

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

11 February 2019

Present: Councillor Humphreys in the Chair

Councillors Bell, Chambers, N Dirveiks, Farrell, Hayfield, Phillips, Reilly, Simpson and D Wright

Councillors Jarvis and Symonds were also in attendance.

53 **Declarations of Personal or Prejudicial Interest.**

Councillors Reilly, Bell, Hayfield and N Dirveiks declared interests in item 70 by virtue of being Warwickshire County Councillors, and Councillor Reilly by virtue of his portfolio on the County Council's Cabinet. Councillor Reilly did not vote on that item.

54 **Minutes of the meeting of the Board held on 19 November 2018**

The minutes of the meeting of the Board held on 19 November 2018, copies having been circulated, were approved as a correct record and signed by the Chairman.

55 **External Auditor Plan 2018/19**

The Corporate Director - Resources informed Members of the external auditors plan for their work related to the 2018/19 financial year.

Recommended:

That the contents of the external auditors plan and report be noted.

56 **Modern Slavery Act 2015 Charter**

The Director of Corporate Services informed Members about the Modern Slavery Act 2015 and sought comments on and approval for the actions suggested to help implement the Charter against Modern Slavery.

Recommended:

That the actions laid out in the Charter, as detailed in paragraph 4.2 of the report of the Director of Corporate Services, be approved.

57 Parental Leave for Councillors

The Corporate Director – Resources gave some information on parental and adoption leave for Councillors and support for other caring commitments, for Members' consideration.

Resolved:

That a Members' Task and Finish Group of 5 Members (3 Conservative and 2 Labour) be established to look at a number of the issues raised in the report.

58 Corporate Plan 2019-20

The Chief Executive presented the Corporate Plan for 2018/19. Members were also asked to agree the 2019/20 Service Plan for the Corporate Director – Environment.

Recommended:

- a Subject to the comments from the Chairman of the Planning Board and the Opposition Spokesman with regard to targets within the terms of reference of that Board, that the Corporate Plan Targets, as set out in Appendix A to the report of the Chief Executive be agreed, subject to:
 - (i) Any amendments recommended by the Safer Communities Sub-Committee at its meeting on 12 March 2019; and**
 - (ii) Any further amendments which may be needed as a result of the adoption of the 2019-20 budget;****
- b That the Chief Executive be given delegated authority to finalise the format of the Plan; and**
- c That the Service Plan for the Corporate Director – Environment, as set out in Appendix B to the report of the Chief Executive, be agreed.**

59 **The Capital Strategy**

The Corporate Director – Resources reported on updates to the Capital Strategy approved by the Council in February 2018.

Recommended:

That the Capital Strategy, attached at Appendix A to the report of the Corporate Director – Resources, be approved.

60 **The Proposed 3 Year Capital Programme 2019/20 – 2021/22**

Management Team put forward proposals for the Three Year Capital Programme and outlined the availability of capital resources and the options to meet any shortfalls.

Recommended:

- a **That the addition of £45,000 for the Borough Care Equipment upgrade be approved and the Revised Capital Programme for 2018/19 as set out in Appendix A, be adopted;**
- b **That the 3 Year Capital Programme for the period 2019/20 to 2021/22 as set out in Appendix B, be adopted; and**
- c **That the prudential indicators as set out in Section 9 of the report, be approved.**

61 **General Fund Revenue Estimates 2019/20**

The Corporate Director - Resources reported on the revised budget for 2018/19 and an estimate of expenditure for 2019/20, together with forward commitments for 2020/21, 2021/22 and 2022/23.

Resolved:

- a **That the revised budget for 2018/19 be accepted; and**
- b **That the Estimates of Expenditure for 2019/20, as submitted, be included in the budget to be brought before the meeting for consideration under Minute No. 62.**

62 General Fund Revenue Estimates 2019/20 and Setting the Council Tax 2019/20

The Corporate Director - Resources set out the proposed General Fund Revenue Estimate for 2019/20, and the options available when setting the 2019/20 Council Tax for the Borough in the context of the Authority's Settlement Funding Assessment, and the effect on General Fund balances.

