

AGENDA

for

the **ANNUAL MEETING** of the
Council to be held at

**THE COUNCIL HOUSE
ATHERSTONE**

on

9 MAY 2024

at

6.30pm



North Warwickshire Borough Council

Steve Maxey BA (Hons) Dip LG Solicitor
Acting Chief Executive

The Council House
South Street
Atherstone
Warwickshire
CV9 1DE

E Mail : democraticservices@northwarks.gov.uk
Website : www.northwarks.gov.uk
Direct Dial : (01827) 719221
Date : 30 April 2024

To: All Members of the Council

Dear Sir / Madam

You are hereby summoned to attend the Annual Meeting of the Council, to be held in the Council Chamber, the Council House, South Street, Atherstone, on Thursday, 9 May 2024 at 6.30pm.

The following business will be transacted:

- 1 Evacuation Procedure.
- 2 To present Long Service Pendants to the following:-

	COUNCILLOR <i>(alphabetically)</i>	LENGTH OF SERVICE
1)	Colin Hayfield	25 Years
2)	Hayden Phillips	33 Years
3)	Mark Simpson	25 Years

- 3 To elect the Mayor of the Borough for the ensuing year. (The Mayor will then make a declaration of acceptance of office and the Mayor and Mayoress/Consort will be invested with the Chain and Badge of Office by the retiring Mayor. The retiring Mayor and Consort will then be presented by the Mayor with Past Mayor's and Consorts' Badges).
- 4 Apologies for absence / Members away on official Council business.
- 5 Declarations of Personal or Prejudicial Interest.

- 6 The Mayor to move, in accordance with Standing Order No 6(1):
- “That the minutes of the Meeting of the Council held on 21 February and Special Meeting of the Council held on 6 March 2024 be approved as a correct record”.**
- 7 To appoint the Deputy Mayor of the Borough for the ensuing year. (The Deputy Mayor will then make a declaration of acceptance of office and the Deputy Mayor and Deputy Mayoress/Consort will be invested with their Badges of Office by the Mayor).
- 8 To receive the Mayor’s announcements.
- 9 (a) To decide, in accordance with Standing Order No 23(2), the number of Members on each of the following for the ensuing year (current numbers in brackets):-
- Executive Board (12)
 - Community and Environment Board (14)
 - Resources Board (12)
 - Planning and Development Board (16)
 - Standards Committee (6)
 - Alcohol & Gambling Licensing Committee (15)
 - Taxi and General Licensing Committee (15)
 - Special Sub-Group (6)
 - Safer Communities Sub-Committee (12)
 - Local Development Framework Sub-Committee (6)
- (b) After considering recommendations from the Leader of the Council and the Leader of the other political group on the Council (to be circulated at the meeting), to appoint Chairmen/Vice-Chairmen, as appropriate, and other Members to the bodies referred to in (a) above;
- (c) After consideration of the recommendations of the Leader of the Council and the Leader of the other political group on the Council, to appoint representatives of the Council to serve on outside bodies, in accordance with Standing Order No 40.

10 **Appointment of Monitoring Officer**

Summary

The Council is asked to formally designate the Interim Head of Legal Services, Mark Watkins as the Monitoring Officer.

The Contact Officer for this report is Steve Maxey (01827 719438).

- 11 To receive and consider any Notice of Motion under Standing Order No 10.

12 To authorise the Chief Executive, in accordance with Article 13.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council, including any passed during part of the meeting which is held in private.

13 **Exclusion of the Public and Press**

To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

14 The Mayor to move, in accordance with Standing Order No 6(1):

“That the exempt extract of the minutes of the Meeting of the Council held on 21 February 2024 be approved as a correct record”.

Yours faithfully

A handwritten signature in black ink, consisting of a long, wavy horizontal line that loops back to the right and ends in a small circle.

Chief Executive

**MINUTES OF THE MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL
HELD AT THE COUNCIL HOUSE
ON WEDNESDAY 21 FEBRUARY 2024**

Present: Councillor Humphreys in the Chair

Councillors Barnett, Bates, Bell, Chapman, Clews, Davey, Dirveiks, Fowler, Farrow, Gosling, Hayfield, Hobley, Jackson, Jarvis, Jenns, Melia, Osborne, Parsons, H Phillips, O Phillips, Ridley, Ririe, Simpson, Singh, Smith, Stuart, Symonds, Taylor, Turley, Watson, Whapples, A Wright, D Wright.

An apology for absence was received from Councillor Reilly.

59 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

60 Minutes of the Meeting of Council held on 6 December 2023 and the Extraordinary Meeting of the Council held on 8 January 2024

The minutes of the Meeting of the Council held on 6 December 2023 and the Extraordinary Meeting of the Council held on 8 January 2024 were approved as a correct record and signed by the Mayor.

61 Mayor's Announcements

The Mayor announced he had attended:

- The Lord Mayor of Coventry's Festive Civic Heads Dinner;
- Warwickshire Search and Rescue Open Day and new HQ Opening;
- North Warwickshire and South Leicestershire College's Celebration of Achievement;
- Gursewak Trust and the Sikh Heritage Association Warwick & Leamington: The Warwickshire Premiere of the Sikh Soldier; and
- Mayor of Tamworth's Christmas Concert. at St Editha's Church, Tamworth.

62 Questions Pursuant to Standing Order No 7

No questions had been received.

63 Appointment of the Member Responsible for Housing Complaints

The Chief Executive asked the Council to approve the appointment of the 'Member Responsible for Housing Complaints'.

Resolved:

That Councillor Clews be appointed as the Member Responsible for Housing Complaints.

64 Minutes of Planning and Development Board – 11 December 2023, 8 January and 5 February 2024

It was proposed by Councillor Simpson, seconded by Councillor Fowler and

Resolved:

That the minutes of the meetings of the Planning and Development Board held on 11 December 2023, 8 January and 5 February 2024 be approved and adopted.

65 Minutes of Special Sub-Group – 12 December 2023, 9 January and 13 February 2024

It was proposed by Councillor D Clews seconded by Councillor Jenns and

Resolved:

That the minutes of the meetings of the Special Sub-Group held on 12 December, 9 January and 13 February 2024 be approved and adopted.

66 Minutes of Community and Environment Board – 22 January 2024

It was proposed by Councillor Bell, seconded by Councillor Fowler and

Resolved:

That the minutes of the meeting of the Community and Environment Board held on 22 January 2024 be approved and adopted;

67 Minutes of Resources Board – 29 January 2024

It was proposed by Councillor Symonds, seconded by Councillor Davey and

Resolved:

That the minutes of the meeting of the Resources Board held on 29 January 2024 be approved and adopted.

68 Minutes of the Alcohol and Gambling Licensing Committee – 30 January 2024

It was proposed by Councillor Jenns, seconded by Councillor Bates and

Resolved:

That, subject to it being noted that Councillor Stuart was also in attendance at the meeting, the minutes of the meeting of the Alcohol and Gambling Licensing Committee held on 30 January 2024 be approved and adopted.

69 **Minutes of the Taxi and General Licensing Committee – 30 January 2024**

It was proposed by Councillor Jenns, seconded by Councillor Bates and

Resolved:

That the minutes of the meeting of the Taxi and General Licensing Committee held on 24 January 2023 be approved and adopted.

70 **Minutes of the Local Development Framework Sub-Committee – 31 January 2024**

It was proposed by Councillor Simpson, seconded by Councillor Ridley and

Resolved:

That the minutes of the meeting of the Local Development Framework Sub-Committee held on 31 January 2024 be approved and adopted; and

71 **Minutes of the Executive Board – 12 February 2024**

In moving the minutes of the meeting Councillor D Wright, seconded by Councillor Symonds, gave notice of an amendment to the motion comprising Minute No 56 (General Fund Revenue Estimates Summary 2023/24 Revised and Tax Set 2024/25).

Councillor Gosling, seconded by Councillor Taylor, gave notice of her proposed amendment to Minute No 56 (General Fund Revenue Estimates Summary 2023/24 Revised and Tax Set 2024/25).

