



OVERVIEW AND SCRUTINY COMMITTEE

23 SEPTEMBER 2020

SUPPLEMENTARY AGENDA

PART I

3. PART I DECISIONS OF THE EXECUTIVE

To consider the Part I Decisions of the Executive taken on 16 September 2020.

*Notice of Decisions attached – Pages 3 - 14

**This report had not been circulated five clear days before the meeting (nor was it available for public inspection at that time). The Chair will therefore be required to formally accept the business as urgent given the short period of time left before the end of the call-in period on 25 September 2020.*

**PLEASE BRING YOUR PREVIOUSLY CIRCULATED EXECUTIVE AGENDA AND REPORTS
TO THE MEETING**

Supplementary Agenda Published 18 September 2020

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NOTICE OF DECISIONS

Meeting:	Executive	
Date:	Wednesday, 16 September 2020	
Place:	Virtual (via Zoom)	
Members Present:	Councillors:	Sharon Taylor OBE CC (Chair), Mrs Joan Lloyd (Vice-Chair), Lloyd Briscoe, John Gardner, Richard Henry, Jackie Hollywell and Jeannette Thomas.
Also Present:	Councillors:	Phil Bibby CC and Simon Speller (observers)

**THE DEADLINE FOR CALL-IN OF ANY OF THE DECISIONS BELOW IS 25 SEPTEMBER 2020.
SUBJECT TO THERE BEING NO CALL-IN THE ATTACHED DECISIONS MAY BE IMPLEMENTED WITH EFFECT FROM 28 SEPTEMBER 2020.**

1	APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST	
	<p>Apologies for absence were received from Councillors Rob Broom and Robin Parker, CC (observer).</p> <p>There were no declarations of interest.</p>	
2	MINUTES - 12 AUGUST 2020	
	It was RESOLVED that the Minutes of the meeting of the Executive held on 12 August 2020 be approved as a correct record for signature by the Chair.	
3	MINUTES OF THE OVERVIEW & SCRUTINY COMMITTEE AND SELECT COMMITTEES	
	In response to a question regarding publicity regarding the Co-operative Neighbourhood Teams, the Corporate Communications Manager advised that some videos had been produced, an item was to be included in the next edition of the Council's Chronicle, and negotiations were ongoing with the Comet newspaper about a double page information spread.	

	It was RESOLVED that the Minutes of the meeting of the Overview & Scrutiny Committee held on 19 August 2020 be noted.	
4	LOCAL DEVELOPMENT SCHEME (LDS)	D. Hodbod x 2579
	<p>The Executive considered a report seeking approval to a revised Local Development Scheme (LDS).</p> <p>The Executive supported the Leader's additional recommendation that the Planning and Development Committee should be consulted prior to publication of the final LDS.</p> <p>As a consequence, the recommendation in the report concerning the publication date of the LDS would be amended accordingly.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Local Development Scheme 2020 (attached as Appendix A to the report) be approved as the programme for the new Stevenage Local Development Documents, subject to any necessary minor editorial modifications agreed by the Assistant Director (Planning & Regulation), having consulted the Portfolio Holder for Environment & Regeneration. 2. That prior to the publication of the Local Development Scheme 2020, the Planning and Development Committee be consulted on its content at its next meeting, with any views and comments being fed back to the Assistant Director (Planning & Regulation), in consultation with the Portfolio Holder for Environment & Regeneration. 3. That the Local Development Scheme 2020 be brought into effect on a suitable date following the consultation referred to in Resolution 2. above and published on the Council's planning web pages. <p><i>Reason for Decision: As contained in report; and 2. To allow the Planning and Development Committee to comment on the proposed LDS before its publication.</i></p> <p><i>Other options considered: As contained in report.</i></p>	

