

9 December 2016

Ref: Cabinet 20.12.16  
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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, 20 DECEMBER 2016, at 7.30p.m.**

Yours sincerely,



David Miley  
Democratic Services Manager

## AGENDA

| ITEM   | PAGE      |
|--|-----------|
| <b>1. APOLOGIES FOR ABSENCE</b>  | -         |
| <b>2. MINUTES – 22 NOVEMBER 2016</b><br>To take as read and approve as a true record the Minutes of the meeting of Cabinet held on 22 November 2016.   |           |
| <b>3. NOTIFICATION OF OTHER BUSINESS</b><br>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.<br><br>The Chairman will decide whether the item(s) raised will be considered.  | -         |
| <b>4. CHAIRMAN'S ANNOUNCEMENTS</b><br>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>5. PUBLIC PARTICIPATION</b><br>To receive petitions, comments and questions from the public.  | -         |
| <b>6. ITEMS REFERRED FROM OTHER COMMITTEES</b><br><br><i>Any items referred from other committees will be circulated as soon as they are available.</i>  |           |
| <b>7. STRATEGIC PLANNING MATTERS</b><br>REPORT OF THE STRATEGIC DIRECTOR OF PLANNING, HOUSING AND ENTERPRISE<br><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;</i></li><li>• <i>Neighbourhood Plans;</i></li><li>• <i>Transport matters; and</i></li><li>• <i>Government announcements.</i></li></ul>  | <b>1</b>  |
| <b>8. CORPORATE BUSINESS PLANNING - DRAFT BUDGET 2017/18</b><br>REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND GOVERNANCE<br><i>To consider the Draft Budget for 2017/18.</i>   | <b>23</b> |
| <b>9. COUNCIL TAX REDUCTION SCHEME 2017/18</b><br>REPORT OF THE HEAD OF REVENUES, BENEFITS AND IT<br><i>To consider the proposed Council Tax Reduction Scheme 2017/18.</i>   | <b>62</b> |

| <b>ITEM</b>   | <b>PAGE</b> |
|---|-------------|
| <p><b>10. PERFORMANCE BOND FOR LEISURE CONTRACTS</b><br/>           REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES<br/> <i>To consider the proposed removal of Performance Bonds from Leisure Contracts.</i></p>  | <b>84</b>   |
| <p><b>11. COMMUNITY CENTRE LEASES</b><br/>           REPORT OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET<br/>           MANAGEMENT<br/> <i>To consider the outcome of negotiations concerning leases relating to St.<br/>           Michaels Mount Community Centre (Hitchin) and Coombes Community<br/>           Centre (Royston) and to agree a way forward.</i></p>  | <b>92</b>   |
| <p><b>12. REVIEW OF NHDC MEMORANDUM OF UNDERSTANDINGS (ANNUAL<br/>           GRANT AWARDS)</b><br/>           REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND<br/>           GOVERNANCE<br/> <i>To consider a review of the NHDC Memorandum of Understandings (Annual<br/>           Grant Awards).</i></p>   | <b>100</b>  |
| <p><b>13. TRANSPORT AND SALE OF MIXED DRY RECYCLING</b><br/>           REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES<br/> <i>To consider the award of a contract for the transport and sale of mixed dry<br/>           recycling.</i></p>   | <b>106</b>  |
| <p><b>14. EXCLUSION OF PRESS AND PUBLIC</b><br/>           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<br/>           Public be excluded from the meeting on the grounds that the following reports<br/>           will involve the likely disclosure of exempt information as defined in<br/>           Paragraph 3 of Part 1 of Schedule 12A of the said Act.</p> | <b>112</b>  |
| <p><b>15. TRANSPORT AND SALE OF MIXED DRY RECYCLING</b><br/>           REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES<br/> <i>To consider the award of a contract for the transport and sale of mixed dry<br/>           recycling.</i></p>   | <b>114</b>  |

**Future Meetings:**

Tuesday, 24 January 2017; and  
 Tuesday, 28 March 2017.