

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE  
EXECUTIVE BOARD**

**10 February 2015**

Present: Councillor M Stanley in the Chair

Councillors Hayfield, Humphreys, Moore, Phillips, Smith, Sweet and Winter

Apologies for absence were received from Councillors Morson (substitute Councillor Winter) and Simpson.

Councillor Butcher was also in attendance.

**55 Disclosable Pecuniary and Non-Pecuniary Interests.**

None were declared at the meeting.

**56 Minutes of the meetings of the Board held on 24 November 2014**

The minutes of the meeting of the Board held on 24 November 2014, copies having been circulated, were approved as a correct record and signed by the Chairman.

**57 External Audit Plan 2014/15**

The Deputy Chief Executive reported on the External Auditors' plan for their work related to the 2014/15 financial year and the Certification report for 2013/14 grants. Matthew Elmer from PricewaterhouseCoopers was in attendance.

**Recommended:**

- a That the contents of the External Auditors' report and the Certification report for grants for 2013/14 be noted; and**
- b That the de minimis reporting level threshold be raised to £50,000.**

**58 Corporate Plan 2015/16**

The Chief Executive presented the Corporate Plan for 2015/16. Members were also asked to agree the 2015/16 Forward Work Plan for the Assistant Chief Executive and Solicitor to the Council.

**Recommended:**

- a That, subject to any amendments recommended by the Safer Communities Sub-Committee at its meeting on Monday 16 February 2015, the Corporate Plan Key Actions, as set out in Appendix A to the report of the Chief Executive, be agreed;**
- b That the Chief Executive be given delegated authority to finalise the format of the Plan; and**
- c That the Service Plan for the Assistant Chief Executive & Solicitor to the Council, as set out in Appendix B to the report, be agreed.**

**59 The Capital Strategy**

The Assistant Director (Finance and Human Resources) presented an update on the Capital Strategy and the Board was asked to agree the suggested course of action.

**Recommended:**

**That the Capital Strategy, attached as Appendix A to the report of the Assistant Director (Finance and Human Resources), be approved.**

**60 The Proposed 3 Year Capital Programme 2015/16 – 2017/18**

Management Team put forward proposals for the Three Year Capital Programme and outlined the availability of capital resources.

**Recommended:**

- a That the Revised Capital Programme for 2014/15 as set out in Appendix A, be adopted;**
- b That the 3 Year Capital Programme for the period 2015/16 to 2017/18 as set out in Appendix B, be adopted; and**
- c That the prudential indicators set out in Appendix F, be approved.**

61 **General Fund Fees and Charges 2015 – 2016**

The Assistant Chief Executive and Solicitor to the Council reported on proposed fees and charges for 2015/16 and the Board was asked to agree a suggested course of action.

**Recommended**

**That the schedule of fees and charges for 2015/16, set out in the report of the Assistant Chief Executive and Solicitor to the Council, be accepted.**

62 **Broadband Match Funding – Further Information**

The Board was asked to consider what, if any, the Council would provide as additional match funding for investment in improving the Broadband infrastructure in the Borough as part of CSW Broadband project. Comments received from Councillor May were read out at the meeting.

**Recommended:**

**That before any further consideration on the level, if any, of match funding, information be requested on future plans and investment for the North Warwickshire area.**

63 **General Fund Revenue Estimates 2015 – 2016**

The Deputy Chief Executive reported on the revised budget for 2014/15 and an estimate of expenditure for 2015/16, together with forward commitments for 2016/17, 2017/18 and 2018/19.

**Recommended:**

- a **That the revised budget for 2014/15 be accepted; and**
- b **That the Estimates of Expenditure for 2015/16, as submitted, be included in the budget to be brought before the meeting for consideration under Minute No. 64.**

64 **General Fund Revenue Estimates 2015 – 2016 and Setting the Council Tax 2015 – 2016**

The Deputy Chief Executive set out the proposed General Fund Revenue Estimate for 2015/16, and the options available when setting the 2015/16 Council Tax for the Borough in the context of the Authority's Revenue Support Grant settlement, and the effect on General Fund balances.

**Recommended:**

- a** That the savings of £685,380 shown in Appendix I of the report of the Deputy Chief Executive be approved;
- b** That the revised estimate for the year 2014/15 and the revenue estimates for 2015/16 be approved;
- c** That the Council Tax base for 2015/16, as set out in Appendix G be noted;
- d** That the preferred Council Tax option for 2015/16 be 0%;
- e** That the Deputy Chief Executive's comments on the minimum acceptable level of general reserves be noted;
- f** That the manpower estimates for the year 2015/16 be approved; and
- g** That a Council Tax resolution be prepared for consideration by the Council, using the recommendations agreed by this Board.

**65 Revised Calendar of Meetings 2015/16**

The Chief Executive reported on a revised Calendar of Meetings for 2015/16 and the Board was asked to agree a suggested course of action.

**Recommended:**

**That the revised calendar of meetings for 2015/16 as submitted at Appendix A to the Chief Executive's report be approved.**

**66 High Speed 2 – HS2**

The Assistant Chief Executive and Solicitor to the Council reported on recent developments regarding HS2.

**Resolved:**

**That the report be noted.**

**67 Regulation of Investigatory Powers Act 2000 - Policy**

The Board was invited to endorse the revised Policy in respect of the Regulation of Investigatory Powers Act 2000.

**Recommended:**

**That the revised Policy be adopted.**

**68 Town/Parish Councils Charter**

The Board was invited to consider the adoption of the Town and Parish Councils Charter.

**Recommended:**

**That the Charter be adopted.**

**69 Designation of Neighbourhood Plans**

The Board was invited to delegate the designation of Neighbourhood Plan areas to the Assistant Chief Executive and Solicitor to the Council where there were no substantial objections following consultation.

**Recommended:**

**That the designation of Neighbourhood Plans be delegated to the Assistant Chief Executive and Solicitor of the Council where it relates to Parish boundaries and there are no substantive objections.**

**70 Member Induction 2015**

The Board was invited to endorse an outline programme of induction for new members following the Borough elections in May 2015.

**Recommended:**

**That the outline programme of induction attached as an Appendix to the report of the Chief Executive be approved.**

**71 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2014 – December 2014.**

The Chief Executive and the Deputy Chief Executive informed Members of the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Executive Board for April to December 2014.

**Resolved:**

**That the report be noted.**

**72 Corporate Plan Targets related to Consultation and Communication**

The Assistant Director (Corporate Services) reported on the work done to contribute to the Corporate Plan targets associated with the Council's Priority on "Consultation and Communication".

**Resolved:**

**That the report is noted**

**73 Information Security Policy**

The Assistant Director (Corporate Services) sought approval for the Council's Information Security Policy which had been updated to ensure it reflected changes in legislation, other Council Policy and the changing nature of the threats to the Council's information.

**Recommended:**

**That the Information Security Policy attached as Appendix A to the report of the Assistant Director (Corporate Services) be approved.**

**74 Minutes of the meetings of the Special Sub-Group held on 15 December 2014 and 13 January 2015**

The minutes of the meetings of the Special Sub-Group held on 15 December 2014 and 20 January 2015 were received and noted.

**75 Minutes of the meeting of the Local Development Framework Sub-Committee held on 21 January 2015**

The minutes of the meeting of the Local Development Sub-Committee held on 21 January 2015 were received and noted.

**76 Minutes of the meeting of the Safer Communities Sub-Committee due to be held on 5 February 2015**

It was noted that the meeting of the Safer Communities Sub-Committee due to be held on 5 February 2015 had been cancelled.

M Stanley  
Chairman