

**SEDGEFIELD BOROUGH COUNCIL  
CABINET**

Conference Room 1,  
Council Offices,  
Spennymoor

Thursday,  
22 November 2007

Time: 10.00 a.m.

**Present:** Councillor Mrs. A.M. Armstrong (Chairman) and  
  
Councillors Mrs. K. Conroy, V. Crosby, Mrs. B. Graham, A. Hodgson,  
D.A. Newell and W. Waters

**In**

**Attendance:** Councillors W.M. Blenkinsopp, D. Farry, G.C. Gray, B. Haigh,  
Mrs. S. Haigh, D.M. Hancock, J.E. Higgin, J.G. Huntington,  
Ms. I. Jackson, B. Lamb, Mrs. E.M. Paylor, A. Smith and T. Ward

**Apologies:** Councillors Mrs. L. Hovvels and J.M. Khan

**CAB.99/07      DECLARATIONS OF INTEREST**  
Members had no interests to declare.

**CAB.100/07    MINUTES**  
The Minutes of the meeting held on 8<sup>th</sup> November 2007 were confirmed as  
a correct record and signed by the Chairman.

**CAB.101/07    ESTABLISHMENT OF REGENERATION TRUST (KEY DECISION)**  
Consideration was given to a report regarding the proposed establishment  
of a Regeneration Trust to maximise the effectiveness of the Council's  
contribution to investments in the Coalfield priority areas outlined in the  
Housing Master-plan for Dean Bank, Ferryhill Station and Chilton. (For  
copy see file of Minutes).

It was noted that Savills Consultants had prepared a comprehensive report  
for the Council, which recommended the establishment of a community  
based Regeneration Trust, to which approved financial resources and  
associated assets would be transferred.

Members were reminded that the Council had allocated the sum of £9  
million (£3 million per annum over the three years covering the period  
2007/2008 to 2009/2010) to regenerate the former Coalfield priority areas,  
recognising that further significant funding would be required in future  
years.

It was explained that whilst the Trust would hold assets for the benefit of  
the community, the projects themselves would be delivered through a  
Housing Regeneration and Development Company. The report proposed  
that further work should be jointly commissioned with the District of  
Easington and Wear Valley District Council to look at ways of establishing

a non locality based, profit making Housing and Regeneration Development Company to provide programme management for the regeneration of all priorities across the former Durham Coalfields Communities.

It was also proposed that in the light of local government review, consultation takes place with the Department for Communities and Local Government, Durham County Council in its role as transitional authority and such other persons as the Council may be directed to consult.

- RESOLVED :**
1. *That the principle and concept for the establishment of a Sedgfield Regeneration Trust be approved as being consistent with all previous commitments to support those areas of the Borough in need of immediate regeneration.*
  2. *That the need for further consultation with the Department for Communities and Local Government, Durham County Council in its role as transitional authority and such other persons as the Council may be directed to consult be noted. All appropriate approvals to be sought in order to take the initiative to implementation stage.*
  3. *That the Chief Executive be directed to take all necessary actions in order obtain the required consents and to submit further reports to Cabinet regarding:*
    - *Membership selection and governance for the Trust*
    - *The creation of a Housing Regeneration Development Company for the coalfield communities in Easington, Sedgfield and Wear Valley.*

**CAB.102/07 LICENSING ACT 2003 - DRAFT STATEMENT OF LICENSING POLICY (KEY DECISION)**

Consideration was given to a report regarding the above. (For copy see file of Minutes).

It was explained that the Licensing Act 2003 required the Council as Licensing Authority to prepare and publish a Statement of Licensing Policy every three years.

It was reported that the Council's existing policy had recently been reviewed and redrafted to take account of recent changes in Government guidance, issued under Section 182 of the Licensing Act.

Members' attention was drawn to the copy of the redrafted Statement of Licensing Policy, which was attached at Appendix 1.

*RESOLVED : That the Statement of Licensing Policy be submitted to Council on 23<sup>rd</sup> November 2007 for approval.*

**CAB.103/07 LARGE SCALE VOLUNTARY TRANSFER (LSVT) - ESTABLISHMENT OF THE SHADOW BOARD**

Consideration was given to a report regarding the above. (For copy see file of Minutes)

Members were reminded that Council at its meeting on 26<sup>th</sup> October 2007 had approved Large Scale Voluntary Transfer to a stand alone Registered Social Landlord as the preferred option for the future ownership and management of the Council's housing stock.

It was explained that a key requirement of the project plan and governance arrangements for the delivery of the preferred option was to establish a 'Shadow Board', which must be made up equally of Council representatives, tenants and independents (members of the community with the required and appropriate skills to support the development of the new Housing Association).

The report outlined the proposed selection criteria, the timetable and the process for the appointment of Council nominees, tenant and independent board members.

- RESOLVED :*
- 1. That a Shadow Board of 12 members be established, consisting of 4 Council nominees, 4 tenants, 4 independent members of the community.*
  - 2. That the arrangements set out in the report for the selection and appointment of the Council nominees to the Shadow Board be approved.*
  - 3. That the arrangements set out in the report for the appointment of tenant and independent members to the Shadow Board be approved.*

**CAB.104/07 HOUSING INCOME MANAGEMENT POLICY**

The Lead Member for Housing presented a report setting out details of the Housing Income Management Policy. (For copy see file of Minutes).

