

# **AGENDA**

for

the **ANNUAL MEETING** of the  
Council to be held at

**THE COUNCIL HOUSE  
ATHERSTONE**

on

**15 MAY 2013**

at

**6.30pm**

**Jerry Hutchinson** LLB MBA Solicitor  
**Chief Executive**  
The Council House  
South Street  
Atherstone  
North Warwickshire CV9 1DE  
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**This matter is being dealt with by**  
**Mr D Harris**

**Direct Dial : (01827) 719222**

Your ref :

Our ref : DH/JB C7

Date : 7 May 2013

**To: All Members of the Council**

Dear Sir / Madam

You are hereby summoned to attend the Annual Meeting of the Council, to be held in the Council Chamber, the Council House, South Street, Atherstone, on Wednesday 15 May 2013 at 6.30pm. Members are invited to join the Mayor for prayers led by the Reverend Jeremy Fathers prior to the commencement of business.

After prayer, the following business will be transacted:

- 1 Evacuation Procedure.
- 2 To elect the Mayor of the Borough for the ensuing year. (The Mayor will then make a declaration of acceptance of office and the Mayor and Mayoress/Consort will be invested with the Chain and Badge of Office by the retiring Mayor. The retiring Mayor and Consort will then be presented by the Mayor with Past Mayor's and Consort's Badges).
- 3 Apologies for absence / Members away on official Council business.
- 4 Disclosable Pecuniary and Non-Pecuniary Interests
- 5 The Mayor to move, in accordance with Standing Order No 6(1):

**“That the minutes of the Meetings of the Council held on 27 February, 8 April and 22 April 2013 be approved as correct records”.**

- 6 To appoint the Deputy Mayor of the Borough for the ensuing year. (The Deputy Mayor will then make a declaration of acceptance of office and the Deputy Mayor and Deputy Mayoress/Consort will be invested with their Badges of Office by the Mayor).

- 7 (a) To decide, in accordance with Standing Order No 23(2), the number of Members on each of the following for the ensuing year (current numbers in brackets):-

Executive Board (9)  
Special Sub-Group (5)  
Safer Communities Sub-Committee (5)  
Local Development Framework Sub-Committee (7)  
Community and Environment Board (9)  
Resources Board (9)  
Housing Sub-Committee (5)  
Planning and Development Board (15)  
Scrutiny Board (15)  
Standards Committee (5)  
Licensing Committee (15)  
Area Forums  
Spokespersons

- (b) After considering recommendations from the Leader of the Council and the Leader of the other political group on the Council (to be circulated at the meeting), to appoint Chairmen/Vice-Chairmen and other Members to the bodies referred to in (a) above;
- (c) After consideration of the recommendations of the Leader of the Council and the Leader of the other political group on the Council, to appoint representatives of the Council to serve on outside bodies, in accordance with Standing Order No 41.
- 9 To authorise the Chief Executive, in accordance with Article 13.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council.

Yours faithfully

Chief Executive

**MINUTES OF THE MEETING OF THE  
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE  
COUNCIL HOUSE, ATHERSTONE ON  
WEDNESDAY, 27 FEBRUARY 2013**

Present: Councillor L Dirveiks in the Chair.

Councillors Barber, Butcher, N Dirveiks, Ferro, Forwood, Fowler, Fox, Freer, Hayfield, Holland, Humphreys, Johnston, Lea, Lewis, May, Moore, Morson, B Moss, M Moss, Payne, Phillips, Pickard, Sherratt, Simpson, Smith, A Stanley, M Stanley, Y Stanley, Sweet, Turley, Watkins, Winter and Wykes.

An apology for absence was received from Councillor Davis.

Before the commencement of business, the Reverend Tony Tooby, Vicar of Mancetter, led the Council in Prayer.

**35 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**36 Councillors Bob Allsop and Alan Kenwright**

Councillors Sweet and B Moss paid tribute to Bob Allsop and Alan Kenwright, former Councillors and Mayors of the Borough, who had died recently. Members and Officers observed a minutes silence.

**37 Minutes**

The minutes of the meetings of the Council held on 12 December 2012 and 17 January 2013 were approved as a correct record and signed by the Mayor.

**38 Mayor's Announcements**

The Mayor made the following announcements

- that a 'Tea and History' event in aid of Macmillan Cancer Care was being held at Merevale Hall on Wednesday 24 April 2013;
- that the Mayor's Annual Charity Golf Day was being held at the Belfry on Friday 26 April 2013; and
- that a 'Knees up in a Brewery' event in aid of the Farm Crisis Network was being held at The Church End Brewery on Wednesday 1 May 2013.

