

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE EXECUTIVE BOARD

18 June 2013

Present: Councillor Sweet in the Chair

Councillors Hayfield, Humphreys, Moore, Morson, Phillips,  
Simpson, Smith and Winter

An apology for absence was received from Councillor M Stanley  
(Councillor Winter substitute)

Councillor Barber was also in attendance.

#### 1 **Declarations of Personal or Prejudicial Interest.**

None were declared at the meeting.

#### 2 **Minutes of the meeting of the Board held on 12 February 2013.**

The minutes of the meeting of the Board held on 12 February 2013, copies having been circulated, were approved as a correct record and signed by the Chairman.

#### 3 **Capital Programme – 2012/13 Final Position**

The Assistant Director (Finance and Human Resources) updated Members on the final position of the 2012/13 Capital Programme and highlighted those schemes which had not progressed as quickly as expected and which were recommended to be carried forward into the 2013/14 Capital Programme. An addendum report relating to replacement recycling containers and refuse vehicles was circulated at the meeting.

##### **Recommended:**

- a **That the level of expenditure incurred (both actual and committed) to the end of March 2013 against the 2012/13 Revised Capital Programme be noted;**
- b **That the schemes which have not progressed as expected during the year be noted;**
- c **That both the committed expenditure and schemes which have not progressed during the year be agreed as slippage to be carried forward into the 2013/14 Capital Programme;**

**d That the allocation in the 2013/14 Capital Programme for replacement recycling containers is increased to £629,500; and**

**e That funding of £140,160 is brought forward into the 2013/14 capital programme from the 2014/15 allocation for refuse vehicles.**

#### **4 Capital Accounts 2012/13**

The Board was informed that the Capital Accounts for 2012/13 had been prepared. Members were invited to approve the methods of funding used. A revised Appendix A was circulated at the meeting.

**Recommended:**

**That the methods of funding to meet capital expenditure incurred in 2012/13 be approved.**

#### **5 Earmarked Reserves 2013/14**

The Deputy Chief Executive reported on the level of reserves at 31 March 2013. Members were asked to approve the proposed use of reserves in 2013/14.

**Recommended:**

**That the reserves held at 31 March 2013, and the planned use of reserves in 2013/14 be approved.**

#### **6 Annual Governance Statement 2012/13**

The Deputy Chief Executive reported on the Annual Governance Statement setting out the arrangements the Council had put in place for the governance of its affairs and facilitating the effective exercise of its functions, including arrangements for the management of risk. Members were asked to approve the Statement and Improvement Plan.

**Recommended:**

**a That the Annual Governance Statement for 2012/13, attached as Appendix A to the report of the Deputy Chief Executive be approved; and**

**b That the Improvement Plan, attached as Appendix C to the report be approved and progress against the plan be reported to Board.**

7 **Financial Statements 2012/13**

The Deputy Chief Executive reported on the Annual Financial Statements for 2012/13 and Members were asked to agree a suggested course of action.

**Resolved:**

**That the position on the General Fund and Housing Revenue Account at 31 March 2013 be noted.**

8 **Core Strategy – Delegated Powers**

The Board was invited to consider delegating power to the Local Development Framework Sub-Committee to progress the Core Strategy.

**Recommended:**

**That the Local Development Framework Sub-Committee be given delegated powers to progress the Core Strategy.**

9 **Membership of the Democratic Structures Task and Finish Group.**

The Board was asked to agree the membership of the Democratic Structures Task and Finish Group for the ensuing year.

**Resolved:**

**That for 2013/14 the membership of the Democratic Structures Task and Finish Group comprise Councillors M Stanley, Sweet, Moore, Smith and Fox.**

10 **Procurement and Commissioning Strategy 2013 - 2017**

The Board was invited to consider the draft Procurement and Commissioning Strategy for the period 2013 – 2017. The Strategy had been considered by the Resources Board at its meeting on 3 June 2013.

**Recommended:**

**That the Procurement and Commissioning Strategy 2013 – 2017, attached as an Appendix to the report of the Assistant Director (Corporate Services), be approved.**

11 **Pay Policy Statement**

The Assistant Director (Finance and Human Resources) presented the Pay Policy Statement for consideration.

**Recommended:**

**That the Pay Policy Statement 2013/14, attached as an Appendix to the report of the Assistant Director (Finance and Human Resources), be agreed.**

12 **Adoption of Open Space at Rowlands Way, Atherstone**

The Board was informed of the proposed creation of open space at Rowlands Way in Atherstone and noted the action taken by the Chief Executive, using his urgent business powers, in respect of the adoption of the land concerned.

**Recommended:**

a **That the urgent business powers used by the Chief Executive, in consultation with the Leader and the Opposition Leader, be noted; and**

b **That the action taken in respect of the adoption of open space at Rowlands Way in Atherstone be noted.**

13 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2012 to March 2013**

The Chief Executive reported on the progress with the achievement of the Corporate Plan and Performance Indicator targets applicable to Executive Board for April 2012 to March 2013.

**Resolved:**

**That the report be noted.**

14 **Budgetary Control Report 2013/2014 Period Ended 31 May 2013**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2013 to 31 May 2013. The 2013/2014 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.

**Resolved:**

**That the report be noted.**

**15 Notes of the meeting of the Democratic Arrangements Task and Finish Group held on 13 March 2013**

The notes of the meeting of the Democratic Arrangements Task and Finish Group held on 13 March 2013 were received and noted.

**16 Minutes of the meeting of the Local Development Framework Sub-Committee held on 24 April and 20 May 2013**

The minutes of the meetings of the Local Development Framework Sub-Committee held on 24 April and 20 May 2013 were received and noted.

**17 Minutes of the meeting of the Special Sub-Group held on 18 February, 29 April, 20 May and 3 June 2013**

The minutes of the meetings of the Special Sub-Group held on 18 February, 29 April, 20 May and 3 June 2013 were received and noted.

**18 External Auditors' Report**

The Deputy Chief Executive reported on the External Auditors' Annual Certification report for 2011/12.

**Recommended:**

**That the contents of the External Auditors' report be noted.**

Chairman