

EXECUTIVE

Minutes of the meeting held on Wednesday 10 July 2013 at the Town Hall, Royal Leamington Spa at 6.00 pm.

PRESENT: Councillor Doody (Chairman), Councillors Caborn, Coker, Cross, Mrs Grainger, Hammon and Shilton.

ALSO PRESENT: Councillor Barrott (Chair of Finance & Audit Scrutiny Committee), Councillor Boad (Liberal Democrat Group Observer), Councillor Mrs Blacklock (Chair of Overview and Scrutiny Committee), Councillor MacKay (Independent Group Observer) and Councillor Wilkinson (Labour Group Observer).

Apologies for absence were received from Councillors Mobbs and Vincett.

26. **DECLARATIONS OF INTEREST**

Minute Number 29 - Item 5 – Council Tax

Councillors Caborn and Shilton declared pecuniary interests because they were Warwickshire County Councillors and left the room whilst the item was discussed.

Minute Number 35 - Item 11A – Procurement of Services from the Voluntary and Community Sector

Councillor Boad declared an interest because he was the Chairman of the Crown Roots Consortium and left the room whilst the item was discussed.

27. **MINUTES**

The minutes of the meeting held on 4 June 2013 were taken as read and signed by the Chairman as a correct record.

The minutes of the meeting held on 19 June 2013 were still to be completed and would be submitted to a future meeting.

PART 1

(Items on which a decision by Council is required)

There were no Part One items.

PART 2

(Items on which a decision by Council is not required)

28. **PUMP ROOM GARDENS PARKS FOR PEOPLE PROJECT**

The Executive considered a report from Neighbourhood Services which sought approval to submit a first-round Heritage Lottery Fund (HLF) Parks for People bid to restore and enhance the open space at the Pump Room Gardens, and for the approval of £100,000 as partnership funding towards the project.

Following the successful renewal of Linden Arches within the Pump Room Gardens and the Council's endorsement of its 'Conservation Statement', the Council had been approached by the Friends of Pump Room Gardens to further improve the open space and to apply for further funding.

The HLF Parks for People fund provided the opportunity for major capital investment into the Pump Room Gardens to conserve and restore the heritage features within it, while broadening the range and number of activities.

The Pump Room Gardens were currently maintained as an urban open space, with some of the historical features lost or in a poor condition. Surviving historic features that required improvement included the bandstand and York Bridge and its approaches. The historic features that had been lost and needed replacing included trees, general landscaping and seating along with a need to improve drainage across the open space and further opportunities to enhance wildlife.

The report explained that a condition of HLF Parks for People funding was to have match funding, known as 'partnership funding' equivalent to at least 10% of project costs when applying for a grant of £1million or more. It was felt that a contribution from the Council would also attract further donations and grants for the Friends of Pump Room Gardens, who had a successful track record of sourcing funding as demonstrated by the Linden Arches project.

The alternative options were to not submit an HLF bid, to submit a reduced scheme requesting a smaller grant or to source alternative heritage related grants offered under HLF. However, if any of the alternative options were taken, this could result in a lost opportunity to improve the Pump Room Gardens and sourcing alternative funding could prove difficult. In addition, the many assets within the Pump Room Gardens could continue to be a financial liability to the Council requiring further repairs and maintenance.

The Finance and Audit Scrutiny Committee supported the recommendations in the report.

The Portfolio Holder for Neighbourhood Services, endorsed the report and hoped that alongside the introduction of the Women's Championship Bowls at Victoria Park, the proposed works at the Pump Room Gardens would help bring Leamington back to its former glory.

Having read the report and considered the comments made by the Scrutiny Committee, the Executive agreed the recommendations as set out in the report.

RESOLVED that

- (1) the development and submission of a first-round application to the Heritage Lottery Fund (HLF) Parks for People for the Pump Room Gardens, is approved; and
- (2) subject to a successful first-round application, £100,000 funding, appropriated from the Service Transformation Reserve, is approved to partnership fund the HLF grant for the development of the project.