**39 Questions Pursuant to Standing Order No. 7**

There were no questions received pursuant to Standing Order No 7.

**40 Minutes of Boards/Committees**

- a) **Planning and Development Board** – 17 December 2012, 14 January and 11 February 2013

It was proposed by Councillor Sweet, seconded by Councillor Winter and

**Resolved:**

**That the minutes of the meetings of the Planning and Development Board held on 17 December 2012, 14 January and 11 February 2013, together with the recommendations contained therein, be approved and adopted.**

- b) **Licensing Committee** – 28 January 2013

It was proposed by Councillor Morson, seconded by Councillor Fowler and

**Resolved:**

**That the minutes of the meeting of Licensing Committee held on 28 January 2013, together with the recommendation contained therein, be approved and adopted.**

- c) **Resources Board** – 28 January 2013

It was proposed by Councillor Moore, seconded by Councillor Turley and

**Resolved:**

**That, subject to the deletion of the name of Councillor Morson from the Board members present and inserting his name in the list of those also in attendance, the minutes of the meeting of Resources Board held on 28 January 2013, together with the recommendations contained therein, be approved and adopted.**

- d) **Community and Environment Board** – 29 January 2013

It was proposed by Councillor Phillips, seconded by Councillor Lewis and

**Resolved:**

**That the minutes of the meeting of the Community and Environment Board held on 29 January 2013, together with the recommendations contained therein, be approved and adopted.**

- e) **Area Forum (East)** – 5 February 2013

It was proposed by Councillor Forwood, seconded by Councillor N Dirveiks and

**Resolved:**

**That the notes of the meeting of Area Forum (East) held on 5 February 2013 be approved and adopted.**

**f) Area Forum (North) – 7 February 2013**

It was proposed by Councillor Morson, seconded by Councillor Sweet and

**Resolved:**

**That the notes of the meeting of Area Forum (North) held on 7 February 2013 be approved and adopted.**

**g) Executive Board – 12 February 2013**

**(i) Minute No 75 – The Proposed 3 Year Capital Programme**

It was proposed by Councillor M Stanley and seconded by Councillor Sweet by way of amendment

**“That recommendations b and c be deleted and substituted with the following**

**b1 That the capital programme for 2013/14 is increased by £120,000 in 2013/14, for the improvement of play areas at Minions Close Atherstone, Brendan Close Coleshill and Boot Hill Grendon;**

**b2 That the amended 3 year capital programme for the period 2013/14 to 2015/16 is adopted; and**

**c That the prudential indicators, updated to reflect the increase in 2013/14, be approved.”**

**Upon being put to the meeting the Mayor declared the amendment to be carried.**

**(ii) Minute No 78 General Fund Revenue Estimates 2013 – 2014 and Setting the Council Tax 2013 – 2014**

It was proposed by Councillor Hayfield and seconded by Councillor Simpson by way of amendment

**“That recommendations a, b and c are replaced by the following**

**a That the savings of £902,600, are increased by the additional savings of £202,000 set out below;**

- b That the revised estimate for the year 2012/13 and the revenue estimates for 2013/14, as amended by the additional savings, be approved;**
- c That the preferred Council Tax option for 2013/14 be a reduction of 5%;**

recommendations d and e remain as set out.

#### **Additional Savings Proposals**

| <b>Additional Savings</b>                | <b>£</b>       |
|--|----------------|
| <b>The Mayoral budget</b>                | <b>20,000</b>  |
| <b>Training budget</b>                   | <b>50,000</b>  |
| <b>Corporate Policy budget</b>           | <b>20,000</b>  |
| <b>Marketing and Market Research</b>     | <b>5,000</b>   |
| <b>Leisure Centres and Swimming Pool</b> | <b>27,800</b>  |
| <b>Use of earmarked reserves*</b>        | <b>80,000</b>  |
| <b>Total</b>                             | <b>202,000</b> |

\* would give funding for 7.5 years (see table below).

| <b>Earmarked Reserves Identified for Reduction</b> | <b>£</b>       |
|--|----------------|
| <b>Training</b>                                    | <b>50,000</b>  |
| <b>Invest to Save</b>                              | <b>150,000</b> |
| <b>Approved Growth</b>                             | <b>100,000</b> |
| <b>Contingencies</b>                               | <b>100,000</b> |
| <b>Planned Work</b>                                | <b>50,000</b>  |
| <b>Frozen posts</b>                                | <b>50,000</b>  |
| <b>Other</b>                                       | <b>100,000</b> |
| <b>Total</b>                                       | <b>600,000</b> |

Upon being put to the meeting the Mayor declared the amendment to be lost.

