

## APPENDIX 1

### Extracts of Executive Board and Executive Board Sub Committee Minutes that are relevant to the Corporate Policy and Performance Board

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#### EXECUTIVE BOARD MEETING HELD ON 6 September 2012

56	SPENDING AS AT 30 JUNE 2012
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The Board considered a report of the Operational Director, Finance, which summarised the overall revenue and capital spending position as at 30<sup>th</sup> June 2012.

In overall terms, revenue expenditure was £0.6m below the budget profile, however, this was only a guide to eventual spending. It was noted that spending on employees was £137,000 below the budget profile at the end of the quarter.

Members were advised that the economic downturn continued to affect income. A number of income budgets were below their profile including market rents, industrial estate rents, commercial rents, stadium fees and charges and catering sales. These budgets would be closely monitored during the year to ensure the overall budget was balanced.

With regard to capital spending, it was reported that spending to the 30<sup>th</sup> June 2011 totalled £9.8m, which was 88% of the planned spending of £11m at this stage. However, this only represented 17% of the total capital programme of £56m (which assumed a 20% slippage between years).

The Council's Balance Sheet was monitored regularly in accordance with the Reserves and Balances Strategy which formed part of the Medium Term Financial Strategy. The key reserves and balances had been reviewed and were considered prudent and appropriate at this stage in the financial year.

RESOLVED: That

- 1) all spending continues to be limited to the absolutely essential;
- 2) Directorates continue to closely control spending on agency staff and overtime, so that spending in these areas continues to reduce; and

- 3) Strategic Directors ensure overall spending at year-end was within their total operational budget.

<b>57</b>	<b>TREASURY MANAGEMENT 2011/12</b>
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The Board considered a report of the Operational Director, Finance, which reviewed activities on Treasury Management for the year 2011/12, in accordance with the Council's Treasury Management Policy Statement.

The annual report covered:-

- Capital activity during the year;
- Impact of this activity on the Council's underlying indebtedness (the Capital Financing Requirement);
- Reporting of the required prudential and treasury indicators;
- Overall treasury position identifying how the Council had borrowed in relation to this indebtedness and the impact of investment balances.
- Summary of interest rate movements in the year;
- Detailed debt activity; and
- Detailed investment activity.

In addition, the report provided details of the outturn position for treasury activities and highlighted compliance with the Council's policies previously approved by Members.

RESOLVED: That the actual 2011/12 Prudential and Treasury Indicators in this report be approved and the Annual Treasury Management Report for 2011/12 be noted.

<b>58</b>	<b>TREASURY MANAGEMENT 2012/13 – 1<sup>ST</sup> QUARTER APRIL TO JUNE</b>
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The Board considered a report of the Operational Director, Finance, which updated Members on the activities undertaken on the money market as required by the Treasury Management Policy.

The report provided supporting information on the economic background, economic forecast, short term rates, longer term rates, temporary borrowing/investments and new borrowing. It was noted that no debt rescheduling had been undertaken during the quarter.

RESOLVED: That the report be noted.

<b>59</b>	<b>DIRECTORATE PERFORMANCE OVERVIEW REPORTS</b>
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The Board considered a report of the Strategic Director, Policy and Resources, on progress against key objectives/milestones and performance targets for the first quarter to 30 June 2012.

The Board was reminded that in September 2011, it had approved a revision to reporting arrangements on performance, in the light of emerging national and local circumstances. The approved changes included presentation of Directorate Performance Overview Reports on a quarterly basis and progress against the Corporate Plan on a six monthly basis; the development and use of a priority based performance report for each Corporate Priority and Policy and Performance Board; and departmental performance reports to be made available via the intranet and the Members' Bulletin.

It was noted that a review of the Council's existing performance management and monitoring arrangements had been undertaken in 2011, based upon an agreed set of principles, which had been agreed by the Corporate Policy and Performance Board, based around the better management of performance information in terms of both strategic focus and volume. The Directorate Performance Overview Report (DPOR) provided a strategic summary of the key issues arising from performance in the relevant Quarter for each Directorate. DPOR's from 2012/13 would be presented to Executive Board in line with the presentation of Quarterly Financial Statements. Information for each of the Council's Directorates were attached at Appendices 1-3. The Board noted that monitoring of all relevant high risks would be undertaken and progress be reported against the application of the risk treatment measures in Quarters 2 and 4.

RESOLVED: That the report and progress and performance information be noted.

<b>60</b>	<b>GAMBLING ACT 2005 STATEMENT OF GAMBLING POLICY</b>
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The Board considered a report of the Operational Director, Legal and Democratic Services, on the draft Statement of Gambling Policy 2012, for consultation.

The Board was advised that the Gambling Act 2005 required local authorities to produce a Statement of Gambling Policy (the Statement) every three years. The current Statement, which became effective on 31 January 2010, was attached at Appendix 1, and it was

noted that this would be used as the consultation document, in the absence of any further guidance issued under the Gambling Act 2005.

The Board was advised that there were no substantive changes proposed to the current Statement, except for an updated list of Consultees in section 2 and the Responsible Authorities in section 4. The consultation period would end on 8 October, after which a final version would be brought back to the Executive Board, for final adoption by full Council in December 2012.

RESOLVED: That

- 1) for the purposes of section 349 of the Gambling Act 2005, the draft Gambling Policy, attached to the report, be used as the Council's consultation document;
- 2) the Operational Director, Legal and Democratic Services be authorised to determine all matters relating to the consultation process; and
- 3) following the consultation process, a report be brought back to Executive Board.

#### **EXECUTIVE BOARD MEETING HELD ON 20 SEPTEMBER 2012**

<b>66</b>	<b>THE GRANGE SCHOOLS VACANT SITES</b>
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The Board considered a report of the Strategic Director, Children and Enterprise, which sought approval to demolish the buildings currently used as The Grange Nursery, Infant and Junior Schools.

The Board was advised that The Grange all through school, which was under construction as part of the Building Schools for the Future (BSF) programme, was due for completion by April 2013. The existing sites and buildings housing the Nursery, Infant and Junior Schools, would be declared surplus to Educational requirements and returned to the corporate property portfolio.

It was noted that once the buildings were vacated, they could present an on-going risk to the Council and it was proposed that demolition would reduce the risks associated with the sites. The cost of this was estimated to be in the region of £150,000, and Members were advised that this could be funded out of the capital receipt for the sale of the land, in due course.

RESOLVED: That

- 1) the Grange Nursery, Infant and Junior School buildings are demolished once they are vacated, following the completion of the new Grange All Through School being constructed under the BSF programme; and
- 2) in respect of the above, in order to reduce risk with regards the existing buildings once they become vacant, a tender process be undertaken through the Chest, in order to obtain competitive quotes for the demolition of the buildings to ensure that a contractor is in place to commence the works as soon as the Authority has vacant possession.