

EXECUTIVE

Minutes of the meeting held on Wednesday 9 February 2011 at the Town Hall, Royal Leamington Spa at 6.00 pm.

PRESENT: Councillor Michael Doody (Chairman), Councillors Caborn, Coker, Mrs Gallagher, Mrs Grainger, Hammon, Kirton, Mobbs and Shilton.

ALSO PRESENT: Councillor Barrott (Labour Group Observer), Councillor Boad (Liberal Democrat Group Observer), Councillor Gifford (Chair of Overview and Scrutiny Committee) and Councillor Pittarello (on behalf of the Chair of Finance and Audit Scrutiny Committee).

127. **DECLARATIONS OF INTEREST**

Minute Number 140 - Impact of Financial Reductions

Councillors Caborn, Michael Doody, Kirton and Shilton declared personal interests because they were Warwickshire County Councillors.

128. **MINUTES**

The minutes of the meeting held on 26 January 2011 were taken as read and signed by the Chairman as a correct record.

PART 1

(Items which a decision by Council is required)

129. **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN OF THE COUNCIL 2011/12**

RECOMMENDED that;

- (1) Councillor Mrs Bunker be recommended as Chairman of the Council for the municipal year 2011/2012; and
- (2) Councillor Kinson be recommended as Vice-Chairman of the Council for the municipal year 2011/12.

130. **ADDITIONAL FUNDS FOR HOUSING AND PROPERTY SERVICES**

The Executive considered a report from Housing and Property Services which requested additional funds to allow the service be appropriately resourced to deliver priorities set out in the Service Improvement Plan.

This request was made following the Audit Commission report on the Housing Landlord Service which identified a number of critical areas for improvement and our action plan (the Service Improvement Plan (SIP)) to address these was approved by Executive and the Tenant Service Authority on 24th November 2010 and 13th December 2010, respectively.

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The report stated that wherever possible the service was making improvements within existing resources by strengthening management capacity and improving the service, using systems thinking principles. Examples included improved performance in the areas of gas servicing and empty property management. This report requested additional funds for aspects of the SIP which could not be improved from existing resources in the short to medium term.

The Finance and Audit Scrutiny Committee supported the recommendations in the report, having been reassured by the Head of Housing & Property Services as to why certain approaches had been adopted in addressing critical areas for improvement identified by the Audit Commission. Members noted the projected surplus of around £19,000 in relation to the activities of the proposed Lettings and Financial Inclusion Officer post. The Head of Housing & Property Services was thanked for the quick and efficient work he had undertaken in turning around a problem area, and was offered the continued support of the Committee.

The Executive thanked the committee for their comments.

The Portfolio Holder for Housing and Property Services, addressed members and explained that the extra funding was needed to bring the department up to where it should be over the next twelve months. She also advised that they would be reporting back regularly and that the Head of Housing and Property Services was more than happy to meet members and discuss any issues they may have.

RECOMMENDED that:

- (1) additional capital expenditure to complete Type 2 Asbestos Management Surveys and associated re-inspections and asbestos removals for relevant dwellings by 31st March 2011 be approved, at an additional capital cost of £605,700 and to continue the re-inspection and asbestos removals for 2011/12 at an additional capital cost of £825,200;
- (2) additional capital and revenue expenditure be approved to increase the number of electrical Periodic Inspection Reports (PIRs) for dwellings at an additional cost of £275,000 (£125,000 capital and £150,000 revenue) in 2010/11 and to complete PIRs for all outstanding dwellings by 31st December 2011 at an additional cost of £605,000 in 2011/12 (£275,000 capital and £330,000 revenue);

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- (3) the delivery of the required level of kitchen and bathroom replacements in void properties be approved, at an additional revenue and capital cost for 2010/11 of £150,000 and £445,000, respectively and to increase the revenue and capital budgets by the same amount in the years 2011/12, 2012/13 and 2013/14;
- (4) the delivery of the required level of central heating replacements be approved, at an additional capital cost of £460,000 for 2010/11 and to increase the capital central heating replacement capital budget by £400,000 in the years 2011/12, 2012/13, and 2013/14;
- (5) the delivery of a comprehensive refurbishment project at Acorn Court, the sheltered housing scheme, be approved for an additional capital cost of £642,000 in 2011/12, which improves the quality of life of tenants and provides the fundamentals to deliver objectives of extra care housing;
- (6) the reduction of both the backlog and waiting times for customers in need of aids and adaptations, be approved, at an additional capital cost of £600,000 for 2011/12 and the aids and adaptations budget be increased by an additional £500,000 capital expenditure per annum to meet customer demand for level access showers in the years 2011/12, 2012/13 and 2013/14;
- (7) the following funding arrangements for 3 temporary, fixed term posts be approved, to assist in the delivery of the Service Improvement Programme, subject to the Employment Committee approving the amendment of the Council's establishment:
 - Appointment of an 'Asbestos Programme Officer' to manage the asbestos programme at an annual additional cost of £29,000 per year for a fixed term period of 3 years (inclusive of on costs) commencing June 2011.

