

COPELAND BOROUGH COUNCIL

STATEMENTS OF EXECUTIVE DECISIONS

MEETING HELD ON 27 SEPTEMBER 2005

MEMBERS PRESENT: Councillors Miss E M Woodburn (Leader); G Blackwell; G Clements; J Hewitson; A Holliday; N Williams; H Wormstrup

Apologies for absence were received from Councillor M Ashbrook

OFFICERS IN ATTENDANCE: Dr J Stanforth, Chief Executive; F McMorrow, Corporate Director Economic Prosperity and Sustainability; S Borwick, Head of Finance and Business Development; M Jepson, Head of Legal and Democratic Services; H Mitchell, Head of Policy and Performance; M Tichford, Head of Regeneration; D Cochrane, Regeneration Team Leader; L Taylor, Member Services (Technical Support) Officer; D James, Member Services Officer

DECISIONS TAKEN IN PRIVATE: The Executive resolved at EXE/05/0075 to take the following items in private due to exempt information in the following categories:

EXE/05/0076 paragraph 9
EXE/05/0077 paragraph 12

START TIME: 2.00 PM CLOSE TIME: 2.50 PM

CERTIFICATION: _____

Certified a true record of decisions taken at the meeting of the Executive of Copeland Borough Council dated 27 September 2005

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 1	
Subject: Statements of Decision	
Date of Decision: 27 September 2005	Decision made by:
Decision Reference: EXE/05/064	Full Executive

Portfolio Holder: Councillor M Ashbrook

Context: Decisions made at the previous meetings requiring formal approval

Key Decision Status:

Decision

That the Statements of decisions made at the meeting held on the 16 August 2005 be agreed as a correct record

Explanation

N/A

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: T Capper
--	-------------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 5	
Subject: Forwards Plan	
Date of Decision: 27 September 2005	Decision made by:
Decision Reference: EXE/05/0065	Full Executive

Portfolio Holder: Councillor M Ashbrook

Context: To consider the forward plan of Key decisions September - November 2005

Key Decision Status:

Decision

That the Forward Plan of Key Decisions be noted

Explanation

N/A

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: T Capper
--	-------------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 6	
Subject: Capital Programme Monitoring 2005/06	
Date of Decision: 27 September 2005	Decision made by:
Decision Reference: EXE/05/0066	Full Executive

Portfolio Holder: Councillor Miss E Woodburn

Context: This is a progress report that advises Members of expenditure to the end of June 2005, and any amendments needed to the Capital Programme for 2005/06.

Key Decision Status:
Ward No
Financial Yes

Decision

That

a) the spend to date and project managers comments as detailed be noted;

b) that the amendments to the Capital Programme totalling £1,001,379 (£50,000 CBC Funded and £951,379 Externally Funded) giving a revised Capital Programme of £4,499,175 be approved and noted; and

c) that the approved programme as detailed be noted

Explanation

The Finance and Business Development Department, together with the Project Managers and the Executive Portfolio Holders, monitor the Capital programme on a monthly basis.

This report advises Members of spend to 30 June 2005.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: S Borwick
--	--------------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 7	
Subject: Disabled Facilities Grant	
Date of Decision: 27 September 2005	Decision made by:
Decision Reference: EXE/05/0067	Full Executive

Portfolio Holder: Councillor G Clements

Context: Monitoring of the budget for mandatory Disabled Facilities Grants has revealed a shortfall in meeting anticipated commitments for the remainder of the year.

Key Decision Status: No

Decision

- That a) the current position be noted;**
- b) the budget for Disabled Facilities Grants be increased by £100,000 in the current year by virement from the Renovation Grants Budget; and**
- c) that an application for supplementary credit approval be made to the Secretary of State**

Explanation

Under the Housing Grants Construction and Regeneration Act 1996 the Council has a mandatory duty to consider applications for Disabled Facilities Grants.

The Disabled Facilities Grant Budget is under severe stress due to the current level of demand. It is estimated that to continue to provide this mandatory form of assistance to vulnerable members of our society, £100,000 be vired from the Discretionary Renovation Grant Budget. This will enable the Council to continue to process applications currently in the pipeline without excessive delay. The virement has a £nil effect on the total Housing Capital Budget as shown in Appendix A to this report. In addition it is proposed that an application to the Secretary of State be made to seek additional financial contributions to the increased Disabled Facilities Grant Budget. Because this report is based on past profiles and future projections, officers will continue to monitor the situation.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005
--

Publication Date: 30 October 2005

Recorded by: Denise James

Call-in Period Expires on: 5 October 2005
--

Contact Officers: M Tichford

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 8	
Subject: Homelessness	
Date of Decision: 27 September 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0068	

Portfolio Holder: G Clements

Context: Monitoring of the budget for temporary accommodation has revealed an overspend.

