

# **BROMSGROVE DISTRICT COUNCIL**

## **MEETING OF THE EXECUTIVE CABINET**

Wednesday, 17<sup>th</sup> May 2006 at 6.00 p.m.

PRESENT: Councillors R. Hollingworth (Executive Leader), Mrs. J. M. L. A. Griffiths (Deputy Executive Leader), B. L. Fuller C.B.E. Q.F.S.M., Mrs. M. A. Sherrey J.P., Mrs. C. J. Spencer, Mrs. M. M. T. Taylor and P. J. Whittaker.

### 1/06 **MINUTES**

The Minutes of the Meetings of the Executive Cabinet held on 19<sup>th</sup> April and 2<sup>nd</sup> May 2006 were submitted.

**RESOLVED:** that the Minutes of the Meetings be approved and confirmed as a correct record.

### 2/06 **ANNUAL AUDIT AND INSPECTION LETTER AND AUDIT AND INSPECTION PLAN**

Consideration was given to the Annual Audit and Inspection Letter for 2004/05 issued by the Audit Commission and KPMG, the Council's External Auditor, together with the Audit and Inspection Plan for 2006/07. Mr. S. McMillan from the Audit Commission and Mr. J. Gorrie from KPMG were present and addressed the Cabinet on their findings and recommendations and responded to Members' comments and questions. Having received the proposed management response to the Audit and Inspection Letter, it was

**RESOLVED:**

- (a) that the Annual Audit and Inspection Letter be accepted;
- (b) that the Audit and Inspection Plan be noted.

### 3/06 **SCRUTINY STEERING BOARD**

The Minutes of the Meetings of the Scrutiny Steering Board held on 8<sup>th</sup> March and 12<sup>th</sup> April 2006 were submitted.

**RESOLVED:** that the Minutes of the Meetings be noted.

### 4/06 **PERFORMANCE MANAGEMENT BOARD**

The Minutes of the Meeting of the Performance Management Board held on 21<sup>st</sup> April 2006 were submitted.

**RESOLVED:**

- (a) that the Minutes of the meeting be noted;
- (b) that the Executive Leader, in consultation with other Cabinet Members, submit a written response to the Board on issues raised in the Minutes.

### 5/06 **AUDIT BOARD**

The Minutes of the Meeting of the Audit Board held on 25<sup>th</sup> April 2006 were submitted.

**RESOLVED:**

- (a) that the Minutes of the meeting be noted;
- (b) that the Executive Leader, in consultation with other Cabinet Members, submit a written response to the Board on issues raised in the Minutes.

6/06 **MONEY LAUNDERING REGULATIONS AND POLICY**

Having considered proposals to address the statutory requirements of the Money Laundering Regulations 2003 and related legislation, it was

**RECOMMENDED:**

- (a) that the policy relating to the procedures to be followed in respect of money laundering, as set out in the Appendix to the report, be approved and adopted;
- (b) that the Head of Financial Services be appointed as the Council's nominated Money Laundering Reporting Officer and the Audit Services Manager be appointed as the Deputy Money Laundering Reporting Officer.

7/06 **PROPOSED POLICY AND FEE STRUCTURE FOR THE MANDATORY LICENSING OF PRESCRIBED HOUSES IN MULTIPLE OCCUPATION**

Having considered a report on a proposed policy setting out how the Council would meet the statutory requirements for the mandatory licensing of certain types of Houses in Multiple Occupation, including a proposed structure for the fees to be charged to a landlord for the granting of a licence, it was

**RECOMMENDED:**

- (a) that the policy for the Mandatory Licensing of Prescribed Houses in Multiple Occupation, as set out in the Appendix to the report, be approved;
- (b) that authority be delegated to the Head of Planning and Environment Services for the approval, revocation and variation of licences relating to Prescribed Houses in Multiple Occupation;
- (c) that authority be delegated to the Housing Standards Officer and the Private Sector Housing Team Leader for the signing of any housing related legal notices;

**RESOLVED:** that the proposed fee structure set out within Section 13 of the policy for the Mandatory Licensing of Prescribed Houses in Multiple Occupation be approved.

8/06 **CHARGES FOR USE OF COUNCIL LAND BY FAIRS**

(The Chairman agreed to the consideration of this item as a matter of urgency as a decision was required thereon before the next ordinary meeting of the Executive Cabinet).

The Chairman referred to the charges for the use of Council recreation land (Market Street Recreation Ground and Boleyn Road, Frankley) by fairs and circuses which had increased substantially for 2006/07 and had led to objections. The Council wished Bromsgrove to be a thriving market town which needed events such as fairs to attract people into the town. On reflection it seemed appropriate to reduce the charges. During the discussion Members expressed the view that the charges should be around 5% higher than those charged the previous year. The Head of Culture and Community Services indicated that he had delegated authority to vary the maximum level of fees and charges within his service area.

**RESOLVED:** that the Head of Culture and Community Services take account of the views expressed by Members in determining the level of charges to be made.

9/06 **PROGRAMME OF MEETINGS**

(The Chairman agreed to the consideration of this item as a matter of urgency as a decision was required thereon before the next ordinary meeting of the Executive Cabinet).

The Chairman referred to the lack of meetings of the full Council between now and September and to the need for a more structured approach to the programme of Cabinet meetings so that Scrutiny Steering Board meetings could feed into the Cabinet.

It was proposed that future Cabinet meetings would be held on the first Wednesday in the month, with the meetings of the Scrutiny Steering Board held on the previous evening. The Board would then be able to consider the Cabinet papers and its Chairman would be able to forward any comments to the Cabinet the following evening. It was intended that meetings of the full Council would be held on a bi-monthly basis, thirteen days after a Cabinet meeting, with occasional special meetings as required to deal with matters such as accounts.

**RESOLVED:** that the Executive Leader be authorised, in consultation with the other Group Leaders, to agree the revised programme of meetings for the Scrutiny Steering Board, Cabinet and Council, and that the revised programme be ratified by the full Council in due course.

10/06

**LOCAL GOVERNMENT ACT 1972**

**RESOLVED:** that, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the Meeting during the consideration of the item of business the subject of the following minute on the grounds that it involves the likely disclosure of "Exempt Information" as defined in Part 1 of Schedule 12A to the Act, the relevant paragraph of that part, in each case, being as set out below:-

| <u>Minute No.</u> | <u>Paragraph</u> |
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**SECTION 106 MONIES – BROMSGROVE CRICKET, HOCKEY AND TENNIS CLUB**

Following consideration of the report, it was

**RESOLVED:** that approval in principle be given to the application from Bromsgrove Cricket, Hockey and Tennis Club to provide an artificial floodlit pitch utilising the Section 106 monies related to Breme Park, and that a further report be submitted in due course.

(NOTE: Councillor Mrs. M. M. T. Taylor declared a personal interest in this matter as her granddaughter is a member of the Club.)

The Meeting closed at 7.25 p.m.

Chairman