed that Councillor K H Turner be nominated as the substitute Member representative on the Board and this was seconded by Councillor D J Westcott.

Compliments were given to the Planning Manager on the way in which the report had been prepared and clearly presented.

Councillor K V Kravis proposed the recommendations in the report and they were seconded by Councillor K H Turner.

**RESOLVED (1)** that the following persons be nominated West Somerset Council's representatives on the Board:

- Councillor K V Kravis – Lead Member for Resources and Central Support (who will chair the Board meetings); and
- Ian Timms – Group Manager for Housing and Community

With the named substitutes being

- Councillor K H Turner – Lead Member for Housing, Environmental Health and Licensing
- Andrew Goodchild – Planning Manager

**RESOLVED (2)** that Cabinet acknowledge and endorse the contributions to be paid to third parties as set out in Table 2 of the report and that the contents of Tables 1, 4, 5, 6 and 7 be noted.

**RESOLVED (3)** that Cabinet pre-approve the contributions under £25,000 to be paid to third parties as set out in Table 3 of the report so that the payments can be made to the relevant third party as and when payments are received by EDF Energy.

**RESOLVED (4)** that it be recommended to Council that the contributions over £25,000 be paid to third parties as set out in Table 3 of the report so that the payments can be made to the relevant third party as and when payments are received by EDF Energy.

**RESOLVED (5)** that Cabinet approve the allocation of monies set out in Table 8 of the report to create new posts and that the content of paragraphs 5.3 and 5.4 of the report relating to recruitment be noted.

**RESOLVED (6)** that the existing posts which are partly or fully funded by the section 106 agreement, set out in Table 11 and Table 12 of the report, be noted.

**RESOLVED (7)** that Cabinet approve the release of £10,000 of the £525,687 of the first SLA payment to WSC (item j of Table 8) to start the recruitment processes for some of the posts outlined above in Table 8 and Table 9 of the report – this money will be used for advertisements and initial interview costs.

**RESOLVED (8)** that the intention for continued use of contributions secured by Table 11 of the report to employ the Deputy Planning Manager (renamed Development Manager) and the Planning Support Officer be noted.

## **CAB78**

### **Budget Strategy and Medium Term Financial Plan Update**

(Report No. WSC 148/11, circulated with the Agenda).

The purpose of the report was to report to Cabinet on the implementation of the budget strategy and the impact this and other emerging issues have had on the Medium Term Financial Plan (MTFP).

The report was presented by the Resources and Central Support Lead Member who proposed the recommendations in the report and these were seconded by Councillor S J Pugsley.

The Leader, on behalf of Cabinet, congratulated Graham Carne, Group Manager for Finance and Central Support, on the birth of his son.

During the discussion the following main points were raised:

- Members hoped that central government would listen and take West Somerset Council's plight seriously and wished the Chief Executive, the Chief Finance Officer and the Leader good luck for their meeting with Rt Hon Bob Neill in Westminster on 13 December 2011
- Business Rates retention scheme implications
- Members asked for more detail in the MTFP Table 2 which illustrated the savings that WSC needed to achieve over the next four years

**RESOLVED (1)** that the progress in delivering the budget strategy as identified in section 4 of the report be noted, and that together with the current updated MTFP Cabinet use the information to inform their budget proposals for 2012/13.

**RESOLVED (2)** that a savings target for 2012/13 of £150,000 and £50,000 in 2013/14 be agreed.

**CAB79**

**VIIC Update**

(Report No. WSC 151/11, circulated with the Agenda).

The purpose of the report was to provide Cabinet with an update relating to the operation of Visitor Information Services in Minehead.

The report was presented by the Economic Regeneration and Growth Lead Member who proposed the recommendation in the report and it was seconded by Councillor D J Westcott.

In reply to a question concerning what covenants are on the building that would affect its future use, the Lead Member confirmed that there were both restrictive and constructive covenants and as a result the building could only be used to operate as a tourism or community facility. Legal advice had been sought and the only mechanisms for releasing these covenants would be to agree a Deed of Release between the relevant parties or to submit an application to the Lands Tribunal. The Lead Member advised that there were several options open for the use of the building and confirmed that talks with Minehead Town Council and the original bidder, who submitted an Expression of Interest, were still ongoing.

The Economic Regeneration and Tourism Manager advised that a sum of money for tourism had been negotiated as part of the Section 106 Agreement, of which some had been dedicated to Visitor Information Centres in Watchet, Porlock and Minehead.

The point was also raised that the location of any future tourism centre needed careful consideration and that the possibility of using the old Minehead hospital as a community building would perhaps be an ideal place to consider and should be kept in mind for the future.

**RESOLVED** that the report and the progress being made in this matter be noted.

**CAB80**

**Corporate Performance Report April – September 2011-12**

(Report No. WSC 152/11, circulated with the Agenda).

The purpose of the report was to provide Members with an update on progress in delivering the corporate priorities, performance of council services including budgetary information and customer satisfaction covering the period from 1<sup>st</sup> April 2011 to 30<sup>th</sup> September 2011.

The Leader presented the part of the report that related to performance and the Lead Member for Resources and Central Support presented the element that related to the budget.

The Leader proposed the recommendations in the report and these were seconded by Councillor C Morgan.

**RESOLVED (1)** that the progress in delivering the corporate priorities for 2011/12 be noted.

**RESOLVED (2)** that the performance against Group and Service Indicators, including the budget monitoring indicators, be noted.

**CAB81**

**Appraisal Arrangements for Chief Executive**

(Report No. WSC 150/11, circulated with the Agenda).

The purpose of the report was to review the appraisal and development arrangements undertaken for the Chief Executive in April 2011 and agree the process for future years.

The Chief Executive left the Council Chamber prior to the discussion of this item.

The Leader proposed the recommendation in the report and it was seconded by Councillor D J Sanders.

The report was presented by the HR Consultant who briefed Members on the reintroduction of an appraisal process for the Chief Executive. Due to the nature of the post the Performance Development and Review (PDR) process currently used would be enhanced and external support to help administer and support the Council would be provided by South West Provincial Employers.

In response to a question as to who would monitor the arrangements for the appraisal, the HR Consultant confirmed it would be himself working with Briony Holden, the Chief Executive of South West Provincial Employers, in consultation with the Leader of Council.

Members queried the confidentiality of the appraisal process and whether formal training would be provided to the panel of elected Members. The HR Consultant confirmed that the content of the appraisal interview and appraisal report would be confidential but a general summary on the key issues discussed would be produced and made available to all; and Briony Holden would meet with the panel beforehand to provide the necessary training/coaching.

**RESOLVED** that the arrangements for the appraisal of the Chief Executive as set out in Appendix B to the report be approved.

The meeting closed at 6.31 pm