

# NORTH WARWICKSHIRE BOROUGH COUNCIL

## MINUTES OF THE RESOURCES BOARD

11 June 2012

Present: Councillor Moore in the Chair

Councillors Davis, N Dirveiks, Forwood, Holland, Johnston, Smith, Turley and Winter.

An apology for absence was received from Councillor Butcher (Councillor Turley as substitute).

Councillor Humphreys was also in attendance.

### 1 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of various Parish Councils of Councillors Davis (Atherstone), Moore (Baddesley) and Winter (Dordon) were deemed to be declared at the meeting.

Councillors Davis, Holland, Johnston and Smith declared a personal interest in Minute No 25 (Requests to Purchase a Licence to Occupy Garden Land in Shustoke) by reason of their political association with one of the prospective licensees and took no part in the discussion and voting thereon.

### 2 **Local Authority Mortgage Scheme**

The Assistant Director (Housing) and the Assistant Director (Finance and Human Resources) provided information on a Local Authority Mortgage Scheme set up by Sector Treasury Services, which the Authority could use to assist first time buyers to obtain mortgages in the North Warwickshire area.

#### **Resolved:**

- a That the set up costs identified in paragraph 10.1.4 of the report of the Assistant Director (Housing) and the Assistant Director (Finance and Human Resources) be approved;**

#### **Recommended:**

- b That the Council adopts the Local Authority Mortgage Scheme in accordance with the outline provided in the report of the Assistant Director (Housing and the Assistant Director (Finance and Human Resources), and approves the following:**

- A total indemnity value of £2 million
  - A maximum loan size for the authority of £190,000
  - The qualifying post codes will be provided to the lender(s) in a schedule to the indemnity deed;
- c That the Council should indemnify the Monitoring Officer in respect of any personal liability he may incur by providing an opinion and providing the Lender with the Opinion Letter; and
- d That expenditure of £1 million be included in the Capital Programme for 2012/13.

### 3 Report of Members' Independent Remuneration Panel

The Assistant Director (Finance and Human Resources) reported on the key recommendations of the Independent Remuneration Panel following a review of the current Members' Allowances Scheme.

#### Recommended:

- a That the Independent Remuneration Panel's report, as set out in Appendix A to the report of the Assistant Director (Finance and Human Resources), be noted; and
- b That the following be approved:
- 1) That the Basic Allowance of £4,942, remains unaltered;
  - 2) That the Special Responsibility Allowance for the Leader of the Council remains unaltered;
  - 3) That the Portfolio Holder for Health, Wellbeing and Leisure continues to receive an SRA of £1,745 from the date the Member took up the post;
  - 4) That the Vice Chairs (with portfolio responsibilities) of Community and Environment and Resources Boards are paid an SRA of £1,745 from the date the Members took up their posts;
  - 5) That the Chairs of Housing and Safer Communities Sub-Committees be paid an SRA of £1,745 from the date the Members took up their posts;
  - 6) That the Chairs of the Area Forums receive an SRA of £873, to be implemented from the start of 2012/13 Municipal Year;
  - 7) That the SRA, and the qualifying criteria, paid to Members for serving on Appeals Panels remains unaltered;
  - 8) That the decision to give authority for Members to join the Local Government Pension Scheme be refreshed for another four years;

- 9) That no change is made to the current Co-optee allowance paid to the Independent (co-opted) Chair of the Standards Committee, currently £293, noting that the post will lapse at the end of June 2012 and no longer be payable;
- 10) That subsistence within the Borough is not claimable, except in exceptional circumstances as defined by the person calling the meeting, with the approval of the Monitoring Officer, to be implemented from the start of 2012/13 Municipal Year;
- 11) That subsistence and overnight accommodation allowance outside the Borough should mirror the same rates that are applicable to Officers and that they should only be reimbursed upon production of receipts;
- 12) That no changes are made to the current definition and scope of approved duties for which Members can claim travel allowances;
- 13) That the HMRC Approved Mileage Allowance Payment rates be used for claims for approved duties, to be implemented from the start of 2012/13 Municipal Year;
- 14) That the HMRC passenger supplement rate be adopted for carrying fellow Councillors to an approved duty, to be implemented from the start of 2012/13 Municipal Year;
- 15) That no changes are made to current rates and conditions to the Travel Allowance scheme where Members travel by public or other means of transport;
- 16) That there are no changes to the scope or levels payable in the Dependent Carer's Allowance Scheme, other than that the child care maximum rate should be the minimum wage;
- 17) That Basic Allowances, SRAs, Co-optees Allowances (if still payable) and Travel and Subsistence Allowances be frozen until the Council asks the Panel to undertake a further review of allowances; and
- 18) That Members note that the freezing of Allowances does not apply to Dependent Carer Allowance.