(The Portfolio Holder for this item was Councillor Shilton)
(Forward Plan ref 518)

29. **COUNCIL TAX REDUCTION SCHEME**

The Executive considered a report from Finance which advised that following the ending of the national Council Tax Benefit scheme on the 31 March 2013, each local authority was required to have in place its own local council tax reduction scheme by 31 January 2013 for implementation on 1 April 2013.

Government funding for the scheme had been cut by at least 10% and local authorities could either make these savings by changing the scheme and reducing the amount of help claimants received, or by making the savings from within existing budgets. However, the report advised that all pensioners were protected from the effects of any new scheme.

It had been agreed by Council that for 2013/14, the scheme should continue to be based on the old benefit scheme and any savings would come from existing budgets. This report required Members to make a decision for the scheme for 2014/15.

The report recommended a number of changes be made to the current scheme including that the council tax support calculation should be based upon the council tax liability being reduced by 7.5% of the total liability from April 2014, and 15% from April 2015; the second adult rebate would no longer be part of the council tax reduction scheme; and the Minimum Wage be used when calculating a reduction for the self employed where a claimant had declared that they had no income from their self employed work and had had no income for a period longer than six months.

The report also proposed that the Head of Finance should continue to have delegated powers to enable any amendments to be made to the scheme which would have no financial impact to customers. Members were asked to note that the views of Warwickshire County Council and the Warwickshire Police and Crime Commissioner had been sought and that a further report would be submitted in November 2013 following the consultation process.

The alternative options were that the Council could apply a percentage deduction to the reduction of a claimant's assessed entitlement, however this would mean that any increases in council tax would reduce the savings made by any scheme as these would be wholly covered by the reduction in entitlement. In simplistic terms if council tax rose by 7.5% the Council would make no savings from the council tax reduction scheme.

Alternatively, the Council could do nothing and continue with the current scheme, this would protect individuals who had been affected by other welfare reforms but would increase the savings that needed to be found by the Council.

The Finance and Audit Scrutiny Committee supported the recommendations in the report but pointed out that a fair and robust consultation process was essential. Members also expressed a desire to see realistic verification of income for the self-employed. It also thanked the Finance officers for the clear presentation the previous evening.

Councillor Coker addressed Members and agreed that it was imperative to ensure full and proper consultation was carried out. He also presented the consultation feedback from the County Council and Warwickshire Police and reported that they welcomed the proposals.

The recommendations were agreed as set out in the report and the comments from the Finance & Audit Scrutiny Committee would be followed up, particularly with regard to the assessment criteria for self-employed individuals.

It was also agreed to pass the Executive's thanks to Andrea Wyatt for a first class presentation on Monday evening.

RESOLVED that

- (1) the following changes to the Council Tax Reduction Scheme from 1 April 2014, are agreed:-
 - a) for all claimants the council tax support calculation is based upon the council tax liability being reduced by 7.5% of the total liability from April 2014, and 15% from April 2015;
 - b) the second adult rebate will no longer be part of the council tax reduction scheme; and
 - c) the Minimum Wage will be used when calculating a reduction for the self employed where a claimant has declared that they have no income from their self employed work and have had no income for a period longer than six months;
- (2) the Head of Finance should continue to have delegated powers to enable any amendments to be made to the

scheme which will have no financial impact to customers, but which it is deemed are required to ensure that the scheme is less complex to administer than the current scheme;

- (3) the views of Warwickshire County Council and the Warwickshire Police and Crime Commissioner have been sought for feeding back to the Executive;
- (4) a further report be submitted in November 2013 following the consultation process, to enable it to decide upon the Council Tax Reduction scheme to be implemented from April 2014 and 2015; and
- (5) the Executive's congratulations be passed to the Benefits and Fraud Manager for her work on this project.