Minute No 56 – General Fund Revenue Estimates Summary 2023/24 and Tax Set 2024/25

It was proposed by Councillor Gosling and seconded by Councillor Taylor that recommendation **a** is replaced by the following:

- ai That the revised revenue estimates for 2023/24 and the revenue estimates for 2024/25 be approved as amended in (Appendix D1 attached) including growth included in the table below and the use of earmarked reserves, be approved:

Ref	Growth (one off)	2024/25
L1	Polesworth New Leisure Facility - £3m currently in capital programme & £500k S106 (to be funded by Business Rates Fluctuation Reserve.)	2,000,000
L2	Atherstone Leisure Centre – additional funding for emergency works/contingency and progressing new facility (to be funded from Business Rates Fluctuation Reserve)	750,000
L3	To trial a reduction in the cost of car park season tickets from £600 to £200 (to be funded from the Business Rates Reserve)	4,800
L4	To provide initial funding for the set up costs of a Local Housing Trading Company (to be funded from the Business Rates Reserve)	500,000
L5	Trial increased cleaning across the Borough (to be funded from the Business Rates Reserve)	100,000
L6	To trial provision of One Stop Shops to improve accessibility to services, such as Safer Communities, Financial Inclusion, Small Business Support (to be funded from specific reserve funds – Crime & Disorder, Public Health, New Initiatives and New Burdens)	139,000
L7	To provide funding to purchase an EV vehicle to start the programme of purchasing reduced carbon vehicles when replacing the Councils fleet (to be funded from the Business Rates Reserve)	10,000
L8	Funding to purchase 3 additional Air Quality Monitoring machines for Dordon and Polesworth roundabouts. (to be funded from the Business Rates Reserve)	9,000
L9	Community OP Fund to support groups (to be funded from Business Rates Fluctuation Reserve)	50,000
L10	Double the funds in the Invest to Save reserve specifically aimed at Asset Management (to be funded for the Business Rates Fluctuation Reserve)	1,000,000
L11	Dordon Pump Track and associated Leisure Facilities (to be funded from Business Rates Fluctuation Reserve)	100,000
L12	Councillor Community Grants is for Councillors to use for their communities, £15,000 per ward. (to be funded from Business Rates Fluctuation Reserve)	255,000
L13	High Street Grant fund for businesses, A grant scheme for businesses in the borough to apply for grant funding towards things such as shop fronts etc (to be funded from the Business Rates Reserve)	100,000
L14	Changing Rooms Condition surveys The borough Council owns 4 grounds with pavillions, this funding is to complete the condition survey work on each facility (to be funded from the Business Rates Reserve)	7,000
L15	Civic Awards to fund staff costs to coordinate and organise event (to be funded from the Business Rates Reserve)	2,000
	TOTAL (Business Rate Fluctuation Reserve £4,887,800, Other Specific Reserves Crime & Disorder £18,000, Public Health £1,000, New Initiatives £70,000 and New Burdens £50,000.	5,026,800

- ci That a Band D Council Tax increase of 0% for 2024/25 be approved; (see amended Appendix Ci)
- f2i **That the Council Tax Requirement for the Council's own purposes for 2024/25 (excluding Parish precepts) is £5,004,953.00;**
- f3i **That the following amounts be calculated by the Council for the year 2024/25, in accordance with Sections 31 to 36 of the Act:-**
 - a £44,887,649.27 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils,
 - b £38,618,380.00 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act,
 - c £6,269,269.27 being the amount by which the aggregate at g3(a) above exceeds the aggregate of f3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (item R in the formula in section 31B of the Act),
 - d £286.67 being the amount at f3(c) above (Item R), all divided by Item T (g1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Councils),
 - e £1,264,313.27 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix B).
 - f £228.86 being the amount of f3(d) above, less the result given by dividing the amount at f3(e) above by Item T (f1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- f5i **That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2024/25 for each part of its area and for each of the categories of dwellings.**

Precepting Authority	Valuation Bands							
	A £	B £	C £	D £	E £	F £	G £	H £
North Warwickshire BC	152.57	178.00	203.43	228.86	279.72	330.58	381.43	457.72
Warwickshire CC	1,007.43	1,175.34	1,343.24	1,511.15	1,846.96	2,182.78	2,518.58	3,022.30
Warwickshire CC – Adult Social care	150.03	175.03	200.04	225.04	275.05	325.05	375.07	450.08
Warwickshire Police Auth.	193.14	225.33	257.52	289.71	354.09	418.47	482.85	579.42
Aggregate of Council Tax Requirements	1,503.17	1,753.70	2,004.23	2,254.76	2,755.82	3,256.88	3,757.93	4,509.52

recommendations d, e, f1, f4 and f6 remain as set out

Note for Information

The impact of the proposals on balances is shown below. If nothing else changed at 2027/28 balances would go below the recommended minimum level of General fund Balances is £1.2m. This does not make the 2024/25 an unviable budget but does require the MTFS to be reviewed.

Revised Medium Term Financial Forecast (with Amendments)

	2023/24 Revised £000	2024/25 Estimate £000	2025/26 Estimate £000	2026/27 Estimate £000	2027/28 Estimate £000
Net Service Expenditure	11,977	13,399	13,020	13,388	13,705
Investment Income	(1,300)	(1,094)	(642)	(652)	(547)
Financing Adjustment	(1,006)	(781)	(795)	(648)	(670)
Requirement to reduce expenditure - 25/26	0	0	(500)	(500)	(500)
Requirement to reduce expenditure - 26/27	0	0	0	(500)	(500)
Requirement to reduce expenditure - 27/28	0	0	0		(1,000)
Net Expenditure	9,671	11,524	11,083	11,088	10,488
Council Tax	(4,986)	(5,005)	(5,206)	(5,442)	(5,689)
NDR - Baseline	(1,994)	(2,106)	(2,710)	(2,753)	(2,808)
NDR - Additional rates	(4,967)	(5,119)	0	0	0
Section 31 Grant - business rate multiplier	(340)	(375)	0	0	0
RSG	(81)	(86)	(89)	(90)	(92)
New Homes Bonus	(519)	(192)	0	0	0
Services Grant	(78)	(13)	(59)	(59)	(59)
Funding Guarantee Grant	(312)	(824)	0	0	0
Collection Fund (Surplus) / Deficit	(74)	13	(25)	(27)	(29)

Use of / (Contribution to) Balances	(3,679)	(2,183)	2,994	2,717	1,811
Balances at the Year End	(6,064)	(8,247)	(5,253)	(2,536)	(725)

In accordance with Standing Order No 11(3) the recorded vote was as follows:

For – Barnett, Chapman, Dirveiks, Farrow, Gosling, Hobley, Jackson, Osborne, Parsons, H Phillips, O Phillips, Ririe, Stuart, Taylor, Turley, Whapples.

Against – Bates, Bell, Clews, Davey, Fowler, Hayfield, Humphreys, Jarvis, Jenns, Melia, Ridley, Simpson, Singh, Smith, Watson, A Wright, D Wright.

Upon being put to the meeting the Mayor declared the amendment to be lost.

It was proposed by Councillor D Wright and seconded by Councillor Symonds that recommendation **a** is replaced by the following:

- ai That the revised revenue estimates for 2023/24 and the revenue estimates for 2024/25 be approved including growth included in the table below and the use of earmarked reserves, be approved:

Ref	Growth (one off)	2024/25
G1	Commitment to deliver new Leisure Facilities in Polesworth and Atherstone. A budget of £3m is in the capital programme to deliver a new facility at Polesworth, plus approx £500k in S106 income, with more expected based on future development. Alongside this £3m is in the budget for Atherstone leisure centre, an additional £750,000 will be included for the costs of working up proposals to provide a new leisure facility (to be funded by Business Rates Fluctuation Reserve.)	2,250,000
G2	Dordon Pump Track and associated Leisure Facilities (to be funded from Business Rates Fluctuation Reserve)	100,000
G3	Councillor Community Grants is for Councillors to use for their communities, £15,000 per ward. (to be funded from Business Rates Fluctuation Reserve)	255,000
G4	Increased Street Cleaning across the Borough (to be funded from Business Rates Fluctuation Reserve)	125,000
G5	High Street Grant fund for businesses, A grant scheme for businesses in the borough to apply for grant funding towards things such as shop fronts etc (to be funded from the Business Rates Reserve)	100,000
G6	Civic Awards (to be funded from the Business Rates Reserve)	25,000
G7	Changing Rooms Condition surveys The borough Council owns 4 grounds with pavillions, this funding is to complete the condition survey work on each facility (to be funded from the Business Rates Reserve)	7,000
G8	Further detailed survey analysis. (to be funded from the Business Rates Reserve)	15,000
	TOTAL	2,877,000

recommendations c, d, e, f1, f2, f3, f4,f5 and f6 remain as set out

Note for Information

The impact of the proposals on balances is shown below, there are no changes to the MTFS as the growth is all from the specific Business Rates Fluctuation Reserve fund.

