

COPELAND BOROUGH COUNCIL

STATEMENTS OF EXECUTIVE DECISIONS

HELD ON 27 MAY 2014

MEMBERS PRESENT: Councillors Elaine Woodburn; Hugh Branney; **Geoff Garrity**Allan Holliday; Peter Kane and Gillian Troughton

OFFICERS IN ATTENDANCE: Paul Walker, Chief Executive; Janice Carrol, Interim Head of Copeland Services; Julie Betteridge, Head of Customer and Community Services; Darienne Law, Interim Manager; Angela Brown; Interim Financial Services Manager; Ann Treble, Project Accountant; Tim Capper, Democratic Services Manager; Denise James, Member Services Officer

Councillor Graham Sunderland also attended the meeting.

Leila Cox, Communications Officer, Agenda Items 1- 12

START TIME: 2.00 PM

CLOSE TIME: 4.35 PM

CERTIFICATION: _____

Certified a true record of decisions taken at the meeting of the 27 May 2014

Copeland Borough Council

Statement of Executive Decision

Agenda Item: 6	
Subject: Forward Plan May – August 2014	
Date of Decision: 27 May 2014	Decision made by:
Decision Reference: EXE/14/0001	Full Executive

Portfolio Holder: N/A

Context: To consider the Forward Plan of Key Decisions May – August 2014

Key Decision Status: No

Decision – That the Forward Plan of Key Decisions May - August 2014 be noted

Explanation: N/A

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 6 June 2014	Publication Date: 30 May 2014	Recorded by: Denise James
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Call-in Period Expires on: 6 June 2014	Contact Officers: Tim Capper
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 7	
Subject: Corporate Plan – Monitoring Report – Quarter 4	
Date of Decision: 27 May 2014	Decision made by:
Decision Reference: EXE/14/0002	Full Executive

Portfolio Holder: Councillor Peter Kane

Context: To consider the Corporate Plan performance report for quarter 4.

Key Decision Status: No

Decision: That the quarter 4 performance report against the Corporate Plan be agreed.

Explanation: In accordance with the Councils performance monitoring procedures.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 6 June 2014	Publication Date: 30 May 2014	Recorded by: Denise James
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Call-in Period Expires on: 6 June 2014	Contact Officers: Paul Walker
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 8	
Subject: Health and Safety Monitoring Report – Quarter 4	
Date of Decision: 27 May 2014	Decision made by: Full Executive
Decision Reference: EXE/14/0003	

Portfolio Holder: Councillor Peter Kane

Context: To consider the Health and Safety monitoring report for quarter 4

Key Decision Status: No

Decision: That the actions of the health and safety advisor post as an essential part of ensuring that Copeland as an employer complies with all relevant health and safety legislation and manages health and safety be noted.

Explanation: As part of the Councils monitoring procedures

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 6 June 2014	Publication Date: 30 May 2014	Recorded by: Denise James
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Call-in Period Expires on: 6 June 2014	Contact Officers: Janice Carroll
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 9	
Subject: Capital Bid - Extraction	
Date of Decision: 27 May 2014	Decision made by: Full Executive
Decision Reference: EXE/14/004	

Portfolio Holder: Councillor Peter Kane

Context: To consider a Capital bid for 22K for inclusion in the Capital programme 2014/15

Key Decision Status: No

Decision: That a capital bid for £22k for a ventilation system to manage vehicle emissions within the Moresby depot be agreed

Explanation: The proposed project is to carry out an assessment to ascertain the impact of diesel engine exhaust emissions from vehicles parking in the Moresby Parkes depot and if necessary install a suitable ventilation/extraction system to manage the emission.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 6 June 2014	Publication Date: 30 May 2014	Recorded by: Denise James
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Call-in Period Expires on: 6 June 2014	Contact Officers: Janice Carrol
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 10	
Subject: Treasury Management Monitoring Report Quarter 4	
Date of Decision: 27 May 2014	Decision made by: Full Executive
Decision Reference: EXE/13/005	