Recommended:

- a That the savings of £338,300 shown in Appendix I of the report of the Corporate Director - Resources be approved;**
- b That revised estimate for the year 2018/19 and the revenue estimates for 2019/20 be approved;**
- c That the Council Tax base for 2019/20, as set out in Appendix G be noted;**
- d That the preferred Council Tax option for 2019/20 be agreed by Full Council;**
- e That the Corporate Director – Resources' comments on the minimum acceptable level of general reserves be noted;**
- f That the manpower estimates for the year 2019/20 are approved; and**
- g That a Council Tax resolution be prepared for consideration by the Council, using the recommendations agreed by this Board.**

63 Review of Polling Districts, Polling Places and Polling Stations

The Chief Executive sought approval for a process for the review of polling districts, polling places and polling stations in accordance with the Electoral Administration Act 2013 (EAA).

Recommended:

That the Chief Executive be authorised to carry out a review of polling districts, polling places and polling stations in consultation with relevant Ward Councillors and other stakeholders and a report be submitted to Full Council following completion of the review.

64 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2018**

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Executive Board for April to December 2018.

Resolved:

That the report be noted.

65 **Pay Policy Statement 2019/20**

The Corporate Director - Resources reported on the requirement under Section 38 of the Localism Act 2011 for Councils to have and to publish a Pay Policy Statement, agreed by Full Council, which would be subject to review at least annually.

Recommended:

That the Pay Policy Statement 2019/20 be adopted.

66 **Progress of Local Plan**

The Corporate Director – Environment provided Members with the latest information in relation to the progress of the Local Plan.

Resolved:

That the report be noted.

67 **Minutes of the Safer Communities Sub-Committee held on 4 December 2018 and 31 January 2019**

The minutes of the meeting of the Safer Communities held on 4 December 2018 and 31 January 2019 were received and noted.

68 **Minutes of the Special Sub-Group held on 11 December 2018**

The minutes of the Special Sub-Group held on 11 December 2018 were received and noted.

69 **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.

70 **Sub-Regional Materials Recycling Facility**

The Director of Streetscape and the Corporate Director – Resources sought Members' support for a project to deliver a local authority owned and operated Materials Recycling Facility within the Coventry, Solihull and Warwickshire area designed to process recyclable material collected across the sub-region and beyond.

Resolved:

- a That Members welcomed the initiative and agreed to commit to delivering all suitable material collected from North Warwickshire Borough Council's kerbside recycling scheme to the new Materials Recycling Facility once it is operational (on the terms set out in Section 5 of the report of the Director of Streetscape and the Corporate Director – Resources;**
- b That the Council be a Feed Stock Council at this stage of the project;**
- c That the Council continues to review its membership as more information becomes available; and**
- d That a presentation be arranged for the Community and Environment Board.**

71 **Senior Management Changes**

The Board was invited to consider interim managerial arrangements, pending the appointment of a new Chief Executive.

Recommended:

- a i That the Corporate Director – Environment be appointed as Returning Officer and Electoral Registration Officer, as recommended by the Appointments Sub-Committee as set out in paragraph 3.2 of the report of the Chief Executive;**

- ii That the Corporate Director – Environment be appointed to carry out the Proper Officer provisions, as set out in Appendix B to the report of the Chief Executive;**
- b That the review of the joint election arrangement with Nuneaton and Bedworth Borough Council be endorsed;**
- c That Nuneaton and Bedworth Borough Council’s Head of Elections and Senior Elections Officer be appointed as employees of the Council and they be given such delegated powers and authority as are needed to run the May Borough elections;**
- d That the Appointments Sub-Committee recommend an internal interim arrangement to cover the other duties of the Chief Executive’s post, to be approved by Full Council before 1 April 2019; and**
- e That a paper be circulated to Members setting out the detailed procedure to be used in the May Borough election.**

David Humphreys
Chairman