#### 4 Council Property

The Assistant Director (Streetscape) reported on the issues raised by the recent Industrial Units Scrutiny Project as reported to the Board on 2 April 2012, and the wider issue of the state of the Council's property assets and the approach which might be adopted to manage them in the future.

**Resolved:**

- a That Officers approach commercial letting agents for proposals and costs to increase occupancy levels in the Council's industrial units;**
- b That the draft timetable for reviewing the Council's corporate property as set out in Appendix A to the report of the Assistant Director (Streetscape) be noted; and**
- c That the format of the proposed Property Management Plans be noted.**

**5 PDM Group – Application for Consent to Install a New Tallow Farm Storage Facility**

The Assistant Director (Streetscape) sought Members' consent for the installation of a tallow farm storage facility (subject to the granting of appropriate planning permission) on land owned by the Borough Council which was leased to PDM Group.

**Resolved:**

**That the installation of a new Tallow Farm storage facility on land at Mancetter Road, Hartsilll be consented to, subject to appropriate planning consent for the proposed facility being acquired by the Lessee.**

**6 Borough Care Service Review**

The Assistant Director (Housing) updated the Board on the progress of the Corporate priority to review the Borough Care service and proposed that a cross party task and finish group be set up to consider how the service should be delivered.

**Recommended:**

**That a cross party task and finish group be established to consider the Borough Care service and agree an improvement action plan.**

**7 Housing Revenue Account Budgetary Control Report 2012/2013 Period Ended 31 March 2012**

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 May 2012.

**Resolved:**

**That the report be noted and that the figure contained in the Business Plan column in Appendix A to the report of the Assistant Director (Finance and Human Resources) be accepted.**

**8 Members' Allowances Out-turn for 2011/12**

The Assistant Director (Finance and Human Resources) advised Members of the allowances paid for 2011/12 and that the Council had a duty to publish the amounts paid under the Members' Allowance Scheme.

**Resolved:**

**That the report be noted.**

**9 Annual Treasury Report for 2011/12**

The Deputy Chief Executive reported on the out-turn for 2011/12 and highlighted any areas of significance.

**Resolved:**

**a That the Annual Treasury Report for 2011/12 be noted;**

**b That the Prudential Indicators set out in Appendix A to the report of the Deputy Chief Executive be noted; and**

**Recommended:**

**c That the Annual Treasury Report be approved.**

**10 Collection Progress for Sundry Debts 2011/12 and Prompt Payment of Creditor Invoices, LPI8**

The Assistant Director (Finance and Human Resources) advised Members of the collection progress for Sundry Debts in 2011/12 and highlighted the performance of the local performance indicator, LPI8, Prompt Payment of Creditor Invoices.

**Resolved:**

**That the performance as set out in the report of the Assistant Director (Finance and Human Resources) be noted.**

**11 Risk Management Annual Report 2011/12**

The Assistant Director (Finance and Human Resources) informed Members of the progress made on Risk Management during 2011/12.

**Resolved:**

**That the report be noted.**

**12 Procurement and Commissioning Strategy Action Plan 2012-2013**

The Assistant Director (Corporate Services) presented to Members the Procurement and Commissioning Strategy Action Plan for 2012/13.

**Resolved:**

**That the Strategy Action Plan 2012/13 attached as Appendix A to the report of the Assistant Director (Corporate Services), be approved.**

**13 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – March 2012**

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 March 2012.

**Resolved:**

**That the report be noted.**

**14 Internal Audit – Performance for 2011/12**

The Deputy Chief Executive reported on the progress of the Council's Internal Audit function against the agreed plan of work for the year.

**Resolved:**

**That the report be noted.**

**15 Treasury Management Revised Lending List**

The Deputy Chief Executive sought approval for a revised Treasury Management Lending List.

**Resolved:**

**That the revised lending list be agreed.**

**16 Budgetary Control Report 2012/13 Period Ended 31 May 2012**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2012 to 31 May 2012. The 2012/13 budget and the actual position for the period, compared with the estimate at that date were detailed, together with an estimate of the out-turn position for services reporting to the Board.

**Resolved:**

**That the report be noted.**

**17 Consolidated Budgetary Control Report 2012/13 – Period Ended 31 May 2012**

The Assistant Director (Finance and Human Resources) reported on the total Council General Fund revenue expenditure and income for the period from 1 April 2012 to 31 May 2012.