Portfolio Holder: Councillor Gillian Troughton

Context: To consider the Treasury Management Outturn report 2013/14

Key Decision Status: Yes

Decision: That Council be recommended that: -

- (i) the actual 2013/14 prudential and treasury indicators attached at Appendix A of the report be approved;
- (ii) the Treasury Management Outturn 2013/14 detailed in Section 9 of the report be noted;
- (iii) the make-up of the portfolio of investments as at 31st March 2014 attached at Appendix B of the report be noted;
- (iv) the clarification to the Treasury Management Strategy Statement 2014/15 as approved in February 2014 detailed in paragraph 10 be noted and approved;
- (v) it be noted that this report will be formally considered by the Audit & Governance Committee on 25th June and delegate authority to the Section 151 Officer in consultation with the Portfolio Holder be granted in order to approve the outturn after scrutiny.

Explanation: The Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2013/14. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code). As detailed in our Treasury Management Strategy and as required under The Code, this report has to be considered by the Audit & Governance Committee before being recommended to Council. It will therefore be considered for scrutiny on 25th June 2013.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 6 June 2014	Publication Date: 30 May 2014	Recorded by: Denise James
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Call-in Period Expires on: 6 June 2014	Contact Officers: Angela George/Darienne Law
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 11	
Subject: Revenue Budget Monitoring Report Quarter 4	
Date of Decision: 27 May 2014	Decision made by: Full Executive
Decision Reference: EXE/13/0006	

Portfolio Holder: Councillor Gillian Troughton

Context: To consider the provisional revenue outturn position for 2013/14.

Key Decision Status: Yes

Decision: That

- (i) the increase in the revenue budget from £11.658m to £12.352m following the approval of release from reserves by Executive in January 2014. These changes are reflected in the table in paragraph 2.1 be noted;
- (ii) the year-end underspend of £1.217m, against the revised approved revenue budget of £12.352m, of which £255k relates to Reserve funded items, and £962k relates to core funding as detailed in paragraph 2.2. which can be split further as £782k general fund and £180k as a result of using additional unbudgeted external funding received in year, in lieu of general fund be noted;
- (iii) that additional, unbudgeted contributions of £240k contained within the out turn report will be transferred to earmarked reserves at year end as shown in table in paragraph 6.3 be noted;
- (iv) Approve the treatment of bad debts as detailed in paragraphs 1.2 and 1.3 of Appendix C of the report be approved; and

Council be recommended to:

- (v) Approve the carry forwards from mainstream budget underspends of £454k and the carry forwards from the budget funded by Earmarked Reserves of £118k, both as detailed in the table in paragraph 5.3 to increase the 2014/15 budget by £572k.
- (vi) Approve the transfer of the under spend in the mainstream budget of £962k to General Fund unallocated balance in accordance with paragraph 2.2 of the report;
- (vii) Approve the transfer of £7k of the underspend in the budget funded by earmarked reserves to the General Fund unallocated balance in accordance with paragraph 2.2 of the report;
- (viii) Approve the transfer of £240k of the under spend in the mainstream budget to Earmarked Reserves as detailed in paragraphs 6.3 of the report;
- (ix) Approve the use of £25k from reserves in 2013/14 in accordance with paragraph 6.2 of the report; and
- (x) Increase the budget for 2014/15 to £11.179m as set out in paragraph 7.1 of the report.

Explanation: This report provides details of the provisional revenue out-turn position for the General Fund revenue budget for the financial year ended 31 March 2014. This report also provides details of the principal variances between the budget and the provisional outturn position. The outturn shows that the net spend, including carry forwards and contributions to reserves, for the financial year is £11.135m.

