



## **Cabinet Minutes**

The minutes of the Cabinet meeting of Wyre Borough Council held on Wednesday, 14 February 2018 at the Council Chamber, Civic Centre, Poulton-Le-Fylde.

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### **Cabinet members present:**

Councillor David Henderson, Leader of the Council  
Councillor Alan Vincent, Deputy Leader and Resources Portfolio Holder  
Councillor Lynne Bowen, Leisure, Health and Community Engagement Portfolio Holder  
Councillor Pete Murphy, Planning and Economic Development Portfolio Holder  
Councillor Michael Vincent, Health and Community Engagement Portfolio Holder

### **Apologies for absence:**

Councillor Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder

### **Other councillors present:**

Councillor(s) Howard Ballard, Lorraine Beavers and Rob Fail

### **Officers present:**

Mark Billington, Service Director People and Places  
Marianne Hesketh, Service Director Performance and Innovation  
Mark Broadhurst, Service Director Health and Wellbeing  
Clare James, Head of Finance and Section 151 Officer  
Paul Harrison, Deputy Head of Finance  
Duncan Jowitt, Democratic Services and Councillor Development Officer

### **Apologies:**

Garry Payne (Chief Executive)

No members of the public or press attended the meeting.

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### **CAB.34    Declarations of interest**

None.

### **CAB.35    Confirmation of minutes**

The minutes of the Cabinet meeting held on 17 January 2018 were confirmed as a correct record.

## **CAB.36 Public questions**

None

## **CAB.37 Digital Transformation Task Group - Final Report**

The Chairman of the Digital Transformation task group and Service Director Performance and Innovation reported the work of the Digital Transformation task group to the Cabinet.

### **Decision taken**

Cabinet approved the task groups recommendations on how the Modern.Gov Committee Minutes System should be implemented as follows:

- i. Implementation of paperless meetings should begin with one of the 14-Member committees.
- ii. The roll out should be to one committee at a time.
- iii. A programme for the roll-out of paperless meetings should be planned and delivered, with all meetings (Committee meetings, task group meetings, working group meetings and other meetings) being paperless by May 2019 at the latest.
- iv. Every councillor should be offered one-to-one or small group training at a level that is appropriate for them.
- v. The implementation of a new committee system and the move to paperless meetings should include all councillors unless there are specific medical conditions that prohibit that.
- vi. Regular, on-going support must be provided for councillors, perhaps to include regular iPad clinics before Full Council meetings.
- vii. Democratic Services officers will play a key role in implementation and on-going support for councillors.
- viii. All councillors should be issued with a device that is appropriate to the individual's needs – an iPad with 9.7 inch screen is a minimum requirement.
- ix. Individual devices should be easily identifiable.
- x. Devices to be used for agendas, committee papers, email, calendar, invitations, etc. – in fact, as much as possible, with appropriate guidance.
- xi. The policy for the retention of files and documents needs to recognise that councillors might need to access historical documents in meetings on occasion
- xii. Confidential 'green paper' documents must be easy to access.
- xiii. Full consideration should be given, at a later stage in the implementation process, to the provision of data for devices.
- xiv. The wi-fi system in the council's committee rooms will need to be fit for purpose
- xv. Charging points and chargers should be made available to Members, but not in the committee rooms.

Following discussion, Cabinet agreed that the implementation of paperless meetings should begin with the Overview and Scrutiny Committee.

## **CAB.38 Revenue Budget, Council Tax and Capital Programme**

The Resources Portfolio Holder and Head of Finance (S151 Officer) submitted a report seeking confirmation of the Revenue Budget, Council Tax, Revised Capital Budget 2017/18 and Capital Programme 2018/19 onwards.

### **Decision taken**

#### **1. Cabinet approved**

- a. The Revised Revenue Budget for the year 2017/18 and the Revenue Budget for 2018/19.
- b. For the purpose of proposing an indicative Council Tax for 2019/20, 2020/21 and 2021/22, taking into account the Medium Term Financial Plan at Appendix 2 which reflects an increase of 2.99% each year, any increase will remain within the principles determined by the Government as part of the legislation relating to Local Referendums allowing the veto of excessive Council Tax increases.
- c. Members' continuing commitment to the approach being taken regarding the efficiency savings, detailed within the Council's 'Annual Efficiency Statement' at Appendix 1 of the report.
- d. Any increases in the base level of expenditure and further additional expenditure arising during 2018/19 should be financed from existing budgets or specified compensatory savings, in accordance with the Financial Regulations and Financial Procedure Rules.
- e. The use of all other Reserves and Balances as indicated in Appendices 4 and 5 of the report.
- f. The manpower estimates for 2018/19.
- g. In accordance with the requirements of the Prudential Code for Capital Finance, those indicators included at Appendix 7 of the report.
- h. The Revised Capital Budget for 2017/18 and the Capital Programme for 2018/19 onwards.

#### **2. Cabinet noted that, in accordance with the Council's Scheme of Delegation, as agreed by Council at their meeting of 24 February 2005:**

- a. The amount of 36,270.29 had been calculated as the 2018/19 Council Tax Base for the whole area [(Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act"))]; and
- b. A Council Tax Base, for dwellings in those parts of its area to which a Parish precept relates, had been calculated as indicated below.

Barnacre-with-Bonds	948.26
Bleasdale	64.12
Cabus	605.08
Catterall	826.71
Claughton-on-Brock	316.17
Fleetwood	6,435.58
Forton	555.41
Garstang	1,723.55
Great Eccleston	550.74
Hambleton	1,043.79
Inskip-with-Sowerby	329.77
Kirkland	134.80
Myerscough and Bilsborrow	455.24
Nateby	222.76
Nether Wyresdale	316.93
Out Rawcliffe	266.17
Pilling	803.81
Preesall	1,911.35
Stalmine-with-Staynall	560.79
Upper Rawcliffe-with-Tarnacre	288.58
Winmarleigh	130.46

3. Cabinet affirmed that the Council Tax requirement for the Council's own purposes for 2018/19 (excluding Parish precepts) be £7,034,260.
4. Cabinet agreed to the calculation of the following amounts for the year 2018/19 in accordance with Sections 31 to 36 of the Act:

a. £74,166,377	Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
b. £66,479,132	Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
c. £7,687,245	Being the amount by which the aggregate at 3.4(a) above exceeds the aggregate at 3.4(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
d. £211.94	Being the amount at 3.4(c) above (Item R) all divided by Item T (3.2(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).

e. £652,985	Being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act and as detailed in Appendix 6
f. £193.94	Being the amount at 3.4(d) above less the result given by dividing the amount at 3.4(e) above by Item T (3.2(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

5. Cabinet concurred that the Council's basic amount of Council Tax for 2018/19 was not considered excessive in accordance with principles approved under Section 52ZB of the Local Government Finance Act 1992.

The meeting started at 5.30 pm and finished at 5.42 pm.

**Date of Publication:** 15 February 2018

**Options considered but rejected**

Any alternative options that were considered but rejected, in addition to the reasons for the recommendations that were made, are included in the full reports.

**When will these decisions be implemented?**

All decisions will be put into effect five working days from the date of publication, unless a decision is "called-in" by any three members of the council within that period.