

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

**Meeting of the Cabinet held as a Virtual Meeting
on Tuesday, 15th September, 2020 at 7.30 pm**

1 WELCOME AND INTRODUCTION

The Chair welcomed everyone to this virtual meeting of Cabinet that was being conducted with Members and Officers at various locations, communicating via audio/video and online and advised that there was the opportunity for the public and press to listen and view proceedings.

The Committee, Member and Scrutiny Manager gave advice regarding the following:

- Attendance;
- Live Streaming;
- Noise interference;
- Rules of Debate;
- Voting;
- Part 2 Items.

The Chair, Councillor Martin Stears-Handscorn, started the meeting proper.

2 APOLOGIES FOR ABSENCE

There were no apologies for absence.

3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair welcomed everyone to this meeting of Cabinet;
- (2) The Chair advised that, in accordance with Council policy, this meeting was being audio recorded as well as filmed. The audio recordings would be available to view on Mod.gov and the film recording via the NHDC YouTube channel;
- (3) Members were reminded that this Council had declared a Climate Emergency. This was a serious decision and meant that, as this was an emergency, all of us, officers and Members had that in mind as we carried out our various roles and tasks for the benefit of our District;
- (4) Members were reminded to make declarations of interest before an item, the detailed reminder about this and speaking rights was set out under Chair's Announcements on the agenda;
- (5) The Chair advised that he would take the agenda in the order published up to and including item 13. The meeting would then consider the Part 2 Items – Item 16 Careline Future Provision and Item 17 Land Adjacent to 1 North End Kelshall and then return to Part 1 to take Part 1 decisions on Item 14 at the end of the meeting.

5 PUBLIC PARTICIPATION

There were no presentations by members of the public.

6 ITEMS REFERRED FROM OTHER COMMITTEES

5a Item Referred from Finance, Audit and Risk Committee: 7 September 2020 - Risk Management Update

RESOLVED:

- (1) That the Corporate Risk for the impact of Anti-Social Behaviour on Council Facilities be retained at a risk score of 7 instead of reduced to 5;
- (2) That the Novel Coronavirus (covid19) Corporate risk be retained at a risk score of 9 instead of reduced to 8;
- (3) That the New Corporate Risk, Covid19 – Leisure Management Contract, be proposed as a risk score of 8;
- (4) That the Route Optimisation of Collection Rounds Risk be archived.

REASONS FOR DECISIONS:

- (1) The responsibility for ensuring the management of risks is that of Cabinet;
- (2) This Committee has the responsibility to monitor the effective development and operation of Risk Management.

5b Item Referred from Finance, Audit and Risk Committee: 7 September 2020 - First Quarter Revenue Monitoring

RESOLVED: That the referral from Finance, Audit and Risk Committee regarding First Quarter Revenue Monitoring be taken with Item 9.

5c Item Referred from Finance, Audit and Risk Committee: 7 September 2020 - First Quarter Investment Strategy

RESOLVED: That the referral from Finance, Audit and Risk Committee regarding First Quarter Revenue Investment Strategy be taken with Item 10.

5d Item Referred from Finance, Audit and Risk Committee: 7 September 2020 - Medium Term Financial Strategy

RESOLVED: That the referral from Finance, Audit and Risk Committee regarding Medium Term Financial Strategy be taken with Item 11.

5e Referral from Overview and Scrutiny Committee: 8 September 2020 - Careline Future Provision Part 2

RESOLVED: That the referral from Overview and Scrutiny Committee regarding Careline Future Strategy be taken with Item 16.

7 COUNCIL PLAN 2021 - 2026 AND COUNCIL OBJECTIVES FOR 2021-2026

RESOLVED:

- (1) That the draft completed Council Plan be approved; which provides a summary of objectives and of activity to support the progression of following Council Objectives below (an amended first overarching Council objective whilst the other four remain the same);
 - Be a welcoming, inclusive, and efficient council;
 - Build thriving and resilient communities;
 - Respond to challenges to the environment;
 - Enable an enterprising and co-operative economy;
 - Support the delivery of good quality and affordable homes.

RECOMMENDED TO COUNCIL:

- (1) That Cabinet reviews and recommends to Full Council the adoption of the following:
 - Appendix A – Council Plan 2021 -2026
 - Appendix B – Proposed Actions
 - Appendix C – Achievements

REASON FOR RECOMMENDATIONS: The Council plan is a key element of the corporate business planning process, as a highlevel strategic document it sets out the Council's priorities for the next year. As an overarching policy framework document, it guides and influences the use of Council resources; providing a focus for activities, plans and services the Council provide. The draft Council plan has reflected the amendment to the first overarching Council Objective.

8 STRATEGIC PLANNING MATTERS

RESOLVED:

- (1) That the report on strategic planning matters be noted;
- (2) That the Service Director – Regulatory in consultation with the Executive Member for Planning & Transport:
 - i. Develops modifications to the Examiner's recommendations in consultation with the Baldock, Bygrave and Clothall Neighbourhood Planning Group; and
 - ii. Approves public consultation on those modifications to inform a decision on the Inspector's report to be made by Cabinet at the earliest opportunity.

REASON FOR DECISIONS: To keep Cabinet informed of recent developments on strategic planning matters and progress on the North Hertfordshire Local Plan.

9 DRAFT DESIGN SPD

The Chair advised that the Item entitled Draft Design SPD had been withdrawn from the agenda.

