

## **EAST STAFFORDSHIRE BOROUGH COUNCIL**

Minutes of a Meeting of the Cabinet held in the Coltman VC Room at the Town Hall, Burton upon Trent on Monday 16<sup>th</sup> September 2024.

### **Present:**

Councillors D F Fletcher (Vice-Chairman), R Hawkins, S Slater, L Walker and P Walker.

### **Officers Present:**

The Chief Executive, the Head of Environment and Corporate Services, the Chief Financial Officer, the Head of Development and Regeneration, the Head of Legal and Regulatory Services, the Corporate and Communications Team Leader, the Climate Change and Adaptation Officer, the Democratic Services Officer and the Principal Democratic Services Officer.

Apologies for absence were received from Councillors A A Chaudhry and M T Fitzpatrick.

## **PART II**

### 126/24 **DECLARATIONS OF INTEREST**

There were no declarations of interest at the commencement of the meeting.

### 127/24 **MINUTES**

#### **Resolved:**

That the minutes of the meeting held on 19<sup>th</sup> August 2024 be approved and signed as a correct record.

Voting concerning the above decision was as follows:

<b>Those voting for the motion</b>	<b>Those voting against</b>	<b>Those abstaining</b>
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor L Walker		
Councillor P Walker		

### 128/24 **URGENT BUSINESS**

There was no urgent business prior to the commencement of the meeting.

### 129/24 **FORWARD PLAN**

The Forward Plan from 1<sup>st</sup> October 2024 to 31<sup>st</sup> January 2025 was submitted for information.

**NOTED.**

130/24

**CLIMATE CHANGE AND NATURE ACTION PLAN – REVIEW OF PROGRESS 2023/24**

The report of the Head of Legal and Regulatory Services on the progress on the Climate Change and Nature Action Plan at the end of the 2023/24 financial year was considered. The following appendices had been circulated with the report. Appendix 1: The Climate Change and Nature Action Plan Progress end 23-24 and Appendix 2: The Climate Change and Nature Action Plan Completed Actions end 23-24.

Cabinet noted that the latest CO<sub>2</sub> emissions for the Borough showed a reduction of 42.1% between 2005 and 2022 from 1047.5 kilotonnes CO<sub>2</sub> to 606.5 kilotonnes CO<sub>2</sub>, in addition to a decrease of 3% between 2021 and 2022. The latest CO<sub>2</sub> emissions for the Council showed a reduction of 43% between 2009/10 and 2023/24 from 3547 tonnes of CO<sub>2</sub>e to 2024 tonnes. In addition, there was a decrease of 4.5% from 2119 tonnes in 2022/23, which continued the year-on-year downward trend. From 1<sup>st</sup> October 2023 to 30<sup>th</sup> September 2024 the Council's electricity supply moved from a standard energy mix to Green electricity. This move was responsible for 77 tonnes of the 95 tonne reduction, seen last year or 3.6% of the overall 4.5% reduction.

The Climate Change and Nature Action Plan contained 52 current actions including 2 new actions to be added. Progress could be summarised as follows:

GREEN	–	46 actions
RED	–	4 actions
GREY	–	2 actions
Newly added	–	2 actions

The reasons for making the decision below were set out in the report.

**Resolved:**

- 1) That the overall downward trend in annual CO<sub>2</sub> emissions for both the Borough and the Council are noted;
- 2) That the overall positive progress be noted, with the implementation of the Climate Change and Nature Action Plan;
- 3) That the proposed changes to the target dates for the actions rated Red (section 5.3.6 of the report refers) be approved;
- 4) That the recommendations for revised, deleted and new actions (sections 5.4, 5.5 and 5.6 of the report refer) be approved.

Voting concerning the above decision was as follows:

Those voting for the motion	Those voting against	Those abstaining
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor L Walker		
Councillor P Walker		

131/24

**SEPARATION DISTANCE AND AMENITY SUPPLEMENTARY PLANNING DOCUMENT (SPD)**

The report of the Head of Regeneration and Development on the new and amended design guidance relating to the Separation Distance and Amenity was considered.

The following appendices had been circulated with the report:

- Appendix 1: Summary of Representations and officer response;
- Appendix 2: Separation Distances and Amenity SPD post consultation 2024.

Cabinet noted that the Separation Distances and Amenity SPD set out where reduced distances may be acceptable and clearly indicates it is for the applicant to demonstrate the impact of such. The need to review the document arose following a recommendation from the Local Government Ombudsman which asked for a revision to the Guidance for detailed assessment of how to undertake daylighting assessments. The review presented an opportunity to refresh other areas of the guidance to ensure decision making would be robust. Consultation took place in accordance with the Regulations and representations had been received and were summarised at Appendix 1. The document had been reviewed and the representations had been taken into account in preparing the final version of the document shown at Appendix 2 of the report.

