

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE RESOURCES BOARD

6 June 2011

Present: Councillor Moore in the Chair

Councillors N Dirveiks, Ferro, Forwood, Fowler, Hayfield, Johnston, Lea, Morson, M Stanley, Y Stanley, Watkins and Winter.

Apologies for absence were received from Councillors Payne and Smith.

Councillors Sweet, Phillips and Humphreys were also in attendance.

Councillor Moore thanked Councillor Smith for his contribution as Chairman of the Resources Board over the last eight years.

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

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler Hayfield and Lea, and membership of various Parish Councils of Councillors Moore (Baddesley), Morson and Winter (Dordon) and M Stanley and Y Stanley (Polesworth) were deemed to be declared at the meeting.

#### 2 **Minutes**

The minutes of the meeting of the Board held on 28 March 2011, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

#### 3 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2010 – March 2011**

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 2010 to March 2011.

#### **Resolved:**

**That the report be noted.**

#### **4 New Human Resource Policies**

The Assistant Director (Finance and Human Resources) advised Members of the background to the new policies on retirement, secondment and health and wellbeing and recommended the adoption of the policies by the Council.

**Resolved:**

- a That the Retirement Policy and Procedure be adopted;**
- b That the Secondment Policy and Procedure be adopted;  
and**
- c That the Health and Wellbeing Policy be adopted.**

#### **5 Treasury Management Revised Annual Investment Strategy**

The Deputy Chief Executive reported on a revised Annual Investment Strategy for 2011/12.

**Resolved:**

**That the revised Annual Investment Strategy for 2011/12 be approved.**

#### **6 Internal Audit – Performance for 2010/11**

The Deputy Chief Executive detailed the progress of the Council's Internal Audit function against the agreed plan of work for 2010/11.

**Resolved:**

**That the report be noted.**

#### **7 Members' Allowances Out-turn for 2010/11**

The Assistant Director (Finance and Human Resources) advised Members of the allowances paid for 2010/11 which the Council had a duty to publish under the Members' Allowance Scheme.

**Resolved:**

**That the report be noted subject to items requested being clarified.**

**8 Collection Progress for Sundry Debts 2010/11 and Prompt Payment of Creditor Invoices, LPI 8**

The Assistant Director (Finance and Human Resources) advised Members of the collection progress for Sundry Debts in 2010/11 and highlighted the performance of LPI 8, Prompt Payment of Creditor Invoices.

**Resolved:**

**That the report be noted.**

**9 Review of Existing Human Resource Policies**

The Assistant Director (Finance and Human Resources) reported on the review and updating of a number of existing policies.

**Resolved:**

- a That the revised Training and Development Policy be approved;**
- b That the revised Dignity at Work Policy be approved;**
- c That the revised Grievance Policy be approved; and**
- d That the revised Job Share Policy be approved.**

J Moore  
Chairman