5	PARKING PROVISION AND SUSTAINABLE TRANSPORT SUPPLEMENTARY PLANNING DOCUMENT: ADOPTION	D. Hodbod x 2579
	<p>The Executive considered a report seeking the adoption of the Parking Provision and Sustainable Transport Supplementary Planning Document (SPD).</p> <p>The following issues were raised during the debate:</p> <ul style="list-style-type: none"> • The Assistant Director (Planning and Regulation) explained that the reason for a reduced car parking requirement in the four accessibility zones was on sustainability grounds, due to the proximity of these zones to facilities and amenities, such as the Stevenage Railway Station; • The Assistant Director (Planning and Regulation) undertook to respond to the Portfolio Holder for Resources regarding enforcement of disabled parking bays in the Borough; • The Principal Planning Officer explained the formula used for the calculation of the number of disabled parking spaces required to be provided in new developments; • Officers were requested to give further consideration to strengthening the document regarding the requirements of developers to contribute towards sustainable transport methods; including some specific reference in the document to the Old Town/High Street area; and referring to “Living” rather than “Liveable” streets throughout the text; • The Leader made a specific request to officers to revise the wording of the “Park and Ride” section of the SPD, given the long held ambition of establishing a Park and Ride facility in the Borough aligned to the provision of an electric bus serving a circular route around the town. <p>The Executive supported the Leader’s additional recommendation that the Planning and Development Committee should be consulted prior to publication of the final SPD document.</p> <p>It was RESOLVED:</p>	

1. That the outcomes of the Draft Parking Provision and Sustainable Transport SPD consultation be noted.
2. That the views and comments of the Planning and Development Committee on the SPD be sought at the next meeting of that Committee.
3. That delegated powers be granted to the Assistant Director (Planning and Regulation), taking into account the views of the Planning and development Committee, and following consultation with the Portfolio Holder for Environment and Regeneration, to make minor amendments as necessary in the final preparation of the Parking Provision and Sustainable Transport SPD prior to its adoption.
4. That, subject to Resolutions 2. and 3. above, the Parking Provision SPD (adopted 2012) be revoked.
5. That, subject to Resolutions 2. and 3. above, the Parking Provision and Sustainable Transport SPD be approved for adoption as a material consideration for planning applications.

Reason for Decision: As contained in report; and 2. To allow the Planning and Development Committee to comment on the proposed SPD prior to its publication.

Other Options considered: As contained in report.

6

STEVENAGE BOROUGH COUNCIL CLIMATE CHANGE STRATEGY ADOPTION AND ENGAGEMENT CONSULTATION UPDATE

**T. Ridley
x 2823**

The Executive considered a report providing an update on climate change work, achievements and engagement, and seeking adoption of a proposed Climate Change Strategy.

The following points were raised during the debate upon the Strategy:

- It was confirmed that the Citizens' Panel would not target groups covered by existing engagement processes, but would consist of a cross-section of residents not involved with those groups;

- Officers were requested to arrange specific presentations of the Strategy to the Stevenage Youth Council and Stevenage Youth Parliament in order to gather the views of young people; and
- Once published, comments on the Strategy should be sought on-line and on social media.

The Executive supported the following three additional recommendations (Nos. 4, 5 and 6) proposed by the Leader:

4. That it be noted that the process to recruit to the Citizens' Panel is now underway, and that feedback from this Panel will be provided in October 2020 to inform the final Strategy.
5. That an Action Plan be developed, to be approved by the Portfolio Holder for Environment and Regeneration, and that the intention of asking the Environment and Economy Select Committee to review the delivery of the Strategy be noted.
6. That a progress report on the delivery of the Strategy and associated Action Plan be submitted to the Executive in 12 months' time.

The Portfolio Holder for Environment and Regeneration commented that it would be his intention to establish an Implementation Group to help drive and monitor progress made against the Climate Change Action Plan, comprising himself and the Portfolio Holders for Housing, Health & Older People and Economy, Enterprise & Transport. The Chair of the Environment and Economy Select Committee would be invited to all meetings of the Group, together with other Members as and when required.

It was **RESOLVED:**

1. That the updates to the Climate Change work and achievements thus far be noted.
2. That the content of the draft Climate Change Strategy (set out in Appendix C to the report) and accompanying documents be approved for adoption.

3. That delegated powers be granted to the Assistant Director (Planning and Regulation), following consultation with the Portfolio Holder for Environment and Regeneration, to make amendments as are necessary in the final preparation of the draft documents prior to adoption.
4. That it be noted that the process to recruit to the Citizens' Panel is now underway, and that feedback from this Panel will be provided in October 2020 to inform the final Strategy.
5. That an Action Plan be developed, to be approved by the Portfolio Holder for Environment and Regeneration, and that the intention of asking the Environment and Economy Select Committee to review the delivery of the Strategy be noted.
6. That a progress report on the delivery of the Strategy and associated Action Plan be submitted to the Executive in 12 months' time.