10 FIRST QUARTER REVENUE MONITORING 2020/21

RESOLVED:

- (1) That the report entitled First Quarter Revenue Monitoring 2020/21 be noted;

- (2) That the changes to the 2020/21 General Fund budget, as identified in table 3 and paragraph 8.2, a £1.468million increase in net expenditure be approved;
- (3) That the changes to the 2021/22 General Fund budget, as identified in table 3 and paragraph 8.2, a total £186k increase in net expenditure be noted. These will be incorporated in the draft revenue budget for 2021/22;
- (4) That the write-off of debtor invoices totalling £17,442.64 raised to Hitchin Markets Limited, as explained in paragraphs 8.3 and 8.4 be approved.

REASON FOR RECOMMENDATIONS: 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.

11 **FIRST QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2020/21**

RESOLVED:

- (1) That the forecast expenditure of £10.519million in 2020/21 on the capital programme be noted, paragraph 8.3 of the report refers;
- (2) That the adjustments to the capital programme for 2020/21 onwards as a result of the revised timetable of schemes detailed in table 2 of the report, increasing the estimated spend in 2021/22 by £0.296million be approved;
- (3) That the position of the availability of capital resources, as detailed in table 3 paragraph 8.6 of the report and the requirement to keep the capital programme under review for affordability be noted;
- (4) That the position of Treasury Management activity as at the end of June 2020 be noted.

REASONS FOR RECOMMENDATIONS:

- (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.

12 **MEDIUM TERM FINANCIAL STRATEGY**

RECOMMENDED TO COUNCIL: That the Medium Term Financial Strategy 2021-26 as attached at Appendix A be adopted.

REASON FOR RECOMMENDATION: Adoption of a MTFs and communication of its contents will assist in the process of forward planning the use of Council resources and in budget setting for 2021/2022 to 2025/2026, culminating in the setting of the Council Tax precept for 2020/21 in February 2021.

13 **COUNCIL TAX REDUCTION SCHEME 2021/2022**

RESOLVED:

- (1) That the CTRS position relating to this and previous financial years be noted;

- (2) That that a full review of the CTRS has commenced and been postponed due to the consequences on the Scheme of the COVID-19 pandemic be noted;
- (3) That the decision as to whether to continue with the amount to be distributed to Parish, Town & Community Councils and if so whether this should be maintained at £38,885 be delegated to the Service Director – Customers and the Service Director – Resources in consultation with the Executive Member for Finance & IT, taking into account the financial settlement for 2021/2022;
- (4) That no changes to the CTRS be made for 2021/2022.

REASON FOR DECISIONS: To update Cabinet on how the Scheme is working and to consider whether any changes need to be made for 2021/2022.

14 **CONSOLIDATION OF BUSINESS RATES AND COUNCIL TAX DISCRETIONARY POLICIES**

RESOLVED:

- (1) That the Discretionary Non-Domestic Rate Relief Policy (Appendix 1) and the Council Tax Discretionary Reduction in Liability Policy (Appendix 2) be approved;
- (2) That the policies be reviewed every three years and authority to make minor amendments be delegated to the Service Director – Customers in consultation with the Executive Member for Finance & IT;
- (3) That any significant changes or new policies to be added be approved by Cabinet.

REASON FOR RECOMMENDATIONS: To consolidate the plethora of legislation in single documents to make them more transparent, easier for the public to access and easier for the Council to maintain.

15 **CARELINE FUTURE PROVISION**

NB This report was considered after the Part 2 report of the same name.

Prior to the Item being considered Councillor Judi Billing declared a declarable interest in that she was also a Hertfordshire County Council Member. She did not consider this to be a significant interest therefore she would take part in the debate and vote.

Prior to the Item being considered Councillor Steve Jarvis declared a declarable interest in that he was also a Hertfordshire County Council Member. He did not consider this to be a significant interest therefore he would take part in the debate and vote.

RESOLVED:

- (1) That the report entitled Careline Future Provision be noted;
- (2) That the Service Director – Customers and Service Director - Resources in consultation with the Executive Member for Housing & Environmental Health and Executive Member for Finance and IT be authorised to continue discussions with Hertfordshire County Council and to enter into a formal agreement for the expansion of the Careline Service, provided this remains cost neutral for the Council.

REASON FOR RECOMMENDATIONS: To secure the on-going viability of the Careline Service and the excellent service to customers that it provides.

16 EXCLUSION OF PRESS AND PUBLIC

Prior to moving into the confidential meeting to discuss the item entitled Careline Future Provision, Councillor Judi Billing declared a declarable interest in that she was also a Hertfordshire County Council Member. She did not consider this to be a significant interest therefore she would take part in the debate and vote.

Prior to moving into the confidential meeting to discuss the item entitled Careline Future Provision, Councillor Steve Jarvis declared a declarable interest in that he was also a Hertfordshire County Council Member. He did not consider this to be a significant interest therefore he would take part in the debate and vote.

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act (as amended).

17 CARELINE FUTURE PROVISION

NB This report was considered prior to the decision being taken on the Part 1 report of the same name.

RESOLVED:

- (1) That the report entitled Careline Future Provision – Part 2 be noted;
- (2) That the Service Director – Customers and Service Director - Resources in consultation with the Executive Member for Housing & Environmental Health and Executive Member for Finance and IT be authorised to continue discussions with Hertfordshire County Council and to enter into a formal agreement for the expansion of the Careline Service, provided this remains cost neutral for the Council.

REASON FOR DECISION: To secure the on-going viability of the Careline Service and the excellent service to customers that it provides.

18 LAND ADJACENT TO 1 NORTH END, KELSHALL, ROYSTON, HERTFORDSHIRE

RESOLVED: That the recommendations contained in the Part 2 report entitled Land Adjacent to 1 North End, Kelshall, Royston, Hertfordshire be agreed.

REASON FOR DECISION: To provide a financial receipt to help fund NHDC's capital programme.