

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Cabinet held as a Virtual Meeting  
on Tuesday, 26th January, 2021 at 7.30 pm

### 1 WELCOME AND REMOTE/PARTLY REMOTE MEETINGS PROTOCOL SUMMARY

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 undertook a roll call and drew attention to the Remote/Partly Remote Meetings Protocol Summary which gave advice regarding the following:

- Attendance;
- Live Streaming;
- Noise interference;
- Rules of Debate; and
- Voting.

Members were advised that, due to an upgrade on zoom the usual voting system no longer worked as required. Voting would take place using the blue raised hand symbol.

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

### 2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Gary Grindal and Deputy Executive Members Ruth Brown, Sean Prendergast and Carol Stanier.

Councillor Kate Aspinwall, Chair of Finance, Audit and Risk Committee, also offered her apologies for the meeting.

### 3 MINUTES - 15 DECEMBER 2020

#### **RESOLVED:**

- (1) That the Minutes of the Meeting of the Committee held on 15 December 2020 be approved as a true record of the proceedings.
- (2) That, with the authorisation of the Chair, his electronic signature and initials be attached to the Minutes approved in (1) above.

### 4 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 5 CHAIR'S ANNOUNCEMENTS

- (1) 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.

- (2) 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. More details were included on the agenda front sheet.
- (3) 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.
- (4) The Chair advised that he would be taking Items 13 and 14 following Item 10.

## 6 PUBLIC PARTICIPATION

There were no presentations by members of the public.

## 7 ITEMS REFERRED FROM OTHER COMMITTEES

### 7a Referral from Finance, Audit and Risk Committee: 18 January 2021 – Revenue Budget 2021-22

The Chair advised that this referral would be considered with Item 11.

### 7b Referral from Finance, Audit and Risk Committee: 18 January 2021 – Investment Strategy (Integrated Capital and Treasury)

The Chair advised that this referral would be considered with Item 12.

### 7c Referral from Overview and Scrutiny Committee: 19 January 2021 – Proposed Amendments to Performance Management Measures for 20/21

The Chair advised that this referral would be considered with Item 13.

## 8 STRATEGIC PLANNING MATTERS

**RESOLVED:** That the report entitled Strategic Planning Matters be noted.

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

## 9 BALDOCK, BYGRAVE AND CLOTHALL NEIGHBOURHOOD PLAN

**RESOLVED:**

- (1) That the responses received to the Council's proposed modifications to the Examiner's recommendations on the Baldock, Bygrave and Clothall Neighbourhood Plan be noted.
- (2) That following the inclusion of the proposed modifications to the Baldock, Bygrave and Clothall Neighbourhood Plan as set out in Appendix A and subject to the Council's additional modifications in Appendix B, it be approved to proceed to a referendum.
- (3) That the Counting Officer be instructed to make arrangements and conduct a referendum on the Baldock, Bygrave and Clothall Neighbourhood Plan.

**REASON FOR DECISIONS:** To progress the Baldock, Bygrave and Clothall Neighbourhood Plan, enable a referendum to take place and, if more than 50% of those voting in favour of the Baldock, Bygrave and Clothall Neighbourhood Plan take steps towards "making" the neighbourhood plan.

## 10 CONSERVATION AREA SUMMARY REPORT AND NEXT STEPS

### **RESOLVED:**

- (1) That the findings of the North Hertfordshire Conservation Area Summary Report, attached as Appendix A to this report be endorsed, as part of our statutory requirement to review conservation areas from time to time.
- (2) That the way forward as set out in the draft programme of work identified within this report at Table 1 be agreed.

**REASON FOR DECISIONS:** To ensure conservation areas, historic assets and buildings of local importance within North Hertfordshire are appropriately assessed and designated to inform decision making for planning applications and the preparation of Local and Neighbourhood Plans.

## 11 REVENUE BUDGET 2021/22

**RESOLVED:** That the increase in the 2020/21 working budget of £291k, as detailed in table 5 be approved.

### **RECOMMENDED TO COUNCIL:**

- (1) That the position on the Collection Fund and how it will be funded be noted.
- (2) That the position relating to the General Fund balance and that due to the risks identified a minimum balance of £3.85 million is recommended be noted.
- (3) That the savings and investments as detailed in Appendix B be approved.
- (4) That a net expenditure budget of £18.391m, as detailed in Appendix C be approved. In the event of a £10 band D increase being allowed, then Appendix D would apply,
- (5) That a Council Tax increase by the maximum allowed without the need for a local referendum in 2021/22(as per the Medium Term Financial Strategy) be approved. This is likely to be an amount of £5 for a band D property, with other increases pro-rata to this. However in response to the consultation on the Local Government settlement, a £10 increase for a band D property (other bands pro-rate) may be allowed.
- (6) That, in the event that a £10 increase in 2021/22 is allowed, the additional funding (£247k) be set aside for Covid support for residents, in 2021/22 only.
- (7) That Citizens Advice North Herts be allocated an additional £50,000 funding in 2021/22 only.

### **REASONS FOR DECISIONS:**

- (1) To ensure that all relevant factors are considered in arriving at a proposed budget and Council Tax level for 2021/22, to be considered by Full Council on 11 February 2021.
- (2) To ensure that Cabinet recommends a balanced budget to Full Council on 11 February 2021.

**12 INVESTMENT STRATEGY (INTEGRATED CAPITAL AND TREASURY)**

***RECOMMENDED TO COUNCIL:***

- (1) That the Investment Strategy (as attached at Appendix A), including the capital programme and prudential indicators be adopted.
- (2) That the four clauses in relation to the Code of Practice on Treasury Management (as detailed in paragraphs 8.12 to 8.17) be adopted.

***REASONS FOR DECISIONS:***

- (1) To ensure that the capital programme meets the Council's objectives and officers can plan the implementation of the approved schemes.
- (2) To ensure the Council's compliance with CIPFA's code of practice on Treasury Management, the Local Government Act 2003, statutory guidance from the Ministry of Housing, Communities and Local Government and the CIPFA Prudential Code. As well as determining and managing the Councils risk appetite in respect of investments.

**13 PROPOSED AMENDMENTS TO PERFORMANCE MANAGEMENT MEASURES FOR 20/21**

***RESOLVED:***

- (1) That the proposed amendments to the PIs and any associated targets that will continue to be monitored throughout 2020/2021 by Overview & Scrutiny be approved;
- (2) That an additional "reporting only" figure of those viewing Council meetings, both live stream and video, on YouTube be reported to Overview and Scrutiny in order to gauge public engagement with virtual meetings.

***REASON FOR DECISIONS:*** To ensure that Performance Monitoring is effective and reflects the current national situation.

**14 HITCHIN MARKET NEW CONTRACT**

***RESOLVED:*** That the entering into of a new contract with Hitchin Markets Limited (HML) to operate Hitchin Market, for an initial period of one year with the option to extend on a year by year basis for a maximum of three years be approved.

***REASON FOR DECISION:*** To seek approval of the new contract going forward and to ensure Hitchin Market continues to operate.

**15 THE COUNCIL'S PROCUREMENT STRATEGY**

***RESOLVED:*** That the new Procurement Strategy 2021-22 at Appendix A be adopted with implementation from 1 April 2021.

***REASON FOR DECISIONS:*** To ensure the Council's has an up to date Procurement Strategy. To formally support the ongoing development and modernisation of procurement and contract management within the Council with the aim of making further savings and supporting the local economy.