

WEST MIDLANDS REGIONAL ASSEMBLY
14 January 2009

Report of the Chief Executive and Company Secretary

1. Purpose

- 1.1 To provide the Assembly with an update on general issues:
- 2008-09 Q2 Progress Report
 - 2009-10 Draft Business Plan & Budget
 - Members Declarations of Interest
 - Reviewing the Operating Arrangements of the Assembly 2008-2010 (Appendix A)

2. Recommendation(s)

The Assembly is requested to:-

- 2.1 **Note** the 2008-09 Q2 Progress Report
- 2.2 **Approve** the 2009-10 Draft Business Plan & Budget
- 2.3 **Note** the current position with regards to outstanding Declaration of Interests forms.
- 2.4 **Note** the WMRA Operational Review proposals which were put forward and agreed at the Full Assembly on 29 October 2008. These were subsequently adopted with immediate effect at the Assembly Board Meeting held on 03 December 2008.

3. 2008-09 Q2 Progress Report

- 3.1 The Chief Executive, in consultation with the Chairman and Vice Chairs, agreed a Q2 Progress Report for submission to GOWM on 17 October 2008. A copy of this report is available at

http://www.wmra.gov.uk/Meetings_and_Agendas/Full_Assembly/Q2.aspx

- 3.2 A review meeting was held with GOWM on 30 October and they were content with progress against the Business Plan and as the overall under-spend for the first two quarters was not significant, the claim for Q3 as per the original budget profile was approved.
- 3.3 At the meeting we advised GOWM that due to the delay in the timetable for the Examination in Public, it will be critical for us to identify an EiP Contingency Budget from 2008-09 funds that can

be carried forward into 2009-10 to support EiP activity. We will be reviewing the budget allocations in detail during Q3 to determine possible virements and the Head of Planning will be drafting an EiP budget; we will then write to CLG for approval of a contingency in these exceptional circumstances.

4. **Business Planning 2009-10**

- 4.1 The 2009-10 Business Planning Guidance calls for a final year business plan that includes details of change management and transfer arrangements; a 10% cut on budgets and clarification on how any 'reserves' will be utilized in meeting wind-up costs.

The timetable was/is;

Draft BP&B to GOWM	w/c 24 November
Review Draft with GOWM	9 December
Board Approval of Final BP&B	w/c 15 December
Final Draft to GOWM	w/c 22 December
Final Draft Review Meeting with GO	w/c 5 January 09
Submission Approved Plans to CLG	January 2009
Funding Allocation Letters to Assemblies	Early Feb 2009

- 4.2 The Draft 2009-10 Business Plan and Budget (Appendix A) has been drafted to deliver on two key priorities for the Assembly; the Examination in Public and the continued progress of the WMRSS Phase Three.

- 4.3 A copy of the Draft Business Plan will be available at the meeting (and will be circulated by email beforehand) and a short key issues report will accompany it.

5. **Members Declarations of Interest**

- 5.1 The following Members have still not provided a Declaration of Interest form for the year 07/08. The same Members have been re-nominated for the year 2008/09. The Board is advised that these Members are **in breach of company regulations and their membership is suspended until their forms are filed with the Secretariat.**

Local Authority Members

David Minnery, North Shropshire	Full Member	- 08/09
John Brian Gillow, Shropshire	Alternate	- 08/09

OSG

Dally Panesar	Alternate	- 08/09
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For information, all Declarations of Interest may be accessed on the website at;

http://www.wmra.gov.uk/What_We_Do/Governance_Arrangements/Assembly_Membership/Members_Declarations_of_Interest.aspx

(Members are reminded that they should periodically check their details and advise the Secretariat in writing if there are any changes.)

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