

**COPELAND BOROUGH COUNCIL**

**STATEMENTS OF EXECUTIVE DECISIONS**

**MEETING HELD ON 16 AUGUST 2005**

**MEMBERS PRESENT:** Councillors Miss E M Woodburn (Leader); Councillor G Blackwell; A Holliday; N Williams; H Wormstrup

Apologies for absence were received from Councillors M J Ashbrook (Deputy Leader); G Clements and J Hewitson

**OFFICERS IN ATTENDANCE:** Dr J Stanforth, Chief Executive; T Chilcott, Corporate Director Quality of Life; S Borwick, Head of Finance and Business Development; M Jepson, Head of Legal and Democratic Services; H Mitchell, Head of Policy and Performance; D James, Member Services Officer

**DECISIONS TAKEN IN PRIVATE:** The Executive resolved at EXE/05/0061 to take the following items in private due to exempt information in the following categories:

**EXE/05/0062 paragraph 9**

**EXE/05/0063 paragraph 1**

**START TIME: 4.00 PM      CLOSE TIME: 4.45 PM**

**CERTIFICATION:** \_\_\_\_\_

Certified a true record of decisions taken at the meeting of the Executive of Copeland Borough Council dated 16 August 2005

## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 1	
Subject: Statement of Executive Decisions held on 26 July 2005	
Date of Decision: 16 August 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0055	

Portfolio Holder: Councillor M Ashbrook

Context: Decisions made at the previous meetings requiring formal approval.

Key Decision Status: No

Decision

**That the Statements of decisions made at the meeting held on the 26 July 2005 be agreed as a correct record.**

Explanation

N/A

Alternative Options Considered:

Interests Declared:

Implementation Date: 26 August 2005	Publication Date: 19 August 2005	Recorded by: D James
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Call-in Period Expires on: 26 August 2005	Contact Officers: T Capper
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 5	
Subject: Forward Plan	
Date of Decision: 5 July 2005	Decision made by: Full Executive
Decision Reference EXE/05/0056	

Portfolio Holder: Councillor M Ashbrook

Context:

To consider the forward plan of Key decisions August - November 2005

Key Decision Status: No

Decision

**a) That the Forward Plan of Key Decisions be noted**

Explanation

N/A

Alternative Options Considered: None

Interests Declared: None

Implementation Date: N/A	Publication Date: 19 August 2005	Recorded by: D James
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Call-in Period Expires on: N/A	Contact Officers: T Capper
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 6	
Subject: Leisure Surplus Scheme	
Date of Decision: 16 August 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0057	

Portfolio Holder: Councillor A Holliday

Context: To request approval from the executive for the payment of the 2004-05 leisure surplus share scheme and to seek agreement in principal to the payment in 2005-06

Key Decision Status: No

#### Decision

**That a) the report be noted;**

- b) the payment of the surplus share for the financial year 2004-2005 be approved; and**
- c) and the payment of the surplus share scheme for 2005/06 be approved in principal.**

#### Explanation

The surplus share scheme was introduced in 1992 as a means of compensating staff for terms and conditions surrendered in order to operate the leisure contract. It has been seen as a valuable way of motivating employees to participate fully in the development of the service delivery, by encouraging efficiency savings and as a means of keeping sickness levels low.

Alternative Options Considered: None

Interests Declared: Councillor A Holliday declared a personal interest in this item due to his daughter being eligible for the scheme.

Implementation Date: 26 August 2005	Publication Date: 19 August 2005	Recorded by: D James
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Call-in Period Expires on: 26 August 2005	Contact Officers: P Sutton
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 7	
Subject: Monitoring of Revenue Expenditure for the 3 Month Period to 30 June 2005 – Exceptions Report	
Date of Decision: 16 August 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0058	

Portfolio Holder: Councillor Miss E Woodburn
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Context: This report informs Members in detail of the variations in actual and expected revenue based expenditure and income over £10,000, or more than 10% of budget, for the 3 month period 1 April to 30 June 2005
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Key Decision Status:	Financial Yes Ward No
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Decision  <b>That the report be noted.</b>
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Explanation  It is important that any overspend or under spending on revenue activities are identified as soon as possible so that any action required may be taken promptly. Managers receive detailed monitoring statements monthly to enable them to take appropriate courses of action, with financial advice being given by suitably qualified finance staff.  The purpose of this report is to identify any major variations from profiled budget for the 3 month period up to 30 June 2005, and to recommend any appropriate action necessary.
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Alternative Options Considered: None
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Interests Declared: None
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Implementation Date: 26 August 2005	Publication Date: 19 August 2005	Recorded by: D James
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Call-in Period Expires on: 26 August 2005	Contact Officers: S Borwick
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 8	
Subject: Budget Strategy 2006/07 – 2008/09	
Date of Decision: 16 August 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0059	

