

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Cabinet held in the Council Chamber, District Council Offices, Gernon Road,
Letchworth Garden City
on Tuesday, 21st September, 2021 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Gary Grindal.

Apologies for absence were also received from Deputy Executive Members Ruth Brown, Adem Ruggiero-Cakir, Carol Stanier and Nigel Mason. As Deputies, their attendance was not required at this meeting and would not be reflected in their attendance record.

At the start of the meeting Councillor Sam Collins was absent.

2 MINUTES - 20 JULY 2021

RESOLVED: That the Minutes of the Meeting of the Committee held on 20 July 2021 be approved as a true record of the proceedings and be signed by the Chair.

3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair welcomed those present at the meeting, especially those who had attended to give a presentation;
- (2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (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) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.
- (5) The Chair advised that Item 8 – Council Plan would be taken before Item 7 – Customer Service Strategy.
- (6) The Chair advised that there was a Part 2 item to be taken at this meeting. The Chair advised that the meeting would be moved in to Part 2 to consider the confidential report prior to the consideration of the Part 1 report in public session.

5 PUBLIC PARTICIPATION

There was no public participation at this meeting.

6 ITEMS REFERRED FROM OTHER COMMITTEES

6a. Referral from FAR - First Quarter Review Monitoring Report 2021-22

The Chair advised this referral would be taken with Item 10.

6b. Referral from FAR - First Quarter Investments Strategy (Capital and Treasury) Review 2021-22

The Chair advised this referral would be taken with Item 11.

6c. Referral from FAR - Medium Term Financial Strategy

The Chair advised this referral would be taken with Item 12.

6d. Referral from O&S – Customer Service Strategy 2021-2026

The Chair advised this referral would be taken with Item 7.

7 CUSTOMER SERVICE STRATEGY

RESOLVED:

- (1) That the title of Appendix A – Customer Service Strategy 2021-2026 be amended to extend the date range by one year in line with the Council Plan.
- (2) That Cabinet adopt the following documents:
 - Appendix A - Customer Service Strategy 2021-2027 (as amended)
 - Appendix B - Customer Care Standards
- (3) That Cabinet agree to delegate any minor changes in relation to the Customer Service Strategy and the Customer Care Standards to the Service Director – Customers in consultation with the Executive Member for the Customer Service Centre (The Leader).

REASON FOR DECISION: To adopt the new Customer Service Strategy.

8 COUNCIL PLAN AND PRIORITIES 2022-2027

RESOLVED:

- (1) That Cabinet reviews and recommends the approval of the Council Plan (Appendix A) to Full Council with the three new Council Priorities as outlined below:
 - People First
 - Sustainability
 - A Brighter Future Together
- (2) That Cabinet recommend to Council to delegate any minor changes in relation to the Council Plan to the Managing Director in consultation with Leader and Deputy Leader of the Council.

REASON FOR DECISION: To provide an overarching policy framework document, to guide and influence the use of Council resources; providing a focus for activities, plans and services the Council provide.

9 **QUARTERLY RISK MANAGEMENT UPDATE**

RESOLVED: That Cabinet notes the update on Corporate Risks in the quarter, namely:

- There were no formal reviews of Corporate Risks in the last quarter
- The Discussion at Risk Management Group (RMG) relating to Delivery of the Waste Collection and Street Cleansing Services Contract Corporate Risk, with no change to the risk score
- The reviews of Planning Corporate risks are to be delayed pending receipt of the Planning Inspectors report
- The proposal to archive the Delivering the NHDC Climate Change Strategy service risk.

REASON FOR DECISION: The responsibility to ensure the management of corporate risk is that of Cabinet.

10 **FIRST QUARTER REVENUE BUDGET MONITORING 2021/22**

RESOLVED:

- (1) That Cabinet note this report.
- (2) That Cabinet approves the changes to the 2021/22 General Fund budget, as identified in table 3 and paragraph 8.2, a £560k increase in net expenditure.
- (3) That Cabinet notes the changes to the 2022/23 General Fund budget, as identified in table 3 and paragraph 8.2, a total £226k increase in net expenditure. These will be incorporated in the draft revenue budget for 2022/23.
- (4) That Cabinet delegates to the Service Director: Resources (in consultation with the Executive Member for Finance and IT) authority to enter in to a Business Rate Pooling arrangement (if available) if it is estimated that it will be in the financial interests of the Council.

REASON FOR DECISION: That 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 2021/22**

RESOLVED:

- (1) That Cabinet notes the forecast expenditure of £16.169million in 2021/22 on the capital programme, paragraph 8.3 refers. This includes approval of the additional spend for laptop purchases and drainage at Coombes Community Centre.
- (2) That Cabinet approves the adjustments to the capital programme for 2021/22 onwards as a result of the revised timetable of schemes detailed in table 2, increasing the estimated spend in 2022/23 by £0.312million.
- (3) That Cabinet notes 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.

- (4) Cabinet is asked to note the position of Treasury Management activity as at the end of June 2021.

REASONS FOR DECISION:

- (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

RESOLVED: That Cabinet recommend to Full Council the adoption of the Medium Term Financial Strategy 2022-27 as attached at Appendix B in the supplementary agenda to this item.

REASON FOR DECISION: 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 2022/2023 to 2026/2027, culminating in the setting of the Council Tax precept for 2022/23 in February 2022. This will (alongside the Council Plan) support the Council in setting a budget that is affordable and aligned to Council priorities.

13 STRATEGIC PLANNING MATTERS

RESOLVED:

- (1) That the report on strategic planning matters be noted.
- (2) That the correspondence in Appendices A to D be noted and endorsed by Cabinet.

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

14 WILBURY HILLS CREMATORIUM PROJECT

RESOLVED: That Cabinet (having taken into account the matters set out in the Part 2) approves the ceasing of the Crematorium project at Wilbury Hills Cemetery and allow officers (Commercial and Greenspace teams) to investigate alternative, commercial opportunities for this site, whilst continuing the current letting arrangement with the tenant. If approved, commercial options will be presented to Cabinet by March 2022.

REASON FOR DECISION: Following the outcome of the Public Inquiry in February 2021 there is a need to consider future options at Wilbury Hills Cemetery, Letchworth site.

15 EXCLUSION OF PRESS AND PUBLIC

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 Paragraphs 3 of Part 1 of Schedule 12A of the said Act (as amended).

16 WILBURY HILLS CREMATORIUM PROJECT

Tuesday, 21st September, 2021

RESOLVED: That Cabinet note the report and to take into account the additional information provided that will allow an informed decision to be made based on the recommendation in Part 1 on this item.

REASON FOR DECISION: Following the outcome of the Public Inquiry in February 2021 there is a need to consider future options at Wilbury Hills Cemetery, Letchworth site.