(The Portfolio Holder for this item was Councillor Mobbs)
(Forward Plan ref 515)

30. **TOWN HALL REPAIRS AND IMPROVEMENTS**

The Executive considered a report from Cultural Services which sought approval for funding from the Capital Investment Reserve to allow essential works to the Town Hall.

The Town Hall in Leamington continued to be a valuable asset to the Council and the people of Warwick District. However, the condition of the venue had deteriorated over a number of years, and the uncertainty around the long term plans for the venue meant that a number of pieces of work had been delayed.

Officers now recognised that some of this work was now critical to the ongoing operation of the Town Hall, leading them to develop a programme of works which was considered to be appropriate given the ongoing uncertainty, but essential in operating the premise as a safe and commercially viable venue.

A major element of the works was the rewiring of large parts of the Town Hall and there was a need to address the condition of the electrical wiring to ensure that it would gain its certification again when the current certificate expired in January 2014.

In addition to the above, other works had been identified which fell into the categories of health & safety works, structural works and decoration & finishes. Health and safety works included the replacement of curtains in the Council Chamber, Room 18 and Room 21. The current curtains were in a very poor state of repair and no longer complied with fire regulations and were not fire retardant as was required in a public building.

The works also included six sofas on the ground and first floors of the Town Hall which did not meet current fire regulations, along with some small general health

and safety items including work on doors and signage which would be completed as part of the project.

The re-wire element of the project would be delivered through the corporate electrical contract. A detailed specification and costing schedule had been developed by Housing and Property Services officers and the contractor, and the project costings were outlined in paragraph 5.3 of the report.

The report proposed that a maximum allocation of £142,000 be approved from the Capital Investment Reserve which currently had an unallocated balance of £750,000 excluding funds earmarked towards Leamington Asset Review work.

The alternative options were that officers could carry out the bare minimum of making good following the re-wire (as included in the cost of the re-wire) and make a saving of £3,200 allocated to the redecoration of Rooms 18 and 21. However, in respect of the re-wire element of the project, there was no alternative if the venue was to be retained as a functioning venue. The installation must have a current certificate in order to comply with Codes of Practice and the current certificate would expire in Jan 2014.

The items included as health & safety works had to be carried out in order for the Council to fulfil its obligations to comply with relevant legislation.

The Finance and Audit Scrutiny Committee was pleased to note that LED lighting had already been identified to be installed where possible and supported the recommendations in the report, with the following recommendation to the Executive:

That CAT5 cabling be installed throughout the Town Hall at the same time as the other proposed improvements in order to save money in the long run and to make the building ready to enable the use of much improved audio and visual equipment

In response, the Portfolio Holder for Cultural Services advised that he shared the concerns of the Scrutiny Committee and stated that it was a balance between cost and maintaining the historic aspects of the building. He assured Members that the contractors and officers involved would work together efficiently to move the works forward.

Having read the report and considered the comments made by the Scrutiny Committee, the Executive agreed the recommendations as set out in the report. In addition, the proposed recommendation from Finance & Audit was agreed in principle but expanded to ensure that all suitable options for improvement were considered to ensure the project moved forwards.

RESOLVED that

- (1) a maximum allocation of £142,000 be approved from the Capital Investment Reserve to allow essential works to be completed at the Town Hall; and

- (2) delegated authority be given to the Chief Executive, in consultation with the Portfolio Holders for Cultural Services and Finance, to ensure that all suitable options for improvement, including identifying wi-fi 'dead spots' and adding any additional CAT5 cabling into the rewire project, are considered to ensure the project moves forward.

(The Portfolio Holder for this item was Councillor Cross)
(Forward Plan ref 509)

31. **UPGRADE OF ROYAL SPA CENTRE SCREENING EQUIPMENT AND SUPPORTING BUSINESS CASE**

The Executive considered a report from Cultural Services which sought approval to purchase digital screening equipment which would replace the existing 35mm cinema equipment at the Royal Spa Centre.

For a number of years the cinema operation at the Royal Spa Centre had been running at a small loss and officers hoped that purchasing new equipment with the latest technology would reduce running costs whilst increasing audience numbers and income.