Reason for Decision: As contained in report; and 4., 5. & 6. To ensure feedback from the Citizens' Panel is taken into account and to put in place suitable monitoring mechanisms for the Strategy.

Other Options considered: As contained in report.

7

COVID-19 UPDATE

T. Pike
x 2288

The Executive considered a verbal update/presentation from the Strategic Director (TP) on the Covid-19 pandemic.

The Leader requested officers to ensure that the Covid-19 Frequently Asked Questions (FAQs) were kept regularly up to date.

The Leader requested the Strategic Director (TP) to arrange for his presentation to be available in the Covid-19 area on the Council's website, and that a link to this be circulated via social media.

It was **RESOLVED** that the Covid-19 update be noted.

8	ANNUAL TREASURY MANAGEMENT REVIEW OF 2019/20 AND PRUDENTIAL CODE	C. Fletcher x 2933
	<p>The Executive considered a report in respect of the annual review of the 2019/20 Treasury Management Strategy.</p> <p>It was RESOLVED that the 2019/20 Annual Treasury Management Review be recommended to Council for approval.</p> <p><i>Reason for Decision: As contained in report.</i></p> <p><i>Other Options considered: As contained in report.</i></p>	
9	GENERAL FUND MEDIUM TERM FINANCIAL STRATEGY UPDATE (2020/21 - 2024/25)	C. Fletcher x 2933
	<p>The Executive considered a report providing an update to the General Fund Medium Term Financial Strategy 2020/21 – 2024/25.</p> <p>The Executive supported two proposed additional recommendations (Nos. 21 and 22) as follows:</p> <p>21. That the additional pay inflation from the 2020/21 pay award of 2.75%, as outlined in Paragraph 4.4.5 of the report, totalling £90,460, be approved; and</p> <p>22. That the budgets totalling £865,860 as outlined in the June COVID MTFS recovery report be removed from the budgets. This includes £75,000 of 2020/21 CNM spend, £152,000 of vacant posts held, £50,000 of overtime budgets, £125,000 of capital related spend, and £463,860 of other underspends identified in 2020/21.</p> <p>It was RESOLVED:</p> <p>1. That the change to the Medium Term Financial Strategy (MTFS) principles, as outlined in Paragraph 4.1.6 of the report, be approved.</p>	

2. That, for modelling purposes, Council Tax increases be set at the threshold of 1.99%, subject to any change in Government rules to achieve a balanced budget (as referred to in Section 4.8.12 of the report).
3. That the update inflation assumptions used in the Medium Term Financial Strategy (as referred to in section 4.4 of the report) be approved.
4. That the approach to Financial Security, as set out in Section 4.7 of the report, be approved.
5. That an amount of £200,000 for 2020/21 and 2021/22 be approved for inclusion in the budget setting process as a Transformation Fund to help deliver the Financial Security Target (as referred to in Paragraph 4.6.3(v) of the report).
6. That a General Fund Financial Security Target of £2.45Million be approved for the period 2021/22 – 2023/24, including increases in fees and charges (as referred to in Paragraph 4.7.17 of the report).
7. That an amount of £100,000 for 2020/21 be included in the budget to cover associated costs of the Devolution and Recovery White Paper (as referred to in Paragraph 4.6.3(ii) of the report).
8. That the 2020/21 1st Quarter changes to the General Fund, as outlined Paragraph 4.6.1 of the report, be approved.
9. That the financial impact of Covid-19 in 2020/21 and future years, including the estimation of income guarantee scheme, as set out in section 4.5 of the report, be noted.
10. That the budgets held as part of the June 2020 Covid-19 MTFS report be not released and be removed from the budget, as set out in Paragraph 4.7.17 of the report and based on the level of projected General Fund balances.
11. That the assumptions set out in Paragraph 4.7.17 of the report that underpins the level of Financial Security savings required in the MTFS and which supported the General Fund balances be noted.
12. That the unavoidable growth pressures, as outlined in Paragraph 4.6.2 of the report, be noted and included in the budget setting process.

