

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE EXECUTIVE BOARD

14 June 2016

Present: Councillor Humphreys in the Chair

Councillors Bell, Chambers, Davey, Farrell, Hayfield, Phillips, Reilly and D Wright

Apologies for absence were received from Councillors Simpson (substitute Councillor Davey) and Smith (substitute Councillor Bell)

Councillor Sweet was also in attendance.

#### 3 **Declarations of Personal or Prejudicial Interest.**

None were declared at the meeting.

#### 4 **Minutes of the meetings of the Board held on 9 February and 24 May 2016.**

The minutes of the meetings of the Board held on 9 February and 24 May 2016, copies having been circulated, were approved as a correct record and signed by the Chairman.

#### 5 **Presentation from Steve Maxey, Assistant Chief Executive and Solicitor to the Council**

The Assistant Chief Executive and Solicitor to the Council provided an overview of the work of his Division.

#### 6 **Capital Programme – 2015/16 Final Position**

The Assistant Director (Finance and Human Resources) updated Members on the final position of the 2015/16 Capital Programme and highlighted those schemes which had not progressed as quickly as expected and which were recommended to be carried forward into the 2016/17 Capital Programme.

##### **Recommended:**

- a **That the level of expenditure incurred to the end of March 2016 against the 2015/16 Revised Capital Programme be noted;**
- b **That the requests to carry forward schemes identified in column 6 of Appendix A to the report of the Assistant Director (Finance and Human Resources) be approved and added to the 2016/17 Capital Programme; and**

- c **That the 2016/17 budget for the replacement of General Fund vehicles be reduced by £65,480, to reflect the early replacement of the Compact Sweeper.**

## **7 Capital Accounts 2015/16**

The Board was informed that the Capital Accounts for 2015/16 had been prepared. Members were invited to approve the methods of funding used.

**Recommended:**

**That the methods of funding to meet capital expenditure incurred in 2015/16 be approved.**

## **8 Earmarked Reserves 2016/17**

The Deputy Chief Executive reported on the level of reserves at 31 March 2016. Members were asked to approve the proposed use of reserves in 2016/17.

**Recommended:**

**That the reserves held at 31 March 2016, and the planned use of reserves in 2016/17 be approved.**

## **9 Annual Governance Statement 2015/16**

The Deputy Chief Executive reported on the Annual Governance Statement setting out the arrangements the Council had put in place for the governance of its affairs and facilitating the effective exercise of its functions, including arrangements for the management of risk. Members were asked to approve the Statement and Improvement Plan.

**Recommended:**

- a **That the Annual Governance Statement for 2015/16, attached as Appendix A to the report of the Deputy Chief Executive be approved; and**
- b **That the Improvement Plan, attached as Appendix C to the report be approved and progress against the plan be reported to Board.**

10 **Financial Statements 2015/16**

The Deputy Chief Executive reported on the Annual Financial Statements for 2015/16 and Members were asked to agree a suggested course of action.

**Resolved:**

**That the position on the General Fund and Housing Revenue Account at 31 March 2016 be noted.**

11 **Pay Policy Statement**

The Assistant Director (Finance and Human Resources) presented the Pay Policy Statement for consideration. A revised page 2 was circulated at the meeting.

**Recommended:**

**That, subject to reviewing the wording of the section titled “Increases to Pay” on page 5 of the document, the Assistant Director (Finance and Human Resources), in consultation with the Leader of the Council and the Leader of the Opposition, be given delegated authority to approve the Pay Policy Statement 2016/17.**

12 **Funding for Parking Study**

The Assistant Director (Streetscape) sought approval for a supplementary estimate to cover the cost of a Borough wide parking study to inform the work of the Parking Task and Finish Group and the future implementation of Civil Parking Enforcement within the Borough.

**Recommended:**

**That a supplementary estimate of £23,400 to undertake a Borough wide parking study be approved.**

13 **Revised Child Protection Policy and Update on Child Protection Work**

The Assistant Director (Leisure and Community Development) gave an update on child protection work and presented a revised Child Protection Policy for approval.

