

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

30 January 2012

Present: Councillor Moore in the Chair

Councillors N Dirveiks, Johnston, Smith, Morson, Watkins and Winter.

An apology for absence was received from Councillor Davis.

66 **Declarations of Personal or Prejudicial Interests**

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

67 **Minutes**

The minutes of the meetings of the Board held on 10 October and 21 November 2011, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

68 **Corporate Plan 2012-13**

The Board's approval was sought for the Corporate Plan Key Actions for which the Board was responsible. Members were also asked to agree the 2012-13 Service Plans for the Finance and Human Resources, Community Services and Corporate Services Divisions and the Internal Audit Service.

Recommendation to the Executive Board:

- a That those Corporate Plan Key Actions, as set out in Appendix A to the report of the Chief Executive, for which the Resources Board is responsible be agreed;**

Resolved:

- b That those elements of the Service Plans that are the responsibility of the Resources Board, as set out in Appendix B to the report of the Chief Executive, be agreed.**

69 Proposed Removal of the Extended Hours Telephone Service

The Assistant Chief Executive (Community Services) sought approval for a proposal to remove the current extended out of hours telephone service currently provided by Warwickshire County Council via its contact centre locations in Kings House, Bedworth, between the hours of 5.15pm to 8.00pm, Monday to Friday, and 9.00am to 4.00pm on a Saturday.

Resolved:

That the removal of the extended hours arrangement for telephone contact be agreed with effect from 1 April 2012.

70 General Fund Fees and Charges 2012/13

The Assistant Chief Executive and Solicitor to the Council, Assistant Director (Streetscape), Assistant Chief Executive (Community Services), Assistant Director (Housing) and Assistant Director (Finance and Human Resources) reported on the fees and charges for 2011/12 and the proposed fees and charges for 2012/13.

Resolved:

That the schedule of fees and charges for 2012/13, set out in the report of the Assistant Chief Executive and Solicitor to the Council, Assistant Director (Streetscape), Assistant Chief Executive (Community Services), Assistant Director (Housing) and Assistant Director (Finance and Human Resources) be agreed.

71 General Fund Revenue Estimates 2012/13 – Services Recharged Across All Boards

The Deputy Chief Executive reported on the revised budget for 2011/12 and gave an estimate of expenditure for 2012/13, together with forward commitments for 2013/14, 2014/15 and 2015/16 for those services recharged across all Boards.

Resolved:

- a That the revised budget for 2011/12 be accepted; and**
- b That the Estimates of Expenditure for 2012/13, as submitted, be included in the budget to be brought before the meeting of the Executive Board on 6 February 2012.**

72 General Fund Revenue Estimates 2012/13 – Services Remaining within the Board

The Deputy Chief Executive reported on the revised budget for 2011/12 and gave an estimate of expenditure for 2012/13, together with forward commitments for 2013/14, 2014/15 and 2015/16 for those services remaining within the Board.

Resolved:

- a That the revised budget for 2011/12 be accepted; and**
- b That the Estimates of Expenditure for 2012/13, as submitted, be included in the budget to be brought before the meeting of the Executive Board on 6 February 2012.**

73 General Fund Revenue Estimates 2012/13 - Summary

The Deputy Chief Executive reported on the revised budget for 2011/12 and gave an estimate of expenditure for 2013/14, 2014/15 and 2015/16.

Recommendation to Executive Board:

That the following items be recommended to the Executive Board for consideration in setting the Council Tax of the Borough Council:

- a The revised budget for 2011/12; and**
- b The schedule of expenditure requirements totalling £8,957,280 for 2012/13.**

74 Housing Revenue Account Estimates 2012/13 and Rent Review

The Deputy Chief Executive reported on the revised budget for 2011/12 and gave an estimate of expenditure for 2012/13, together with forward commitments for 2013/14, 2014/15 and 2015/16.

