

MINUTES OF CABINET

4 DECEMBER 2023

PRESENT:

Councillors Poole (Chair), Daly, Picker, Ms Robbins, Ms Watson-Merret and Willis.

Councillors Mistry and Roodhouse were also in attendance.

56. MINUTES

The minutes of the meeting held on 23 October 2023 were approved and signed by the Chair.

57. APOLOGIES FOR ABSENCE

Apologies for absence from the meeting were received from Councillors Miss Dumbleton and Moran.

58. DECLARATIONS OF INTERESTS

There were no declarations of interest.

59. QUESTION TIME

There were no questions.

Growth and Investment Portfolio

60. MODIFICATION OF THE WILLOUGHBY NEIGHBOURHOOD PLAN AND AGREEMENT OF THE SCHEDULE OF CHANGES

Cabinet considered the report of the Chief Officer – Growth and Investment (Part 1 – agenda item 6) concerning the proposed approval of the Willoughby Neighbourhood Development Plan in accordance with the schedule of modifications submitted and the issuing of a Schedule of Changes (Modification Document) detailing the changes.

RESOLVED THAT – IT BE RECOMMENDED TO COUNCIL THAT –

- (1) the modifications to the Willoughby Neighbourhood Development Plan be accepted in accordance with Section 61M(4) of the Town and Country Planning Act 1990 (as applied by Section 38C of the Town and Country Planning Act 2004);
- (2) the Modification Document (Schedule of Changes) required under regulation 30 of the Neighbourhood Planning (General) Regulations 2012 be approved (draft document included in Appendix 1); and

- (3) both the Willoughby Neighbourhood Development Plan and the Schedule of Changes Document be published on the Council's website and any required notifications issued.

Leisure and Wellbeing Portfolio

61. CREATION OF DUTY MANAGER POST AT THE BENN HALL

Cabinet considered the report of the Chief Officer – Leisure and Wellbeing (Part 1 – agenda item 6) concerning the proposed creation of the post of Duty Manager at the Benn Hall.

RESOLVED THAT - IT BE RECOMMENDED TO COUNCIL THAT -

- (1) the post of Duty Manager be added to the establishment;
- (2) a temporary staffing budget of £9,083 be introduced for 2023/24 which will be funded from additional income from fees and charges; and
- (3) a permanent staffing budget of £31,140 be introduced for 2024/25 which will be funded from additional income from fees and charges be approved.

62. FOOTBALL PITCH IMPROVEMENT PROGRAMME

Cabinet considered the report of the Chief Officer – Leisure and Wellbeing (Part 1 – agenda item 7) concerning the use of Section 106 funding to be grant funded to Rugby & District Sunday League as match funding towards football pitch improvement programme projects on Council managed public football pitches.

RESOLVED THAT - IT BE RECOMMENDED TO COUNCIL THAT the Football Foundation Grass Pitch Maintenance Fund programme of works including the future utilisation of Section 106 funding and delivery of the projects, be approved.

Finance, Performance, Legal and Governance Portfolio

63. FINANCE AND PERFORMANCE MONITORING 2023/24 – QUARTER 2

Cabinet considered the report of the Chief Officer – Finance and Performance (Part 1 – agenda item 8) together with a supplementary report concerning the anticipated 2023/24 financial and performance position for the Council based on data at 30 September 2023 (Quarter 2) together with proposed 2023/24 budget adjustments for approval as required by Financial Standing Orders.

RESOLVED THAT –

- (1) The Council's forecast financial position for 2023/24 be noted;
- (2) 2023/24 budget virements as detailed in section 5 be approved;
- (3) performance information in section 6 be noted; and
- (4) IT BE RECOMMENDED TO COUNCIL THAT a supplementary budget of £0.485m be established to support with the additional costs of Council house void repairs as per Appendix 3 of the report.

Communities, Homes, Digital and Communications Portfolio

64. COUNCIL TAX REDUCTION SCHEME 2024/25

Cabinet considered the report of the Chief Officer – Communities and Homes (Part 1 – agenda item 9) concerning the adoption of the Council Tax Reduction Scheme for 2024/25.

RESOLVED THAT - the Council Tax Reduction Scheme for 2023/2024 be adopted as the Council's Local Council Tax Reduction Scheme for 2024/2025.