**Recommended:**

- a That the revised Child Protection Policy, attached at Appendix 1 to the report of the Assistant Director**

**(Leisure and Community Development), be adopted and implemented with immediate effect; and**

- b That the child protection work that has been undertaken over the last 12 months be noted.**

**14 Members' Code of Conduct – Independent Persons**

The Assistant Chief Executive and Solicitor to the Council invited Members to consider applications for the role of Independent Persons.

**Recommended:**

**That the applications for the role of Independent Persons be accepted.**

**15 HS2 Qualifying Authority**

The Assistant Chief Executive and Solicitor to the Council sought authority to sign the HS2 Planning Memorandum, so that the Council became a Qualifying Authority for the purposes of the HS2 Hybrid Bill.

**Recommended:**

- a That the HS2 Planning Memorandum be signed; and**
- b That delegated powers to determine applications relating to HS2 be given to the Assistant Chief Executive and Solicitor to the Council and the Head of Development control, subject to the consultation detailed in the report.**

**16 Council Tax Support Scheme 2017/18**

The Assistant Chief Executive (Community Services) outlined the recommended Council Tax Support (CTS) Scheme for 2017/18 on which the Council would need to consult in the summer.

**Recommended:**

- a That the retention of an 8.5% reduction in Council Tax Support to all current working age customers in the 2017/18 Council Tax Support Scheme be approved; and**
- b That the Council consults on a number of technical changes to be made to the current Local Council Tax**

**Support Scheme to fall in line with statutory changes as advised by the Department of Work and Pensions.**

**17 Health and Well-being Working Party Terms of Reference**

The Board was invited to endorse the Terms of Reference and Membership for the Health and Well-being Working Party.

**Recommended:**

**That the Terms of Reference and Membership for the Health and Well-being Working Party as set out in Appendix A to the report of the Assistant Director (Leisure and Community Development) be approved.**

**18 Request for Virement of Budget to Fund Unavoidable Treeworks**

The Assistant Director (Leisure and Community Development) sought approval for a proposal to vire monies arising from a predicted salary underspend on the Landscape Management revenue budget to the Green Space revenue budget to fund unavoidable treeworks.

**Recommended:**

**That the proposal to vire monies arising from a predicted salary underspend on the Landscape Management budget to the Green Space revenue budget to fund unavoidable treeworks be approved.**

**19 Anti-Fraud, Bribery and Corruption Policy**

The Deputy Chief Executive summarised the key issues contained within the Anti-Fraud, Bribery and Corruption Policy and the Board was asked to agree a suggested course of action.

**Recommended:**

**That the report be noted and the Policy attached to the report of the Deputy Chief Executive be adopted.**

**20 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2015 to March 2016**

The Chief Executive reported on the progress with the achievement of the Corporate Plan and Performance Indicator targets applicable to Executive Board for April 2015 to March 2016.

**Resolved:**

**That the report be noted.**

**21 Minutes of the meeting of the Local Development Framework Sub-Committee held on 25 April 2016**

The minutes of the meeting of the Local Development Framework Sub-Committee held on 25 April 2016 were received and noted.

**22 Minutes of the meeting of the Safer Communities Sub-Committee held on 16 March 2016**

The minutes of the meeting of the Safer Communities Sub-Committee held on 16 March 2016 were received and noted.

**23 Minutes of the meetings of the Special Sub-Group held on 8 March and 12 April 2016**

The minutes of the meetings of the Special Sub-Group held on 8 March and 12 April 2016 were received and noted.

**24 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 in Schedule 12A to the Act.**

**25 Members' Code of Conduct – Independent Persons**

This matter was determined earlier in the meeting – Minute No 14 refers.

**26 Planning Appeals**

The Assistant Chief Executive and Solicitor to the Council sought authority for a supplementary estimate towards the costs of defending a number of planning appeals.

**Recommended:**

**That a supplementary estimate in the sum set out in the report of the Assistant Chief Executive and Solicitor to the Council of £80,000 be agreed.**

David Humphreys  
Chairman