Revised Medium Term Financial Forecast (with Amendments)

	2023/24 Revised £000	2024/25 Estimate £000	2025/26 Estimate £000	2026/27 Estimate £000	2027/28 Estimate £000
Net Service Expenditure	11,977	13,399	13,020	13,388	13,705
Investment Income	(1,300)	(1,094)	(642)	(652)	(547)
Financing Adjustment	(1,006)	(781)	(795)	(648)	(670)
Requirement to reduce expenditure - 25/26	0	0	(500)	(500)	(500)
Requirement to reduce expenditure - 26/27	0	0	0	(500)	(500)
Requirement to reduce expenditure - 27/28	0	0	0		(1,000)
Net Expenditure	9,671	11,524	11,083	11,088	10,488
Council Tax	(4,986)	(5,155)	(5,362)	(5,605)	(5,859)
NDR - Baseline	(1,994)	(2,106)	(2,710)	(2,753)	(2,808)
NDR - Additional rates	(4,967)	(5,119)	0	0	0
Section 31 Grant - business rate multiplier	(340)	(375)	0	0	0
RSG	(81)	(86)	(89)	(90)	(92)
New Homes Bonus	(519)	(192)	0	0	0
Services Grant	(78)	(13)	(59)	(59)	(59)
Funding Guarantee Grant	(312)	(824)	0	0	0
Collection Fund (Surplus) / Deficit	(74)	13	(25)	(27)	(29)
Use of / (Contribution to) Balances	(3,679)	(2,332)	2,838	2,553	1,640
Balances at the Year End	(6,064)	(8,396)	(5,558)	(3,005)	(1,365)

In accordance with Standing Order No 11(3) the recorded vote was as follows:

For – Bates, Bell, Clews, Davey, Fowler, Hayfield, Humphreys, Jarvis, Jenns, Melia, Ridley, Simpson, Singh, Smith, Watson, A Wright, D Wright

Against – – Barnett, Chapman, Dirveiks, Farrow, Gosling, Hobley, Jackson, Osborne, Parsons, H Phillips, O Phillips, Ririe, Stuart, Taylor, Turley, Whapples.

Upon being put to the meeting the Mayor declared the amendment to be carried.

It was proposed by Councillor D Wright, seconded by Councillor Symonds and

Resolved:

- a That the minutes of the meeting of the Executive Board held on 12 February 2024, with the inclusion of the amendment detailed above, be approved and adopted;
- b That the designation of the extended Water Orton Conservation Area, associated Appraisal and Management Plan be approved;
- c The Proposed 3 Year Capital Programme – 2024/25 and 2026/27
 - i That the prudential indicators set out in Section 9 of the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;
- d That the Pay Policy Statement 2024/25 be adopted;
- e That the Annual Audit Report 2020/21, attached as Appendix A to the report of the Corporate Director – Resources (Section 151 Officer), be noted; and
- f That the draft Council Size Report, attached at Appendix A to the report of the Chief Executive, be submitted to the Local Government Boundary Commission (LGBC).

72 Notice of Motion under Standing Order No 10

There were no Notices of Motion received under Standing Order No 10.

73 Common Seal

It was proposed by Councillor Symonds and seconded by Councillor Simpson and

Resolved:

That the Chief Executive be authorised to affix the Common Seal to any Orders, Deeds and Documents as necessary to give effect to the decisions of the Council, including any passed during part of the meeting which is held in private, in accordance with Article 11.05 of the Articles of the Constitution.

74 **Exclusion of the Public and Press**

Resolved:

That under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.

75 **Exempt Extract of the Minutes of the Meeting of Council held on 6 December 2023**

The exempt extract of the minutes of the Meeting of the Council held on 6 December 2023 were approved as a correct record and signed by the Mayor.

76 **Member Approval of Absence Report**

The Chief Executive and Monitoring Officer asked the Council to approve the reason for non-attendance by a Councillor as set out in the report.

Resolved:

That the reasons for non-attendance under Section 85 of the Local Government Act 1972 be granted, as set out in the report of the Chief Executive and Monitoring Officer, and the absence be approved.

77 **Exempt Extract of the Minutes of the Planning and Development Board – 11 December 2023**

It was proposed by Councillor Simpson, seconded by Councillor Fowler and

Resolved:

That the exempt extract of the minutes of the meeting of the Planning and Development Board held on 11 December 2023, be approved and adopted.

78 **Exempt Extract of the Minutes of the Special Sub-Group – 12 December 2023, 9 January and 13 February 2024**

It was proposed by Councillor Clews, seconded by Councillor Simpson and

Resolved:

That the exempt extract of the minutes of the meetings of the Special Sub-Group held on 12 December 2023, 9 January and 13 February be approved and adopted.

79 Exempt Extract of the Minutes of the Resources Board – 29 January 2024

It was proposed by Councillor Symonds, seconded by Councillor Davey and

Resolved:

That the exempt extract of the minutes of the meeting of the Resources Board held on 29 January 2024 be approved and adopted.

80 Exempt Extract of the Minutes of the Executive Board held on 12 February 2024

It was proposed by Councillor D Wright, seconded by Councillor Symonds and

Resolved:

a That the exempt extract of the minutes of the meeting of the Executive Board held on 12 February 2024, be approved and adopted; and

b Staffing Matter

That recommendations (a) – (d), as set out in the report of the Management Team and Head of Human Resources, be approved.

**Chairman of the next ensuing meeting
of the Council**

Minute No 56 of Executive Board

Meeting of the Council

21 February 2024

**Report of the
Interim Corporate Director – Resources
(Section 151 Officer)**

Council Tax Set 2024/25

1 Summary

1.1 The purpose of this report is to enable the Council to calculate and set the Council Tax for 2024/25.

Recommendation

a To approve the formal Council Tax resolution at Appendix A; and

b To approve the updated strategy set out in paragraph 8.1.1.

2 Background

2.1 The Local Government Finance Act 1992 requires the billing authority to calculate a Council Tax requirement for the year.

2.2 Since the meeting of the Executive Board the precept levels of other precepting bodies have been received. These are detailed below.

3 Town & Parish Councils

... 3.1 The Town and Parish Council Precepts for 2024/25 are detailed in Appendix B and total £1,264,313.27. The increase in the average Band D Council Tax for Town and Parish Councils is 6% and results in an average Band D Council Tax figure of £57.81 for 2024/25.

4 Warwickshire County Council

4.1 Warwickshire County Council has set a precept of £37,968,843.28 This results in a Band D Council Tax of £1,736.19.

5 Warwickshire Police Authority

5.1 The Police and Crime Commissioner for Warwickshire has set a precept of £6,335,842.57 for 2024/25. This results in a Band D Council Tax of £289.71.

6 Conclusions

6.1 The recommendations of the Executive Board, including the 2.99% increase in Council Tax, are set out in the formal Council Tax Resolution in Appendix A.

6.2 If the formal Council Tax Resolution at Appendix A is approved, the total Band D Council Tax will be as follows:

	2023/24 £	2024/25 £	Increase %
North Warwickshire Borough Council	228.86	235.70	2.99
Warwickshire County Council	1,653.57	1,736.19	5.00
Warwickshire Police Authority	276.71	289.71	4.69
Sub-Total	2,159.14	2,261.60	4.75
Town and Parish Council (average)	54.55	57.81	5.97
Total	2,213.69	2,319.41	4.78

7 Restrictions on Voting

7.1 Under Section 106 of the Local Government Finance Act 1992, a Member is not entitled to vote on any decision which affects the budget, if at the time of the decision they owe council tax which has been outstanding for two months or more.

7.2 In these circumstances, the Member affected needs to disclose the fact that Section 106 applies to them. The Member is still able to speak on budget matters, but is not entitled to vote. Failure to comply with Section 106 is a criminal offence.

8 Report Implications

8.1 Financial Implications

8.1.1 The Financial Strategy includes the Council Tax recommendation in Appendix A. This is summarised in the table below.

