

**To: Leader and Members of the Executive Board
(Councillors Hayfield, Bowden, Fox, Lewis, May,
Moore, Morson, B Moss, Phillips, Simpson,
Smith, Swann, Sweet and Zgraja).**

For the information of other Members of the Council

**For general enquiries please contact
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**For enquiries about specific reports please
contact the officer named in the reports.**

**The agenda and reports are available in
large print if requested.**

EXECUTIVE BOARD AGENDA

20 OCTOBER 2010

The Executive Board will meet in the Council Chamber at
The Council House, South Street, Atherstone,
Warwickshire on Wednesday 20 October 2010 at 6.30pm.

AGENDA

- 1 Evacuation Procedure.**
- 2 Apologies for Absence / Members away on
official Council business.**
- 3 Declarations of Personal or Prejudicial Interests**

(Any personal interests arising from the
membership of Warwickshire County Council of
Councillors Hayfield, Fox, May, B Moss and Sweet
and membership of the various Town/Parish
Councils of Councillors Fox (Shustoke), Lewis
(Kingsbury), Moore (Baddesley Ensor), B Moss
(Kingsbury), Phillips (Kingsbury) and Zgraja (Over
Whitacre) are deemed to be declared at this meeting).

- 4 **Minutes of the Meetings of the Board held on 28 June and 14 September 2010** – copies herewith to be agreed as a correct record and signed by the Chairman.

PART C - EXEMPT INFORMATION (GOLD PAPERS)

- 5 **Exclusion of the Public and Press**

Recommendation:

That under Section 100A(4) of the Local Government Act 1972, 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.

- 6 **Accommodation Review** – Report of the Management Team

The Contact Officer for this report is Richard Dobbs (719440)

JERRY HUTCHINSON
Chief Executive

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

28 June 2010

Present: Councillor Hayfield in the Chair

Councillors Fox, Lewis, May, Moore, Morson, B Moss, Phillips, Simpson, Smith, Swann and Sweet.

Councillors Butcher, Davis, Forwood, Fox, Johnston, Lea and Winter were also in attendance.

1 **Declarations of Personal or Prejudicial Interest.**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fox, Hayfield, May, B Moss and Sweet and membership of the various Town/Parish Councils of Councillors Fox (Shustoke), Lewis (Kingsbury), Moore (Baddesley Ensor), B Moss (Kingsbury) and Phillips (Kingsbury) were deemed to be declared at this meeting.

2 **Minutes of the meeting of the Board held on 19 April 2010.**

The minutes of the meeting of the Board held on 19 April 2010, copies having been circulated, were approved as a correct record and signed by the Chairman.

3 **Capital Programme – 2009/10 Final Position**

The Assistant Director (Finance and Human Resources) updated Members on the final position of the 2009/10 Capital Programme and highlighted those schemes which had not progressed as quickly as expected and which were recommended to be carried forward into the 2010/11 Capital Programme.

Recommended:

- a **That the level of expenditure incurred (both actual and committed) to the end of March 2010 against the 2009/10 Revised Capital Programme be noted;**
- b **That the committed expenditure be agreed as slippage to be carried forward into the 2010/11 Capital Programme;**
- c **That it be noted that the additional Disabled Facility Grant of £86,800 has been received, and that the request of the Assistant Director (Housing) to use this to increase the DFG budget in the 2010/11 Capital Programme be approved; and**

- d That an increase in the Borough Care Lifelines Budget of £6,000 be approved.**

4 Annual Governance Statement 2009/10

The Director of Resources 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 2009/10, attached as Appendix A to the report of the Director of Resources be approved; and**
- b That the Improvement Plan, attached as Appendix B to the report be approved and progress against the plan be reported to Board.**

5 Financial Statement 2009/10

The Director of Resources submitted the Annual Financial Statements for 2009/10 for approval.

Resolved:

That the Financial Statements 2009/1009 be approved subject to audit.

6 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2009 to March 2010

The Chief Executive reported on the progress with the achievement of the Corporate Plan and Performance Indicator targets applicable to Executive Board for April 2009 to March 2010.

Resolved:

That the report be noted.

7 Housing Finance Reform

The Director of Resources reported that the Department of Communities and Local Government (DCLG) had issued a consultation paper on proposals to reform the Housing Finance System. Members were informed of the potential implications for the Council and asked to endorse a proposed response.

Recommended:

That the proposed response to the DCLG, attached as Appendix C to the report of the Director of Resources, be agreed as the Council's response to the consultation paper on Housing Finance Reform.

