

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE RESOURCES BOARD

13 April 2010

Present: Councillor Smith in the Chair

Councillors Bowden, Butcher, N Dirveiks, Forwood, Fowler, Moore, Payne, Smitten and Winter.

Apologies for absence were received from Councillors Jenkins, Johnston, Lea and Y Stanley.

Councillors Lewis and Phillips were also in attendance and with the consent of the Chairman spoke on the item recorded at Minute No 111 (Transfer of Land at Hurley).

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

Any personal interests arising from the membership of Warwickshire County Council of Councillor Fowler and membership of various Parish Councils of Councillors Butcher and Smitten (Polesworth) and Moore (Baddesley Ensor) were deemed to be declared at the meeting.

#### 108 **Minutes**

The minutes of the meetings of the Board held on 14 December 2009 and 2 February 2010, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

#### 109 **Amendments to Financial Regulations**

The Assistant Director (Finance and Human Resources) informed Members of proposed amendments to the Financial Regulations.

##### **Recommended:**

**That the Council accepts the proposed amendments to the Financial Regulations, as set out in the report of the Assistant Director (Finance and Human Resources) and the consequent amendments to the Constitution be made.**

#### 110 **Procurement and Commissioning Strategy 2010/11-2012/13**

The Assistant Director (Corporate Services) presented the draft Procurement and Commissioning Strategy 2010/11- 2012/13 to Members for their consideration, comment and approval.

**Recommendation to the Executive Board:**

**That the draft Strategy provided as Appendix A to the report of the Assistant Director (Corporate Services) be approved.**

**111 Transfer of Land at Hurley**

The Assistant Director (Leisure and Community Development) detailed a proposal for the transfer of land at Hurley from the Housing Revenue Account to the General Fund in order that it may be used to provide allotments for the local community.

**Resolved:**

**That the site identified at Appendix A to the report of the Assistant Director (Leisure and Community Development) be transferred from the Housing Revenue Account to the General Fund for use as allotments.**

**112 Internal Audit – Plan of Work for 2010-11**

The Director of Resources explained the basis upon which the Audit Plan for 2010/11 had been developed, using a variety of sources of information to ensure that all appropriate aspects of service activity were embraced as part of the approved three-year review programme.

**Resolved:**

**That the Audit Plan for 2010/11 be approved.**

**113 Information Security Policy 2010-2012**

The Assistant Director (Corporate Services) sought approval for the Council's information Security Policy for the period 2010-2012. The policy was needed to help protect the Council's information and ensure it was used legally and effectively.

**Recommendation to the Executive Board**

**That the Information Security Policy 2010-2012, attached as Appendix A to the report of the Assistant Director (Corporate Services) be approved.**

**114 ICT Strategy 2010/11 Action Plan**

The Assistant Director (Corporate Services) presented the 2010/11 ICT Strategy Action Plan which supported the delivery of the Information and Communications Technology (ICT) Strategy 2009-2012.

**Resolved:**

**That the Information and Communications Technology Strategy Action Plan for 2010/11, attached as Appendix A to the report of the Assistant Director (Corporate Services), be approved.**

**115 Procurement Performance Indicators and Benchmarking**

The Assistant Director (Corporate Services) updated Members on the performance indicators being developed by the Council's Corporate Procurement function and the benchmarking exercise carried out in preparation for the value for money review of Procurement scheduled for 2010/11.

**Resolved:**

**That the report be noted.**

**116 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.**

**117 Proposed Changes to Staffing in Central Services**

The Assistant Director (Corporate Services) sought approval for a change to the staffing within the Central Services Section within the Corporate Services Division.

**Resolved:**

- a That PM be assimilated into the Role of Central Services Assistant (Legal & Refuse) with effect from 13 April 2010;**
- b That the temporary cover for the post of Central Services Assistant (Typing) be given 1 months notice; and**
- c That the post of Central Services Assistant (Typing) be deleted from the establishment.**

## 118 Irrecoverable Housing and Local Taxation Debts

The Assistant Director (Revenues and Benefits) 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 6 balances over £1,250 totalling £13,161.53 in respect of unpaid Council Tax be approved;
- b** That the write-off of 10 balances over £1,250 totalling £59,520.75 in respect of unpaid Non Domestic Rates be approved;
- c** That the write-off of 3 balances over £1,250 totalling £7,460.89 in respect of unreclaimed overpaid Housing Benefit be approved;
- d** That the write-off under delegated powers of 130 balances under £1,250 totalling £44,108.73 in respect of unpaid Council Tax be noted;
- e** That the write-off under delegated powers of 12 balances under £1,250 totalling £4,958.53 in respect of unpaid Non Domestic Rates be noted;
- f** That the write-off under delegated powers of 64 balances under £1,250 totalling £9,565.75 in respect of unreclaimed Housing Benefit Overpayments be noted;
- g** That the write-off under delegated powers of 17 balances under £1,250 totalling £537.87 in respect of former tenant rent arrears be noted;
- h** That the write back under delegated powers of 10 balances under £1,250 totalling £731.43 in respect of overpaid Council Tax be noted;
- i** That the write-back under delegated powers of 5 balances totalling £8,048.78 in respect of overpaid Non Domestic Rates be noted; and
- j** That the write-back under delegated powers of 77 balances totalling £792.10 in respect of former tenant rent credits be noted.

119 **Access to Phoenix Yard, Atherstone**

The Assistant Director (Streetscape) sought approval for the Council, as landowner, to grant permission to Arragon Properties to carry out highway improvements at the Long Street junction of the access road to the Memorial Hall at no charge in order to allow the development of Phoenix Yard to proceed.

**Resolved:**

- a **That the developer be granted the right to undertake the necessary works on the Council's land (the access road) without charge as long as the development of Phoenix Yard is wholly completed within two years; and**
- b **That, in exchange for granting the right at no cost, the Council will seek from the developer the grant (at no further cost to the Council) of a right to vary the access to its land, to safeguard the value of the site should it be used for any form of development in the future and alterations to the present access arrangements are required.**

120 **Land at St Georges Road, Atherstone**

The Assistant Director (Streetscape) sought approval to sell a strip of land adjacent to No 58 St George's Road, Atherstone to the occupier of that property.

**Recommended:**

- a **That the land forming the alleyway adjacent to No 58 St Georges Road, Atherstone be declared surplus to requirements on the grounds that it is of no practical purpose; and**
- b **That the land be sold to the owner of the adjacent property as set out in paragraph 3.4 of the reports of the Assistant Director (Streetscape).**

121 **Sale of Land off Rectory Road/Bournebrook View, Arley**

The Assistant Director (Housing) updated Members about progress on the proposals to develop the Council's land off Rectory Road, Arley and provided an update about land valuations for consideration.

**Recommended:**

- a **That the proposed revised valuation for the part of the site to be used for affordable housing and developed by**

**a Registered Social Landlord partner as set out in Section 6.1.8 of the report of the Assistant Director (Housing) be approved; and**

- b That any capital receipts received by the Council in connection with the sale of land/proposed development off Rectory Road/Bournebrook View, Arley, be used for affordable housing.**

L Smith  
Chairman