	2023/24 Revised £000	2024/25 Estimate £000	2025/26 Estimate £000	2026/27 Estimate £000	2027/28 Estimate £000
Net Service Expenditure	11,977	13,399	13,020	13,388	13,705
Investment Income	(1,300)	(1,094)	(642)	(652)	(547)
Financing Adjustment	(1,006)	(781)	(795)	(648)	(670)
Requirement to reduce expenditure - 25/26	0	0	(500)	(500)	(500)
Requirement to reduce expenditure - 26/27	0	0	0	(500)	(500)
Requirement to reduce expenditure - 27/28	0	0	0		(1,000)
Net Expenditure	9,671	11,524	11,083	11,088	10,488
Council Tax	(4,986)	(5,155)	(5,362)	(5,605)	(5,859)
NDR - Baseline	(1,994)	(2,106)	(2,710)	(2,753)	(2,808)
NDR - Additional rates	(4,967)	(5,119)	0	0	0
Section 31 Grant - business rate multiplier	(340)	(375)	0	0	0
RSG	(81)	(86)	(89)	(90)	(92)
New Homes Bonus	(519)	(192)	0	0	0
Services Grant	(78)	(13)	(59)	(59)	(59)
Funding Guarantee Grant	(312)	(824)	0	0	0
Collection Fund (Surplus) / Deficit	(74)	13	(25)	(27)	(29)
Use of / (Contribution to) Balances	(3,679)	(2,332)	2,838	2,553	1,640
Balances at the Year End	(6,064)	(8,396)	(5,558)	(3,005)	(1,365)

8.2 Safer Communities Implications

8.2.1 The Council provides services and takes part in initiatives that work to improve Crime and Disorder levels within the Borough, and provision is included within the budgets for this.

8.3 Environment and Sustainability Implications

8.3.1 The Financial Strategy is linked to the delivery of targets and actions identified in the Corporate Plan and service plans. Continuing the budget strategy will allow the Council to manage its expected shortfall in resources without disruption of these targets and without disrupting essential services. Progress against both performance and financial targets are reported regularly to Service Boards.

8.3.2 Parts of the corporate and service plans directly support the sustainability agenda, for example, recycling and the green space strategy.

8.4 Equality Implications

8.4.1 Equality Assessments should be undertaken when making financial decisions to determine what the adverse impact on individuals or communities will be.

The Contact Officer for this report is Alison Turner (719374).

Background Papers

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date
General Fund Revenue Estimates Summary - 2023/24 Revised and Tax Set 2024/25	NWBC	Report to Executive Board	12 Feb 2024
Medium Term Financial Strategy 2023-28	NWBC	Report to Executive Board	27 Nov 2023

GENERAL FUND REVENUE ESTIMATES 2024/25 AND SETTING THE COUNCIL TAX 2024/25

The Council is recommended to resolve as follows:

- a That the revised revenue estimate for 2023/24 and the revenue estimate for 2024/25 be approved (Appendix D);
- c That a Band D Council Tax increase of 2.99% for 2024/25 be approved;
- d That the use of the Business Rate Reserve to fund capital expenditure on vehicles of £2.61million and £250,000 to set up a recyclables fluctuation specific reserve fund be approved;
- e That the Interim Corporate Director Resources (Section 151 Officer) comments on the robustness of the budget and minimum acceptable level of general reserves be noted (Appendix E);
- f1 That it be noted that in January 2024, the Council calculated the Council Tax Base for 2023/25:
 - a for the whole Council area as 21,869.06 (item T in the formula in section 31B of the Local Government Finance Act 1992, as amended [the "Act"]); and
 - b for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix B.
- f2 That the Council Tax Requirement for the Council's own purposes for 2024/25 (excluding Parish precepts) is £5,154,540.00;
- f3 That the following amounts be calculated by the Council for the year 2024/25, in accordance with Sections 31 to 36 of the Act:-
 - a £45,037,233.27 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils,
 - b £38,618,380.00 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act,
 - c £6,418,853.27 being the amount by which the aggregate at g3(a) above exceeds the aggregate of f3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (item R in the formula in section 31B of the Act),
 - d £293.51 being the amount at f3(c) above (Item R), all divided by Item T (g1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Councils),
 - e £1,264,313.27 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix B).
 - f £235.70 being the amount of f3(d) above, less the result given by dividing the amount at f3(e) above by Item T (f1(a) above), calculated by the Council, in accordance with

Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

f4 To note that for 2024/25, Warwickshire County Council and the Office of the Police and Crime Commissioner for Warwickshire have issued precepts to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of category of dwellings in the Council’s area as indicated in the table below.

f5 That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2024/25 for each part of its area and for each of the categories of dwellings.

Precepting Authority	Valuation Bands							
	A £	B £	C £	D £	E £	F £	G £	H £
North Warwickshire BC	157.13	183.32	209.51	235.70	288.08	340.46	392.83	471.40
Warwickshire CC	1,007.43	1,175.34	1,343.24	1,511.15	1,846.96	2,182.78	2,518.58	3,022.30
Warwickshire CC – Adult Social care	150.03	175.03	200.04	225.04	275.05	325.05	375.07	450.08
Warwickshire Police Auth.	193.14	225.33	257.52	289.71	354.09	418.47	482.85	579.42
Aggregate of Council Tax Requirements	1,507.73	1,759.02	2,010.31	2,261.60	2,764.18	3,266.76	3,769.33	4,523.20

f6 The Council has determined that its relevant basic amount of Council Tax for 2024/25 is not excessive, in accordance with the principles approved under section 52ZB of the Local Government Finance Act 1992.

COUNCIL TAX AMOUNTS 2024/25

APPENDIX B

Area Name	A	B	C	A	B	C
	Precept £	2023/24 Taxbase*	Band D £	Precept £	2024/25 Taxbase*	Band D £
<u>Parishes</u>						
Ansley	24,723.00	819.86	30.16	25,762.36	830.34	31.03
Arley	30,000.00	863.64	34.74	42,000.00	863.14	48.66
Astley	2,000.00	78.19	25.58	2,000.00	81.54	24.53
Atherstone	175,298.00	2,765.66	63.38	193,707.00	2778.62	69.71
Austrey	16,560.00	500.44	33.09	17,500.00	503.64	34.75
Baddesley Ensor	69,301.80	555.57	124.74	69,302.00	560.27	123.69
Baxterley	12,050.00	132.22	91.14	13,400.00	130.73	102.50
Bentley/ Merevale	800.00	49.73	16.09	800.00	49.79	16.07
Caldecote	0.00	85.81	-	0.00	86.37	0.00
Coleshill	267,403.18	2,512.37	106.43	282,477.63	2527.62	111.76
Corley	18,250.00	339.30	53.79	18,250.00	337.55	54.07
Curdworth	36,924.00	474.29	77.85	38,032.00	464.65	81.85
Dordon	30,879.13	885.55	34.87	30,590.06	877.26	34.87
Fillongley	26,840.00	673.99	39.82	35,400.00	668.61	52.95
Great Packington	0.00	55.33	-	0.00	54.76	0.00
Grendon	20,225.30	779.15	25.96	20,832.00	783.59	26.59
Hartshill	103,058.33	1,069.18	96.39	105,531.72	1067.29	98.88
Kingsbury	37,821.00	2,375.19	15.92	39,333.84	2396.08	16.42
Lea Marston	12,375.07	144.67	85.54	12,096.21	141.41	85.54
Little Packington	0.00	17.35	-	0.00	14.14	0.00
Mancetter	33,000.00	685.73	48.12	35,000.00	696.72	50.24
Maxstoke	7,350.00	115.04	63.89	7,350.00	118.87	61.83
Middleton	13,394.64	329.43	40.66	13,729.52	335.92	40.87
Nether Whitacre	19,000.00	502.60	37.80	19,000.00	503.87	37.71
Newton Regis/ Seckington	14,000.00	249.87	56.03	14,500.00	255.69	56.71
Over Whitacre	2,500.00	193.21	12.94	2,500.00	195.63	12.78
Polesworth	100,412.00	2,819.79	35.61	105,431.00	2836.02	37.18
Shustoke	17,556.00	218.76	80.25	19,082.00	226.47	84.26
Shuttington	10,000.00	165.51	60.42	10,000.00	167.96	59.54
Water Orton	84,332.63	1,264.18	66.71	87,705.93	1250.46	70.14
Wishaw	2,500.00	65.22	38.33	3,000.00	64.05	46.84
Total Precept	1,188,554.08	21,786.83	54.55	1,264,313.27	21,869.06	57.81