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 6 June 2014	Publication Date: 30 May 2014	Recorded by: Denise James
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Call-in Period Expires on: 6 June 2014	Contact Officers: Angela George/ Darienne Law
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 12	
Subject: Capital Budget Monitoring Report Quarter 4	
Date of Decision: 27 May 2014	Decision made by:
Decision Reference: EXE/13/0007	Full Executive

Portfolio Holder: Councillor Gillian Troughton
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Context: To consider the provisional capital out turn position for the Capital Programme 2013/14 and the progress made on each capital project.

Key Decision Status: Yes

Decision: That
<ol style="list-style-type: none"> I. the total revised Capital Programme budget of £4,016,582 as detailed in the table at paragraph 2 of the report (which includes additional increase of £94,118 as detailed in section 2.3 of the report) be approved. II. the provisional outturn be approved (subject to audit) of £782,213 as detailed in paragraphs 3 & 4 and Appendix A, resulting in a favourable variance of £3,234,369, which is to be split as detailed in the table in 3.1 and below:- <ol style="list-style-type: none"> a) Approve £2,911,719 as carry forward requests (summarised in paragraphs 3 & 4 and detailed narrative in paragraph 5) to enable the completion of the outstanding projects in 2014/15 onwards. b) Approve £313,153 underspend to be returned to the Useable Capital Receipts Reserve for use on new projects. III. the financing of the capital programme for 2013/14 as set out paragraph 7 of the report be approved. IV. Note estimated £305,000 VAT Share receipts for 2014 - confirmation of which has been received from Home Group since last reported at quarter 3 be noted; and V. the proposed additional capital bid for the extraction of vehicle fumes at Moresby amounting to £22,000 be noted (as presented elsewhere on this agenda) has not been included in the figures throughout this report.

Explanation: The monitoring of the capital programme is undertaken and reported to CLT monthly and Executive on a quarterly basis. The Executive received a report at its meeting of 17th February 2014 which set out the monitoring position at 31st December 2013 (period 9). This report provides an update to that earlier report, setting out the financial outturn for the Council's Capital Programme, and provides the provisional outturn position at the year end and narrative in relation to exceptions

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 6 June 2014	Publication Date: 30 May 2014	Recorded by: Denise James
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Call-in Period Expires on: 6 June 2014	Contact Officers: Angela George/Darrienne Law
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Copeland Borough Council

Statement of Executive Decision

Agenda Item:	
Subject: Exclusion of Press and Public	
Date of Decision: 27 May 2014	Decision made by:
Decision Reference: EXE/13/0008	Full Executive

Portfolio Holder: N/A

Context: Excludes Press and Public from the meeting for Agenda Item 13

Key Decision Status: No

Decision: That the Press and Public be excluded from the meeting for Agenda Item 13 on the grounds of exempt information as identified in paragraph 3 of Schedule 12A of the Local Government Act 1972 as amended.

Explanation: N/A

Alternative Options Considered: None

Interests Declared: None

Implementation Date: 6 June 2014	Publication Date: 30 May 2014	Recorded by: Denise James
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Call-in Period Expires on: 6 June 2014	Contact Officer: Tim Capper
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Copeland Borough Council

Statement of Executive Decision

Agenda Item: 13	
Subject: Accommodation Strategy	
Date of Decision: 27 May 2014	Decision made by:
Decision Reference: EXE/13/0009	Full Executive

Portfolio Holder: Councillor Gillian Troughton
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Context: To consider the future of Council accommodation
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Key Decision Status: Yes

Decision: That
(i) the principles to govern the working differently programme set out in paragraph 3 of the report be approved;
(ii) the release and use of £50k from the Transformation Fund to fund the project management of the programme be approved;
(iii) the outline programme scope and outline high level timetable be approved.
(iv) the setting up of a reference group of staff to guide engagement be deferred until more work has been done.

Explanation: To look at options available to deliver services.
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Alternative Options Considered: None

Interests Declared: None

Implementation Date: 6 June 2014	Publication Date: 30 May 2014	Recorded by: Denise James
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Call-in Period Expires on: 6 June 2014	Contact Officers: Darienne Law
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