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- Appointment of a 'Service Improvement Plan Support Officer' to manage the Service Improvement Plan at an annual additional cost of £30,000 per year for a fixed term period of 2 years (inclusive of on costs) commencing June 2011.
 - Appointment of an 'Active H Support Officer' to manage and support the development of quality performance information and improved IT systems at an additional cost of £29,000 per year for a fixed term period of 3 years (inclusive of on costs) commencing June 2011.
- (8) the re-investment of additional income generated during 2010/11 be approved, to appoint a temporary, 2 year fixed term 'Lettings and Financial Inclusion Officer' as an 'invest to save' initiative to ensure continued generation of additional income by reducing void rent loss and current tenant arrears, subject to Employment Committee approving the revised establishment;
- (9) subject to approval of the above recommendations, a rigorous exercise will be conducted to ensure all existing and new contracts to deliver the additional investment are compliant with the Code of Procurement Practice; and
- (10) subject to approval of recommendations 2.1 to 2.3, the additional expenditure is provisionally included in the budget calculations set out in the Housing Rents and Housing Revenue Account 2011/12 paper elsewhere on the agenda. The content of this separate report will, if agreed, require a recommendation to Council for final approval and that this report would require suitable amendment should any of the listed recommendations in this report not be approved.

(The Portfolio Holder for this item was Councillor Mrs Grainger)
(Forward Plan reference 303)

131. BUDGET 2011/12 AND COUNCIL TAX – REVENUE AND CAPITAL

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The Executive considered a report from Finance which updated members on the overall financial position of the Council. It included the latest position in respect of the 2010/11 General Fund Revenue Budget and the future implications of the proposed changes within.

For 2011/12 onwards, the report considered both the General Fund Revenue budget and the Capital Programme. The information contained within this report supported the recommendations to Council in respect of setting next year's budgets and this Council's level of Council Tax for 2011/12. It updated members on the latest projections and assumptions in the Medium Term Financial Strategy, identifying the on-going savings required by 2015/16.

The report also updated members on the Council's Reserves and General Fund Balance and included feedback on consultation with the Citizen's Panel, whereby 84% of respondents believed the Council provided good or very good value for the current council tax charged.

A number of amended recommendations were circulated prior to the meeting along with supplementary papers.

The Finance and Audit Scrutiny Committee noted that amended figures detailed in a supplementary report had changed again to an additional £44,000 for 2011/12 and £61,000 for 2012/13, the latter being only a provisional figure. The medium term strategy would be updated in due course. The Committee also suggested adding "continue to" to the sentence "Members will need to address the underlying budget deficit in future years" before the word "address".

The Finance and Audit Scrutiny Committee was concerned that anticipated cuts imposed by other statutory sector organisations could leave some voluntary and charitable organisations under the very real threat of closure. The Committee therefore proposed that Executive urgently look into creating a Third Sector Support Scheme to provide one-off support to organisations which recognised the need to develop alternative business models but required help through a transitional period. The Committee was concerned that if such support were not provided then in the longer term the absence of certain voluntary and charitable organisations would lead to increased costs for the District Council in other areas of work. The effect of cuts on voluntary programmes meant some programmes were in danger of closing down. In the long term this could lead to more costs to the local economy: for example, if the adult training for job skills or the rehabilitation of people with mental illness should cease, or if there was increased isolation of vulnerable and elderly people. A comparatively small amount of money from Warwick District Council could help to release more substantial funds from other donors to continue these programmes.

To fund the proposal the Committee recommended that rather than appropriating £1,475,000 from the General Fund Balance to the new Services Transformation Reserve, this figure be reduced to £1,375,000. Whilst the proposal received unanimous support, the Committee was very keen to ensure that appropriate checks and balances were in place to ensure that bids for funding were supported by a sound business case.