65. ADDITIONAL DISABLED FACILITIES GRANT FUNDING 2023/24

Cabinet considered the report of the Chief Officer – Communities and Homes (Part 1 – agenda item 10) concerning proposals to transfer the allocation of additional funding for Disabled Facilities Grants for 2023/24 to the HEART partnership who deliver these services on behalf of the Council.

RESOLVED THAT - IT BE RECOMMENDED TO COUNCIL THAT the capital programme relating to the DFG capital project be increased with a supplementary budget of £62,586 for 2023/24 to enable the funds to be allocated to HEART to administer on the Council's behalf.

Note: this decision is not subject to call in.

66. SUPPORT OF THE VOLUNTARY AND COMMUNITY SECTOR 2024/25

Cabinet considered the report of the Chief Officer – Communities and Homes (Part 1 – agenda item 11) concerning proposals for the Council's continued funding of the local voluntary and community sector for 2024/25.

RESOLVED THAT - IT BE RECOMMENDED TO COUNCIL THAT -

- (1) the grant funding of the community associations and Foodbank, as detailed in table 1.0 of the report, be considered as part of budget setting for 2024/25;
- (2) delegated authority be given to the Chief Officer of Communities and Homes and the Chief Officer of Legal and Governance to determine the final grant terms;
- (3) a ringfenced reserve of £10,000 be set aside for funding projects, which are in the interests of the Council to see delivered, that are unable to attract funding from another source. WCAVA, in consultation with the Communities and Projects Manager, will refer potential projects for consideration by the Grants Working Group; and
- (4) further work be undertaken in 2024/25 to develop proposals for the future funding of the voluntary and community sector.

67. HOUSING REVENUE ACCOUNT STOCK CONDITION SURVEY

Cabinet considered the report of the Chief Officer – Communities and Homes (Part 1 – agenda item 12) concerning proposals for the commissioning of a stock condition survey to provide an evidence base for determining future investment in the Council's portfolio of Housing Revenue Account properties.

RESOLVED THAT - IT BE RECOMMENDED TO COUNCIL THAT -

- (1) the proposed phase 1 (as outlined in section 3.2 of the report) stock condition survey be approved;
- (2) a supplementary budget of £283,000 from Housing Revenue Account reserves be established for phase 1 of the stock condition survey; and
- (3) provision be made at Housing Revenue Account budget setting for 2024/25 onwards for a rolling programme of 20% stock condition surveys and 350 Energy Performance Certificates per annum, or in compliance with the prevailing requirements of the Regulator for social housing, or its equivalent.

Report considered en bloc

68. TREASURY MANAGEMENT MID-YEAR REPORT 2023/24

Cabinet considered the report of the Chief Officer – Finance and Performance (Part 1 – agenda item 13) concerning the Council's treasury management activities from 1 April – 30 September 2023.

RESOLVED THAT -

- (1) the report be noted; and
- (2) the monitoring and review of the Treasury Management indicators be agreed.

69. MOTION TO EXCLUDE THE PUBLIC UNDER SECTION 100(A)(4) OF THE LOCAL GOVERNMENT ACT 1972

RESOLVED THAT - under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of information defined in paragraphs 2 and 3 of Schedule 12A of the Act.

Growth and Investment Portfolio

70. HONORARIUM

Cabinet considered the private report of the Chief Officer – Growth and Investment (Part 2 – agenda item 1) concerning a proposed honorarium within the Growth and Investment portfolio.

RESOLVED THAT - the honorarium, as detailed in the report, be approved.

Note: this decision is not subject to call-in.

Finance, Performance, Legal and Governance Portfolio

71. NEW INCOME MANAGEMENT SYSTEM

Cabinet considered the private report of the Chief Officer – Finance and Performance (Part 2 – agenda item 2) concerning a proposed new income management system.

RESOLVED THAT – a supplementary budget of £29,930 be added to the current capital programme.

Note: this decision is not subject to call-in.

Communities, Homes, Digital and Communications Portfolio

72. HONORARIUM

Cabinet considered the private report of the Chief Officer – Digital and Communications (Part 2 – agenda item 3) concerning a proposed honorarium within his service.

RESOLVED THAT – the honorarium for the officer, as detailed in paragraph 1.8 of the report, be approved.

Note: this decision is not subject to call-in.

CHAIR