

# THE EXECUTIVE

16th February 2004

-: Present :-

Councillor Colborne (Deputy Leader of the Council) (In the Chair)

Councillors Charlwood, Cope, James and Stringer

(Also in attendance: Councillors Brennan, Doggett, Hytche, Jennings, Killick and Turnbull)

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**401. Apologies.** Apologies for absence were received from Councillors Harris and McHugh.

**402. Matters for Consideration.** The Executive considered the following matters, full details of which (including the decisions of the Executive) are set out in the Record of Decisions in Appendix 1 to these Minutes.

**402.1** Draft Summary Best Value Performance Plan/Council Tax Booklet.

**402.2** Budget Monitoring – Revenue Budget 2004/2005.

**402.3** Medium Term Financial Plan.

**402.4** Final Local Government Finance Settlement 2004/2005.

**402.5** Capital Plan Budget (2004/2005-2007/2008) Annual Review.

**402.6** Treasury Management Strategy 2004/2005.

**402.7.** Strategic Plan.

**403. Adjournment.** In the light of the agreement of the Minister for Local and Regional Government to the Council's request for a meeting to discuss the budget, consideration of the Revenue Budget 2004/2005 (and the consequent instruction to the Director of Finance to prepare a report in relation to Council Tax rates) was deferred to an adjourned meeting of the Executive to take place on a date to be determined. The proposals arising from that meeting would be submitted to an extraordinary meeting of the Council to be held on 4th March 2004.

Leader of the Council

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## **APPENDIX 1**

**to the Minutes of the meeting of the Executive  
held on 16th February 2004**

### **RECORD OF DECISION**

#### **DRAFT SUMMARY BEST VALUE PERFORMANCE PLAN/COUNCIL TAX BOOKLET**

##### **Decision Taker**

The Executive at its meeting held on 16th February 2004.

##### **Decision**

**That Council be recommended to approve the summary Best Value Performance Plan for 2004/2005, as set out at Appendix 2 to Report CG/2/04 subject to: (i) the completion of the Best Value Review of Customer Focus being included in the list of Council priorities for next year; and (ii) the inclusion of the explanatory text in relation to the priorities (as circulated at the meeting of the Executive).**

##### **Reason for Decision**

To ensure that the summary Best Value Performance Plan met the requirements laid down in Government guidance and reflected the Council's performance last year and plans and priorities for next year.

##### **Information**

Report CG/2/04 sought Members endorsement for the submitted Draft Summary Best Value Performance Plan for 2004/2005. The report explained the main issues that had been taken into account in producing the Plan and, in particular, highlighted the relevance of the guidance issued by the Audit Commission in respect of the content of the document.

It was noted that the Overview and Scrutiny Board had resolved to forward the Plan to Council for consideration with a recommendation that the completion of the Best Value Review of Customer Focus be included within the priorities for next year.

##### **Alternative options considered and rejected at the time of the decision**

None

##### **Is this a Key Decision?** (Give reference number if applicable)

Yes – General Exception

##### **Does the call-in procedure apply?** (If no, please give reason)

No as the decision of the Executive forms a recommendation to the Extraordinary meeting of the Council to be held on 4th March 2004.

##### **Declarations of interest** (including details of any relevant dispensations issued by the Standards Committee)

None

##### **Published**

20th February 2004

##### **Implementation**

The recommendation will be considered at the Extraordinary meeting of Council to be held on 4th March 2004.

## **RECORD OF DECISION**

### **BUDGET MONITORING – REVENUE BUDGET 2003/2004**

#### **Decision Taker**

The Executive at its meeting held on 16th February 2004.

#### **Decision**

**That the projected outturn position in relation to the Revenue Budget for 2003/2004 be noted.**

#### **Reason for Decision**

To indicate the budgetary position for a range of services.

#### **Information**

Report F/17/04 provided Members with a summary of the projections of income and expenditure for the year compared with the approved budgets for the Council for 2003/2004. The revenue monitoring statement showed the actual level of expenditure by directorates as at the end of December 2003 and the latest projected outturn position for 2003/2004.

#### **Alternative options considered and rejected at the time of the decision**

None

#### **Is this a Key Decision?** (Give reference number if applicable)

No

#### **Does the call-in procedure apply?** (If no, please give reason)

Yes

#### **Declarations of interest** (including details of any relevant dispensations issued by the Standards Committee)

None

#### **Published**

20th February 2004

#### **Implementation**

This decision will come into force and may be implemented on 1st March 2004 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).

## **RECORD OF DECISION**

### **FINAL LOCAL GOVERNMENT FINANCE SETTLEMENT 2004/2005**

#### **Decision Taker**

The Executive at its meeting held on 16th February 2004.

#### **Decision**

**That the outcome of the final Local Government Finance Settlement be noted and taken into account at the time of consideration of the 2004/2005 budget.**

#### **Reason for Decision**

The Council had a statutory obligation to set a budget each financial year and must take into account all factors when setting the budget.