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The Committee recommended that the Grants Review Panel extend the remit of its work to develop criteria for awards in the interim under this proposed new scheme.

The Finance and Audit Scrutiny Committee therefore recommended that the Executive approve the creation of a Third Sector Support Reserve in 2010/11 with £100,000 from the General Fund Balance and that the detail of the new scheme be considered as part of the work by the Grants Review Panel, to be agreed by a future Executive meeting. To enable this to be financed, the appropriation to the Services Transformation Reserve should be reduced to £1,375,000.

In response to the Finance and Audit Committees comments, the Executive accepted their concerns but advised that individual funding would pre-empt the work due to take place by the Grants Review Panel. The Portfolio Holder for Customer & Information Services, Councillor Caborn, reassured members that any hardship cases that arose could be brought forward to the Executive and dealt with on a case by case basis. He stated that no organisation would be placed in jeopardy and highlighted the importance of the review to ensure that all organisations were on the Council's list.

The Overview and Scrutiny Committee had concerns regarding the legality of creating two separate pots for the Urban Initiatives Grant and the Rural Initiatives Grant because Council had already agreed that there would be one to fund both and that this decision made by Council would not be able to be changed until after a 6 month period had lapsed.

The Overview and Scrutiny Committee continued to support the principle that there should be only one pot to fund both the Rural Initiatives Scheme and the Urban Initiatives Scheme and that this fund should have the budget of £150,000. Any of this money that had not been committed to a project by the end of the municipal year should not then be carried over into the following years budget but instead put back into general balances.

The Overview and Scrutiny Committee felt that if there were to be two separate pots more funding should be made available for the Urban Initiative schemes than the Rural Initiative Schemes, with the criteria for the urban applications being different to the ones used for rural applications and potentially a need to limit how much each application could receive because of the difference between the areas. There was a strong concern from a member of the Committee that the funding for the urban grant was not enough for its size and population.

The Overview and Scrutiny Committee also expressed their thanks to the Grants Review Panel for getting funds agreed for the Urban Initiatives Grant.

The Overview and Scrutiny Committee had concerns regarding 8.3.5 which gave the Committee the impression that any new proposals for funding an Assisted Travel Scheme, that were agreed as a result of Overview and Scrutiny's report being submitted to Executive on 2 March 2011, would not be considered until the 2012/13 service plans were developed. The Committee wanted reassurance that if their

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recommendations were agreed this could be funded with the budget from 2011/12.

In response to this, the Executive categorically stated that there had been no decision made regarding the creation of one fund. With regard to hardship cases, Councillor Michael Doody reiterated the statement that these would be considered on an individual basis. He advised that both the rural initiatives and the urban initiatives would be District wide and a balance needed to be struck as to who received assistance and from where.

With regard to the discretionary travel report, Councillor Caborn highlighted that this issued would be dealt with when the report had been submitted.

The Executive thanked the Overview & Scrutiny Committee for their comments.

The Portfolio Holder for Finance, Councillor Mobbs addressed members and expressed his gratitude to the finance department for their hard work on not only the budget report but also their audit work with IFRS.

He highlighted a number of amendments to recommendations 2.2, 2.16, 2.19, 2.20 and 2.28. An additional recommendation was suggested, to be added as 2.30, which dealt with the Car Park Improvements budget. Councillor Mobbs stated that the District Council had achieved a saving of £1.5m along with an increase in income thanks to the hardwork of employees who had embraced the Lean Systems Thinking approach. The additional benefit of working with the Fit for The Future methodology was the 0% increase in Council Tax for this year.

Councillor Michael Doody proposed a second additional condition (2.31) which dealt with the amount of money currently allocated from the Contingency Budget, for the opposition of HS2. Following a meeting with other affected local authorities it had become apparent that the funds currently allocated to 'fight Westminster' were insufficient. It was therefore agreed to increase this amount to £100,000 from the contingency budget.