Data provided by the Royal Spa Centre box office and the Council's Finance Department showed that the Royal Spa Centre Cinema had been running at an average annual deficit of £8,000 for several years. The cinema provision was temporarily suspended in March 2013 until these underlying issues could be addressed and data taken from the last two financial years highlighted that staffing costs, film distribution and associated charges had depleted any possible income. In 2012/13 income of £31,200 was offset by expenditure of £42,000, resulting in a deficit of £8,800.

The post of Cinema Supervisor had been removed from the establishment as part of the restructure earlier in the year, as the previous reel film was not sustainable and alternative options needed to be investigated for the future delivery of films. The Digital Cinema Package meant that the cinema could be operated by any member of the Royal Spa Centre's existing in-house technical crew and many of the processes could be automated using technology.

With the investment in new equipment, the cinema expenditure could be cut dramatically, turning deficit into profit and showing estimated annual profits of £20,900 in 2014/15 with only a modest increase in ticket sales. There would also be a part year increase during 2013-14 after introduction of the new equipment.

The report advised that a maximum allocation of £37,000 be approved to allow for the purchase of digital screening equipment and necessary enabling works. The report also explained that exact costs would be subject to the results of the procurement process.

Although the Digital Cinema Package cost was £29,995, to enable the Digital Cinema Package to screen live cultural events and have an active automated function, a contingency of £7,000 had been added to the final figure to cover the cost of the satellite link, automated equipment and specialist cabling required.

The final recommendation asked for approval that the final decision as to the most appropriate financing of the purchase be delegated to the Head of Finance in consultation with the Portfolio Holders for Culture and Finance.

The report recommended that the Spa Centre Monitoring Group would continue to meet on a quarterly basis and would monitor future income increases and expenditure reductions against the projections outlined in the attached Business Case.

One alternative option was to not update the equipment, however this would result in a cessation of screening films permanently or would dramatically reduce the offering. This would also diminish any opportunity for increasing income or footfall restricting the offering available in the studio. Another alternative would be to continue operating under the existing system but this would negate the opportunity to make efficiencies. The current programme was also failing to deliver to the customer because the variety was limited to films distributed via the 35mm format. The service could continue to deliver what it currently delivered, but would fail to develop and take opportunities to increase participation and income in the future.

The Finance and Audit Scrutiny Committee supported the recommendations in the report, but did not fully understand the savings which would be made and therefore asked officers to email more information to Members. This information was provided by the Head of Cultural Services prior to the meeting and gave clarification on the figures.

In response, the Portfolio Holder for Cultural Services endorsed the report and passed his thanks to the new Deputy Manager at the Spa Centre for their hard work to date.

Having read the report and considered the comments made by the Scrutiny Committee, the Executive agreed the recommendations as set out in the report.

RESOLVED that

- (1) a maximum allocation of £37,000 (exact costs subject to the results of the procurement process) be approved, to allow the purchase of digital screening equipment and necessary enabling works;
- (2) although the Digital Cinema Package cost is £29,995, to enable the Digital Cinema Package to screen live cultural events and have an active automated function a contingency of £7,000 has been added to the final

figure to cover the cost of the satellite link, automated equipment and specialist cabling required; and

- (3) the final decision as to the most appropriate financing of the purchase (as demonstrated by way of the Options Appraisal) be delegated to the Head of Finance in consultation with the Portfolio Holders for Culture and Finance.

(The Portfolio Holder for this item was Councillor Cross)

32. **PROGRESS ON THE WARWICK TOWN CENTRE PLAN**

The Executive considered a report from the Deputy Chief Executive (AJ) and Development Services which sought to inform members of the results of the 'Preferred Options' consultation for the Warwick Town Centre Plan and the steps required to progress the Plan to the next stage of its preparation.