Key Decision Status:

Decision

**That a) the existing situation be noted; and
b) the shortfall of £118,071.00 be funded from the unallocated balance relating to the right to buy receipts following stock transfer.**

Explanation

The Council has a statutory duty to provide a homeless service. This includes providing temporary accommodation for people waiting for a decision to be made on their homeless application.

There has been a year on year increase in the number of applications for the last five years which has resulted in an overspend this report recommends a way forward.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: M Tichford
--	---------------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: N/A	
Subject: Appointment of Chairman	
Date of Decision:	Decision made by:
Decision Reference: EXE/05/0069	Full Executive

Portfolio Holder: N/A

Context: To appoint a Chairman for Agenda Item 9 – Egremont and Millom Market Town Programme

Key Decision Status: N/A

Decision

It was moved by Councillor G Blackwell duly seconded and

RESOLVED – That Councillor J Hewitson be appointed Chairman for Agenda Item 9 – Egremont and Millom Market Town Programme

Explanation

Councillor Miss E Woodburn declared an interest in Agenda Item 8 and left the meeting as Councillor M Ashbrook (Deputy Chairman) had submitted his apologies another Members had to be nominated Chair for this item.

Alternative Options Considered: N/A

Interests Declared: N/A

Implementation Date: N/A	Publication Date: 30 October 2005	Recorded by: D James
-----------------------------	--------------------------------------	-------------------------

Call-in Period Expires on: N/A	Contact Officers: N/A
-----------------------------------	--------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 9	
Subject: Egremont and Millom Market Town Programme	
Date of Decision: 27 September 2005	Decision made by: Full Executive
Decision Reference: EXE/05/070	

Portfolio Holder: Councillor J Hewitson

Context:

To inform Members of the approved Performance Plans for Egremont and Millom covering 2005/06 and to outline management procedures agreed with NWDA, each Partnership and the Council.

Note: Councillor J Hewitson Chaired the meeting.

Key Decision Status: No

Decision

That

- a) the approved Performance Plan for Egremont 2005/06 be noted;
- b) the approved Performance Plan for Millom 2005/06 be noted;
- c) the NWDA approved Management System Health Checks for each town be noted; and
- d) systems being implemented to safeguard the Council as accountable body be noted.

Explanation

Following the development of Single Programme submissions for Egremont and Millom detailed performance plans were subsequently developed for Egremont and Millom Market Towns covering 2005/06.

Formal endorsement of the performance plans from the North West Development Agency have now been received dated 8 August 2005

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: M Tichford
--	---------------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 10	
Subject: Information Systems Security Policy And Communication Systems Acceptable Use Policy	
Date of Decision: 27 September 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0071	

Portfolio Holder: Councillor N Williams

Context: This report presents Executive with the Information Systems Security Policy And Communication Systems Acceptable Use Policy for consideration
--

Key Decision Status: No

Decision That a) the Information Systems Security Policy and Communication Systems Acceptable Use Policy be approved in principle; and b) the Portfolio Holder work with the Lead Officer to provide a shortened guide on issues relevant to Members.

Explanation

A report was presented top the JCSP at its meeting on 17 March 2005, with a recommendation that the Draft Security Policy be noted, and seeking suggestions for any changes to wording etc., that may improve its clarity.

The panel concluded that it was generally in agreement with the Policy, but would like to see it summarised, and for more detail on Acceptable Use.

Further work has made it easier to read and follow and has reduced the content without diluting its intent. This report seeks approval of the Policy.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: S Borwick
--	--------------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 11	
Subject: CPA - Annual Use of Resources Assessment	
Date of Decision: 27 September 2005	Decision made by:
Decision Reference: EXE/05/0072	Full Executive

Portfolio Holder: Councillor M Ashbrook

Context: This report seeks agreement of the Executive to the Value For Money self-assessment required under Comprehensive Performance Assessment

Key Decision Status: No

Decision

That the Value for Money self-assessment for submission to the Audit Commission, as required by 30 September 2005 be approved.