[Note: This minute was considered and agreed by the Full Council at its meeting on 28 June 2010].

8 Powers Delegated to the Director of Community and Environment

The Assistant Chief Executive and Solicitor to the Council sought approval to changes in delegated powers following the retirement of the Director of Community and Environment.

Recommended:

That the changes in the delegated powers as detailed in the report of the Assistant Chief Executive and Solicitor to the Council be approved and the Constitution be amended accordingly.

9 Issues for Local Authorities Arising from the Change of Government

The Chief Executive circulated a list of some of the issues arising from the change of Government which may affect the Council.

Resolved:

That the list be circulated to all Members of the Council and updates provided as things progress.

10 Information Security Policy 2010-2012

The Assistant Director (Corporate Services) sought approval for the Council's Information Security Policy for the period 2010 - 2012.

Recommended

That the Information Security Policy be continued without the changes recommended in the report of the Assistant Director (Corporate Services).

11 Budgetary Control Report 2010/2011 Period Ended 31 May 2010

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2010 to 31 May 2010. The 2010/2011 budget and the actual position for the period, compared

with the estimate at that date, were given, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

12 Capital Accounts 2009/10

The Board was informed that the Capital Accounts for 2009/10 had been prepared. Members were invited to approve the methods of funding used. A revised Appendix A was circulated at the meeting.

Recommended:

That the methods of funding to meet capital expenditure incurred in 2009/10 be approved.

13 Earmarked Reserves 2009/10

The Director of Resources reported on the level of reserves at 31 March 2010. Members were asked to approve the proposed use of reserves in 2010/11.

Recommended:

That the reserves held at 31 March 2010, and the planned use of reserves in 2010/11 be approved.

14 Value for Money Efficiency Update 2009/10

The Director of Resources reported on the details of the Council's Value For Money (VFM) efficiency achievements in 2009/10. It also detailed the progress made against the 2009-10 VFM Action Plan and proposed a new VFM Action Plan for 2010-11.

Recommended:

- a That the VFM Efficiency gains for 2009/10 to be reported to the CLG, as shown in Appendix A to the report of the Director of Resources be agreed;**
- b That the progress made against the 2009-10 VFM Action Plan be noted; and**
- c That the VFM Action Plan for 2010-11, as shown in Appendix B, be approved.**

15 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 item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

16 Minutes of the meetings of the Special Sub-Group held on 19 April, 17 May and 24 May 2010

i) Meeting held on 24 May 2010 Minute No 2 – Exclusion of the Public and Press.

It was agreed that the following be added at the end of the minute “save for the car park report”.

Resolved:

That, subject to the amendment at i) above, the minutes of the meetings of the Special Sub-Group held on 19 April, 17 May and 24 May 2010 be agreed.

C Hayfield
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

14 September 2010

Present: Councillor Hayfield in the Chair

Councillors Fox, May, Moore, Morson, B Moss, Phillips, Smith, Swann, Sweet and Zgraja.

Apologies for absence were received from Councillors Bowden, Lewis and Simpson.

17 **Declarations of Personal or Prejudicial Interest.**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fox, Hayfield, May, B Moss and Sweet and membership of the various Town/Parish Councils of Councillors Fox (Shustoke), Moore (Baddesley Ensor), B Moss (Kingsbury), Phillips (Kingsbury) and Zgraja (Over Whitacre) were deemed to be declared at this meeting.

18 **External Auditors Report**

The Deputy Chief Executive submitted a report informing Members of changes to the 2009/10 Statement of Accounts following the audit and the External Auditors' report to those charged with governance.

In addition there was also a report from the External Auditors on grant work undertaken relating to 2008/09

Alison Breedon and Leon Mayfield from PricewaterhouseCoopers were in attendance at the meeting and presented their report on which Members asked a number of questions.

Resolved:

That the contents of the External Auditors' report be noted.

19 **Corporate Plan 2011/12 – Key Corporate Issues**

The Chief Executive drew Members' attention to the key corporate issues facing the Council over the next 18 months and sought Members' agreement to addressing those issues during the formulation of the 2011/12 Budget and Corporate Plan.

Recommended:

That the issues raised in the report of the Chief Executive are the main areas which should be considered for inclusion in the 2011/12 Corporate Plan.

20 Consultation on Formula Grant Distribution

The Deputy Chief Executive reported that the Department of Communities and Local Government had issued a consultation paper regarding how formula grant was distributed to Local Authorities. The Board was to consider a draft response.