The report also requested approval to carry out a survey with regard to the future of the Warwick Mop, to take steps to secure the services of a consultant to assess the viability of the major site proposals within the Plan and approval to release a further £8,000 from the Planning Reserve to support the viability work to be undertaken by a consultant on behalf of the Council

In July 2012 a report was brought to the Executive requesting approval for Warwick District Council to undertake public consultation on the 'Preferred Options' for the Warwick Town Centre Plan (WTCP) on behalf of the Warwick Town Centre Partnership (Warwickshire County Council, Warwick District Council, Warwick Town Council, Warwick Chamber of Trade and the Warwick Society). The paper was approved for that purpose and the consultation was subsequently carried out during October and November 2012.

The results of the consultation had been summarised and attached to the report as an appendix. A total of 147 responses had been received, which was felt to be rather disappointing considering an estimated number of around 1000 people had been given leaflets, spoken to at exhibitions and meetings and visited the staffed Warwick Market stall set up to disseminate information.

The report explained that the next step to be taken was to produce a draft plan. A considerable amount of work would be required to ensure that the plan was well evidenced, sound and capable of standing up to the scrutiny of a Planning Inspector. In the meantime however, it was hoped that some of the schemes would progress and might even be completed before the plan was eventually adopted.

A programme and timescales leading up to the adoption of the plan was detailed at paragraph 3.3 of the report along with an update on each of the schemes to-date including Linen Street, the former Gas Works, former Fire Station and the Warwick Mop.

The alternative options were that a survey for the future of the Mop Fair could be omitted but officers felt this would not be in the spirit of public consultation or fulfil the commitment made as a result of the Town Centre Plan consultation that a survey would be carried out. In addition, a consultant's report on the viability of sites could be omitted, but the likelihood was that the Plan would be found to be unsound without it.

The Overview & Scrutiny Committee welcomed the report, in particular the survey about Warwick Mop. However, the Committee stressed the importance of canvassing as wide a range of opinions in Warwick as possible particularly amongst young people, about the Mop.

In response, the Portfolio Holder for Development Services endorsed the report and assured Members that consultation would be inclusive. He also advised that Warwick Town Council had been involved throughout the process and had hosted some of the meetings themselves.

The Executive recognised the efforts by the report author, Lorna Coldicott, and the Deputy Chief Executive (AJ) who had stuck by the project in difficult times and were helping Warwick develop into a better place.

Members were delighted with the ideas in the report and were grateful to the Members and officers who had committed to the work.

Having read the report and considered the comments made by the Scrutiny Committee, the Executive agreed the recommendations as set out in the report. The Executive welcomed the comments from Overview & Scrutiny and agreed that involvement from younger residents of the District should be encouraged with regard to the Mop survey.

RESOLVED that

- (1) the results of the public consultation on the 'Preferred Options' of the Warwick Town Centre Plan attached as an appendix to the report, are noted;
- (2) the survey to be carried out with regard to the future of the Warwick Mop, attached as an appendix to the report, is approved;
- (3) the commissioning of a consultant to assess the viability of the major site proposals within the Warwick Town Centre Plan, is approved along with the release of £8,000 of additional funding from Planning Reserves in order to carry out the required viability work; and
- (4) progress in respect of sites contained in the Warwick Town Centre Plan and the Warwick Heritage Improvement Programme (Saltisford) (WHIPS) is noted

and agrees to officers exploring in greater detail the option of housing development at West Rock Car Park.

(The Portfolio Holder for this item was Councillor Hammon)
(Forward Plan ref 394a)

33. **MEDIATION AND CUSTOMER SUPPORT SERVICE**

The Executive considered a report from Corporate and Community Services which sought support for the Mediation & Community Support Service (MACS) and a one-off financial contribution.

In April of 2013, the Secretary of MACS (Mrs Judy Falp) approached this Council's Deputy Chief Executive (AJ) to ascertain whether Warwick District Council could offer support to the MACS service. The MACS service provided Mediation and Conflict Resolution services to individuals, communities and businesses across Warwick District as well as Rugby & Stratford District.

