

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

8 September 2015

Present: Councillor D Wright in the Chair

Councillors Davey, Davis, N Dirveiks, Henney, Simpson, Smitten, E Stanley and Waters

Councillors Humphreys, Lewis, Payne, Phillips, M Stanley and Sweet were also in attendance.

15 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

16 **Treasury Management Update 2015/16**

The Deputy Chief Executive reported on the Treasury Management activity for the period up to the end of July 2015.

Resolved:

That the Treasury Management report for the period up to the end of July 2015 be noted.

17 **Capital Programme 2015/16 Period 4 Update**

The Assistant Director (Finance and Human Resources) updated Members on the progress of the 2015/16 Capital Programme in terms of expenditure up to the end of July 2015.

Resolved:

a That the progress made against the 2015/16 Capital Programme be noted; and

b That the change in policy which will see the Housing Division charge a 10% fee to deliver disability adaptations be approved.

18 **General Fund Budgetary Control Report 2015/16 Period Ended 31 July 2015**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the General Fund between 1 April 2015 and 31 July 2015.

Resolved:

That the report be noted.

19 Housing Revenue Account Budgetary Control Report 2015/2016 Period Ended 31 July 2015

The Assistant Director (Finance and Human Resources) reported on the total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 July 2015.

Resolved:

That the report be noted.

20 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – June 2015

The Chief Executive and the 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 to June 2015.

Resolved:

That the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April to June 2015 be noted.

21 Membership of the Borough Care Task and Finish Group

The Chief Executive asked the Board to consider membership of the Borough Care Task and Finish Group for the ensuing year.

Resolved:

That the membership of the Borough Care Task and Finish Group for 2015/16 consists of Councillors Bell, Davey, Smith and D Wright. Two further Members to be advised from the Labour Group.

22 Residential Caravan Sites Policy and Procedure

The Assistant Director (Housing) presented to the Board a proposed Residential Caravan Sites Fee Policy and Procedure.

Resolved:

a That the report be noted and the Fees Policy be approved;

- b That the revisions to Standard Conditions for Caravan Sites be approved; and**

Recommendation to Planning and Development Board

- c That the Mobile Homes Act 2013 becomes a material planning consideration in the determination of any relevant planning application.**

23 Information and Communications Technology Strategy 2015-2019

The Assistant Director (Corporate Services) presented to Members a draft Information and Communications Technology (ICT) Strategy for 2015 – 2019 for their consideration and comment.

Resolved:

- a That the draft Information and Communications Technology Strategy attached as Appendix A to the report of the Assistant Director (Corporate Services) be agreed; and**

Recommendation to the Executive Board:

- b That the draft Information and Communications Technology Strategy be referred to the Executive Board for approval.**

24 Contract Standing Orders

The Assistant Director (Corporate Services) sought approval for the revised Contract Standing Orders.

Resolved:

That the draft Contract Standing Orders attached as Appendix 1 to the report of the Assistant Director (Corporate Services) be approved.

25 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.

26 **Public Conveniences**

The Assistant Director (Streetscape) updated Members on the cost and usage levels of the Council's three automatic public toilets and set out the one-off costs and annual revenue savings for early termination.

Resolved:

- a **That early termination of the contract to provide the Borough's three automatic public toilets with notice to be given to the provider at the earliest possible opportunity be approved; and**
- b **That the Assistant Director (Streetscape) be authorised to investigate the alternative provision of a community toilet scheme and a further report be submitted to the Community and Environment Board.**

27 **Land at Sheepy Road, Atherstone**

The Assistant Director (Streetscape) notified Members of concerns at property owned, but not managed and operated, by the Borough Council in Sheepy Road, Atherstone, and the action taken by officers to date to try to address those concerns.

Resolved:

- a **That the contents of the report and letter circulated at the meeting be noted;**
- b **That the Assistant Director (Streetscape) be authorised to contact the tenants to request all of the information highlighted in the correspondence of 22 July 2015 and 25 August 2015 with a deadline of 16 October 2015; and**
- c **That a further report be brought back to the Board updating Members on progress and any action taken.**

28 **Irrecoverable Local Taxation Debts**

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

Resolved:

- a **That the write off of balances over £5,000 totalling £59,106.79 in respect of unpaid Non Domestic Rates be noted;**

- b That the Assistant Chief Executive (Community Services) write off of a balance over £5,000 totalling £24,459.34 in respect of a Housing Benefit Overpayment be authorised; and**
- c That the summary of the total amount of write offs in the year to date, including those written off by the Assistant Chief Executive (Community Services) under delegated powers as detailed in Appendix B to the report of the Assistant Chief Executive (Community Services) be noted.**

29 Sundry Debtor Irrecoverable Debts

The Assistant Director (Finance and Human Resources) advised Members of debts considered to be irrecoverable.

Resolved:

That the debts totalling £9,551.66, detailed in paragraph 4.6 of the report of the Assistant Director (Finance and Human Resources) be written off.

30 Complaint – Request to Join the Council’s Housing Register

The Assistant Director (Housing) outlined a complaint made by a housing applicant which had been considered at Stages 1 and 2 of the Council’s complaints procedure and sought a response from the Board.

Resolved:

- a That having considered the complaint, the actions of the Housing Division be supported; and**
- b That the Assistant Director (Housing) be authorised to respond to the complainant.**

31 Land Purchase Request from Fillongley Road, Maxstoke

The Assistant Director (Housing) reported on a request received from an owner of a property in Fillongley Road, Maxstoke to purchase some of the grassed area outside of his property.

Recommended:

- a That the land in Fillongley Road, Maxstoke as shown at Appendix A to the report of the Assistant Director (Housing) be declared surplus to requirements; and**

- a That the request to purchase the land set out at Appendix A to the report of the Assistant Director (Housing) be approved.

32 Land Purchase Request at Glenville Avenue, Wood End

The Assistant Director (Housing) reported on a request received from a resident at Birchfield Close to purchase part of the land that forms the garage site at Glenville Avenue, Wood End.

Resolved:

That the request to purchase land set out at Appendix A to the report of the Assistant Director (Housing) be refused.

33 Request for Licence at Forge Road, Shustoke

The Assistant Director (Housing) reported on a request received from a resident in Forge Road, Shustoke, for a licence to be able to cross a piece of land in the Council's ownership to enable him to have a dropped kerb and park in the curtilage of the property.

Resolved:

That the request to grant a licence to cross the Council's land set out at Appendix A to the report of the Assistant Director (Housing) be refused.

34 Tender for Roof Works at Arden Forest Estate

The Assistant Director (Housing) outlined the process undertaken to tender works to provide a new roof and water tanks for the Council's flats at Arden Forest Estate, Ridge Lane.

Resolved:

That the action taken, in consultation with the Chairman of the Board, by the Chief Executive under his urgent business powers be noted.

35 Disposal of Coleshill Leisure Centre

The Assistant Director (Streetscape) updated Members on developments following the last Resources Board meeting and provided details of improved offers.

Resolved:

- a That the latest and highest unconditional bid, as circulated at the meeting, for the former Coleshill Leisure Centre site be accepted;**
- b That, in consultation with the Chairman and Vice-Chairman of the Resources Board, the Assistant Director (Streetscape) be authorised to agree the terms and conditions of sale with the preferred bidder; and**
- c That, in consultation with the Chairman and Vice-Chairman of the Resources Board, the Assistant Director (Streetscape) be authorised to agree terms and conditions of sale with the second preferred bidder should the highest bidder withdraw from the sale for any reason.**

D Wright
CHAIRMAN