Recommended:

That the draft response be approved.

21 Financial Strategy 2011-15

The Deputy Chief Executive submitted a report summarising the Authority's Financial Strategy, projected forward the Authority's General Fund budgets to 2014/15, and suggested a detailed budget approach for the 2011/12 General Fund Budget.

Recommended:

- a That the Financial Strategy shown as Appendix A to the report of the Deputy Chief Executive be approved;**
- b That the General Fund budget projections for 2011/12 to 2014/15 be noted;**
- c That the budget approach, set out in paragraph 13.1 and 13.2 of the report, be adopted; and**
- d That growth bids be assessed according to the criteria set out in 9.2 of the report.**

22 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets – April to June 2010

The Chief Executive and the Deputy Chief Executive reported on the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to Executive Board for the first quarter of 2010/11 from April to June.

Resolved:

That the report be noted.

23 **Policing in the 21st Century: Reconnecting Police and the People**

The Chief Executive reported on a national consultation by the Coalition Government on plans for policing reform and Members were asked to agree a suggested course of action. Members were of the view that the response should emphasise that local Community Safety Partnerships on Borough boundaries were effective, reflected local priorities and should be retained.

Recommended:

- a That the report be noted; and**
- b That following consultation with the Chairman, the Opposition Spokesperson and the Portfolio Holder and Shadow Portfolio Holder for Safer Communities, the Chief Executive be authorised to prepare a response to the Policing in the 21st Century: Reconnecting Police and the People consultation taking account of the views expressed at the meeting.**

24 **Interim Planning Policy Statement**

The Assistant Chief Executive and Solicitor to the Council reported on the recent changes to the Planning system and set out the Borough Council's planning policy stance in order to give clarity to residents, landowners, developers and other stakeholders on how the Council would consider development proposals. A Draft Interim Planning Policy Statement had been prepared and would be taken into account as a relevant material consideration in determining planning applications.

Recommended:

- a That the Draft Interim Planning Policy Statement be approved for consultation;**
- b That representations be brought back to Board;**
- c That the Interim Planning Policy Statement be considered as a material planning consideration; and**
- d That the Statement be kept under review as further changes are announced.**

25 **Review of Area Forum Working**

The Assistant Chief Executive and Solicitor to the Council reported on a review of Locality/Area Forum working conducted by Warwickshire County Council. The County Council had asked for comments and Members were asked to agree a suggested response. Members discussed ways in which forum meetings could be made more effective and inclusive.

Recommended:

That the draft response be endorsed.

26 Local Enterprise Partnerships

The Chief Executive reported on the abolition of Regional Development Agencies and proposals for their replacement with Local Enterprise Partnerships.

Recommended:

That the report be noted and the action of the Chief Executive, including the specific action taken since the report was prepared in relation to the cross boundary arrangements with Hinckley and Bosworth and Nuneaton and Bedworth, be endorsed.

27 Review of Polling Districts, Polling Places and Poling Stations

The Board was invited to agree a process for the review of polling districts, polling places and polling stations in accordance with the Electoral Administration Act 2006.

Recommended:

That the Chief Executive be authorised to carry out a review of polling districts, polling places and polling stations in consultation with relevant Ward Councillors and other stakeholders and a report be submitted to Full Council following completion of the review.

28 Value for Money Efficiency Update

The Deputy Chief Executive reported on the Council's Value for Money efficiency achievements to date in 2010/11.

Recommended:

That the progress made against the 2008-11 Value for Money and Efficiency target be noted.

29 Budgetary Control Report 2010/11 – Period Ended 31 August 2010

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2010 to 31 August 2010. The 2010/2011 budget and the actual position for the period,

compared with the estimate at that date, were given, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

30 Warwickshire County Council Overview and Scrutiny Board – Co-Opted Member

The Board was invited to consider a replacement for Councillor Davis as the co-opted Member on the County Council's Overview and Scrutiny Board.

In addition a request had been received from Councillor Phillips, Leader of the Labour Group, to change one of his representatives on the Environment Portfolio Group.

Recommended:

- a That Councillor Bowden be appointed as this Council's representative on the County Council's Overview and Scrutiny Board; and**
- b That Councillor Neil Dirveiks replace Councillor Pickard on the Environment Portfolio Group.**

31 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 item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

32 Minutes of the meetings of the Special Sub-Group held on 5 July and 9 August 2010

The minutes of the meetings of the Special Sub-Group held on 5 July and 9 August 2010 were received and noted.

C Hayfield
Chairman