

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

23 May 2016

Present: Councillor D Wright in the Chair

Councillors Bell, Chambers, Davey, Davis, N Dirveiks, Henney, Lea and Waters.

An apology for absence was received from Councillor Simpson (Substitute Councillor Bell).

Councillors Farrell, Humphreys, Phillips and Smith were also in attendance.

1 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

2 **Presentation from Linda Bird, Assistant Director (Corporate Services) on the work of her Division.**

The Assistant Director (Corporate Services) provided a presentation on the work of her Division.

3 **Annual Treasury Report 2015/2016**

The Deputy Chief Executive reported on the out-turn for 2015/16 and highlighted any areas of significance.

Resolved:

- a **That the Annual Treasury Report for 2015/16 be noted;
and**

Recommended:

- b **That the Annual Treasury Report be approved.**

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

The Chief Executive and Deputy Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator Targets relevant to the Resources Board for April 2015 to March 2016.

Resolved:

That the report be noted.

5 Members' Allowances Out-Turn for 2015/16

The Assistant Director (Finance and Human Resources) advised Members of the allowances paid for 2015/16, which the Council had a duty to publish under the Members' Allowances Scheme.

Resolved:

That the report be noted.

6 HEART Shared Service to deliver home adaptations (including Disabled Facilities Grants)

The Assistant Director (Housing) asked the Board to consider a Business Case which would lead to the formalisation of the shared service the Council had been part of to deliver home adaptations to support people to remain independent at home.

Resolved:

- a That the Business Case outlined in Appendix 1 to the report of the Assistant Director (Housing) be agreed;**
- b That delegated authority be given to the Assistant Chief Executive and Solicitor to the Council to develop and enter into a partnership agreement contract to support the delivery of the Business Case;**
- c That the Business Case and the Partnership Agreement would enable the Council to enter into a shared services agreement with willing partner authorities who have agreed to proceed (as highlighted in the report of the Assistant Director (Housing)) to discharge those Councils' functions related to the Care Act 2014 and Disabled Facilities Grants and housing renewal and other relevant functions in accordance with Section 101 of the Local Government Act 1972 and of the Local Government (Arrangements for the Discharge of Functions) (England) Regulations 2000;**
- d That the necessary arrangements be made and implemented to second staff to the shared service structure; and**
- e That during the establishment of the shared service, in order to cover appropriate posts currently working within the service as determined by the current project**

management board, ring fencing and recruitment opportunities be extended from the host authority to partner authorities.

7 Syrian Refugees

The Assistant Director (Housing) provided information about the Government's requirements for Local Authorities to assist with rehousing Syrian refugees.

Resolved:

- a That the requirement by the Government for all Local Authorities to contribute to the rehousing of Syrian refugees be noted;**
- b That in order to contribute to the sub regional approach to resettle refugees, the Housing Division continue to work closely with other Local Authorities in Warwickshire; and**
- c That a commitment to rehouse 3 refugee households over the next five years be considered.**

8 Broadband Update Report

The Assistant Director (Corporate Services) provided an update on the progress made so far and the future plans to improve broadband coverage and speed in the Borough.

Resolved:

That the report be noted.

9 Internal Audit – Plan of Work for 2016-2017

The Deputy Chief Executive reported on the basis upon which the Audit Plan for 2016-2017 had been developed, using a variety of sources of information to ensure that all appropriate aspects of service activity continued to be embraced as part of the approved three year review programme.

Resolved:

That the Audit Plan for 2016-2016 be approved.

10 Corporate Debt Strategy

The Assistant Chief Executive (Community Services) provided the Board with an update to the previous Corporate Debt Strategy which was adopted by the Board

in March 2013. The Strategy outlined how the Council would approach customers who owe multiple debts to the Council.

Resolved:

That the revised Corporate Debt Strategy, as attached as Appendix to the report of the Assistant Chief Executive (Community Services), be adopted with immediate effect.

11 Tenant Partnership Agreement 2016/2017

The Assistant Director (Housing) presented to the Board the Council's Tenant Partnership Agreement for their consideration and provides additional background information regarding the regulatory framework for social housing landlords.

Resolved:

- a That the HCA regulatory requirements applicable from 2012 be noted;**
- b That the revised Tenant Partnership Agreement be approved;**
- c That the tenant participation activities undertaken during 2015-2016 highlighted within the Tenant Partnership Agreement be noted; and**
- d That, in the spirit of the Tenant Partnership Agreement, consideration be given by Members to how they can work with the Borough Wide Tenants Forum.**

12 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.

13 Adoption of an Updated Write Off Policy

The Assistant Chief Executive (Community Services) presented to the Board an updated Write Off Policy to ensure consistent practices were followed in respect of the debts administered within the Community Services Division.

Recommended to the Council:

- a That the updated Write Off Policy as attached at Appendix A to the report of the Assistant Chief Executive (Community Services) be adopted;**
- b That, the delegated authority given to the Assistant Chief Executive (Community Services) to write off debts in respect of Council Tax, Non Domestic Rates, Former Tenant Arrears and Housing Benefit Overpayments, be increased to £5,350 with immediate effect; and**
- c That, in line with the annual average increase in the actual Council Tax, the delegated write off level continue to be increase annual from 2017/18 onwards.**

14 Irrecoverable Local Taxation Debts

The Assistant Chief Executive (Community Services) detailed the amounts recommended for write off in accordance with the write of policy agreed by the Board on 25 March 2013.

- a That the write off of balances over £5,000 totalling £46,842.78, in respect of unpaid Non Domestic Rates be authorised; and**
- b That the total amount of write-offs in the year to date, and over the last years which included those written off by the Assistant Chief Executive (Community Services) under delegated powers, be noted.**

D Wright
CHAIRMAN