#### **Information**

At the meeting of the Executive held on 9th December 2003 (Minute 289.5 refers), Members were advised of the provisional Local Government Finance Settlement and its impact on the Council. Report F/18/04 set out the outcome of the final Settlement together with its implications for the authority. The report drew attention to the announcement by the Government concerning the possible use of its capping powers against any local authority implementing a large increase in Council Tax. In this connection, Members were asked to be mindful of the Council's commitment to the implementation of its Improvement Plan and that the achievement of an improved Comprehensive Performance Assessment rating was very much dependent upon the resources available to the authority during 2004/2005.

#### **Alternative options considered and rejected at the time of the decision**

None

#### **Is this a Key Decision?** (Give reference number if applicable)

No

#### **Does the call-in procedure apply?** (If no, please give reason)

Yes

#### **Declarations of interest** (including details of any relevant dispensations issued by the Standards Committee)

None

#### **Published**

20th February 2004

#### **Implementation**

This decision will come into force and may be implemented on 1st March 2004 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).

**RECORD OF DECISION**  
**MEDIUM TERM FINANCIAL PLAN**

**Decision Taker**

The Executive at its meeting held on 16th February 2004.

**Decision**

- (i) That Council be recommended to authorise the Director of Finance, in consultation with the Leader of the Council and the Executive Member for Finance, to publish the Medium Term Financial Plan (MTFP) to include the financial implications of any policy direction changes the Council wishes to implement over the life of the Plan;
- (ii) that the Overview and Scrutiny Board be advised that the Executive considers that the funding of Social Services should be identified in the programme of scrutiny reviews as a high priority, but that it is not minded to recommend that additional service related reviews be undertaken at this stage given the current workload of the Board; and
- (iii) that officers be requested to prepare a report on the impact of the new procurement strategy for submission to the September meeting of the Executive.

**Reason for Decision**

The Council needs to have certainty over the long-term service delivery plans and the MTFP would allow this to take place.

**Information**

Members recalled that at the meeting of the Executive held on 22nd July 2003 (Minute 108.19 refers), it had been agreed that a number of courses of action should be pursued in relation to the development of the MTFP (2004-2007).

Report F/19/04 advised that the Council now needed to move forward with the next MTFP covering the period 2005/2006 through to 2007/2008. The next version of the MTFP could not be produced until the budget had been approved. However, there was a need to identify the services that could be developed over that period and the services that would receive reduced net resources. This was not a decision that needed to be taken at this stage, but would have to be addressed before the publication of the Strategic Plan. Therefore it was proposed that the Director of Finance, in consultation with the Leader of the Council and the Executive Member for Finance, be given delegated power to publish the MTFP. The intention was to publish this revised Plan early in the new financial year.

**Alternative options considered and rejected at the time of the decision**

None

**Is this a Key Decision?** (Give reference number if applicable)

No

**Does the call-in procedure apply?** (If no, please give reason)

Yes – the decisions in (ii) and (iii) above

**Declarations of interest** (including details of any relevant dispensations issued by the Standards Committee)

None

**Published**

20th February 2004

### **Implementation**

The recommendation in (i) above will be considered at the Extraordinary meeting of Council to be held on 4th March 2004.

This decisions in (ii) and (iii) above will come into force and may be implemented on 1st March 2004 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).

## **RECORD OF DECISION**

### **CAPITAL PLAN BUDGET (2004/2005 2007/2008) – ANNUAL REVIEW**

#### **Decision Taker**

The Executive at its meeting held on 16th February 2004.

#### **Decision**

- (i) That the level of resources to be used to fund additions to the Capital Plan Budget be as stated in resource option 2, as set out in Appendix 1 to Report F/16/04;
- (ii) that subject to the implications that may arise from the final proposals in relation to the revenue budget, Council be recommended to approve a revised four year Capital Plan Budget (2004/2005 – 2007/2008) based upon the amendments proposed in spending option 2b, as set out in Report F/16/04; and
- (iii) that the use of any additional Government Grants or Supported Borrowing which may be offered be allowed only where consistent with the Council's corporate priorities or statutory service objectives, where the project is sustainable, and requirements for match-funding and future revenue consequences have been considered.

#### **Reason for Decision**

The endorsement of the Capital Plan over a four year period within reasonably predictable resources enables forward planning of investment to be undertaken with some degree of certainty.

#### **Information**

Report F/16/04 requested Members to consider the options for resourcing the Council's Capital Programme over the next four years.

At its meeting held on 28th January 2004, the Overview and Scrutiny Board had been asked to identify any specific concerns it wished to raise with the Executive in considering variations to the Capital Plan Budget, having regard to the following issues:-

- (i) the use and allocation of borrowing supported by the Government;
- (ii) the risks associated with achieving receipts from the disposal of surplus sites;
- (iii) whether Right-to-Buy clawback receipts should be spent or retained to generate investment income;
- (iv) the recommendations arising from the Housing Strategy Working Party and the Access to the Coast review;
- (v) the requirement to provide for a contingency for risk management;
- (vi) the revenue implications of using "unsupported borrowing"; and
- (vii) the overall impact of new capital investment on revenue budgets and Council Tax.