The substantive motion as follows was then put to the meeting

- “a That the savings of £902,600 shown in Appendix G to the report be approved;**
- b That the revised estimate for the year 2012/13 and the revenue estimates for 2013/14 be approved;**
- c That the preferred Council Tax option for 2013/14 be 0% ;**
- d That the Deputy Chief Executive’s comments on the minimum acceptable level of general reserves be noted; and**
- e That the manpower estimates for the year 2013/14 be**

approved.

**The Mayor declared the substantive motion to be carried.**

It was then proposed by Councillor M Stanley, seconded by Councillor Sweet and

**Resolved:**

**That the minutes of the meeting of Executive Board held on 12 February 2013, together with the recommendations contained therein as amended and agreed at (i) and (ii) above and as set out in Appendix 1 hereto, be approved and adopted.**

**i) Scrutiny Board – 18 February 2013**

It was proposed by Councillor Pickard, seconded by Councillor Fowler and

**Resolved:**

**That the minutes of the meeting of the Scrutiny Board held on 18 February 2013, be approved and adopted.**

**41 Notice of Motion under Standing Order No. 10**

There were no Notices of Motion received under Standing Order No. 10.

**42 The Common Seal**

It was proposed by Councillor L Dirveiks, seconded by Councillor Turley and

**Resolved:**

**That the Chief Executive be authorised to affix the Common Seal to any document as necessary to give effect to the decisions of the Council, in accordance with Article 13.05 of the Articles of the Constitution.**

**Chairman of the next ensuing meeting of the Council**



**GENERAL FUND REVENUE ESTIMATES 2013/14 AND SETTING THE COUNCIL TAX 2013/14**

**The Council is recommended to resolve as follows:**

- a That the savings of £902,600 be approved (Appendix D);**
- b That the revised revenue estimate for 2012/13 and the revenue estimate for 2013/14 be approved (Appendix E);**
- c That the preferred Council Tax option for 2013/14 be a 0% increase on Band D, with an increase in the required savings for 2014/15 to £450,000 and 2015/16 to £540,000 (an increase of £40,000 per year above the figures included in the report to Executive Board);**
- d That the Deputy Chief Executive's comments on the minimum acceptable level of general reserves be noted (Appendix F);**
- e That the manpower estimate for the year 2013/14 be approved (Appendix G);**
  
- h1 That it be noted that in January 2013, the Council calculated the Council Tax Base for 2013/14:**
  - a for the whole Council area as £19,121.40 (item T in the formula in section 31B of the Local Government Finance Act 1992, as amended [the "Act"]); and**
  - b for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix B.**
  
- h2 That the Council Tax Requirement for the Council's own purposes for 2013/14 (excluding Parish precepts) is £3,963,870;**
  
- h3 That the following amounts be calculated by the Council for the year 2013/14, in accordance with Sections 31 to 36 of the Act:-**
  - a £55,006,108.71 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils,**
  - b £50,151,370.00 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act,**
  - c £4,854,738.71 being the amount by which the aggregate at h3(a) above exceeds the aggregate of h3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (item R in the formula in section 31B of the Act),**
  - d £253.89 being the amount at h3(c) above (Item R), all divided by Item T (h1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Councils),**
  - e £890,868.71 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix B).**

f £ 207.30 being the amount of h3(d) above, less the result given by dividing the amount at h3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

**h4 To note that for 2013/14, Warwickshire County Council and Warwickshire Police Authority have issued precepts to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of category of dwellings in the Council's area as indicated in the table below.**

**h5 That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2013/14 for each part of its area and for each of the categories of dwellings.**

| Precepting Authority                         | Valuation Bands |                 |                 |                 |                 |                 |                 |                 |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
|  | A<br>£          | B<br>£          | C<br>£          | D<br>£          | E<br>£          | F<br>£          | G<br>£          | H<br>£          |
| North Warwickshire BC                        | 138.20          | 161.23          | 184.27          | 207.30          | 253.37          | 299.43          | 345.50          | 414.60          |
| Warwickshire CC                              | 770.16          | 898.52          | 1,026.89        | 1,155.25        | 1,411.97        | 1,668.69        | 1,925.41        | 2,310.49        |
| Warwickshire Police Auth.                    | 120.64          | 140.75          | 160.85          | 180.96          | 221.17          | 261.39          | 301.60          | 361.92          |
| <b>Aggregate of Council Tax Requirements</b> | <b>1,029.00</b> | <b>1,200.50</b> | <b>1,372.01</b> | <b>1,543.51</b> | <b>1,886.51</b> | <b>2,229.51</b> | <b>2,572.51</b> | <b>3,087.01</b> |

