

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

27 November 2023

Present: Councillor D Wright in the Chair

Councillors Bell, Clews, Dirveiks, Gosling, Parsons, H Phillips, Reilly, Ridley, Simpson and Symonds.

Apologies for absence were received from Councillor Whapples

Councillor Melia was also in attendance.

Maria Grindley and Suyash Maharaj from EY (External Auditors) were also in attendance.

37 **Declarations of Personal or Prejudicial Interest**

Councillor Ridley declared a non-pecuniary interest in Minute No 41 (Adoption of Dordon Neighbourhood Plan), by reason of being a Member of Dordon Parish Council and Dordon Neighbourhood Plan Working Group and took no part in the discussion and voting thereon.

Councillor Reilly declared a non-pecuniary interest in Minutes No 41 (Adoption of Dordon Neighbourhood Plan), by reason of being Clerk to Dordon Parish Council.

38 **Minutes of the Executive Board held on 18 September 2023**

The minutes of the meeting of the Board held on 18 September 2023, copies having been circulated, were approved as a correct record and signed by the Chairman.

39 **External Auditors' Report**

The Interim Corporate Director - Resources presented the Audit Planning Report and Audit Results Annual Report for year ended 31 March 2021, received from the Council's external auditors, Ernst & Young LLP.

Recommended:

- a **That the contents of the Audit Planning report attached at Appendix A to the report of the Interim Corporate Director – Resources be noted; and**
- b **That the Audit Results report presented at Appendix B, to the report of the Interim Corporate Director –**

Resources, be approved, subject to any changes required as a result of the updated IAS 19 report, which takes account of the Pension Fund 2020/21 Triennial Review and the Section 151 Officer, in consultation with the Chair of the Executive Board, be given delegated authority to sign off the Letter of Representation when the audit is complete.

40 Financial Statements 2020/21

Following completion of the Financial Statements for 2021, the Interim Corporate Director – Resources highlighted the position on the General Fund and Housing Revenue Account, compared with the estimated position previously reported and advised that the audit was complete apart from the review of the IAS19 Pension report, which might lead to changes to the pension figures.

Resolved:

That, subject to any changes from the review of the IAS19 Pension report, the 2020/21 Financial Statements be approved.

41 Adoption of Dordon Neighbourhood Plan

The Chief Executive informed Members of the progress of the Dordon Neighbourhood Plan and sought approval to adopt in accordance with section 16 of the Neighbourhood Planning (General) Regulations 2012.

Recommended:

That the Dordon Neighbourhood Plan be adopted and form part of the Development Plan for North Warwickshire.

42 Budgetary Control Report 2023/24 Period Ended 31 October 2023

The Interim Corporate Director – Resources reported on the revenue expenditure and income for the period from 1 April 2023 to 31 October 2023. The 2023/24 budget and the actual position for the period, compared with the estimate at that date, were given, together with an estimate of the out-turn position for services reporting to the Board.

Recommended:

That the report be noted.

43 Medium Term Financial Strategy 2023 - 2028

The Interim Corporate Director – Resources summarised the Authority's Medium Term Financial Strategy, which projected forward the Authority's General Fund budgets to 2027/28 and suggested a budget approach for the 2024/25 General Fund Budget.

Recommended:

- a That the Medium Term Financial Strategy, attached at Appendix A to the report of the Interim Corporate Director – Resources, be approved.;
- b That the General Fund budget projections for 2023/24 to 2027/28 be noted;
- c That the approach for balancing the Medium Term Budget, set out in section 6 and Table 2 of the report of the Interim Corporate Director – Resources, be adopted;
- d That a supplementary estimate of up to £300,000 be approved for Agency/interim staff;
- e That a supplementary estimate of up to £100,000 be approved for progressing the invest to save work on Asset Management;
- f That the strategy for increasing the council tax to the maximum level, approved by the Government, be approved; and
- g That the guiding principles for setting and reviewing fees and charges, detailed in Appendix A, section 9.5.2, of the report of the Interim Corporate Director – Resources, be adopted.

44 **Financial Inclusion**

The Chief Executive and Interim Corporate Director – Resources provided information, further to the motion to Council on 27 September 2023.

Recommended:

- a That the update on the Financial Inclusion work of the Council be noted;
- b That the criteria for the Financial Hardship Fund, attached at Appendix A to the report of the Chief Executive and Interim Corporate Director – Resources, be adopted;
- c That the actions suggested in the confidential paper at item 17 of the agenda be approved.

(The Chief Executive has subsequently received a notice signed by Councillors Dirveiks, Gosling, H Phillips and Whapples under Standing Order No 30(1)(b) (Minority Report) with regard to the decision of the Board on this matter and it is therefore referred to Council for confirmation).

45 **Calendar of Meetings 2023/24 and 2024/25**

The Chief Executive sought approval for changes to dates of meetings in March and May 2024 and a calendar of meetings for 2024/25.

Recommended:

- a **That the revised calendar of meetings for 2023/24, as submitted at Appendix A to the report of the Chief Executive be approved; and**
- b **That the draft calendar of meetings for 2024/25, as submitted at Appendix B to the report of the Chief Executive, be approved.**

46 **Atherstone Public Spaces Protection Order**

The Chief Executive asked Members to consider consulting on a Public Spaces Protection Order in Atherstone.

Resolved:

That the draft Public Spaces Protection Order, as set out in the report to the Safer Communities Sub-Committee, attached at Appendix A to the report of the Chief Executive, be consulted upon.

41 **Income Manager Upgrade**

The Chief Executive provided Members with an update regarding the income management system and sought approval from Members to host the system externally and support the additional revenue cost in 2024/25 of £12,999 and in the following two years an additional £16,801 per annum.

Resolved:

- a **That the report be approved;**
- b **That the revenue growth for 2024/25 at £12,999 and the following two years at £16,801 per annum, be approved.**

42 **Minutes of the Safer Communities Sub-Committee held on 3 July 2023**

The minutes of the meeting of the Safer Communities Sub-Committee held on 3 July 2023, were received and noted.

43 **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.

44 **Staffing Matter**

The Chief Executive sought approval for staffing changes as detailed in his report.

Resolved:

That recommendation (a) and (b), as set out in the report of the Chief Executive, be approved.

45 **Staffing Matter**

The Chief Executive sought approval for an appointment, as detailed in his report.

Recommended:

That the recommendation set out in the report of the Chief Executive be approved.

46 **Commercial Housing Company Feasibility Study**

The Chief Executive asked the Board to approve the commissioning of work to consider the feasibility of establishing a commercial housing company, as set out in this report.

Recommended:

That the recommendation, set out in the report of the Chief Executive, be approved.

47 **Exempt Extract of the minutes of the Executive Board held on 18 September 2023**

The exempt extract of the minutes of the Executive Board held on 18 September 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

D Wright
CHAIR