

16 September 2016

Ref: Cabinet 27.9.16  
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To: Members of the Cabinet:

Councillor Mrs L.A. Needham (Chairman) (Leader of the Council);  
Councillor David Levett (Executive Member for Planning and Enterprise);  
Councillor P.C.W. Burt (Executive Member for Waste Management, Recycling and Environment);  
Councillor T.W. Hone (Executive Member for Finance and IT);  
Councillor Tony Hunter (Executive Member for Community Engagement and Rural Affairs);  
Councillor Jane Gray (Executive Member for Leisure);  
Councillor Julian Cunningham (Executive Member for Policy, Transport and Green Issues);  
Councillor Bernard Lovewell (Executive Member for Housing and Environmental Health).

You are invited to attend a

**MEETING OF THE CABINET**  
to be held in

**COUNCIL CHAMBER, COUNCIL OFFICES,  
GERNON ROAD, LETCHWORTH GARDEN CITY**

On

**TUESDAY, 27 SEPTEMBER 2016, at 7.30p.m.**

Yours sincerely,



David Miley  
Democratic Services Manager

## AGENDA

ITEM	PAGE
<b>1. APOLOGIES FOR ABSENCE</b>	-
<b>2. NOTIFICATION OF OTHER BUSINESS</b> Members should notify the Chairman of other business that they wish to be discussed by the Cabinet at the end of either Part I or Part II business set out in the agenda. They must state the circumstances that they consider justify the business being considered as a matter of urgency.  The Chairman will decide whether the item(s) raised will be considered.	-
<b>3. CHAIRMAN'S ANNOUNCEMENTS</b> Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest which requires they leave the room under Paragraph 7.4 of the Code of Conduct, can speak on the item, but must leave the room before the debate and vote.	-
<b>4. PUBLIC PARTICIPATION</b> To receive petitions, comments and questions from the public.	-
<b>5. ITEMS REFERRED FROM OTHER COMMITTEES</b>  <i>Any items referred from other committees will be circulated as soon as they are available.</i>	-
<b>6. STRATEGIC PLANNING MATTERS</b> REPORT OF THE STRATEGIC DIRECTOR OF PLANNING, HOUSING AND ENTERPRISE <i>To inform Cabinet of the current positions regarding:</i> <ul style="list-style-type: none"><li>• <i>Duty to Co-operate with neighbouring authorities;</i></li><li>• <i>Other Local Plans and Examinations; and</i></li><li>• <i>North Hertfordshire Local Plan.</i></li></ul>	1
<b>7. FIRST QUARTER REVENUE MONITORING 2016/17</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the First Quarter Revenue Budget Monitoring Report 2016/17.</i>	9
<b>8. TREASURY MANAGEMENT FIRST QUARTER 2016/17</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the First Quarter Treasury Management Monitoring report 2016/17.</i>	17
<b>9. FIRST QUARTER CAPITAL MONITORING 2016/17</b> REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE <i>To consider the First Quarter Capital Programme Monitoring Report 2016/17.</i>	37

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<p><b>10. COUNCIL TAX REDUCTION SCHEME 2017/18</b>            REPORT OF THE HEAD OF REVENUES, BENEFITS AND IT  <i>To update Cabinet on progress on the Council Tax Reduction Scheme and to consider whether or not any changes should be made for 2017/18.</i></p>	45
<p><b>11. PROPOSAL TO SET UP A COUNTY WIDE HOME IMPROVEMENT AGENCY SERVICE IN HERTFORDSHIRE</b>            REPORT OF THE HEAD OF HOUSING AND PUBLIC PROTECTION  <i>To consider a proposal to set up a County Wide Home Improvement Service in Hertfordshire.</i></p>	63
<p><b>12. REGULATION OF INVESTIGATORY POWERS ACT (RIPA) INSPECTION AND ANNUAL REVIEW AND USE OF SOCIAL MEDIA IN INVESTIGATIONS POLICY AND PROCEDURE</b>            REPORT OF THE CORPORATE LEGAL MANAGER AND MONITORING OFFICER  <i>To consider a proposed amended RIPA Policy and a new Use of Social Media in Investigations Policy.</i></p>	133
<p><b>13. TRANSPORT AND SALE OF MIXED DRY RECYCLING</b>            REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES  <i>To consider contractual arrangements for the transport and sale of mixed dry recycling.</i></p>	179
<p><b>14. COMMUNITY CENTRE LEASES</b>            REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT  <i>To consider an update on negotiations in relation to Community Centre Leases and to consider recommendations on the next steps in relation to three community centres.</i></p>	185
<p><b>15. PROPOSED CREMATORIUM AT WILBURY HILLS CEMETERY, LETCHWORTH GARDEN CITY – INTERIM REPORT ON BUSINESS CASE</b>            REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES  <i>To consider an interim report on a proposed Crematorium at Wilbury Hills Cemetery, Letchworth Garden City.</i></p>	199
<p><b>16. EXCLUSION OF PRESS AND PUBLIC</b>            To consider passing the following resolution:</p> <p style="margin-left: 40px;">That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following reports will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act.</p>	205
<p><b>17. PROPOSED CREMATORIUM AT WILBURY HILLS CEMETERY, LETCHWORTH GARDEN CITY – INTERIM REPORT ON BUSINESS CASE</b>            REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES  <i>To consider a Part 2 interim report on a proposed Crematorium at Wilbury Hills Cemetery, Letchworth Garden City.</i></p>	207

**Future Meetings:**

Tuesday, 22 November 2016;  
Tuesday, 20 December 2016;  
Tuesday, 24 January 2017; and  
Tuesday, 28 March 2017.