**h6 The Council has determined that its relevant basic amount of Council Tax for 2013/14 is not excessive, in accordance with the principles approved under section 52ZB of the Local Government Finance Act 1992.**

## COUNCIL TAX AMOUNTS 2013/2014

## APPENDIX B

| Area Name                | A         | B                   | C        | A          | B                   | C        |
|--------------------------|-----------|---------------------|----------|------------|---------------------|----------|
|                          | Precept £ | 2012/13<br>Taxbase* | Band D £ | Precept £  | 2013/14<br>Taxbase* | Band D £ |
| <u>Parishes</u>          |           |                     |          |            |                     |          |
| Ansley                   | 19,000    | 687.42              | 27.64    | 19,000.00  | 572.76              | 33.17    |
| Arley                    | 27,930    | 922.97              | 30.26    | 23,723.00  | 806.83              | 29.40    |
| Astley                   | 1,100     | 71.61               | 15.36    | 1,067.00   | 62.00               | 17.21    |
| Atherstone               | 182,510   | 2,871.06            | 63.57    | 186,160.00 | 2,421.77            | 76.87    |
| Austrey                  | 8,400     | 403.41              | 20.82    | 10,400.00  | 378.88              | 27.45    |
| Baddesley Ensor          | 30,000    | 575.01              | 52.17    | 39,000.00  | 476.48              | 81.85    |
| Baxterley                | 11,500    | 129.47              | 88.82    | 10,794.00  | 121.79              | 88.63    |
| Bentley/ Merevale        | 1,000     | 55.33               | 18.07    | 700.00     | 45.72               | 15.31    |
| Caldecote                | -         | 76.55               | -        | 0.00       | 76.88               | -        |
| Coleshill                | 240,791   | 2,460.55            | 97.86    | 217,089.00 | 2,218.12            | 97.87    |
| Corley                   | 14,350    | 309.82              | 46.32    | 14,170.00  | 288.04              | 49.19    |
| Curdworth                | 20,000    | 494.45              | 40.45    | 18,636.00  | 467.74              | 39.84    |
| Dordon                   | 23,460    | 945.30              | 24.82    | 23,460.00  | 805.24              | 29.13    |
| Fillongley               | 17,206    | 669.95              | 25.68    | 16,055.00  | 624.96              | 25.69    |
| Great Packington         | -         | 56.97               | -        | 0.00       | 53.03               | -        |
| Grendon                  | 15,000    | 547.72              | 27.39    | 16,776.00  | 507.90              | 33.03    |
| Hartshill                | 91,080    | 1,168.21            | 77.97    | 82,731.60  | 1,010.26            | 81.89    |
| Kingsbury                | 30,000    | 2,543.37            | 11.80    | 26,517.00  | 2,266.47            | 11.70    |
| Lea Marston              | 4,000     | 145.91              | 27.41    | 4,138.11   | 138.11              | 29.96    |
| Little Packington        | -         | 22.77               | -        | 0.00       | 17.10               | -        |
| Mancetter                | 24,100    | 766.47              | 31.44    | 19,686.00  | 613.26              | 32.10    |
| Maxstoke                 | 5,000     | 117.54              | 42.54    | 4,763.00   | 110.59              | 43.07    |
| Middleton                | 12,500    | 311.54              | 40.12    | 11,481.00  | 292.08              | 39.31    |
| Nether Whitacre          | 10,000    | 460.48              | 21.72    | 9,418.00   | 433.59              | 21.72    |
| Newton Regis/ Seckington | 8,500     | 238.76              | 35.60    | 9,052.00   | 213.50              | 42.40    |
| Over Whitacre            | 2,000     | 191.99              | 10.42    | 2,127.00   | 180.24              | 11.80    |
| Polesworth               | 66,440    | 2,654.43            | 25.03    | 58,775.00  | 2,348.19            | 25.03    |
| Shustoke                 | 9,500     | 220.07              | 43.17    | 8,311.00   | 190.09              | 43.72    |
| Shuttington              | 5,250     | 178.67              | 29.38    | 4,308.00   | 148.72              | 28.97    |
| Water Orton              | 53,500    | 1,296.74            | 41.26    | 51,031.00  | 1,169.79            | 43.62    |
| Wishaw                   | 500       | 69.53               | 7.19     | 1,500.00   | 61.27               | 24.48    |
| Total Precept            | 934,617   | 21,664.07           |          | 890,868.71 | 19,121.40           |          |

