

# Public Document Pack

## NORTH HERTFORDSHIRE DISTRICT COUNCIL

### COUNCIL

THURSDAY, 9TH JULY, 2020

### SUPPLEMENTARY AGENDA

Please find attached supplementary papers relating to the above meeting, as follows:

**Agenda No    Item**

6.            **ITEMS REFERRED FROM OTHER COMMITTEES (Pages 3 - 8)**

Any Items referred from other committees will be circulated as soon as they are available.

Please find Referrals 6a – 6c attached

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**PART 1 – PUBLIC DOCUMENT**

**6a - ITEM REFERRED FROM CABINET: 23 JUNE 2020 – CORPORATE PEER CHALLENGE ACTION PLAN**

Councillor Martin Stears-Handscomb, Leader of the Council, presented the report entitled Corporate Peer Challenge Action Plan together with the associated appendix:

- Appendix A – Draft Corporate Peer Challenge Action Plan.

Councillor David Levett, Chair of the Overview and Scrutiny Committee, advised that the Committee felt that all Members should receive planning training and therefore had agreed an additional recommendation. The Committee had made the following recommendations to Cabinet:

- (1) That the draft Action Plan at Appendix A be approved.
- (2) That agreeing the timescales for the actions within the Action Plan be delegated to the Leader, Deputy Leader and Managing Director.
- (3) That Cabinet recommend to Full Council that the Special Reserve be used to fund a small transformation team for a period of 18 months from October 2020, with an estimated total cost of £150k (£50k in 2020/21 and £100k in 2021/22).
- (4) That agreeing the specification for, and intended outcomes of, the transformation programme be delegated to the Leader, Deputy Leader, Executive Member for Finance and IT, Managing Director and Service Director Resources.
- (5) That Cabinet consider making Planning training compulsory for all Members.

The following Members took part in the debate:

- Councillor Martin Stears-Handscomb;
- Councillor Paul Clark;
- Councillor Ian Albert;
- Councillor Steve Jarvis;
- Councillor Judi Billing.

Comments from Members included:

- That all Members should receive Planning training and a way forward was needed;
- The take up of training by Members was extremely low and Group Leaders needed to encourage take up of essential training;
- There was an opportunity to consider new ways of providing training such as Zoom.

Councillor Martin Stears-Handscomb proposed and Councillor Judi Billing seconded that:

“That the Learning and Development Champions be requested to investigate various methods of training delivery for Members”

Councillor Martin Stears-Handscomb propose, Councillor Paul Clark seconded and it was:

**RESOLVED:**

- (1) That the draft Action Plan at Appendix A be approved.
- (2) That agreeing the timescales for the actions within the Action Plan be delegated to the Leader, Deputy Leader and Managing Director.
- (3) That the Learning and Development Champions be requested to investigate various methods of training delivery for Members.

**RECOMMENDED TO COUNCIL:**

- (1) That the Special Reserve be used to fund a small transformation team for a period of 18 months from October 2020, with an estimated total cost of £150k (£50k in 2020/21 and £100k in 2021/22);
- (2) That agreeing the specification for, and intended outcomes of, the transformation programme be delegated to the Leader, Deputy Leader, Executive Member for Finance and IT, Managing Director and Service Director Resources.

**REASON FOR DECISIONS:** To ensure that the Council responds to the matters identified within the CPC report, ensuring that the benefits of the CPC process are realised.

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**PART 1 – PUBLIC DOCUMENT**

**6b - ITEM REFERRED FROM CABINET: 23 JUNE 2020 – REVENUE BUDGET OUTTURN**

Councillor Ian Albert, Executive Member for Finance and IT presented the report entitled Revenue Budget Outturn 2019/20.

He drew attention to the significant impact of Covid-19 on the Council's finances and that not all of these impacts would necessarily be covered by central Government.

The recommendation from the Finance, Audit and Risk Committee were considered as follows:

- (1) That the report be noted;
- (2) That a decrease of £129k in the 2019/20 net General Fund expenditure, as identified in table 3 and paragraph 8.1, to a total of £14.692 million be approved;
- (3) That the changes to the 2020/21 General Fund budget, as identified in table 3 and paragraph 8.2, a total £344k increase in net expenditure, be approved;
- (4) That the transfer, as referred to in paragraph 8.3, of £59k from the underspend on the General Fund to the strategic Priority fund to enable the Leadership Team to undertake invest to save and/or continuous improvement projects be approved.