In addition, the Board had been requested to identify the resource option that it considered should be pursued as the approach to the four year Capital Plan. The recommendations of the Board were set out in its report (OSB/3/04) which Members were asked to take into account in putting forward proposals to Council on the Capital Plan Budget.

#### **Alternative options considered and rejected at the time of the decision**

The options are set out in Report F/16/04

**Is this a Key Decision?** (Give reference number if applicable)

Yes – Reference Number X69/2003

**Does the call-in procedure apply?** (If no, please give reason)

No as the decision of the Executive forms a recommendation to the Extraordinary meeting of the Council to be held on 4th March 2004.

**Declarations of interest** (including details of any relevant dispensations issued by the Standards Committee)

None

**Published**

20th February 2004

**Implementation**

The recommendation of the Executive will be considered at the Extraordinary meeting of Council to be held on 4th March 2004.



## **RECORD OF DECISION**

### **TREASURY MANAGEMENT STRATEGY 2004/2005**

#### **Decision Taker**

The Executive at its meeting held on 16th February 2004.

#### **Decision**

To recommend to Council:-

- (i) that the Treasury Management Strategy for 2004/2005, as set out in Report F/20/04, be approved;
- (ii) that, in line with the Council's Constitution and Financial Regulations:-
  - (a) the Director of Finance be authorised to take executive decisions on borrowing and investments; and
  - (b) the Director of Finance be authorised to invest temporarily or utilise surplus monies of the Council; and
- (iii) that the schedules to the adopted Treasury Management Practices be incorporated into the Treasury Management Policy and the Director of Finance be authorised to review and amend these schedules as necessary.

#### **Reason for Decision**

The formulation of a Treasury Management Strategy is a requirement of the CIPFA Code of Practice in Treasury Management and the Council's Treasury Management Policy.

#### **Information**

Report F/20/04 set out the proposed Treasury Management Strategy and identified the key issues likely to have an impact on the treasury management function in 2004/2005.

#### **Alternative options considered and rejected at the time of the decision**

None

#### **Is this a Key Decision?** (Give reference number if applicable)

No – the decision is a recommendation to Council.

#### **Does the call-in procedure apply?** (If no, please give reason)

No

#### **Declarations of interest** (including details of any relevant dispensations issued by the Standards Committee)

None

#### **Published**

20th February 2004

#### **Implementation**

The recommendation will be considered at the Extraordinary meeting of Council to be held on 4th March 2004.

## RECORD OF DECISION

### STRATEGIC PLAN

#### Decision Taker

The Executive at its meeting held on 16th February 2004.

#### Decision

To recommend to Council:-

- (i) that the "Vision for Torbay", developed by the Torbay Strategic Partnership, be adopted as the vision for the Council;
- (ii) that the priorities identified by the Council in 2003 continue for 2004/2005;
- (iii) that the core values, aims and objectives for 2004-2008 as identified in the framework attached as Appendix 1 to Report CG/3/04, be approved;
- (iv) that the activities relating to the aims be developed and prioritised for inclusion in the published Plan in accordance with amended business plans following the adoption of the budget;
- (v) that the detailed Plan be presented to the meeting of Council on 1st April 2004 for approval;
- (vi) that the mission, core values, aims and objectives be reassessed in the light of the final version of the Community Plan (when adopted) as a basis for developing the 2005/2006 Plan, and for consultation with stakeholders during 2004; and
- (vii) that the statutory requirements in respect of the Best Value Performance Plan be achieved by publishing an annex to the Plan by 30th June 2004.

#### Reason for Decision

To ensure the continued development of the Plan so that it was in place to guide the work of the Council from April 2004.

#### Information

Report CG/3/04 requested that consideration be given to a number of matters in connection with Torbay's Strategic Plan 2004-2008, including the general content, format and timetable for the publication of that document.

The Plan had been developed in the light of comments made by the Overview and Scrutiny Board and sought to provide greater clarity in relation to the Council's priorities and those emerging from the Draft Community Plan for Torbay.

In order to ensure that the Council's strategic direction was clear from the start of the year in April, it was proposed that the Plan be finalised and adopted at the beginning of that month.

#### Alternative options considered and rejected at the time of the decision

None

#### Is this a Key Decision? (Give reference number if applicable)

Yes – Reference Number X2/2004

#### Does the call-in procedure apply? (If no, please give reason)

No as the decision of the Executive forms a recommendation to the Extraordinary meeting of the Council to be held on 4th March 2004.

#### Declarations of interest (including details of any relevant dispensations issued by the Standards Committee)

None

**Published**

20th February 2004

**Implementation**

The recommendation will be considered at the Extraordinary meeting of Council to be held on 4th March 2004.