COUNCIL TAX CHARGES BY PRECEPTING AUTHORITY

| Area Name   | Band A | Band B | Band C   | Band D   | Band E   | Band F   | Band G   | Band H   |
|---|--------|--------|----------|----------|----------|----------|----------|----------|
|   | 6/9    | 7/9    | 8/9      | 9/9      | 11/9     | 13/9     | 15/9     | 18/9     |
|   | £      | £      | £        | £        | £        | £        | £        | £        |
| North Warwickshire Borough Council<br>(including average Parish charge) | 169.26 | 197.47 | 225.68   | 253.89   | 310.31   | 366.73   | 423.15   | 507.78   |
| North Warwickshire Borough Council<br>(excluding Parishes)              | 138.20 | 161.23 | 184.27   | 207.30   | 253.37   | 299.43   | 345.50   | 414.60   |
| Warwickshire County Council   | 770.16 | 898.52 | 1,026.89 | 1,155.25 | 1,411.97 | 1,668.69 | 1,925.41 | 2,310.49 |
| Warwickshire Police Authority   | 120.64 | 140.75 | 160.85   | 180.96   | 221.17   | 261.39   | 301.60   | 361.92   |
| <b><u>Parishes</u></b>  |        |        |          |          |          |          |          |          |
| Ansley  | 22.11  | 25.80  | 29.48    | 33.17    | 40.54    | 47.91    | 55.28    | 66.34    |
| Arley   | 19.60  | 22.87  | 26.13    | 29.40    | 35.93    | 42.47    | 49.00    | 58.80    |
| Astley  | 11.47  | 13.39  | 15.30    | 17.21    | 21.03    | 24.86    | 28.68    | 34.42    |
| Atherstone  | 51.25  | 59.79  | 68.33    | 76.87    | 93.95    | 111.03   | 128.12   | 153.74   |
| Austrey   | 18.30  | 21.35  | 24.40    | 27.45    | 33.55    | 39.65    | 45.75    | 54.90    |
| Baddesley Ensor   | 54.57  | 63.66  | 72.76    | 81.85    | 100.04   | 118.23   | 136.42   | 163.70   |
| Baxterley   | 59.09  | 68.93  | 78.78    | 88.63    | 108.33   | 128.02   | 147.72   | 177.26   |
| Bentley/ Merevale   | 10.21  | 11.91  | 13.61    | 15.31    | 18.71    | 22.11    | 25.52    | 30.62    |
| Caldecote   | -      | -      | -        | -        | -        | -        | -        | -        |
| Coleshill   | 65.25  | 76.12  | 87.00    | 97.87    | 119.62   | 141.37   | 163.12   | 195.74   |
| Corley  | 32.79  | 38.26  | 43.72    | 49.19    | 60.12    | 71.05    | 81.98    | 98.38    |
| Curdworth   | 26.56  | 30.99  | 35.41    | 39.84    | 48.69    | 57.55    | 66.40    | 79.68    |
| Dordon  | 19.42  | 22.66  | 25.89    | 29.13    | 35.60    | 42.08    | 48.55    | 58.26    |
| Fillongley  | 17.13  | 19.98  | 22.84    | 25.69    | 31.40    | 37.11    | 42.82    | 51.38    |
| Great Packington  | -      | -      | -        | -        | -        | -        | -        | -        |
| Grendon   | 22.02  | 25.69  | 29.36    | 33.03    | 40.37    | 47.71    | 55.05    | 66.06    |
| Hartshill   | 54.59  | 63.69  | 72.79    | 81.89    | 100.09   | 118.29   | 136.48   | 163.78   |
| Kingsbury   | 7.80   | 9.10   | 10.40    | 11.70    | 14.30    | 16.90    | 19.50    | 23.40    |
| Lea Marston   | 19.97  | 23.30  | 26.63    | 29.96    | 36.62    | 43.28    | 49.93    | 59.92    |
| Little Packington   | -      | -      | -        | -        | -        | -        | -        | -        |
| Mancetter   | 21.40  | 24.97  | 28.53    | 32.10    | 39.23    | 46.37    | 53.50    | 64.20    |
| Maxstoke  | 28.71  | 33.50  | 38.28    | 43.07    | 52.64    | 62.21    | 71.78    | 86.14    |
| Middleton   | 26.21  | 30.57  | 34.94    | 39.31    | 48.05    | 56.78    | 65.52    | 78.62    |
| Nether Whitacre   | 14.48  | 16.89  | 19.31    | 21.72    | 26.55    | 31.37    | 36.20    | 43.44    |
| Newton Regis/ Seckington  | 28.27  | 32.98  | 37.69    | 42.40    | 51.82    | 61.24    | 70.67    | 84.80    |
| Over Whitacre   | 7.87   | 9.18   | 10.49    | 11.80    | 14.42    | 17.04    | 19.67    | 23.60    |
| Polesworth  | 16.69  | 19.47  | 22.25    | 25.03    | 30.59    | 36.15    | 41.72    | 50.06    |
| Shustoke  | 29.15  | 34.00  | 38.86    | 43.72    | 53.44    | 63.15    | 72.87    | 87.44    |
| Shuttington   | 19.31  | 22.53  | 25.75    | 28.97    | 35.41    | 41.85    | 48.28    | 57.94    |
| Water Orton   | 29.08  | 33.93  | 38.77    | 43.62    | 53.31    | 63.01    | 72.70    | 87.24    |
| Wishaw  | 16.32  | 19.04  | 21.76    | 24.48    | 29.92    | 35.36    | 40.80    | 48.96    |