At that time the MACS service had made recent funding applications to the following groups: the Big Lottery Reaching Communities (unsuccessful); the Police Commissioners Innovation Fund; and the Tudor Trust. MACS was also continuing to request funding from a number of other sources.

The MACS service was free to residents of Warwick District and had thirty-seven active volunteers, who delivered mediation work and administrative support. If the funding was unavailable, the neighbourhood mediation work would decrease significantly because there would be no co-ordinator to manage cases and the volunteers. This was the work that was important to the Council because conflict often caused increased officer time, police time, possible damage to our properties, and environmental health issues with noise.

The Deputy Chief Executive and Head of Corporate & Community Services advised Mrs Falp that an approach could be made to the Executive for interim funding for MACS. However, the report reminded Members that there was no funding in the Corporate & Community Services budgets for this, as the Voluntary and Community Sector was supported via commissioned work.

The alternative options were that the Executive could choose not to support MACS but this could result in its services no longer being made available to residents of the District.

The Finance and Audit Scrutiny Committee supported the recommendations in the report.

Members were concerned that although the Mediation and Customer Support Advice service was seeking funding from other sources, the current economic climate might affect the decision as to whether its applications would be favourably supported.

Should this situation arise, the Executive were asked how it would react to further supporting this organisation given that the report stated this would be a one-off financial contribution.

In response, the Deputy Chief Executive (AJ) stated that although these were acceptable concerns, no one could predict the future. He assured Members that the Community Partnership Team would be managing outputs, would inform the Executive if the service was worthwhile and identify if it was appropriate to support it in the future.

Having read the report and considered the comments made by the Scrutiny Committee, the Executive agreed the recommendations as set out in the report and the concerns from Finance & Audit duly noted.

RESOLVED that

- (1) to support the Mediation & Community Support (MACS) service, active in all wards in Warwick District;
- (2) that MACS is mainly a volunteer-run service which has recently been unsuccessful in a bid to its major funder; and
- (2) up to £14,230 is made available from the 2013/14 Contingency Budget to help finance the service.

(The Portfolio Holder for this item was Councillor Mrs Grainger)
(Forward Plan ref 514)

34. **FUNDING FOR HOMECOMING PARADE OF THE ROYAL REGIMENT FUSILIERS**

The Executive considered a report from the Chairman of Warwick District Council which sought approval of funding for the Home Coming Parade and Civic Reception for The Royal Regiment of Fusiliers on 26 November 2013.

Following the agreement by Council to award the Freedom of the District to The Royal Regiment of Fusiliers, funding was required to enable the Civic Reception and Home Coming Parade to take place. The best cost estimates, based upon previous similar events in the District, suggested that just over £7,500 would be required to fund the event. However, it is felt that £10,000 would provide a built-in contingency to avoid having to approach the Executive again for additional funding should issues arise.

The alternative options were that the Executive could determine only to release up to the estimated costs for the event, however, by releasing up to £10,000 this would provide a reasonable contingency budget for the event. In addition, the Executive could decide not to provide any funding, however the most likely outcome of this would be the cancellation of the event which would be against the wishes of Council and would lead to public embarrassment for the Council.

The Leader of the Council endorsed the report and felt that it was a small offering of thanks to the soldiers of this District considering all they had done for their country.

Having read the report the Executive agreed the recommendations as written.

RESOLVED that up to £10,000 be allocated from the Contingency Budget to cover the expense of hosting a Home Coming Parade and Civic Reception for The Royal Regiment of Fusiliers.

(The Portfolio Holder for this item was Councillor Doody)

35. **THE PROCUREMENT OF SERVICES FROM THE VOLUNTARY AND COMMUNITY SECTOR – SUMMARY OF YEAR 1**

The Executive considered a report from Corporate and Community Services which provided Members with a summary of the first year's service delivery by those voluntary sector groups awarded three-year service level agreements in 2012.