Explanation

The Council in common with every other principal authority in England is now required to submit an annual assessment - Use of Resources including a self-assessment of Value for Money. This is a new aspect of the Comprehensive Performance Assessment (CPA) and the verdict on these judgements will be included in the External Auditor's annual letter and contribute to the Council's overall judgement in subsequent years.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: H Mitchell
--	---------------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 12	
Subject: Urgent Actions	
Date of Decision: 27 September 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0073	

Portfolio Holders: Councillor Miss E Woodburn & A Holliday

Context: To note actions taken on ground of urgency

Key Decision Status:

Decision

That a) actions taken by the Head of Finance and Business Development in consultation with Leader of the Council in approving funding from the conference budget to enable Councillor G Clements to attend a Low demand Housing conference which is not on the approved conference list be noted; and

b) actions taken by the Head of Leisure and Environmental Services in consultation with the Portfolio Holder – Environmental and Cultural Services in placing an advertisement inviting applications for an ad hoc list of contractors for the Christmas Lighting Contract be noted

Explanation

In accordance with Councils reporting procedures

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: S Borwick & K Parker
--	---

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 13	
Subject: Replacement to Fraud Case Management Software	
Date of Decision: 27 September 2005	Decision made by:
Decision Reference: EXE/05/0074	Full Executive

Portfolio Holder: Councillor Miss E Woodburn

Context: This report evaluates options to replace the obsolete Fraud Case Management Software

Key Decision Status:

Decision

That

- (i) **the purchase of the Civica Fraud Database Management System be approved;**
- (ii) **the use of £11,725 be approved from contingencies; and**
- (iii) **the annual revenue cost be met from the existing revenue budget.**

Explanation

Fraud prevention team within Audit currently employs a case management system provided by ANITE (FIMS) to manage the Team caseload. This is supported by a number of manual systems, for example the Potentially Violent List, tape register.

There are a number of gaps where no system exists, for example prosecution documentation, Information gathering for Performance Indicators (PI's).

The current system has been made obsolete by the company and the licence and support has not been available for FIMS for over 16 months. This has an impact in several areas such as legislative upgrades, the ability to supply meaningful and accurate management statistics, inability to streamline workflow, current difficulty in in-house data matching, resource management, right down to the very simplest task of monitoring investigator caseload.

This report puts forward a way forward.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: S Borwick
--	--------------------------------

Copeland Borough Council

Statement of Executive Decision

Subject: Exclusion of Press and Public	
Date of Decision: 27 September 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0075	

Portfolio Holder: N/A

Context: Excludes Press and Public from Meetings for exempt items 10 & 11

Key Decision Status: N/A

Decision
That the Press and Public be excluded from the meeting for the remaining items of business on the grounds of exempt information as identified in paragraphs 9 & 12 of Schedule 12A of the Local Government Act 1972 as amended.

Explanation
N/A

Alternative Options Considered: N/A

Interests Declared: None

Implementation Date: N/A	Publication Date: 30 October 2005	Recorded by: Denise James
-----------------------------	--------------------------------------	------------------------------

Call-in Period Expires on: N/A	Contact Officer: D James
-----------------------------------	-----------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 14	
Subject: Addendum to agenda Item 13 – Replacement of Fraud Case Management Software	
Date of Decision: 27 September 2005	Decision made by:
Decision Reference: EXE/05/0076	Full Executive

Portfolio Holder: Councillor Miss E Woodburn

Context: To receive additional information relating to Agenda Item 13 which could not be considered under part 1 of the Agenda

Key Decision Status: No

Decision

That the addendum be noted

Explanation

N/A

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: S Borwick
--	--------------------------------

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 15	
Subject: High Court Litigation	
Date of Decision: 27 September 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0077	

Portfolio Holder: Councillor N Williams

Context: To update Members on an outstanding claim for wrongful dismissal and proposals for settlement of the claim

Key Decision Status: No

Decision

That authority be delegated to the Head of Legal and Democratic Services to settle the claim within the existing budget provision

Explanation

To finalise an outstanding claim for wrongful dismissal and proposals for settlement of the claim

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 5 October 2005	Publication Date: 30 October 2005	Recorded by: Denise James
--	--------------------------------------	------------------------------

Call-in Period Expires on: 5 October 2005	Contact Officers: M Jepson
--	-------------------------------