RECOMMENDED that

- (1) the 2010/11 Revised General Fund Revenue Estimated net expenditure of £18,228,367, as summarised in Appendix 1 be noted, this is after taking into account the proposed adjustments in section 8.3. The treatment of any balance upon closure of the accounts to be considered by the Executive in June 2011;
- (2) the changes to the 2011/12 General Fund revenue base budget in sections 8 and 9 with net expenditure of £15,851,307 as summarised in Appendix B of the supplementary report, be agreed and the formal resolution to this effect

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be contained in the further budget report that will be prepared for the 23rd February Council meeting. (This report is to include the parish/town, county and police precepts.);

- (3) the Council Tax of a Band D property for Warwick District Council for 2011/12 before the addition of parish/town council, Warwickshire County Council and Warwickshire Police Authority precepts be agreed at £146.86, representing a zero increase on 2010/11;
- (4) the Council Tax charges for Warwick District Council for 2011/12 before the addition of parish/town council, Warwickshire County Council and Warwickshire Police Authority precepts, for each band be agreed as follows:-

Band	2011/12
A	£97.91
B	£114.22
C	£130.54
D	£146.86
E	£179.50
F	£212.13
G	£244.77
H	£293.72

- (5) around £257,000 new ongoing savings / increased income have been realised in preparing the 2011/12 General Fund revenue base budget. Further savings of £296,000 are required from Fit For the Future interventions;
- (6) recurring virement £19,900 from 2011/12 from Revenues to Benefits in respect of staffing in preparation for The Universal Credit (paragraph 9.2.12 of the report refers) be agreed;
- (7) the Homelessness budget be increased by £85,500 in 2011/12 and 2012/13 for preventing homelessness, financed by Government Grant (paragraph 9.2.13 of the report refers);
- (8) the cost of the Digital TV service for 2011/12 be shared equally between the General Fund and Housing Revenue Account, with the £6,000 for the General fund met from the 2011/12 Contingency Budget. A future report on the

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scheme will consider the future of the service beyond 2011/12, and funding thereof (paragraph 9.2.14 of the report refers);

- (9) the General Fund Capital Programme and the Housing Investment Programme as set out in Section 13 and Appendix 8 of the report, together with their financing as shown in paragraphs 13.4 and 13.5 of the report, be agreed and should the Executive agree viable future self-funded business cases in the future, amendments be made to the Budget as appropriate;
- (10) if there is any mismatch between the proposed General Fund budgets and subsidiary strategies and action plans, officers bring forward proposals for managing within the agreed budgets;
- (11) the latest position and necessary actions in respect of the Equipment Renewal Reserve and necessary actions as detailed in paragraph 11.2.2 ix of the report, be agreed;
- (12) an additional £100,000 be allocated to the contingency budget in 2011/12 from the General Fund Balance (paragraphs 9.2.11 and 11.1.8 of the report refer);
- (13) that the Finance and Audit Scrutiny Committee be asked to pay particular attention to the reserves and balances set out in appendix 5 of the report (Section 11);
- (14) the Prudential indicators as set out in Appendix 10 and highlighted in Paragraph 14.1 of the report be agreed;
- (15) the revised financial strategy as set out in Appendix 12 of the report be agreed, and updated on an ongoing basis in the light of a review of all resource strategies (paragraph 16.1 of the report refers) with quarterly reports on the financial projections brought to Executive, and Fit For the Future continuing to be reviewed in the light of this;
- (16) the significant future forecast deficit, currently estimated to rise to over £2.92m over the next five years by 2015/16 on net expenditure of £18m, be noted. Further on-going savings of

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this amount must be secured in order for the authority to be able to set future balanced budgets (paragraph 10.3 of the report refers);

- (17) the arrangements for Budget Management as outlined in paragraph 12.4 of the report, be noted and quarterly reports continue to be submitted;
- (18) the creation of a new Tourism Reserve in 2010/11 with an initial balance of £55,000 financed from savings within the Tourism budget, be approved and that authority to spend from the reserve be delegated to the Head of Development Services in consultation with the Development Services Portfolio Holder and S151 Officer (paragraph 8.3.1 of the report refers);
- (19) the £200,000 already in the Capital Programme from 2011/12 for Rural Initiatives Grants be utilised for the new district-wide capital fund scheme (see also recommendation 2.20 regarding scheme details);
- (20) the transfer of £400,000 from the General Fund Balance in 2010/11 to the Capital Investment Reserve to finance the new district-wide capital fund scheme for the period 2011/12 to 2014/15, be approved and that the detail of the new scheme be considered as part of the work by the Grants Review Panel to be agreed by a future Executive meeting (paragraph 11.1.2 of the report refers);
- (21) the creation of a Play Equipment Reserve in 2010/11 with £200,000 from the General Fund Balance, be approved. The Executive will consider and approve all requests to utilise this reserve (paragraph 11.1.3 of the report refers);
- (22) the creation of a Services Transformation Reserve in 2010/11 with £1,475,000 from the General Fund Balance, be approved. The Executive will consider and approve all requests to utilise this reserve (paragraph 11.1.4 of the report refers);
- (23) the transfer of £1,200,000 from the General Fund Balance in 2010/11 to the Capital Investment Reserve to finance future new development proposals, be approved (paragraph 11.1.5 of the report refers);

