

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

30 January 2017

Present: Councillor D Wright in the Chair

Councillors Chambers, Davey, N Dirveiks, Henney, Lea, Moss, Simpson Smitten and Waters

An apology for absence was received from Councillor Davis (Substitute Councillor Smitten)

Councillor Humphreys was also in attendance.

45 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

46 **Minutes of the Resources Board held on 14 November 2016**

The minutes of the meeting of the Board held on 14 November 2016, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

47 **Corporate Plan 2017-18**

The Chief Executive sought the Board's approval for the Corporate Plan Targets for which it was responsible and the 2017-18 Service Plans for the Housing, Finance & Human Resources, Community Services and Corporate Services Divisions and the Internal Audit Service.

Recommendation to the Executive Board:

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

Resolved:

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

48 **General Fund Fees and Charges 2017/18**

The Assistant Chief Executive and Solicitor to the Council, Assistant Director (Streetscape), Assistant Chief Executive (Community Services) and Assistant Director (Housing) reported on the fees and charges for 2016/17 and the proposed fees and charges for 2017/18.

Resolved:

That the schedule of fees and charges for 2017/18, as set out in the report of the Assistant Chief Executive and Solicitor to the Council, Assistant Director (Streetscape), Assistant Chief Executive (Community Services) and Assistant Director (Housing) be approved.

49 **General Fund Revenue Estimates 2017/18 – Services Recharged Across All Boards**

The Deputy Chief Executive reported on the revised budget for 2016/17 and an estimate of expenditure for 2017/18, together with forward commitments for 2018/19, 2019/20 and 2020/21.

Resolved:

a That the revised budget for 2016/17 be accepted; and

Recommendation to the Executive Board:

b That the Estimates of Expenditure for 2017/18, as submitted in the report of the Deputy Chief Executive, be included in the budget to be brought before the meeting of the Executive Board on 7 February 2017.

50 **General Fund Revenue Estimates 2017/18 – Services Remaining within the Board**

The Deputy Chief Executive reported on the revised budget for 2016/17 and gave an estimate of expenditure for 2017/2018, together with forward commitments for 2018/19, 2019/20 and 2020/21.

Resolved:

a That the revised budget for 2016/17 be accepted; and

Recommendation to Executive Board:

b That the Estimates of Expenditure for 2017/18, as submitted in the report of the Deputy Chief Executive, be included in the budget to be brought before the meeting of the Executive Board on 7 February 2017.

51 General Fund Revenue Estimates 2017/2018 – Summary

Summary

The Deputy Chief Executive reported on the revised budget for 2016/17 and gave an estimate of expenditure for 2017/18, together with forward commitments for 2018/19, 2019/20 and 2020/2021.

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 2016/17; and**
- b The schedule of expenditure requirements totalling £8,364,770 for 2017/2018.**

52 Housing Revenue Account Estimates 2017/18 and Rent Review

The Deputy Chief Executive reported on the revised budget for 2016/17 and gave an estimate of expenditure for 2017/18, together with forward commitments for 2018/19, 2019/20 and 2020/21.

Resolved:

- a That the revised estimates for 2016/17 be accepted;**
- b That rent decreases of minus 1%, as required by the Government, be adopted;**
- c That the proposed fees and charges for 2017/18, as set out in Appendix D 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 E to the report of the Deputy Chief Executive, be approved from April 2017;**
- e That the service charges for window cleaning, as detailed in Appendix F to the report of the Deputy Chief Executive, be approved from April 2017; and**
- f That the Estimates of Expenditure for 2017/18, as submitted, be approved.**

53 Capital Programme Bids 2016/17 to 2019/20

The Assistant Director (Finance and Human Resources) identified changes to the Council's 2016/17 capital programme and proposals for schemes to be included within the Council's capital programme over the next three years.

Recommendation to the Executive Board:

- a That the changes to the 2016/17 revised capital programme be approved;**
- b That the schemes shown in Appendix A to the report of the Assistant Director (Finance and Human Resources), previously approved within the Council's three-year capital programme, including any 2019/20 additions relating to previously approved schemes be approved;**
- c That the growth bids included within the capital programme be approved;**
- d That the schemes which will not be included within the capital programme, as shown in Appendix B to the report of the Assistant Director (Finance and Human Resources), be noted; and**
- e That the proposed vehicle replacement schedule, as shown in Appendix C to the report of the Assistant Director (Finance and Human Resources), be approved.**

54 Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2017/18

The Deputy Chief Executive outlined the Treasury Management Strategy, Minimum Revenue Provision Policy Statement and Investment Strategy for 2017/18.