COUNCIL TAX CHARGE BY PRECEPTING AUTHORITY 2024/25

Area Name	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
North Warwickshire Borough Council	195.68	228.29	260.90	293.51	358.74	423.96	489.19	587.03
(including average Parish charge)								
North Warwickshire Borough Council (excluding Parishes)	157.13	183.32	209.51	235.70	288.08	340.46	392.83	471.40
Warwickshire County Council	1,007.43	1,175.34	1,343.24	1,511.15	1,846.96	2,182.78	2,518.58	3,022.30
WCC - Adult Social Care Precept	150.03	175.03	200.04	225.04	275.05	325.05	375.07	450.08
Warwickshire Police Authority	193.14	225.33	257.52	289.71	354.09	418.47	482.85	579.42
Parishes								
Ansley	20.68	24.13	27.58	31.03	37.92	44.82	51.71	62.05
Arley	32.44	37.85	43.25	48.66	59.47	70.29	81.10	97.32
Astley	16.35	19.08	21.80	24.53	29.98	35.43	40.88	49.06
Atherstone	46.48	54.22	61.97	69.71	85.21	100.70	116.19	139.43
Austrey	23.16	27.03	30.89	34.75	42.47	50.19	57.91	69.49
Baddesley Ensor	82.46	96.21	109.95	123.69	151.18	178.67	206.16	247.39
Baxterley	68.33	79.72	91.11	102.50	125.28	148.06	170.84	205.00
Bentley/ Merevale	10.71	12.50	14.28	16.07	19.64	23.21	26.78	32.13
Caldecote	-	-	-	-	-	-	-	-
Coleshill	74.50	86.92	99.34	111.76	136.59	161.43	186.26	223.51
Corley	36.04	42.05	48.06	54.07	66.08	78.10	90.11	108.13
Curdworth	54.57	63.66	72.76	81.85	100.04	118.23	136.42	163.70
Dordon	23.25	27.12	31.00	34.87	42.62	50.37	58.12	69.74
Fillongley	35.30	41.18	47.06	52.95	64.71	76.48	88.24	105.89
Great Packington	-	-	-	-	-	-	-	-
Grendon	17.72	20.68	23.63	26.59	32.49	38.40	44.31	53.17
Hartshill	65.92	76.91	87.89	98.88	120.85	142.82	164.80	197.76
Kingsbury	10.94	12.77	14.59	16.42	20.06	23.71	27.36	32.83
Lea Marston	57.03	66.53	76.04	85.54	104.55	123.56	142.57	171.08
Little Packington	-	-	-	-	-	-	-	-
Mancetter	33.49	39.07	44.65	50.24	61.40	72.56	83.73	100.47
Maxstoke	41.22	48.09	54.96	61.83	75.57	89.31	103.05	123.66
Middleton	27.25	31.79	36.33	40.87	49.95	59.04	68.12	81.74
Nether Whitacre	25.14	29.33	33.52	37.71	46.09	54.47	62.85	75.42
Newton Regis/ Seckington	37.81	44.11	50.41	56.71	69.31	81.91	94.52	113.42
Over Whitacre	8.52	9.94	11.36	12.78	15.62	18.46	21.30	25.56
Polesworth	24.78	28.91	33.05	37.18	45.44	53.70	61.96	74.35
Shustoke	56.17	65.53	74.90	84.26	102.98	121.71	140.43	168.52
Shuttington	39.69	46.31	52.92	59.54	72.77	86.00	99.23	119.08
Water Orton	46.76	54.55	62.35	70.14	85.73	101.31	116.90	140.28
Wishaw	31.23	36.43	41.63	46.84	57.25	67.66	78.06	93.68

SUMMARY OF REVENUE REQUIREMENTS

Revised Budget

2023/2024 Gross Expenditure	2023/2024 Gross Income	2023/2024 Net Expenditure		2024/2025 Gross Expenditure	2024/2025 Gross Income	2024/2025 Net Expenditure
£	£	£		£	£	£
11,007,810	3,677,540	7,330,270	Community and Environment	11,124,010.00	3,437,640.00	7,686,370.00
1,083,560	687,990	395,570	Planning and Development	1,152,750.00	859,500.00	293,250.00
143,780	95,300	48,480	Licensing	155,030.00	98,660.00	56,370.00
13,500,080	9,878,290	3,621,790	Resources	13,139,340.00	9,493,590.00	3,645,750.00
574,310	-	574,310	Executive	568,620.00	-	568,620.00
13,338,790	13,338,790	-	Council Housing	14,152,870.00	14,152,870.00	-
46,870	-	46,870	Contingencies	148,700.00	-	148,700.00
-	-	-	Invest to Save	1,000,000.00	-	1,000,000.00
-	1,300,000	(1,300,000)	Interest on balances	-	1,094,030.00	(1,094,030.00)
-	1,046,210	(1,046,210)	Financing adjustment	-	780,570.00	(780,570.00)
39,695,200	30,024,120	9,671,080		41,441,320.00	29,916,860.00	11,524,460.00
3,678,930	-	3,678,930	Use of balances	2,331,600.00	-	2,331,600.00
43,374,130	30,024,120	13,350,010		43,772,920.00	29,916,860.00	13,856,060.00
1,188,554.08	-	1,188,554.08	Special items - Parish precepts	1,264,313.27	-	1,264,313.27
44,562,684.08	30,024,120	14,538,564.08		45,037,233.27	29,916,860.00	15,120,373.27
		(6,960,420)	Business Rates			(7,225,000.00)
		(339,580)	S31 Grant - Business Rate Multiplier			(375,000.00)
		(518,900)	New Homes Bonus			(192,000.00)
		(78,000)	Services Grant			(13,000.00)
		(312,000)	Funding Guarantee			(824,000.00)
		(80,840)	RSG			(86,000.00)
		(74,140)	(Surplus) / Deficit on Collection Fund			13,480.00
		6,174,684.08				6,418,853.27

STATEMENT FROM THE SECTION 151 OFFICER

The Local Government Act 2003 requires the Chief Financial Officer to report on the robustness of the revenue estimates made for the budget calculations and the adequacy of the proposed financial reserves.

The information used in the preparation of the budget put forward for Members' approval tonight within the revenue budget resolution has undergone extensive and detailed analysis by;

- The Council's Management Team
- Directors and Budget holders within their areas of responsibility
- The Boards of the Council
- The Interim Corporate Director Resources (Section 151 Officer) and staff within the Management Accountancy Section.

The revenue estimates have been prepared within the parameters agreed within the Medium Term Financial Strategy 2023 - 2028, approved by the Executive Board at its meeting in November 2023.

I am therefore confident that the revenue estimates that are put forward for approval in the Council papers today have been prepared upon realistic assumptions of Council service requirements and represent a robust budget for the medium term based on the best information currently available.

The 2024/25 figures presented do not include any reductions, as illustrated in the MTFs reductions and increased income is required during the period of the strategy but these have been factored in from 2025/26 as they need to be deliverable and sustainable before they are included within the budget figures. A robust approach will need to be taken to continue reducing expenditure to meet the shortfall in resources over the remainder of the Medium Term Financial Strategy, to enable the Council to continue to manage its financial position. Where possible, budget reductions should be found and included in the budget as early as possible, as this has a beneficial impact on the level of balances available.

As part of the overall process, a comprehensive risk assessment has been undertaken of the Council's financial position and it has been determined that the Council's minimum general reserve provision of £1.2 million is appropriate for the Council. The budgetary requirement set out for 2024/25 and the forecasts for the subsequent three years, will keep the level of reserves above this minimum level.

Therefore, I am of the view that the budget proposed for 2024/25 does provide for an adequate level of reserves, and this will be maintained over the Medium Term, provided the Council adheres to its approved Medium Term Financial Strategy in terms of Council Tax rises and delivers the required reductions in net expenditure and only progresses capital schemes provided the associated revenue costs are affordable.

**MINUTES OF THE SPECIAL MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL
HELD AT THE COUNCIL HOUSE
ON WEDNESDAY 6 MARCH 2024**

Present: Councillor Humphreys in the Chair.

Councillors Barnett, Bates, Chapman, Clews, Davey, Dirveiks, Farrow, Fowler, Gosling, Hayfield, Jackson, Jarvis, Jenns, H Phillip,s Simpson, Smith, Stuart, Symonds, Taylor, Turley, Watson, D Wright.

Apologies for absence were received from Councillors Bell, Hobley, Melia, Osborne, O Phillips, Parsons, Reilly, Ridley, Ririe, Whapples, A Wright.

81 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

82 Admission as Honorary Aldermen of the Borough of North Warwickshire

It was proposed by Councillor D Wright, seconded by Councillor Gosling and unanimously **RESOLVED**:

“That pursuant to Section 249 of the Local Government Act 1972, the Borough Council of North Warwickshire has today determined to admit Brian Moss, Peter Morson, Les Smith and John Winter as Honorary Aldermen of the Borough of North Warwickshire, in recognition of the eminent service they have rendered to the people of North Warwickshire through the performance of their duties as Members of the Borough Council.”