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- (24) the transfer of £400,000 from the General Fund Balance in 2010/11 to increase the balance on the Equipment Renewal Reserve, be approved (paragraph 11.1.6 of the report refers);
- (25) the transfer of £100,000 from the General Fund Balance in 2010/11 to increase the balance of the Spend to Save Reserve, be approved (paragraph 11.1.7 of the report refers);
- (26) the General Fund Core minimum balance should be £1.5m (paragraph 11.1.9 of the report refers);
- (27) the transfer of £183,700 from unspent revenue and capital Housing and Planning Delivery Grant to the Planning Reserve for use on future planning related expenditure, be approved (paragraph 11.2.2.iv of the report refers);
- (28) slippage of the revenue budgets in respect of Warwick Renaissance (£57,300), Culture Trust Feasibility Study (£35,000) and the Corporate Property Maintenance Budget (£210,000) from 2010/11 to 2011/12, be approved, with the financing in an earmarked reserve (paragraph 8.3.12 of the report refers);
- (29) Whitnash Town Council will continue to remain within the Concurrent Services Scheme and the £500 approved from the contingency budget in February 2010, be returned accordingly (paragraph 8.3.11 of the report);
- (30) the budget for Car Park Improvements (£338,000) in the Capital Programme be slipped for 2010/11 to 2011/12 and associated financing; and
- (31) the monies available from the contingency fund for 2010/11 to contribute towards the campaign for opposing HS2, be increased by £50,000, bringing the total available to £100,000, with the £50,000 slipped to 2011/12 by way of earmarked reserve.

(The Portfolio Holder for this item was Councillor Hammon)
(Forward Plan reference 300)

132. HOUSING REVENUE ACCOUNT BUDGET 2011/12 AND HOUSING RENTS

The Executive considered a report from Housing and Property Services and Finance which set out the latest projections for the Housing Revenue

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Account revenue estimates in respect of 2010/11 and 2011/12. The report also detailed the proposed increases to Council tenant rents, garage rents and supporting people charges for 2011/12.

The Council is required to set a budget for the HRA each year, requiring agreement on the level of rents and other charges that are levied.

The report advised members that the dwelling rent increase followed government guidance whereas the proposed garage rent increase was in line with that being considered for dwelling rents, using the same rate of inflation as the Government as at September 2010.

In addition, the Supporting People charge increase applied equated to the inflationary increase awarded by Warwickshire County Council for all Supporting People contracts, effective from April in the previous year.

It was felt that the recommendations would enable the proposed revised Housing Investment Programme for 2010/11 and initial 2011/12 to be carried out, partially funded by a revenue contribution to capital outlay (RCCO) payment from the HRA, whilst maintaining a minimum working balance on the HRA of at least £750,000, in line with Council policy.

There were no alternative options in relation for the setting of housing dwelling rents due to the Government's rent restructuring criteria. There were alternatives regarding the garage rent increases and members could choose to change the percentage applied.

The supporting people charge was not subject to the rent restructuring criteria but there was no indication that the Commissioning Body was due to make a recommendation to increase the charges in 2011/12.

The Finance and Audit Scrutiny Committee were disheartened by the size of the rent increase, but recognised there was no option and supported the recommendations in the report.

The Executive thanked the committee for their comments and advised that although not ideal, the rent increases could have been higher, considering the current financial difficulties being faced.

RECOMMENDED that;

- (1) housing dwelling rents for 2011/12 be increased by an average of 7.49%;
- (2) garage rents for 2011/12 be increased by 4.6%;
- (3) the Supporting People charges for Housing tenants remain the same as those charged in 2010/11;
- (4) the 2011/12 Housing Revenue Account (HRA) budget, updated with the Final Subsidy Determination information and the proposed

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additional funds being requested in a separate report to this meeting, as set out at Appendix 3 of the report, be agreed. These figures are subject to change, depending on the decisions made regarding the request for additional funds and will be reported to the Council meeting on 23rd February, 2011; and

- (5) changes to the 2010/11 revised estimates considered in January, be agreed.