The reasons for making the decision below were set out in the report.

**Resolved:**

- 1) That the Separation Distances and Amenity SPD post consultation version July 2024 be adopted. (as indicated at Appendix 2);
- 2) That minor revisions including minor reviews of illustrative diagrams and date references to the Separation Distances and Amenity SPD post consultation version July 2024 be delegated to the Portfolio holder;
- 3) That any necessary steps to replace the existing adopted Separation Distances and Amenity SPD with the Separation Distances and Amenity SPD contained in Appendix 2 be undertaken.

Voting concerning the above decision was as follows:

Those voting for the motion	Those voting against	Those abstaining
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor L Walker		
Councillor P Walker		

132/24

## **QUARTER 1 REVENUE AND CAPITAL OUTTURN REPORT 2024/25**

The report of the Chief Financial Officer on the quarter 1 Revenue and Capital Outturn 2024/25 was considered. The following appendices had been circulated with the report:

- Appendix A: Quarter 1 2024/25 forecast outturn variances against budget
- Appendix B: Investments at 30 June 2024
- Appendix C: Detailed Mainstream Capital Programme by project at Quarter 1 2024/25
- Appendix D: Detailed Towns Fund by Project at Quarter 1 2024/25
- Appendix E: Corporate and Strategic Risks – Quarter 1 2024/25

Cabinet noted that the Quarter 1 projected revenue budget variance was an overspend of £113k against the £16.794m budget and a detailed commentary was provided within the report on the variances at individual portfolio and departmental level. The 2024/25 Medium Term Financial Strategy (MTFS) originally profiled £16.549m of budgeted capital spend against the mainstream Capital Programme. Subsequently, capital carry forwards from 2023/24, alongside other approved amendments, increased the 2024/25 profiled spend to £18.859m. The current projected Outturn compared against this would result in a £2.297m carry forward into 2025/26 and a small underspend of £48k.

The reasons for making the decision below were set out in the report.

### **Resolved:**

- a) That in relation to the revenue outturn. the Quarter 1 forecast revenue budget variance, which is an overspend against budget of £113k be noted and that further work to identify action to mitigate this position be required by budget holders;
- a) That in relation to the Capital Outturn, the Quarter 1 forecast capital position for 2024/25 be noted;
- b) That the proposed Capital Programme reprofiling totalling (£0.180m) for Quarter 1, as detailed in section 6.10 – 6.12 of the report be approved;
- c) That the position in relation to the Council's investments and borrowings as at 30 June 2024 be noted;
- d) That the risks facing the authority and associated mitigations and control measures in place as outlined in Appendix E of the report be noted.

Voting concerning the above decision was as follows:

Those voting for the motion	Those voting against	Those abstaining
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor L Walker		
Councillor P Walker		

133/24

**QUARTER 1 PERFORMANCE REPORT 2024/25 CORPORATE PLAN, LEISURE CONTRACT AND TOWNS FUND PROGRAMME**

The report of the Head of Corporate and Environment Services on the performance at the end of the first quarter of the 2024/25 financial year towards achieving the Council's Corporate Priorities and Leisure Services Contract and Towns Fund Programme. Appendix 1 – Quarter 1 Corporate Performance Monitoring Spreadsheet had been circulated with the report.

Cabinet noted that out of the 102 targets: 75 were green status; 1 was amber; 3 were red status and 23 were not yet due to be reported and of the 79 "live" targets 94.94% were green status; 1.27% were amber status and 3.80% were red status. In addition the Leisure Operator continued to be compliant with the services specification and at the end of Quarter 1 of the 2024-25 contract year a review of the Outcomes Scorecard's RAG ratings for the Key Performance Indicators showed statuses as follows; 77 Green, 1 Amber, and 0 Red. Cabinet noted the update on the Towns Fund programme as of 2024-25 Q1, with a summary of project progress, key risks, current financial profiles, and total spend and commitment claims for three projects: Canal Towpath Project (£1,784,619.21) Cycle Network Enhancements (£1,063,788.19) and the Specialist College Project (£3,502,278).

**NOTED.**

134/24

**EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved:**

That, in accordance with Section 100(A)(4) of the Local Government Act, 1972 the press and public be excluded from the remainder of the Meeting as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part 1 of Schedule 12A of the Act.

Voting concerning the above decision was as follows:

Those voting for the motion	Those voting against	Those abstaining
Councillor D F Fletcher		
Councillor R Hawkins		
Councillor S Slater		
Councillor L Walker		
Councillor P Walker		