83 Admission as Honorary Aldermen of the Borough of North Warwickshire of Brian Moss, Peter Morson, Les Smith and John Winter.

Brian Moss, Peter Morson, Les Smith and John Winter took the Declaration of Honorary Aldermen and were presented with certificates by the Mayor.

The Roll of Honorary Aldermen was attested by the Mayor and Chief Executive.

Chairman of the next ensuing meeting of the Council

Agenda Item No 9

Council

9 May 2024

**Report of the Head of Legal Services and
Monitoring Officer**

**Appointment of Boards,
Chairpersons / Vice Chairpersons,
Spokespersons, and
representatives on outside bodies**

1 Summary

- 1.1 This report sets out the requirements for the Council to appoint Boards, and Committees and for deciding the number of members on those bodies in accordance with rules on political balance; along with the appointment of Chairpersons and Vice-Chairpersons for each body, spokespersons and for representatives on outside bodies.

Recommendation to the Council

- a That, when reviewing the representation and determination of seat allocation on boards, committees, sub-committees and certain outside bodies to political groups for the 2024/25 municipal year, that Council notes the legal requirements which apply to making such appointments;**
- b That Council appoints and allocates seats to members having regard to the wishes of each political group; and**
- c That Council makes such appointments to certain outside bodies as it considers appropriate in line with previous practice.**

2 Consultation

- 2.1 The options mentioned will be discussed with Councillors D Wright, Gosling and Melia as Group Leaders. Further discussions will take place with Members and any comments received will be circulated and reported verbally at the meeting.

3 Report

Background

3.1 As Members are aware, the May 2023 elections resulted in 17 Conservative Councillors, 15 Labour Councillors and 3 Independent Councillors. The percentage of seats on the Council at that time was therefore as follows:

3.1.1 Conservative Group 48.57%

3.1.2 Labour Group 42.86%

3.1.3 Independents 2.86% each (total 8.585).

3.2 Members will be aware that each year at Annual Council various appointments are made to Boards and other bodies, along with the Chairpersons and Vice Chairpersons of those bodies.

3.2 Boards, Committees and Sub-Committees are appointed under the Local Government Act 1972. Details of the number of appointments to each body for the Council year 2023-24 are set out in Appendix A to this report.

...

3.3 Standing Orders set out when and how these appointments are made. Legal rules also apply to appointing Boards, Committees and Sub-committees and representatives to certain outside bodies (but not to Working Parties). These requirements can be summarised as follows:

(a) Seats on these bodies must be allocated in proportion to the number of seats which each political group holds on the Council overall; and

(b) When appointing those bodies, the Council must take account of the wishes of each political group when deciding which Members to appoint.

3.4 Regulations state that the wishes of a political group can be expressed:

(a) Orally in writing by the Leader or Deputy Leader of the political group; or

(b) In a written statement signed by the majority of the members of the political group.

...

For that reason, a copy of Appendix B will be sent to each of the current group Leaders so that they may indicate the wishes of their groups when Council considers this report.

3.5 As stated above, seats must be allocated in proportion to the number of seats each political group holds on the Council. The legal principles which must be applied are as follows:

(a) not all seats on the body are allocated to the same political group;

- (b) the majority of seats on the body is allocated to a political group *if* the number of persons belonging to that group is a majority of the authority's membership;
- (c) subject to (a) and (b) above, the number of seats on the ordinary committees of the authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority; and
- (d) subject to (a) to (c) above, the number of the seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as is borne by the number of members of that group to the membership of the authority.

Council is asked to note that due to the number of members of each group and the rules applying to allocation of seats, there is always a degree of tolerance to these calculations.

3.6 For completeness, Council should note that the Alcohol and Gambling Licensing Committee is established under the Licensing Act 2003 rather than under the 1972 Act so rules on political balance do not apply to it however, it is still a function of the Council to decide which members sit on that Committee. As suggested in a previous report relating to Licensing Committees, it makes practical sense for the same members to sit on both the Alcohol and Gambling Licensing Committee and the Taxi and General Licensing Committee due to the similarity to their roles.

4.0 Options

4.1 Last year the Council resolved the following:

- Executive Board – 6 Conservative, 5 Labour, 1 Independent
- Resources Board – as above
- Safer Communities Sub committee – as above
- Community and Environment Board – 7/6/1 respectively.
- Planning and Development Board – 8/7/1 respectively
- Special Sub Group – 3 Conservative, 3 Labour
- LDF Sub committee – 3/2/1 respectively
- Standards Committee – as above
- The Licensing Committees – 7/7/1 respectively

4.2 The Council also has a number of Working Groups/Advisory Committees of either 8 or 6 Members which are split 4/3/1 and 3/2/1 respectively, apart from the Housing and Climate Change Working Groups which are 3 Conservative and 3 Labour.

4.3 Since the last annual Council, two of the Independent Members have formed a Group. The calculation in paragraph 3.1 above therefore changes to:

4.3.1 Conservative 48.57%

Labour	42.86%
Dordon Independents	5.71%
Independent	2.86%

- 4.4 The law provides (unless Council decides otherwise) that only ‘Groups’ must be allocated seats in accordance with the principle summarised in paragraph 3.5 above. However it has been this Council’s practice to allocate seats to all elected Members. The effect of a further Group is that, for example, on a 12 Member Body, the Dordon Independents’ allocation would be 0.68, i.e. rounded up to one Member. The Conservative Group’s allocation remains at 5.82 (i.e. 6) and Labour’s allocation remains at 5.14 (i.e. 5). Any member who is not aligned to a group is not entitled to an allocation of seats within these rules. It is only where the proportionality calculations have been made and if any seats remain unallocated that Council may determine to appoint a member that is not a member of one of the political groups on the Council. In this example involving a 12 Member Body there would therefore be no further seat to allocate to the Independent Councillor. The same ratios would apply to other, larger bodies
- 4.5 Counsel’s advice has been sought and their advice is that the starting position is, as advised previously, that the allocation of seats must be undertaken in accordance with the statutory scheme (i.e. to Groups) unless there is an explicit decision to depart from that scheme (as allowed by section 17 of the Local Government and Housing Act 1989, and regulations made under that Act). The Council therefore has the option of only allocating seats to Groups or to depart from that practice.
- 4.6 Although both approaches are equally valid in law, the latter would amount to the effective suspension of the rules of proportionality for all committees; Council establishing its own criteria for appointing members to its committees. This would require a vote to do so in respect of each committee to which these rules apply and without any member of the council voting against each proposal. However such a blanket approach, in my view, would be inconsistent with the spirit of political proportionality under the Local Government and Housing Act 1989 and would additionally require Council to approve which councillor would take each individual seat on the relevant committees and outside bodies.
- 4.7 Appendix B is formulated in accordance with the decision last year (i.e. as a departure from the scheme) given this reflects the existing allocation principles. Council is therefore asked to note that if the same allocation principles are applied as at the last annual meeting, that this is an explicit decision to depart from the statutory scheme as referenced and with the implications contained in paragraph 4.6 above.
- 4.8 The Council must also make appointments to outside bodies as set out in Appendix C.

5. **Report Implications**

- 5.1 There are the following implications to the recommendations in this report.

Finance and Value for Money Implications

5.2 There are no resources implications in relation to the proposals in this report.

Safer Communities Implications

5.3 There are no Safer Communities implication in relation to the proposals in this report.

Legal and Human Rights Implications

5.4 The legal implications are set out in the body of this report.

Environment and Sustainability Implications

5.5 There are no Environmental and Sustainability implications to the proposals in this report.

Human Resources Implications

5.6 There are no Human Resources implications to the proposals in this report.

Risk Management Implications

5.7 There are no Risk Management implications to the proposals in this report.

Equalities Implications

5.8 There are no Equalities implications to the proposals in this report.

Links to Council's Priorities

5.9 Good governance in decision making supports the Council's Priority of Responsible Financial and Resource Management.

The Contact Officers for this report are Steve Maxey (719438) and Mark Watkins (719251).