(The Portfolio Holders for this item were Councillor Mrs Grainger and Councillor Mobbs)

(Forward Plan reference 271)

133. **APPROVAL OF HEATING, LIGHTING AND WATER CHARGES 2011/12 – COUNCIL TENANTS**

The Executive considered a report from Housing and Property Services and Finance which set out the proposed service charges to council housing tenants for 2011/12, for the provision of communal heating, lighting and water supply.

The report highlighted that service charges were levied for the costs of electricity, gas and water supply usage in the communal areas of sheltered and very sheltered housing schemes and for direct supply to individual properties through communal heating schemes. The costs of maintaining communal laundry facilities were also recharged as a service charge at those sites benefiting from these facilities under the heading of miscellaneous charges.

These charges were reviewed annually, based on average consumption over the past three years, and updated for current costs. Tenants were notified of the change at the same time as the annual rent increase.

There were no alternative options to reviewing the charges annually otherwise the costs would have to be met through rent pooling, which would mean covering the cost from the rental income received from tenants. The impact of this would mean that the annual rent would rise and lead to charges being made to tenants who would never benefit from the service provided.

The Finance and Audit scrutiny Committee supported the recommendations in the report. Members suggested that potential savings from alternative energy should be an incentive for the organisation to look at heating and lighting across all Council property, not just housing stock.

The Executive thanked the committee for their comments.

RECOMMENDED that the revised service charges for Council tenants relating to heating, lighting, water and miscellaneous charges for the year commencing 1st April, 2011, as set out in paragraphs

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7 to 9, be agreed.

(The Portfolio Holders for this item were Councillor Mrs Grainger and Councillor Mobbs)
(Forward Plan reference 272)

134. JOINT WORKING WITH STRATFORD ON AVON DISTRICT COUNCIL

The Executive considered a report from the Chief Executive's office which provided members with an update on the proposal for joint working with Stratford on Avon District Council (SDC).

The report recommended that, owing to a number of factors, a shared service programme should no longer be pursued. However, other projects with SDC and any other body, where a robust business case can demonstrate that financial savings, service improvements and/or service resilience can be achieved, could still be considered.

Following a decision not to pursue a proposal for a joint management team with SDC in August 2010 it was agreed that a programme for shared services and other common issues such as terms and conditions of employment and IT should be developed and SDC be treated as its preferred partner. With that in mind the Joint Working Party had continued to meet, especially in the light of the progress of work being undertaken on a joint business case for a shared revenues and benefits service.

However, in progressing that work it became clear that issues surrounding shared services, regarding support service costs were significant to both Councils and required an overall approach and understanding by both authorities. As part of that consideration, proposals for swapping services to mitigate the transfer of residual support service costs were considered but were deemed unsatisfactory.

In addition, the Government advised that it was its intention to take the housing benefits service from local authorities into a large national service in a few years time, SDC had re structured their senior management and were considering a proposal for shared services/management team with another District Council.

Warwick District Council had developed and agreed a significant programme (Fit for the Future) and was also engaged at a sub regional level in a number of workstreams of joint work – procurement; asset management; strategic planning and infrastructure; waste management; and to a lesser degree HR, children's services and adult social services.

The result of these factors was a mutually agreed conclusion by the Leaders and Deputy Leaders of both Councils that the previously agreed work should cease, although it was clear that there remain areas where it will still be of value to work together and the Council could continue to consider opportunities for joint working with SDC, other public, private and voluntary bodies where viable.

It was therefore felt that there was no alternative option to consider.

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Members felt that it was important to continue to look at other potential partnerships if financially viable and that although the process of sharing services with SDC had run its course, it had been a valuable exercise.

RECOMMENDED that;

- (1) work should cease on a shared service programme in all respects with Stratford on Avon District Council (SDC). This includes revoking the memorandum of understanding and the proposal for a Joint Committee; and
- (2) notwithstanding 2.1 above, the Council should still consider proposals with SDC and indeed any other public, private and voluntary bodies where a business case can demonstrate financial savings or cost neutrality and one or both of the following: service improvements and/or service resilience.