Portfolio Holder: Councillor Miss E Woodburn

Context: This report recommends the budget strategy to be followed for the three years 2006/07 to 2008/09

Key Decision Status:      Financial Yes  
   Ward Yes

#### Decision

That

- 1) the strategy be approved;**
- 2) the process detailed in the report be followed; and**
- 3) a further report be brought to Members regarding proposals for consultation with the public**

#### Explanation

The Budget and Policy Framework in the Council's Constitution includes a requirement for the Executive to publicise a timetable for making proposals to the Council for the budget, and its arrangements for consultation after publication of those initial proposals.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 26 August 2005	Publication Date: 19 August 2005	Recorded by: D James
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Call-in Period Expires on: 26 August 2005	Contact Officers: S Borwick
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 9	
Subject: Urgent Actions	
Date of Decision:	Decision made by: Full Executive
Decision Reference: EXE/05/0060	

Portfolio Holder: N Williams

Context: To note actions taken on grounds of urgency

Key Decision Status: No

#### Decision

That actions taken by the Head of Legal and Democratic Services in consultation with the Portfolio holder – Resources and Local Democracy to

- a) waive contract Standing Orders to allow the Council to enter into a contract with Local Government Information House for mapping services – REF 17/05; and
- b) to make an interim payment to the Community Law Centre; Citizens Advice Bureau; and Millom Citizens Advice Bureau

be noted.

#### Explanation

In accordance with the Councils reporting procedures.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 26 August 2005	Publication Date: 19 August 2005	Recorded by: D James
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Call-in Period Expires on: 26 August 2005	Contact Officers: M Jepson
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## Copeland Borough Council

### Statement of Executive Decision

Subject: <b>Exclusion of Press and Public</b>	
Date of Decision: 26 August 2005	Decision made by:
Decision Reference: EXE/05/0061	Full Executive

Portfolio Holder: N/A

Context: Excludes Press and Public from Meetings for exempt items 10 & 11

Key Decision Status: N/A

Decision

**That the Press and Public be excluded from the meeting for the remaining items of business on the grounds of exempt information as identified in paragraph 9 of Schedule 12A of the Local Government Act 1972 as amended.**

Explanation

N/A

Alternative Options Considered: N/A

Interests Declared: None

Implementation Date: N/A	Publication Date: 19 August	Recorded by: Denise James
Call-in Period Expires on: N/A	Contact Officer: D James	



## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 10	
Subject: Treasury Consultancy Services	
Date of Decision: 16 August 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0062	

Portfolio Holder: Councillor E Woodburn

Context: This report advises members of the results of the tender evaluation recently carried out for Treasury Consultancy services and seeks approval for the appointment of Butlers

Key Decision Status: No

Decision

**That Butlers be appointed to provide consultancy services for the next three years.**

Explanation

The current contract for Treasury Consultancy services expires at the end of August 2005.

A tender process has taken place following a request for expressions of interest. The market is limited to a small number of treasury consultants and only two expressions were received. These were then put out to tender

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 26 August 2005	Publication Date: 19 August 2005	Recorded by: D James
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Call-in Period Expires on: 26 August 2005	Contact Officers: S Borwick
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## Copeland Borough Council

### Statement of Executive Decision

Agenda Item: 11	
Subject: Procurement of and E-Payment Solution	
Date of Decision: 16 August 2005	Decision made by: Full Executive
Decision Reference: EXE/05/0063	

Portfolio Holder: Councillor Miss E Woodburn

Context: This report advises members of the results of the tender evaluation recently carried out for the procurement of an e-payment solution and seeks approval for the appointment of CIVICA to provide the solution

Key Decision Status: None

#### Decision

##### That

1. **that CIVICA be appointed to provide a full e-payment solution for a five year period; and**
2. **additional funding of £20,937 be allocated from within the existing approved IEG programme**

#### Explanation

As part of the E-government programme, councils need to establish facilities for people to make payments by electronic means including access channels such as web site payments to touch tone phone facilities.

A tender process has taken place making use of the E-Pay national project. This Project provides a wide range of tools to assist local authorities in implementing an e-payment solution, including a supplier database with details of all system suppliers known to the project

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 26 August 2005	Publication Date: 19 August 2005	Recorded by: D James
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Call-in Period Expires on: 26 August 2005	Contact Officers: S Borwick
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