**APPENDIX D**

**Savings/Additional Income included in 2013/14 figures**

| <b>Board</b> | <b>Description</b>   | <b>2013/14<br/>£</b> |
|--------------|--|----------------------|
| C&E          | Reduce the provision for the use of other specialist Contractors within the Parks, Playing Fields and Open Spaces budget   | 7,950                |
| C&E          | Reduction in provision for the Horticulture DSO  | 10,000               |
| C&E          | Reduce the Play Area budget for other contractors.   | 33,200               |
| C&E          | Implement a dual stream recycling collection service   | 17,000               |
| C&E          | The use of alternative tip arrangements will cause less wear and tear to refuse collection vehicles. Given this, extending the life of the refuse collection vehicles to 7 or 8 years is possible and should produce savings | 20,000               |
| C&E          | The use of Lower House Farm should cause less tip damage than previous arrangements, enabling maintenance budgets to be reduced  | 15,000               |
| C&E          | Route Optimise for Refuse Vehicles, together with joint working with Nuneaton and Bedworth Borough Council will give a saving on fuel  | 6,900                |
| C&E          | Move to an alternate weekly domestic refuse collection service   | 100,000              |
| C&E          | Streamlining some of the supplies and services budgets within the Other Public Health budgets  | 980                  |
| C&E          | Streamlining some of the supplies and services budgets within Private Sector Housing Assistance  | 280                  |
| C&E          | Deletion of the Swimming Development Officer post partially offset by a nominal sum for ongoing swimming commitments   | 14,180               |
| Planning     | Additional Planning Income   | 60,000               |
| Resources    | Use of New Homes Bonus Scheme grant  | 242,030              |
| Resources    | Reduction in External Audit Fees   | 49,200               |
| Resources    | Additional Recharge to the HRA for Cost of Democratic Services   | 27,360               |
| Resources    | Additional income at Innage Park industrial estate   | 25,300               |
| Resources    | Increase in Council Tax collection court fees  | 24,800               |
| Resources    | Additional recharge to the HRA for treasury management   | 13,710               |
| Resources    | Reduction in NDR costs at Innage Park industrial estate as occupancy increases   | 11,750               |
| Resources    | Decrease in Court Costs and Bailiff costs on Council Tax Collection  | 8,000                |
| Resources    | Increase in Car Parking Penalty Income   | 7,330                |
| Resources    | Cost of Democratic Service - reduction in the special responsibility allowances budget   | 6,810                |
| Resources    | Reduction in NDR and Water and Sewerage following the sale of Coleshill Car Park   | 5,710                |
| Resources    | Reduced Bailiff Fees and an increase in the level of court costs charged to Non Domestic Ratepayers who pay late   | 1,940                |
| Resources    | Senior Policy Support Officer post deleted   | 38,100               |
| Resources    | Restructuring within the Streetscape Division  | 43,010               |
| Resources    | Reductions in the staff car scheme   | 28,170               |
| Resources    | Reduction in the Building Maintenance fund spend of 10%  | 28,000               |

## APPENDIX D

| Board     | Description   | 2013/14<br>£   |
|-----------|---|----------------|
| Resources | Accountancy Assistant post deleted  | 24,450         |
| Resources | Reduction in staff travel costs   | 8,940          |
| Resources | Commercial Enforcement and Licensing restructure - required only the partial replacement of an Environmental Health officer post. | 5,000          |
| Resources | Replacement photocopier lease and photocopy charges at a lower cost   | 4,560          |
| Resources | Change the software used for mobile working to a cheaper option   | 4,400          |
| Resources | Reduction in Occupational Health fees   | 3,540          |
| Resources | Legal shared services - legal staff carry out fee earning work for other authorities within the legal shared service partnership. | 1,950          |
| Resources | Reduction in various supplies and services budgets within Information Services  | 1,600          |
| Resources | Cancellation of corporate subscriptions within Information Services   | 850            |
| Resources | Non attendance at SOCITM conference   | 600            |
|           | <b>Overall Total</b>  | <b>902,600</b> |