Local Government Act 1972 Section 100D, as substituted by the Local Government Act, 2000 Section 97

Background Paper No	Author	Nature of Background Paper	Date

NORTH WARWICKSHIRE BOROUGH COUNCIL**CONSTITUTION OF BOARDS/COMMITTEES FOR 2023/2024 AND THE APPOINTMENT OF MEMBERS AND THE CHAIR AND VICE-CHAIR THERETO**

<u>Executive Board (12)</u>		<u>Community & Environment Board (14)</u>	
1	(C) D Wright (Chair)	1	(C) Bell (Chair)
2	(C) Reilly (Vice-Chair)	2	(C) A Wright (Vice-Chair)
3	(C) Bell	3	(C) Fowler
4	(C) Clews	4	(C) Jarvis
5	(C) Simpson	5	(C) Jenns
6	(C) Symonds	6	(C) Singh
7	(L) Gosling (Spokesperson)	7	(C) Smith
8	(L) Dirveiks	8	(L) Whapples (Spokesperson)
9	(L) Parsons	9	(L) Gosling
10	(L) H Phillips	10	(L) Hobley
11	(L) Whapples	11	(L) Jackson
12	(I) Ridley	12	(L) H Phillips
		13	(L) Turley
		14	(I) Melia

<u>Resources Board (12)</u>		<u>Planning and Development Board (16)</u>	
1	(C) Symonds (Chair)	1	(C) Simpson (Chair)
2	(C) Davey (Vice-Chair)	2	(C) Reilly (Vice-Chair)
3	(C) Clews	3	(C) Bates
4	(C) Humphreys	4	(C) Bell
5	(C) Simpson	5	(C) Fowler
6	(C) Watson	6	(C) Hayfield
7	(L) Parsons (Spokesperson)	7	(C) Humphreys
8	(L) Barnett	8	(C) Jarvis
9	(L) Chapman	9	(L) H Phillips (Spokesperson)
10	(L) Taylor	10	(L) Chapman
11	(L) O Phillips	11	(L) Dirveiks
12	(I) Stuart	12	(L) Gosling
		13	(L) Hobley
		14	(L) Parsons
		15	(L) Ririe
		16	(I) Ridley

<u>Alcohol & Gambling Licensing Committee (15)</u>			
1	(C) Jenns (Chair)	9	(L) Farrow
2	(C) Clews (Vice-Chair)	10	(L) Hobley
3	(C) Bates	11	(L) Osborne
4	(C) Fowler	12	(L) O Phillips
5	(C) Jarvis	13	(L) Turley
6	(C) Smith	14	(L) Whapples
7	(C) A Wright	15	(I) Melia
8	(L) Taylor (Spokesperson)		

<u>Taxi and General Licensing Committee (15)</u>			
1	(C) Jenns (Chair)	9	(L) Farrow
2	(C) Clews (Vice-Chair)	10	(L) Hobley
3	(C) Bates	11	(L) Osborne
4	(C) Fowler	12	(L) O Phillips
5	(C) Jarvis	13	(L) Turley
6	(C) Smith	14	(L) Whapples
7	(C) A Wright	15	(I) Stuart
8	(L) Taylor (Spokesperson)		

<u>Special Sub-Group (6)</u>		<u>Senior Management Recruitment Sub-Committee (8)</u>	
1	(C) Clews (Chair)	1	(C) D Wright (Chair)
2	(C) Jenns (Vice-Chair)	2	(C) Bell
3	(C) Watson	3	(C) Reilly
4	(L) Chapman (Spokesperson)	4	(C) Symonds
5	(L) Farrow	5	(L) Gosling (Spokesperson)
6	(L) Ririe	6	(L) H Phillips
		7	(L) Taylor
		8	(I) Melia

<u>Safer Communities Sub-Committee (12)</u>		<u>Local Development Framework Sub-Committee (6)</u>	
1	(C) Jarvis (Chair)	1	(C) Reilly (Chair)
2	(C) Watson (Vice-Chair)	2	(C) Simpson (Vice-Chair)
3	(C) Bates	3	(C) Humphreys
4	(C) Clews	4	(L) Taylor (Spokesperson)
5	(C) Davey	5	(L) Osborne
6	(C) Humphreys	6	(I) Ridley
7	(L) Osborne (Spokesperson)		
8	(L) Barnett		
9	(L) Jackson		
10	(L) O Phillips		
11	(L) Ririe		
12	(I) Melia		

<u>Standards Committee (6)</u>		<u>Electoral Review Advisory Committee (8)</u>	
1	(C) Hayfield (Chair)	1	(C) D Wright (Chair)
2	(C) A Wright (Vice-Chair)	2	(C) Humphreys
3	(C) Jarvis	3	(C) Jenns
4	(L) Turley (Spokesperson)	4	(C) Simpson
5	(L) Barnett	5	(L) Gosling (Spokesperson)
6	(I) Stuart	6	(L) Osborne
		7	(L) H Phillips
		8	(I) Melia

Working Party and Task and Finish Groups

<u>Parking Task and Finish Group (6)</u>		<u>Health and Wellbeing Working Party (6)</u>	
1	(C) Reilly (Chair)	1	(C) Smith (Chair)
2	(C) D Wright (Vice-Chair)	2	(C) Bates (Vice-Chair)
3	(C) Singh	3	(C) Davey
4	(L) Taylor (Spokesperson)	4	(L) Whapples (Spokesperson)
5	(L) Farrow	5	(L) Hobley
6	(I) Melia	6	(I) Stuart

<u>Housing Task and Finish Group (6)</u>		<u>Climate Change Member Group (6)</u>	
1	(C) Clews (Chair)	1	(C) Fowler (Chair)
2	(C) Symonds (Vice-Chair)	2	(C) Watson (Vice-Chair)
3	(C) Smith	3	(C) Singh
4	(L) H Phillips (Spokesperson)	4	(L) Gosling (Spokesperson)
5	(L) Dirveiks	5	(L) Barnett
6	(L) Gosling	6	(L) Ririe

<u>UKSPF Panel (6)</u>		<u>Queen Elizabeth II Memorial Working Group (6)</u>	
1	(C) D Wright (Chair)	1	(C) D Wright (Chair)
2	(C) Bell (Vice-Chair)	2	(C) Clews
3	(C) Clews	3	(C) Simpson
4	(L) Gosling (Spokesperson)	4	(L) O Phillips (Spokesperson)
5	(L) H Phillips	5	(L) Hobley
6	(I) Ridley	6	(I) Ridley

<u>Member Performance Working Group (6)</u>	
1	(C) (Chair)
2	(C) (Vice-Chair)
3	(C)
4	(L) (Spokesperson)
5	(L)
6	(I)

*Spokesperson for Health, Wellbeing and Leisure	(C) Smith (*Shadow (L) Whapples)
Lead Councillor on HS2	(C) Reilly (Shadow (L) H Phillips)
*Young Persons and Safeguarding Champion	(C) Davey (*Shadow (L) Jackson)
Design Champion	(C) Simpson (Shadow (L) H Phillips)
*Lead Councillor on CCTV	(C) Singh (*Shadow (L) Osborne)
Armed Forces Covenant Member Champions	(C) Humphreys (Shadow (L) Turley)
Climate Change Member Champions	(C) Fowler (Shadow (L) Gosling)
Member Responsible for Housing Complaints	(C) Clews

Leader of the Council	D Wright
Deputy Leader of the Council	Reilly
Leader of the Opposition	Gosling
Deputy Leader of the Opposition	H Phillips

(* Appointments that require a Disclosure and Barring Service Check (DBS) – in addition the Mayor and Deputy Mayor will also require a DBS check)

NORTH WARWICKSHIRE BOROUGH COUNCIL**CONSTITUTION OF BOARDS/COMMITTEES FOR 2024/2025 AND THE APPOINTMENT OF MEMBERS AND THE CHAIR AND VICE-CHAIR THERETO**

<u>Executive Board (12)</u>			<u>Community & Environment Board (14)</u>		
1	(C)	(Chair)	1	(C)	(Chair)
2	(C)	(Vice-Chair)	2	(C)	(Vice-Chair)
3	(C)		3	(C)	
4	(C)		4	(C)	
5	(C)		5	(C)	
6	(C)		6	(C)	
7	(L)	(Spokesperson)	7	(C)	
8	(L)		8	(L)	(Spokesperson)
9	(L)		9	(L)	
10	(L)		10	(L)	
11	(L)		11	(L)	
12	(I)		12	(L)	
			13	(L)	
			14	(I)	

<u>Resources Board (12)</u>			<u>Planning and Development Board (16)</u>		
1	(C)	(Chair)	1	(C)	(Chair)
2	(C)	(Vice-Chair)	2	(C)	(Vice-Chair)
3	(C)		3	(C)	
4	(C)		4	(C)	
5	(C)		5	(C)	
6	(C)		6	(C)	
7	(L)	(Spokesperson)	7	(C)	
8	(L)		8	(C)	
9	(L)		9	(L)	(Spokesperson)
10	(L)		10	(L)	
11	(L)		11	(L)	
12	(I)		12	(L)	
			13	(L)	
			14	(L)	
			15	(L)	
			16	(I)	