Resolved:

- a That the revised estimates for 2011/12 be accepted;**
- b That rent increases, calculated on the basis that the Council will continue to move properties towards their individual target rents, be adopted;**
- c That the proposed fees and charges for 2012/13 as set out in Appendix E to the report of the Deputy Chief Executive, be approved;**

- d That the service charges for the cleaning of communal areas, as detailed in Appendix F to the report of the Deputy Chief Executive, be approved from April 2012;
- e That the service charges for window cleaning, as detailed in Appendix G to the report of the Deputy Chief Executive, be approved from April 2012; and
- f that the Estimates of Expenditure for 2012/13, as submitted, be approved.

75 Housing Self-Financing

The Deputy Chief Executive detailed the payment the Authority would be required to make as part of the self-financing settlement and asked the Board to indicate how it would wish to use any surpluses that were generated.

Resolved:

That the Housing Sub-Committee recommendation to use the surplus to repay debt and support new build be endorsed.

76 Capital Programme 2012/13 to 2014/15

The Assistant Director (Finance and Human Resources) identified proposals for schemes to be included within the Council's capital programme over the next three years.

Resolved:

- a That the schemes previously approved within the Council's three-year capital programme be supported;
- b That the inclusion of the new scheme within the Council's provisional three year capital programme be supported; and
- c That the schemes which will not be included within the capital programme be noted.

77 Treasury Management Update - Quarter 3 2011/12

The Deputy Chief Executive detailed the Treasury Management activity during the first nine months of 2011/12.

Resolved:

That the Treasury Management Update Report for the first nine months of 2011/12 be noted.

78 Internal Audit - Benchmarking

The Deputy Chief Executive provided the Board with information from a benchmarking exercise undertaken to assess the performance of the Internal Audit function against other similar Councils.

Resolved:

That the report be noted.

79 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2011

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 to December 2011.

Resolved:

That the report be noted.

80 Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2012/13

The Deputy Chief Executive outlined the Treasury Management Strategy, Minimum Revenue Provision Policy Statement and Investment Strategy for 2012/13.

Resolved:

a That the proposed strategies for 2012/13 be approved; and

Recommended:

b That the Council adopts the 2011 Code of Practice on Treasury Management.

81 Minutes of the Housing Sub-Committee held on 20 December 2011 and 17 January 2012

The minutes of the Housing Sub-Committee held on 20 December 2011 and 17 January 2012 were received and noted.

82 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.

83 Introduction of a Supported Housing Scheme for People with Learning Disabilities

The Assistant Director (Housing) provided the Board with information about Warwickshire County Council's proposals about how to meet the housing needs of people with Learning Disabilities and how the Council could act to assist.

Resolved:

- a That Warwickshire County Council's proposal to introduce a new supported housing scheme for people with Learning Disabilities ('KeyRing') be supported;**
- b That when required the Housing Division can lease a flat from the Council's own stock to the 'KeyRing' organisation to enable them to employ a Community Volunteer support worker; and**
- c That Warwickshire County Council be requested to establish a referral panel for the scheme, which would include a representative from the Housing Division with one of its aims to ensure there is a balanced membership of the local KeyRing scheme.**

84 Irrecoverable Housing and Local Taxation Debts

The Assistant Chief Executive detailed the amounts recommended for write off, in accordance with the write off policy agreed by the former Finance Sub-Committee in September 2000.

Resolved:

- a That the write-off of 8 balances over £1,250 totalling £10,471.18 in respect of unpaid Council Tax be approved;**
- b That the write-off of 8 balances over £1,250 totalling £24,407.50 in respect of unpaid Non Domestic Rated be approved;**

- c That the write off of 5 balances over £1,250 totalling £14,591.16 in respect of overpaid Housing Benefit be approved;**
- d That the write off of 68 balances under £1,250 totalling £19,555.19 in respect of unpaid Council Tax be noted;**
- e That the write off of 4 balances under £1,250 totalling £2,038.43 in respect of unpaid Non Domestic Rates be noted;**
- f That the write off of 78 balances under £1,250 totalling £11,821.82 in respect of overpaid Housing Benefit be noted;**
- g That the write back of 9 balances totalling £1,072.96 in respect of Council Tax be noted;**
- h That the write back of 5 balances totalling £427.58 in respect of Non Domestic Rates be noted; and**
- i That the write back of 2 balances totalling £221.56 in respect of overpaid Housing Benefit be noted.**

J Moore
Chairman