## SUMMARY OF REVENUE REQUIREMENTS

| Revised<br>2012/2013<br>Gross<br>Expenditure | Revised<br>2012/2013<br>Gross Income | Revised<br>2012/2013 Net<br>Expenditure |  | 2013/2014<br>Gross<br>Expenditure | 2013/2014 Gross<br>Income | 2013/2014 Net<br>Expenditure |
|--|--------------------------------------|---|--|-----------------------------------|---------------------------|------------------------------|
| £  | £                                    | £                                       |  | £                                 | £                         | £                            |
| 7,220,240                                    | 2,004,480                            | 5,215,760                               | Community and Environment                        | 7,114,710.00                      | 2,014,850.00              | 5,099,860.00                 |
| 942,760                                      | 498,100                              | 444,660                                 | Planning and Development                         | 956,740.00                        | 388,510.00                | 568,230.00                   |
| 133,470                                      | 125,560                              | 7,910                                   | Licensing  | 137,960.00                        | 126,770.00                | 11,190.00                    |
| 24,600,810                                   | 21,181,760                           | 3,419,050                               | Resources  | 19,468,980.00                     | 16,429,170.00             | 3,039,810.00                 |
| 642,400                                      | 20,750                               | 621,650                                 | Executive  | 628,560.00                        | 9,490.00                  | 619,070.00                   |
| 11,003,210                                   | 11,003,210                           | -                                       | Council Housing                                  | 11,556,440.00                     | 11,556,440.00             | 0.00                         |
| 23,000                                       | -                                    | 23,000                                  | Contingencies                                    | 22,240.00                         | 0.00                      | 22,240.00                    |
| -  | 110,000                              | (110,000)                               | Interest on balances                             | 0.00                              | 150,000.00                | -150,000.00                  |
| -  | 1,120,340                            | (1,120,340)                             | Financing adjustment                             | 0.00                              | 744,490.00                | -744,490.00                  |
| 119,000                                      | -                                    | 119,000                                 | RCCO (Revenue Contribution to<br>Capital Outlay) | 119,000.00                        | 0.00                      | 119,000.00                   |
| -  | -                                    | -                                       | Grant payments to Parish Councils<br>(CTS)       | 112,240.00                        | 0.00                      | 112,240.00                   |
| -  | 73,150                               | (73,150)                                | Revenue Support Grant                            | 0.00                              | 2,523,370.00              | -2,523,370.00                |
| -  | 3,773,630                            | (3,773,630)                             | Business Rates                                   | 0.00                              | 15,692,040.00             | -15,692,040.00               |
| -  | -                                    | -                                       | Business Rates -Tariffs                          | 13,983,420.00                     | 0.00                      | 13,983,420.00                |
| -  | -                                    | -                                       | Levy Payment                                     | 14,950.00                         |                           | 14,950.00                    |
| -  | -                                    | -                                       | Council Tax Support Transitional<br>Grant        | 0.00                              | 17,770.00                 | -17,770.00                   |
| -  | 112,220                              | (112,220)                               | Council Tax Special Grant                        | 0.00                              | 40,000.00                 | -40,000.00                   |
| -  | 54,910                               | (54,910)                                | Surplus / Deficit on Collection Fund             | 0.00                              | 0.00                      | 0.00                         |
| <b>44,684,890</b>                            | <b>40,078,110</b>                    | <b>4,606,780</b>                        |  | <b>54,115,240.00</b>              | <b>49,692,900.00</b>      | <b>4,422,340.00</b>          |
| -  | 115,820                              | (115,820)                               | Use of balances                                  | 0.00                              | 458,470.00                | -458,470.00                  |
| <b>44,684,890</b>                            | <b>40,193,930</b>                    | <b>4,490,960</b>                        |  | <b>54,115,240.00</b>              | <b>50,151,370.00</b>      | <b>3,963,870.00</b>          |
| 934,617                                      | -                                    | 934,617                                 | Special items - Parish precepts                  | 890,868.71                        | 0.00                      | 890,868.71                   |
| <b>45,619,507</b>                            | <b>40,193,930</b>                    | <b>5,425,577</b>                        | <b>Council Tax</b>                               | <b>55,006,108.71</b>              | <b>50,151,370.00</b>      | <b>4,854,738.71</b>          |

### **STATEMENT FROM THE DEPUTY CHIEF EXECUTIVE**

The Local Government Act 2003 requires the Chief Financial Officer to report on the robustness of the revenue estimates made for the budget calculations and the adequacy of the proposed financial reserves.