<u>Alcohol & Gambling Licensing Committee (15)</u>					
1	(C)	(Chair)	9	(L)	
2	(C)	(Vice-Chair)	10	(L)	
3	(C)		11	(L)	
4	(C)		12	(L)	
5	(C)		13	(L)	
6	(C)		14	(L)	
7	(C)		15	(I)	
8	(L)	(Spokesperson)			

<u>Taxi and General Licensing Committee (15)</u>			
1	(C)	(Chair)	9 (L)
2	(C)	(Vice-Chair)	10 (L)
3	(C)		11 (L)
4	(C)		12 (L)
5	(C)		13 (L)
6	(C)		14 (L)
7	(C)		15 (I)
8	(L)	(Spokesperson)	

<u>Special Sub-Group (6)</u>		<u>Senior Management Recruitment Sub-Committee (8)</u>		
1	(C)	(Chair)	1 (C)	(Chair)
2	(C)	(Vice-Chair)	2 (C)	
3	(C)		3 (C)	
4	(L)	(Spokesperson)	4 (C)	
5	(L)		5 (L)	(Spokesperson)
6	(L)		6 (L)	
			7 (L)	
			8 (I)	

<u>Safer Communities Sub-Committee (12)</u>		<u>Local Development Framework Sub-Committee (6)</u>		
1	(C)	(Chair)	1 (C)	(Chair)
2	(C)	(Vice-Chair)	2 (C)	(Vice-Chair)
3	(C)		3 (C)	
4	(C)		4 (L)	(Spokesperson)
5	(C)		5 (L)	
6	(C)		6 (I)	
7	(L)	(Spokesperson)		
8	(L)			
9	(L)			
10	(L)			
11	(L)			
12	(I)			

<u>Standards Committee (6)</u>		<u>Electoral Review Advisory Committee (8)</u>		
1	(C)	(Chair)	1 (C)	(Chair)
2	(C)	(Vice-Chair)	2 (C)	
3	(C)		3 (C)	
4	(L)	(Spokesperson)	4 (C)	
5	(L)		5 (L)	(Spokesperson)
6	(I)		6 (L)	
			7 (L)	
			8 (I)	

Working Party and Task and Finish Groups

<u>Parking Task and Finish Group (6)</u>			<u>Health and Wellbeing Working Party (6)</u>		
1	(C)	(Chair)	1	(C)	(Chair)
2	(C)	(Vice-Chair)	2	(C)	(Vice-Chair)
3	(C)		3	(C)	
4	(L)	(Spokesperson)	4	(L)	(Spokesperson)
5	(L)		5	(L)	
6	(I)		6	(I)	

<u>Housing Task and Finish Group (6)</u>			<u>Climate Change Member Group (6)</u>		
1	(C)	(Chair)	1	(C)	(Chair)
2	(C)	(Vice-Chair)	2	(C)	(Vice-Chair)
3	(C)		3	(C)	
4	(L)	(Spokesperson)	4	(L)	(Spokesperson)
5	(L)		5	(L)	
6	(L)	Gosling	6	(L)	

<u>UKSPF Panel (6)</u>			<u>Queen Elizabeth II Memorial Working Group (6)</u>		
1	(C)	(Chair)	1	(C)	(Chair)
2	(C)	(Vice-Chair)	2	(C)	
3	(C)		3	(C)	
4	(L)	(Spokesperson)	4	(L)	(Spokesperson)
5	(L)		5	(L)	
6	(I)		6	(I)	

<u>Member Performance Working Group (6)</u>			<u>HS2 Consultative Sub-Group</u>		
1	(C)	(Chair)	1	(C)	
2	(C)	(Vice-Chair)	2	(C)	
3	(C)		3	(C)	
4	(L)	(Spokesperson)	4	(L)	
5	(L)		5	(L)	
6	(I)		6	(I)	

*Spokesperson for Health, Wellbeing and Leisure	(C) (*Shadow (L))
Lead Councillor on HS2	(C) (Shadow (L))
*Young Persons and Safeguarding Champion	(C) (*Shadow (L))
Design Champion	(C) (Shadow (L))
*Lead Councillor on CCTV	(C) (*Shadow (L))
Armed Forces Covenant Member Champions	(C) (Shadow (L))
Climate Change Member Champions	(C) (Shadow (L))
Member Responsible for Housing Complaints	(C)

Deputy Leader of the Council	
Leader of the Opposition	
Deputy Leader of the Opposition	

(* Appointments that require a Disclosure and Barring Service Check (DBS) – in addition the Mayor and Deputy Mayor will also require a DBS check)

REPRESENTATION ON OUTSIDE BODIES

Appointments made for a period of one year expiring in May 2025

Body	Representation	Name
Age UK – Warwickshire	1 plus substitute	Councillor Substitute: Councillor (Labour)
A5 Partnership	2	Councillor (C) Councillor (L)
Beeline Community Car Service	1 plus substitute	Councillor Substitute: Councillor
Birmingham Airport Consultative Committee	1	Councillor
Coleshill Grammar School Endowment Foundation	2	Councillors and
Coventry and Warwickshire Joint Committee	1 plus substitute	Councillor Substitute: Councillor
George Eliot Hospital – Board of Governors	1	Councillor
Hartshill Hayes Country Park Advisory Committee	1 plus substitute	Councillor Substitute: Councillor
JLR Baddesley Liaison Group	2	Councillor Councillor
Local Government Association	1	Leader of the Council – Councillor Substitute: Councillor
Middleton Hall Trust	1	Councillor
MIRA Liaison Group	1	Councillor Substitute: Councillor
North Warwickshire Citizens Advice Bureau – Management Committee	1	Mayor
North Warwickshire Community Partnership	3	Councillors , and
North Warwickshire Community Safety Partnership	2	Chairman of the Safer Communities Sub-Committee and Opposition Spokesperson for Safer Communities
Northern Warwickshire Financial Inclusion Partnership	2	Councillor and Councillor
Central Building Control Partnership	2	Councillors and

Piccadilly Community Association	1	Councillor
Rowan Organisation	1	Councillor
Safer Warwickshire Partnership Board	1	Chairman of the Safer Communities Sub-Committee
Sherbourne Recycling Limited (Shareholder Representative)	1	Councillor
Stanyer's Charity	2	Councillor and Councillor
Warwickshire County Council – Adult Social Care and Health Overview and Scrutiny Committee	1	Councillor
Warwickshire Climate Emergency Partnership	1	Councillor
Warwickshire Health and Wellbeing Board	1	Councillor
Warwickshire Police and Crime Panel	1	Councillor
Warwickshire Waste Partnership	1 plus substitute	Chairman of the Community and Environment Board Substitute: Vice-Chairman of the Community and Environment Board
West Midlands Combined Authority	1 plus substitute	Councillor Substitute: Councillor
West Midlands Employees Shareholder Board	1	Councillor

Agenda Item No 10

Council

9 May 2024

Report of the Chief Executive

Appointment of Monitoring Officer

1 Summary

- 1.1 The Council is asked to formally designate the Interim Head of Legal Services, Mark Watkins as the Monitoring Officer.

Recommendation to the Council:

That the Interim Head of Legal Services be designated as the Monitoring Officer.

2 Report

- 2.1 Members will be aware that the Head of Legal Services and Monitoring Officer position is currently vacant. The Council is recruiting to the position and interviews were held on 23 April following which the Council has offered the position to a candidate who has verbally accepted the role. Further details will be reported to Members once the appointment has been formally accepted.
- 2.2 Members will also be aware that the Council has to designate a member of staff as the Monitoring Officer.
- 2.3 The designation of an officer as the Monitoring Officer needs to be done by full Council. The Council's Constitution provides that the Head of Legal Services post will be the Monitoring Officer however for the avoidance of doubt the Council is asked to make the appointments mentioned above.

The Contact Officer for this report is Steve Maxey (01827 719438).

Agenda Item No 13

Council

9 May 2024

**Report of the
Chief Executive**

Exclusion of the Public and Press

Recommendation to the Board

To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

Agenda Item No 14

Member Approval of Absence Report– Chief Executive and Monitoring Officer

Paragraph 1 – Information relating to an individual.

In relation to the item listed above members should only exclude the public if the public interest in doing so outweighs the public interest in disclosing the information, giving their reasons as to why that is the case.

The Contact Officer for this report is Amanda Tonks (719221).