

**A MEETING OF THE POLICY AND ORGANISATION BOARD
WAS HELD ON 25 SEPTEMBER 2013**

The Mayor (Councillor Beavis) (ex-officio), Burgess (P), Chegwyn, Carter CR (P), Hook (Chairman) (P), Lane (P), Langdon, Philpott (P), Ronayne (P) and Wright (P).

16. APOLOGIES

Apologies were received from The Mayor and Cllr Langdon.

17. DECLARATIONS OF INTEREST

There were no declarations of interest.

18. MINUTES OF THE MEETINGS OF THE BOARD HELD ON 26 JUNE 2013

RESOLVED: That the minutes of the meeting of the Policy and Organisation Board held on 26 JUNE 2013 were approved and signed by the Chairman as a true and correct record.

19. DEPUTATIONS

There were no deputations.

20. PUBLIC QUESTIONS

There were no public questions.

PART II

21. CITIZEN ADVICE BUREAU PRESENTATION

Consideration was given to a presentation by Anita Muff, Manager of Gosport Citizens Advice Bureau (CAB) and Richard Mackay, Chair of Trustees, updating the Board on services provided to the Community

Members acknowledged the contribution that CAB made to supporting volunteers and residents of Gosport

A Member asked for clarification with respect to two points mentioned within the presentation:

- a) providing legal advice; clarified general information provided to customers
- b) 'building relationships with district judge'; clarified can act as Mackenzie Friend but no rights to enter courts therefore building relationships with judges for agreement to enter court room

Further questions were answered by CAB that had been put forward by Members post presentation;

- a) does CAB have a business plan and if so how would this look if there was an increase or decrease in funding for e.g. £5,000? In response to this question the CAB Chair of trustees shared that there is a business plan which is centred on building the portfolio of volunteers and adjusting accommodation to provide further interview rooms. He continued his response by identifying that the impact of a decrease in funding would result in a reduction of

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numbers of people the service currently supports. In the event of an increase in funding there was the potential of increasing staff levels and if there was a substantial increase there was the potential of the development of their building to accommodate customer demand and additionally provide an outreach service.

- b) how is the current funding utilised? Members were advised that the current funding supports use of the building, administration resources, training volunteers and a substantial proportion to staff salaries.

A member gave suggestions centred on the potential of providing an outreach service with no additional costs via staff delivering at other organisation venues; however it was explained that this had historically been unsuccessful due to an insufficient number of visitors and therefore it would not be making the best use of staff time.

A Member asked what opportunities CAB had in reducing duplication of the administration service between GVA and CAB, such as reception staff and venue. It was explained there would be difficulties in sharing reception space and staff with GVA due to the physicality of escorting customers through non confidential spaces.

Anita and Richard were thanked for their comprehensive presentation and further appreciation was shown for the previous invitation, to all Gosport Borough Councillors', to attend the annual general meeting; the Chairman noted that accounts can be seen at the AGM and recognised the invitation as "open and honest".

22. FINAL ACCOUNTS 2012/13

Consideration was given to a report by the Borough Treasurer which asked Members to consider a summary of the outturn position 2012/13 and approve the Statement of Accounts for 2012/13.

RESOLVED: That:

- a) The Statement of Accounts for 2012/13 at Appendix G were approved.
- b) The accounting policies contained within the Statement of Accounts were approved.
- c) The outturn position contained in the report and appendices were noted - including
 - a. The capital programme slippage detailed in appendix D were noted
 - b. The write offs approved under delegated authority at Appendix E were noted
- d) The letter of Representation at Appendix F was approved.

23. BUDGET STRATEGY 2014/15

Consideration was given to a report of the Borough Treasurer on the Budget Strategy 2014/15. The Board was requested to consider the strategy for the preparation of the General Fund Budget and Capital Programme for the next financial year in light of the Medium Term Financial Strategy 2013-2018, which was approved by the Board in June 2013, and the current national and local financial situation.

A Member asked for a date when Members can expect to receive information on the settlement. The Borough Treasurer explained that consultation on the new homes bonus was still on-going so it was unlikely a final figure would be known until at least

December 2013. The Borough Treasurer continued by saying that early indications suggest a worsening position.

A Member put forward a request for the reduction in the revenue support grant over the three previous years.

RESOLVED: That

- a) the Council's current financial position was noted and the Budget Strategy set out in Section 2 and Appendix A that will be used in the preparation of the budget for the 2014/15 financial year were approved.
- b) The Borough Treasurer will provide a document to Members showing the reduction in revenue support grant for the last three years.

24. TREASURY MANAGEMENT ANNUAL REVIEW 2012/13, PROGRESS REPORT 2013/14, & PRUDENTIAL INDICATORS

Consideration was given to a report of the Borough Treasurer on the Treasury Management Annual Review 2012/13; Progress Report 2013/14, and Prudential Indicators. The Board was informed that the annual treasury report was a requirement and covered the treasury activity for 2012/13 together with a review of 2013/14 to date. The report also included the Prudential Indicators for 2012/13 in accordance with the requirements of the Prudential Code.

The Vice Chair gave thanks to the author of the Progress Report.

RESOLVED: That the Borough Treasurer's report was noted; and the 2012/13 Prudential Indicators approved.

25. ANY OTHER BUSINESS

There were no other business items.

The meeting ended at 18:50.

CHAIRMAN