

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE EXECUTIVE BOARD

17 June 2014

Present: Councillor Sweet in the Chair

Councillors Barber, Hayfield, Humphreys, Moore, Morson, Phillips, Smith and Winter

Apologies for absence were received from Councillor Simpson (substitute Councillor Barber) and Councillor M Stanley (substitute Councillor Winter)

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

None were declared at the meeting.

#### 2 **Minutes of the meetings of the Board held on 11 February and 14 May 2014.**

The minutes of the meetings of the Board held on 11 February and 14 May 2014, copies having been circulated, were approved as a correct record and signed by the Chairman.

#### 3 **Capital Programme – 2013/14 Final Position**

The Assistant Director (Finance and Human Resources) updated Members on the final position of the 2013/14 Capital Programme and highlighted those schemes which had not progressed as quickly as expected and which were recommended to be carried forward into the 2014/15 Capital Programme.

##### **Recommended:**

- a **That the level of expenditure incurred (both actual and committed) to the end of March 2014 against the 2013/14 Revised Capital Programme be noted;**
- b **That the schemes which have not progressed as expected during the year be noted; and**
- c **That both the committed expenditure and schemes which have not progressed during the year be agreed as slippage to be carried forward into the 2014/15 Capital Programme.**

**4 Capital Accounts 2013/14**

The Board was informed that the Capital Accounts for 2013/14 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 2013/14 be approved.**

**5 Earmarked Reserves 2014/15**

The Deputy Chief Executive reported on the level of reserves at 31 March 2014. Members were asked to approve the proposed use of reserves in 2014/15.

**Recommended:**

**That the reserves held at 31 March 2014, and the planned use of reserves in 2014/15 be approved.**

**6 Annual Governance Statement 2013/14**

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 2013/14, 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.**

**7 Financial Statements 2013/14**

The Deputy Chief Executive reported on the Annual Financial Statements for 2013/14 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 2014 be noted.**

**8 Scheme of Delegation in Respect of the Determination of Planning Applications**

The Head of Development Control reported that the Planning and Development Board had recently considered an amendment to the Scheme of Delegation in respect of the determination of planning applications. The Board was invited to endorse the proposed changes.

**Recommended:**

**a That the Council's adopted Scheme of Delegation in respect of the determination of planning applications be amended as recommended by the Planning and Development Board; and**

**b That the Constitution be amended accordingly.**

**9 Warwickshire Fire and Rescue Service: Shaping the Future Consultation**

The Board was informed that Warwickshire Fire and Rescue Service were carrying out a consultation on Shaping the Future and that the Council's comments had been invited.

**Resolved:**

**That the report be noted.**

**10 Membership of the Democratic Structures Task and Finish Group.**

The Board was asked to agree the membership of the Democratic Structures Task and Finish Group for the ensuing year. The Board was also asked to consider the Council's increased representation from one to three on the Birmingham Airport Consultative Committee. The Chief Executive referred to discussions which had commenced with neighbouring Councils around different ways of working.

**Recommended:**

**a That membership of the Democratic Structures Task and Finish Group for 2014/15 be agreed at the Full Council meeting on Wednesday 25 June 2014; and**

- b That names of the Council's three representatives on the Birmingham Consultative Committee be agreed at the Full Council meeting on Wednesday 25 June 2014.**

**11 Broadband Update Report and BDUK Match Funding**

The Assistant Director (Corporate Services) reported on the progress made to improve broadband coverage and speeds. The Board was asked to consider providing additional match funding to enable new Broadband Delivery (BDUK) grant funding to be accessed.

**Recommended:**

- a That the report be noted;**
- b That the Council accepts in principle an agreement to provide additional match-funding provided it first receives a satisfactory report outlining the improvements achieved so far together with details, including an acceptable time frame, of what will be achieved, and provided agreement can be reached on the value of the additional funding; and**
- c That, subject to the receipt of satisfactory information, the Assistant Director (Corporate Services), in consultation with the Chairman of the Board and the Opposition Spokesman, be authorised to agree the level of additional match funding.**

**12 Leisure Management Software – Use of Urgent Business Powers**

The Assistant Director (Leisure and Community Development) reported on the action taken under the Chief Executive's Urgent Business Powers to procure a new Leisure Management Software system and sought approval of a small consequent increase in the revenue budget.

**Resolved:**

- a That the action taken under the Chief Executive's Urgent Business Powers to advance the procurement of a new Leisure Management Software system be endorsed; and**

**Recommended:**

- b That the £750 increase in the revenue budget, consequent upon the procurement of the new Leisure Management Software be approved.**

**13 Constitutional Amendments**

The Assistant Chief Executive and Solicitor to the Council sought the Board's approval for a number of changes to the Council's Constitution.

**Recommended:**

**That the changes to the Constitution set out in the report of the Assistant Chief Executive and Solicitor to the Council be agreed.**

**14 Pay Policy Statement**

The Assistant Director (Finance and Human Resources) presented the Pay Policy Statement for consideration. A number of revised figures were circulated at the meeting.

**Recommended:**

**That the Pay Policy Statement 2014/15, attached as an Appendix to the report of the Assistant Director (Finance and Human Resources) and amended by the figures circulated at the meeting, be agreed.**

**15 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2013 to March 2014**

The Chief Executive reported on the progress with the achievement of the Corporate Plan and Performance Indicator targets applicable to Executive Board for April 2013 to March 2014.

**Resolved:**

**That the report be noted.**

**16 Scrutiny Forward Plan and Annual Report**

The Board was invited to endorse the work of the Scrutiny Board and its Forward Plan for the forthcoming year.

**Recommended:**

**That the Scrutiny Forward Plan and Annual Report, attached as Appendix A to the report of the Assistant Director (Corporate Services), be noted.**

**17 Minutes of the meetings of the Special Sub-Group held on 17 February, 17 March, 14 April, 19 May and 16 June 2014**

The minutes of the meetings of the Special Sub-Group held on 17 February, 17 March, 14 April, 19 May and 16 June 2014 were received and noted.

**18 Minutes of the meeting of the Local Development Framework Sub-Committee held on 9 April 2014**

The minutes of the meeting of the Local Development Framework Sub-Committee held on 9 April 2014 were received and noted.

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

**20 High Street Innovation Fund**

The Board was asked to consider a grant application to establish a Visitors' Centre in Coleshill.

**Recommended:**

**That the grant be awarded.**

Chairman