(The Portfolio Holders for this item were Councillors Caborn and Michael Doody)

PART 2

(Items which a decision by Council is not required)

135. CHANGE PROGRAMME

The Executive considered a report from Improvement and Performance which set out how it was intended to manage progress towards Fit for the Future (FFF).

The report set out a proposal for managing the organisation and services improvements detailed in FFF as a change programme. This included an initial set of measures which would be used to track progress on delivering the benefits of the Change Programme and the Programme governance arrangements. In addition, the report outlined changes to the context of FFF which would be used to modify it over time.

The Finance and Audit Scrutiny Committee were happy with the way the process for the programme was developing, requested that efforts be made to avoid jargon and supported the recommendations in the report. Councillors Edwards, Pittarello and Vincett confirmed their continuing commitment to be involved in the Members Programme Oversight Group.

The Executive thanked the committee for their comments.

Members felt that this approach would improve services whilst ensuring that communications continued between staff, officers and members. It was also highlighted that the budget was healthy due to the hard work to integrate these processes by all involved.

RESOLVED that

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- (1) the management of Fit for the Future be carried out through the following two channels:
 - (i) activities and projects designed to directly deliver societal outcomes (e.g. the priority and cross cutting themes set out in the Sustainable Community Strategy) will be managed by the Warwick Partnership as set out in Section **Error! Reference source not found.** of the report; and

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- (II) activities and projects designed to improve the organisation and WDC's services will be managed through a Change Programme as detailed in Sections **Error! Reference source not found.**, **Error! Reference source not found.**, **Error! Reference source not found.** and **Error! Reference source not found.** of the report.
- (2) the Quality of Life Report summarised in Appendix 1 of the report be used to understand progress on the whole of Fit for the Future and that this be reported to Executive each December or January;
- (3) the FFF Governance arrangements and proposals for reporting updates to Members, as set out in Section **Error! Reference source not found.** of the report be approved and that Councillors Edwards, Pittarello and Vincett be nominated from the Finance and Audit Scrutiny Committee be nominated to the Members Programme Oversight Group;
- (4) the Change Programme Benefits and Measures as set out in Appendix 3 to the report be approved;
- (5) the current position in relation to financial, service and organisational benefits be noted (appendices 3 and 4 to the report refer);
- (6) the initial composition of the Change Programme's interventions and projects as detailed in appendix 5 to the report, be agreed;
- (7) the responsibility for the authorisation of expenditure from the 'spend to save' reserve up to a maximum cost of £20,000 for any individual item of expenditure be delegated to the Programme's Senior Responsible Officer (SRO) in consultation with the S.151 Officer.
- (8) Fit for the Future be modified over time to address the changing context and specifically to address the emerging issues set out in section **Error! Reference source not found.** of the report;
- (9) the draft Change Programme communication plan (appendix 6 to the report) be approved; and
- (10) the summarised version (Appendix 7) of Fit for the Future is noted.

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136. FEASIBILITY STUDY OF VARIOUS WDC ASSETS IN LEAMINGTON

137. LOCAL PLAN ISSUES AND OPTIONS CONSULTATION

The Executive considered a report from Development Services which outlined the Local Plan Issues and options for consultation.

It was felt that due to the late submission of some comments, this item should be deferred until the next meeting to allow for proper scrutiny of the comments and options put forward.

This would also allow the Development Plans Working Party to find clarity, along with the Executive members, as to what was being put forward.

RESOLVED that the document be deferred until 2nd March 2011 to ensure that the plan is correct.

138. RURAL LOCAL LETTING POLICY

The Executive considered a report from

139. WARWICKSHIRE LOCAL INVESTMENT PLAN

The Executive considered a report from

140. IMPACT OF FINANCIAL REDUCTIONS ON WARWICK DISTRICT COUNCIL AND THE AREA

The Executive considered a report from

141. OVERVIEW AND SCRUTINY COMMITTEE & FINANCE AND AUDIT SCRUTINY COMMITTEE – SCRUTINY UPDATE

This item was withdrawn from the agenda and officers advised that it would be deferred to the next Executive meeting on 9 February 2011.

142. TRANSFER OF LEAMINGTON WAR MEMORIAL TO LEAMINGTON TOWN COUNCIL

The Executive considered a report from

(The Portfolio Holder for this item was Councillor Caborn)

(The meeting ended at 8.20 pm)