The Executive had previously requested an annual summary of the services being delivered by voluntary sector groups under the newly-introduced procurement process, in 2012. The purpose of the update was to measure and recognise the level of service being delivered to the community, and recognise the difference being made to those in greatest need.

Also included were details of some issues and challenges being faced by the Voluntary & Community Sector (VCS) as a whole. These had been included in the report to provide some context for any future decisions that may be made by the Council, particularly pertaining to working arrangements with the sector.

A cross-party Grant Review Panel was established in 2005/06 to consider grants being paid out by the Council, and to develop a 'best value' approach to the procurement of services from the voluntary sector. The panel had continued to meet throughout the first year of service delivery, and played a key role in overseeing performance against the service level agreements.

Along with noting the progress made over the past 12 months, the report also recommended that some changes to delegated authority be made in the future to enable faster decision making.

There were no alternative options considered relevant at this stage and the report had been submitted following a previous Executive request.

The Overview & Scrutiny Committee welcomed the report and strongly supported the approach for future years as set out in Paragraph 3.10 of the report.

In response, the Portfolio Holder for Corporate and Community Services, thanked the panel for maintaining the continuity of the service and highlighting potential

problems early and requested that the Executive's thanks be passed to Jane Coates for her hard work. She also suggested that the Groups may wish to consider which Members be appointed in the future and discussed the potential for further training to retain the current level on knowledge on the panel.

Councillor Caborn also endorsed the report and emphasised the learning points that had been raised throughout the process. He felt that this had given the groups continuity and assurances for their long term future.

Having read the report and considered the comments made by the Scrutiny Committee, the Executive agreed the recommendations as written.

RESOLVED that

- (1) the summary of the services being delivered be noted the progress made is acknowledged;
- (2) the issues and challenges affecting the voluntary and community sector in Warwick District are noted;
- (3) the continued work by the cross-party Grant Review Panel of Elected Members is endorsed and changes to delegated authority will be brought forward in a future report to enable faster decision making.

(The Portfolio Holder for this item was Councillor Mrs Grainger)

36. **SIGNIFICANT BUSINESS RISK REGISTER**

The Executive considered a report from Audit which set out the latest version of the Council's Significant Business Risk Register for review by Members.

The Significant Business Risk Register (SBRR) recorded all significant risks to the Council's operations, key priorities, and major projects and individual services also had their own service risk registers.

The SBRR was reviewed quarterly by the Council's Senior Management Team and then, in keeping with Members' overall responsibilities for managing risk, by the Executive. The latest version of the SBRR was attached as an appendix to the report.

The report explained that some improvements had been made to the SBRR since the last review, for example changes from one review period to the next were now identified to provide a record of movements. Also, the assignation of responsibility for controls was now detailed on the SBRR.

There were no alternative options provided because the report was not concerned with recommending a particular option in preference to others.

The Finance and Audit Scrutiny Committee supported the recommendations in the report.

In response, the Leader of the Council reminded Members that the Government was continuing to reduce grants to local authorities, although the signs of an improving economy were beginning to show. He endorsed the report and was assured that officers had the relevant controls in place.

Having read the report and considered the comments made by the Scrutiny Committee, the Executive agreed the recommendations as written.

RESOLVED that the Significant Business Risk Register attached as an appendix to the report is noted and agreed that no further actions should be taken to manage the risks facing the organisation.

(The Portfolio Holders for this item were Councillors Doody and Mobbs)
(Forward Plan ref 474)

37. **PUBLIC AND PRESS**

RESOLVED that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following items by reason of the likely disclosure of exempt information within the paragraphs of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

Minute No.	Para Nos.	Reason
38	1	Information relating to an individual
38	2	Information which is likely to reveal the identity of an individual

The full text of Minute 38 was contained within a confidential minute which would be considered for publication following the implementation of the relevant decision. However, a summary of the decisions was as follows:

38. **USE OF CE(4) OF THE COUNCIL'S CONSTITUTION**

The recommendation as set out in the report was agreed.

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

(The meeting ended at 8.00 pm)