The information used in the preparation of the budget put forward for Members' approval tonight within the revenue budget resolution has undergone extensive and detailed analysis by;

- The Council's Management Team
- Assistant Directors and Budget holders within their areas of responsibility
- The Boards of the Council
- The Deputy Chief Executive, the Assistant Director (Finance and Human Resources) and staff within Management Accounts

The revenue estimates have been prepared within the guidelines established by the 2013 - 2017 Budget Strategy, approved by the Executive Board at its meeting in September 2012.

I am therefore convinced that the revenue estimates that are put forward for approval have been prepared upon realistic assumptions of Council service requirements and represent a robust budget.

Only identified savings have been included within the 2013/14 budget proposal being considered, with over 80% certain to be achieved. In the event that some are not achieved, due to unexpected circumstances, the Council has sufficient reserves to cover any immediate budget shortfall and manage its financial position. A robust approach will need to be taken to achieve the savings targets over the remainder of the Medium Term Financial Strategy, to enable the Council to continue to manage its financial position. Where possible, the savings should be found and included in the budget as early as possible, as this has a beneficial impact on the level of balances available.

As part of the overall process, a comprehensive risk assessment has been undertaken of the Council's financial position and it has been determined that the Council's minimum general reserve provision of £1.2 million is appropriate for the Council and that the budgetary requirement set out for 2013/14 and the forecasts for the subsequent three years, will keep the level of reserves at this minimum level.

Therefore, I am of the view that the budget proposed for 2013/14 does provide for an adequate level of reserves, and this will be maintained over the Medium Term, provided the Council adheres to its approved Medium Term Financial Strategy and deliver the required savings.



**MANPOWER BUDGET**

The Board estimates contain the effect of the following changes in employee numbers.

|              | <b>2012/13<br/>Estimate (original)<br/>FTE</b> | <b>2013/14<br/>Estimate<br/>FTE</b> |
|--------------|--|-------------------------------------|
| Monthly Paid | <b>356</b>                                     | <b>351</b>                          |
| <b>Total</b> | <hr/> <b>356</b> <hr/>                         | <hr/> <b>351</b> <hr/>              |

**MINUTES OF THE EXTRAORDINARY MEETING OF THE  
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE  
COUNCIL HOUSE, ATHERSTONE ON  
MONDAY, 8 APRIL 2013**

Present: Councillor L Dirveiks in the Chair.

Councillors Barber, Butcher, Davis, N Dirveiks, Ferro, Hayfield, Lewis, May, Moore, Morson, B Moss, M Moss, Payne, Phillips, Sherratt, Simpson, Smith, M Stanley, Y Stanley, Sweet and Turley.

Apologies for absence were received from Councillors Forwood, Fowler, Fox, Freer, Humphreys, A Stanley and Watkins.

Members and Officers observed a minutes silence in memory of Baroness Thatcher who had died that day.

**43 Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Hayfield declared a non-pecuniary interest by reason of his County Council portfolio.

**44 Minutes of the meeting of the Executive Board held on 8 April 2013**

The Mayor adjourned proceedings to a meeting of the Full Council to be held on Monday 22 April 2013.

**Chairman of the next ensuing meeting of the Council**

**MINUTES OF THE EXTRAORDINARY MEETING OF THE  
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE  
COUNCIL HOUSE, ATHERSTONE ON  
MONDAY, 22 APRIL 2013**

Present: Councillor Ferro in the Chair.

Councillors Barber, Butcher, Davis, L Dirveiks, N Dirveiks, Forwood, Fowler, Fox, Hayfield, Holland, Humphreys, Johnston, Lea, Lewis, May, Moore, Morson, B Moss, M Moss, Payne, Phillips, Pickard, Sherratt, Smith, A Stanley, M Stanley, Y Stanley, Sweet, Turley, Winter and Wykes.

Apologies for absence were received from Councillors Freer, Simpson and Watkins.

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

Councillor Hayfield declared a non-pecuniary interest by reason of his County Council portfolio.

**46 Minutes of the meeting of the Executive Board held on 8 April 2013**

It was proposed by Councillor M Stanley, seconded by Councillor Winter and

**Resolved**

**That, subject to the deletion of the words “be approved” from the last line of Minute No 72a), the minutes of the meeting of the Executive Board held on 8 April 2013, together with the recommendations contained therein, be approved and adopted.**

**Chairman of the next ensuing meeting of the Council**