**Resolved:**

**That the report be noted.**

**18 Capital Programme 2012/13 Period Ending May 2012**

The Assistant Director (Finance and Human Resources) updated Members on the progress of the 2012/13 Capital Programme in terms of both expenditure and outcomes.

**Resolved:**

**That the progress made against the 2012/13 Capital Programme be noted.**

**19 Minutes of the Housing Sub-Committee held on 17 April 2012**

The minutes of the Housing Sub-Committee held on 17 April 2012 were received and noted.

**20 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.**

21 **Land at Atherstone**

The Assistant Director (Streetscape) gave a verbal report on the current position with regards to the access road to Phoenix Yard and discussions between interested parties.

**Resolved:**

**That the Assistant Director (Streetscape) keep the Chair, Vice-Chair and Shadow Chair of the Board updated on any developments with regards to the access road to Phoenix Yard and a further report on the outcome of the continuing discussions and any resultant actions be brought back to the Board at its next meeting.**

22 **GPS System for Transport Fleet**

The Assistant Director (Streetscape) and Assistant Director (Housing) sought approval for the installation and use of a GPS system in 58 vehicles within the Council's Streetscape and Housing Divisions on a three year lease in order to improve fuel efficiency, integrate with and enhance existing fleet management systems, generate potential savings across the transport fleet and assist in the efficient management of frontline services.

**Resolved:**

- a That the installation and use of the TomTom system across 58 vehicles on a 36 month lease be approved; and**
- b That Contract Standing Order 5.5(4) is invoked to enable the purchase of the TomTom solution due to its compatibility with the existing Fleetcheck system.**

23 **Affordable Housing Developments – Atherstone and Mancetter**

The Assistant Director (Housing) reported on a proposed partnership approach to developing a number of affordable housing schemes in Atherstone and Mancetter and provided the Board with details about the schemes and how we could work in partnership to provide new build to add to the Council's own stock.

**Recommended:**

- a That the Council work in partnership with Waterloo Housing Association to develop affordable homes in Atherstone and Mancetter in the way described in the report of the Assistant Director (Housing);**



- b** That Contract Standing Orders relating to the requirement for competition are waived on the basis that no genuine competition can be obtained as grant funding can only be assessed, at this time, through a consortium relationship with Waterloo Housing;
- c** That the Council redevelop its land and properties at Church Walk, Mancetter to provide for new affordable flats and houses. That the flats be developed for Council ownership and the houses for Waterloo's ownership at the value per plot as set out in the report of the Assistant Director (Housing);
- d** That the Council redevelop its land and properties at Lister Road, Atherstone to provide for new affordable homes for rent and shared ownership in partnership with Waterloo Housing Group and types of property, tenure and ownership to be subject to a further report to the Resources Board;
- e** That the Housing Division consider the viability of redeveloping its land at St Georges Road, Princess Road and Lister Road (Garage Plots) Atherstone to provide for 2 bedroom bungalows for Council ownership for rent;
- f** That the Council's land at Watling Street, Atherstone be sold to Waterloo Housing Association to provide for affordable homes for rent at the value per plot as set out in the report of the Assistant Director (Housing);
- g** That some of the reward monies being held by the County Council to fund affordable housing in the Borough be used to fund the development at Church Walk, Mancetter because the site presents a number of abnormal issues; and
- h** That following community consultation about the Atherstone sites and further site investigations to understand any risks posed to the developments, a firm proposal be brought back to the Board for consideration.

#### **24 Request to Purchase Land**

The Assistant Director (Housing) informed the Board about a request to purchase some of the Council's land in Old Arley

#### **Recommended:**

**That the request to purchase the piece of land in Old Arley shown in Appendix A to the report of the Assistant Director (Housing) be refused.**

**25 Requests to Purchase a Licence to Occupy Garden Land in Shustoke**

The Assistant Director (Housing) informed the Board about requests to occupy some of the Council's garden land in Shustoke on licence.

**Recommended:**

- a That, if the sale of 55 The Green, Shustoke goes ahead to the current prospective purchaser, they be offered a licence to occupy the Council's land adjacent to 55, 57 and 89 The Green, Shustoke; and**
- b That, if the sale of 55 The Green, Shustoke does not go ahead to the current prospective purchaser, the land adjacent to 55, 57 and 89 The Green, Shustoke be returned to the Council's ownership.**

J Moore  
Chairman