That Cabinet recommend to Council:

- (1) The net transfer to earmarked reserves of £2.161million be approved.

It was proposed by Councillor Ian Albert, Seconded by Councillor Martin Stears-Handscorn and:

**RESOLVED:**

- (1) That the report entitled Revenue Budget Outturn 2019/20 be noted.
- (2) That a decrease of £129k in the 2019/20 net General Fund expenditure, as identified in table 3 and paragraph 8.1, to a total of £14.692million be approved.
- (3) That the changes to the 2020/21 General Fund budget, as identified in table 3 and paragraph 8.2, a total £344k increase in net expenditure be approved.
- (4) That, as referred to in paragraph 8.3, the transfer of £59k from the underspend on the General Fund to the Strategic Priority fund to enable the Leadership Team to undertake invest to save and/or continuous improvement projects be approved.

**RECOMMENDED TO COUNCIL:** That the net transfer to earmarked reserves, as identified in table 8, of £2.161million be approved.

**REASONS FOR DECISIONS:**

- Members are able to monitor, make adjustments within the overall budgetary framework and request appropriate action of Services who do not meet the budget targets set as part of the Corporate Business Planning process.
- Changes to the Council's balances are monitored and approved.

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**PART 1 – PUBLIC DOCUMENT**

**6c - ITEM REFERRED FROM CABINET: 23 JUNE 2020 – INVESTMENT STRATEGY  
(CAPITAL AND TREASURY) END OF YEAR REVIEW 2019/20**

Councillor Ian Albert, Executive Member for Finance and IT presented the report entitled Investment Strategy (Capital and Treasury) End of Year Review 2019/20 together with the following appendices:

- Appendix A - Capital Programme Detail including Funding 2019/20 onwards;
- Appendix B - Treasury Management Annual Review.

He advised that the effects of the Covid-19 pandemic meant that a full review of the Council's finances would have to be undertaken in the coming months

The recommendation from the Finance, Audit and Risk Committee were considered as follows:

- (1) That the expenditure of £1.473million on 2019/20 on the capital programme, paragraph 8.3 refers, and in particular the changes detailed in table 3 which resulted in a net decrease on the working estimate of £0.055million, be noted;
- (2) That the adjustments to the capital programme for 2020/21 as a result of the revised timetable of schemes detailed in table 2, increasing the estimated spend in 2020/21 by £0.277million (re-profiled from 2019/20), be approved;
- (3) That the position of the availability of capital resources, as detailed in table 4 paragraph 8.6 and the requirement to keep the capital programme under review for affordability, be noted;
- (4) That the application of £0.639million of capital receipts towards the 2019/20 capital programme and the drawdown of £0.397million from set aside receipts, paragraph 8.6 refers, be approved;
- (5) That the position of Treasury Management activity as at the end of March 2020 be noted.

Cabinet recommend to Council:

- (1) That the actual 2019/20 prudential and treasury indicators be approved;
- (2) That the annual Treasury Report for 2019/20 be noted.

Councillor Ian Albert proposed, Councillor Martin Stears-Handscorn second and it was:

**RESOLVED:**

- That the expenditure of £1.473million in 2019/20 on the capital programme, paragraph 8.3 refers, and in particular the changes detailed in table 3 which resulted in a net decrease on the working estimate of £0.055million be noted.
- That the adjustments to the capital programme for 2020/21 as a result of the revised timetable of schemes detailed in table 2, increasing the estimated spend in 2020/21 by £0.277million (re-profiled from 2019/20) be approved.

- That the position of the availability of capital resources, as detailed in table 4 paragraph 8.6 and the requirement to keep the capital programme under review for affordability be noted.
- That the application of £0.639million of capital receipts towards the 2019/20 capital programme and the drawdown of £0.397million from set aside receipts, paragraph 8.6 refers be approved.
- That the position of Treasury Management activity as at the end of March 2020 be noted.

***RECOMMENDED TO COUNCIL:***

- That the actual 2019/20 prudential and treasury indicators be approved.
- That the annual Treasury Report for 2019/20 be noted.

***REASON FOR DECISIONS:***

- (1) Cabinet is required to approve adjustments to the capital programme and ensure the capital programme is fully funded.
- (2) To ensure the Council's continued compliance with CIPFA's code of practice on Treasury Management and the Local Government Act 2003 and that the Council manages its exposure to interest and capital risk.