Resolved:

That the proposed strategies for 2017/18 be approved.

55 Procurement and Commissioning Strategy 2017-2021

The Assistant Director (Corporate Services) presented the draft Procurement and Commissioning Strategy 2017 – 2021 to Members for their consideration, comment and approval.

Resolved:

That the draft Strategy attached at Appendix A to the report of the Assistant Director (Corporate Services) be approved.

56 Recovery of Council Tax and Non-Domestic Rates – Court Authorisation

The Assistant Chief Executive (Community Services) sought authorisation for David Sims to prosecute or defend on the Council's behalf or appear in proceedings before a Magistrate Court in relation to the recovery of Council Tax and Non-Domestic Rates in accordance with Section 223 of the Local Government Act 1972.

Resolved:

That David Sims be authorised to appear on the Council's behalf in relation to the recovery of Council Tax and Non Domestic Rates.

57 Information and Communications Technology Strategy 2015-2019 – Progress Report

The Assistant Director (Corporate Services) provided an update on the progress made during 2016/17 towards implementing the approved Information and Communications Technology (ICT) Strategy for 2015 – 2019.

Resolved:

That the contents of the report be noted.

58 Internal Audit – Performance for Third Quarter 2016-17

The Deputy Chief Executive updated the Board 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.

59 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2016**

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 Board for April to December 2016.

Resolved:

That the report be noted.

60 **Borough Care Service**

The Assistant Director (Housing) provided information for the Board about the implementation of the Council's charging policy for the Borough Care service.

Resolved:

a That the progress made to implement the charging policy for the Borough Care service be noted; and

b That the Borough Care Task and Finish Group continues to meet to provide oversight with regard to the promotion of the service and to consider any service improvements which would benefit customers and support the Council's health and well-being objectives.

61 **Amenity Standards for Houses in Multiple Occupation**

The Assistant Director (Housing) provided information on the Council's responsibility with regard to Houses in Multiple Occupation in the Borough and proposed that standards were agreed which provided a guide for landlords about how they should act when they own such premises.

Resolved:

That the additions proposed at the meeting in respect of insurance, legionnaires disease and smoking be incorporated into the amenity standards for Houses in Multiple Occupation and they be brought back to the next meeting of the Board to be approved and adopted.

62 **Lettings Policy**

The Assistant Director (Housing) provided the Board with information about the pressures on the Council's Lettings Policy, proposed some changes to how properties in one of its sheltered schemes were let and set out future options.

Resolved:

- a That the current context for the Lettings Scheme be noted; and**
- b That the flats in Stewart Court, Arley, be let as general purpose and not sheltered, as they are now.**

63 **Civil Parking Enforcement - Update**

The Assistant Director (Streetscape) updated Members on progress to date with the implementation of Civil Parking Enforcement within North Warwickshire and outlined the next stages in the process.

Resolved:

- a That the contents of the report be noted; and**
- b That the wording set out in paragraph 4.2 of the report of the Assistant Director (Streetscape) in respect of the Financial Statement, be agreed for formal submission to the Department for Transport.**

64 **Government Consultation – Funding for Supported Housing**

The Assistant Director (Housing) informed the Board about a Government consultation which set out its intention to provide a fund for supported housing which would be directed to through the County Council.

Resolved:

That the response to the consultation as detailed in Appendix B to the report of the Assistant Director (Housing) be agreed.

65 **Notes of the Scrutiny Board – Communications Task and Finish Group Meeting held on 30 November 2016**

The notes of the Scrutiny Board – Communications Task and Finish Group meeting held on 30 November 2016 were received.

Resolved:

- a That the notes of the Scrutiny Board – Communications Task and Finish Group Meeting held on 30 November 2016, be noted; and
- b That the Scrutiny Board - Communications Task and Finish Group be reconvened to discuss the report received following the LGA's Communications Health Check.

66 **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.

67 **Land at Trinity Close, Warton**

The Assistant Director (Housing) asked the Board to consider options for the development of its land off Trinity Close, Warton.

Recommended:

That Officers explore the option to sell the land at Trinity Close, Warton on the open market.

68 **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 23 May 2016.

Resolved:

- a That the write off of balances over £5,350 totalling £20,808.40 in respect of unpaid Non Domestic Rates and £15,827.46 in respect of one debtor owing a number of different debt types as outlined in Appendix A to the report of the Assistant Chief Executive (Community Services) be authorised; and

- b That the total amount of write offs in the year to date and over the last 5 years, which include those written off by the Assistant Chief Executive (Community Services) under delegated powers, as detailed in Appendix B to his report be noted.**

D Wright
CHAIRMAN