



NOTICE OF MEETING

CABINET MEMBER FOR RESOURCES – DECISION MEETING

TUESDAY 29 SEPTEMBER 2009 AT 9.30AM

EXECUTIVE MEETING ROOM, FLOOR 3, THE GUILDHALL, PORTSMOUTH

Telephone enquiries to Karen Martin, Democratic & Community Engagement, 9283 4052
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Cabinet Member for Resources: Councillor Hugh Mason
Conservative Group Spokesperson: Councillor Donna Jones
Labour Group Spokesperson: Councillor David Horne

(NB: This Agenda should be retained for future reference with the Minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: www.portsmouth.gov.uk

Deputations by members of the public may be made on any item where a decision is going to be taken. The request needs to be made in writing to the relevant officer (listed above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (eg. for or against the recommendations). Email requests are accepted.

A G E N D A

- 1. Apologies**
- 2. Declaration of Members' Interests**
- 3. Corporate Transport Efficiency Review**

A&PI ... The purpose of this report is to seek approval to implement the findings and recommendations of the corporate transport review. This was carried out as part of the Efficiency Review and reported to the Efficiency Board of which the cabinet member is chair.

RECOMMENDED that the Cabinet Member for Resources supports the following recommendations:

- 1. The council forms an Integrated Transport Unit (ITU) with responsibility for the management and operation of the city council transport and the set up costs of £3,000 be met from savings in year 1. The term "city council transport" covers fleet, commissioned and grey fleet.**
- 2. The ITU develops the outline strategy and policy for the use of transport within Portsmouth City Council (PCC) based on these following recommendations and taking into consideration statutory requirements and other council policies including sustainability and carbon reduction management.**
- 3. The purchase of IT software to support the ITU at the cost of £45,500 plus ongoing revenue costs of £6,500 be funded from savings achieved.**
- 4. The role of Transport Manager (Band 8) be created and reside within the ITU at a cost of £10,000 in year 1 and then £35,000 per annum, funded from savings achieved from 2010/11 onwards. The role is currently being evaluated and should it be assessed higher than Band 8, the increased cost will be met from the Traffic and Transportation Portfolio cash limit. The duties to include:**
 - That all council vehicles are pooled to maximise sharing opportunities, and managed within the ITU by the Transport Manager.**
 - All vehicle purchasing and leasing arrangements to be subject to a financial appraisal and involve consultation with the Transport Manager.**
 - Rationalisation of the vehicle fleet with the elimination of spare capacity.**

- Assess the potential income stream from employees and voluntary sector hiring PCC vehicles outside of work hours.
 - Evaluate the feasibility of Social Care utilising bus lanes.
 - Team leader for the ITU.
5. All commissioned transport requirements to be brought together and procured and managed centrally and the opportunities to generate savings from improved procurement methods noted.
 6. Progress the opportunities for potential cashable savings in Special Education Needs (SEN) transport.
 7. Review the eligibility criteria for children travelling unaccompanied.
 8. Stricter rules and regulations to be implemented for the monitoring and authorisation of employees using their own vehicles and taxi use for work purposes (grey fleet). It is recommended that a policy for staff related travel is introduced.
 - Guidance should be issued to managers not to authorise employees use of their own vehicles for journeys greater than 100 miles. If employees choose to use their own vehicles for journeys further than 100 miles, then the cheapest alternative should be paid.
 - A minimum target of a 10% reduction in travel costs for all staff should be implemented.
 9. The approval of the financial appraisal in paragraph 4 of the report.

A report by the Head of Audit and Performance Improvement is

DC&E **4. Voluntary and Community Sector Grants 2010/2011**

... The purpose of the attached report is to make recommendations prior to the commencement of the annual grant programme for 2010-2011 with a view to continuing to support an environment for a thriving third sector in the city.

RECOMMENDED that the council should not advertise an open-for-all grants programme for 2010-12011 but that organisations which are currently receiving grant funding should be invited to re-apply.

A report from the Head of Democratic and Community Engagement is attached.

HFS **5. Budget Monitoring 2009/10 – Revenue Cash Limit and Capital Programme**

... The purpose of the attached report is to inform the Cabinet Member of the forecast revenue expenditure outturn against the cash limited budget and the forecast capital expenditure compared to the capital programme for the Resources Portfolio.

RECOMMENDED that the position regarding the revenue forecast for 2009/10 and the forecast capital programme expenditure be noted.