It was noted that the key issues and areas covered within the policy document, set out in Appendix 1, were:

- The Council's approach to the recovery of debt
- Support for vulnerable tenants
- Tenant and stakeholder involvement
- Prioritisation of debt
- Raising awareness of access to debt advice
- Former tenants arrears
- Communication

*RESOLVED : That the Housing Income Management Policy, attached to the report at Appendix 1, be adopted.*

**CAB.105/07 WINDLESTONE HALL RUSHYFORD, PLANNING STATEMENT AND DESIGN BRIEF**

Consideration was given to a report regarding the above. (For copy see file of Minutes)

It was explained that Windlestone Hall, a Grade II listed building, together with its ancillary buildings and grounds, was currently being offered for sale by the County Council. The Windlestone Hall Planning Statement and Development Brief had been prepared by the Council's Design Conservation Landscape and Tree Management Team, in consultation with English Heritage and Durham County Council's Archaeological Section, to guide prospective purchasers in the preparation of adaptation, restoration and development proposals for the site.

It was explained that if the Brief and Statement was made a Supplementary Planning Document, it would provide more statutory planning weight and would be subject to the provisions of a sustainability appraisal, appropriate assessment and would also form part of the statutory development plan. The status would strengthen the Council's role as Local Planning Authority, by providing officers with a robust mandate for dealing with any planning or listed building applications to secure a standard of development commensurate with the historic status of the site.

*RESOLVED : That the production of the Windlestone Hall Planning Statement and Design Brief as a Supplementary Planning Document be agreed and that it be incorporated within the revised Local Development Scheme.*

**CAB.106/07 REVENUE BUDGETARY CONTROL REPORT - POSITION AT 30TH SEPTEMBER 2007**

Consideration was given to a report regarding the above. (For copy see file of Minutes).

The report gave details of the approved budget for the main portfolios, profiled budget to 30<sup>th</sup> September 2007, actual income and expenditure, forecasted outturn for 2007/08 and the variance between the annual budget and the projected outturn.

With regard to the General Fund, it was expected that balances of around £595,000 would be used compared to a revised budgeted use of £760,000 a saving of £165,000. The Housing Revenue Account was expected to contribute to balances £108,500 compared to revised budgeted use of £160,000, an overall projected saving of £268,500.

It was also noted that the Training and Employment Service had made an operational surplus of £33,500 in the period April to September.

- RESOLVED :*
- 1. That the position as at 30<sup>th</sup> September 2007 be noted.*
  - 2. That further reports be submitted detailing the position as at 31<sup>st</sup> December 2007 and the final outturn position as at 31<sup>st</sup> March 2008 in line with the budgetary control monitoring arrangements 2007/08.*

**CAB.107/07 BUDGETARY CONTROL REPORT - CAPITAL PROGRAMME  
EXPENDITURE AND FINANCING POSITION AT 30TH SEPTEMBER  
2007**

Consideration as given to a report detailing the progress made to date in meeting the Council's spending targets, the carry forward approved by the Council of commitments unspent on the 2006/2007 capital programme, the available capital resources and the proposed financing of the 2007/08 programme. (For copy see file of Minutes).

It was reported that a gross total of £6.545m had been spent in the first six months to 30<sup>th</sup> September 2007 or 26% of the gross Capital Programme budget of £25.245m.

It was proposed that as the level of funds set aside to meet the demand for disabled adaptations to tenants homes was insufficient, an additional £300,000 should be provided from the Housing Revenue Account to reduce the backlog.

- RESOLVED :*
- 1. That the six months spend position to 30<sup>th</sup> September 2007 and amendments to the Capital Programme be noted.*
  - 2. That further reports be submitted to Cabinet and all Strategic Working Groups detailing the position as at 31<sup>st</sup> December 2007 and the final outturn as at 31<sup>st</sup> March 2008, in line with the budgetary control monitoring arrangements.*
  - 3. That additional funds amounting to £300,000 be made available from existing Housing Revenue Account resources to fund the backlog of work in relation to Disabled Persons Adaptations.*

**CAB.108/07 AREA FORUMS**

Consideration was given to the Minutes of the following:

- Area 4 Forum - 25<sup>th</sup> September 2007
- Area 1 Forum - 29<sup>th</sup> October 2007

(For copies see file of Minutes)

*RESOLVED : That the reports be received.*

**Published on 23<sup>rd</sup> November 2007**

**The key decisions contained in these Minutes will be implemented on Monday 3<sup>rd</sup> December 2007 five working days after the date of publication unless they are called in by three Members of the relevant Overview and Scrutiny Committee in accordance with the call in procedure rules.**

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**ACCESS TO INFORMATION**

Any person wishing to exercise the right of inspection, etc., in relation to these Minutes and associated papers should contact Gillian Garrigan, on Spennymoor 816166 Ext 4240 [ggarrigan@sedgefield.gov.uk](mailto:ggarrigan@sedgefield.gov.uk)