13. That General Fund growth be only approved for the Council's FTFC priorities and the growth allowance in the 2020/21 budget is £75,000, with growth above that level needing to be funded by further savings in addition to the £2.45Million target identified (as referred to in Paragraph 4.7.17 of the report).
14. That the Leader's Financial Security Group oversees the development of the 2021/22 – 2023/24 savings package.
15. That the New Homes Bonus balances available be noted, and that growth funding of Co-operative Neighbourhood Management be included as part of the budget setting process.
16. That the revenue contribution to capital be reduced by £350,000 per year from 2020/21 as a result of the locality review sales in order to increase the resilience of General Fund balances.
17. That a minimum level of balances for the General Fund of £3.41Million be approved for 2020/21 (as referred to in section 4.11 of the report).
18. That the MTFS be regularly updated for any material financial pressures so forecasts are updated and be re-presented to the Executive for approval.
19. That, if required, public consultation be commissioned in line with the requirements of the Council's Consultation and Engagement Strategy.
20. That the Trade Unions and staff be consulted on the key messages contained within the Medium Term Financial Strategies and more specifically when drawing up any plans where there is a risk of redundancy.
21. That the additional pay inflation from the 2020/21 pay award of 2.75%, as outlined in Paragraph 4.4.5 of the report, totalling £90,460, be approved.

	<p>22. That the budgets totalling £865,860 as outlined in the June COVID MTFS recovery report be removed from the budgets. This includes £75,000 of 2020/21 CNM spend, £152,000 of vacant posts held, £50,000 of overtime budgets, £125,000 of capital related spend, and £463,860 of other underspends identified in 2020/21</p> <p><i>Reason for Decision: As contained in report and 21. To reflect the agreed pay award; and 22. To reflect further savings required due to Covid-19.</i></p> <p><i>Other Options considered: As contained in report.</i></p>	
10	QUARTER 1 MONITORING REPORT 2020/21 (CAPITAL) - GENERAL FUND AND HOUSING REVENUE ACCOUNT	C. Fletcher x 2933
	<p>The Executive considered a report in respect of the First Quarter Capital Programme General Fund and Housing Revenue Account monitoring 2020/21.</p> <p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That the 2020/21 General Fund Capital Programme net decrease in expenditure of £1.4Million, as summarised in Table One, Paragraph 4.1.1 of the report, be approved. 2. That the General Fund net increase (arising from slippage) of capital expenditure of £1.6Million in 2021/22, also as summarised in Table One, Paragraph 4.1.1 of the report, be approved. 3. That the net decrease of £750,000 in the capital expenditure for the Housing Revenue Account, as summarised in Table Five, Paragraph 4.3.1 of the report, be noted. 4. That the net decrease (arising from slippage) of £10.9Million in the capital expenditure for the 2021/22 Housing Revenue Account, also as summarised in Table Five, Paragraph 4.3.1 of the report, be noted. 	

	<i>Reason for Decision: As contained in report.</i> <i>Other Options considered: As contained in report.</i>	
11	URGENT PART I BUSINESS	
	<p>The Chair had accepted an urgent item of business in respect of the Council's request for a Stevenage Car Cruising Injunction.</p> <p>The Chief Executive reported that the Court had granted an Interim Injunction preventing car cruising throughout the whole of the Borough. The Injunction had been granted on an interim basis to allow unnamed persons to attend a final hearing on the matter in due course. Legal advice would be drawn up, in association with Hertfordshire Constabulary, regarding enforcement of the Injunction, and the decision would be communicated to the public.</p>	
12	EXCLUSION OF PRESS AND PUBLIC	
	<p>It was RESOLVED:</p> <ol style="list-style-type: none"> 1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in Paragraphs 1 – 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006. 2. That the reasons for the following reports being in Part II were accepted, and that the exemption from disclosure of the information contained therein outweighs the public interest in disclosure. 	

13	PART II MINUTES - EXECUTIVE - 12 AUGUST 2020	
	It was RESOLVED that the Part II Minutes of the meeting of the Executive held on 12 August 2020 be approved as a correct record for signature by the Chair.	
14	LOCALITY REVIEW LAND AND SITE DISPOSAL REPORT	C. Fletcher x 2933
	<p>The Executive considered a Part II report recommending a pipeline of site disposals identified as part of the Locality Ward asset and land reviews, in order to support the funding of the Capital Strategy and reduce the Revenue contribution to Capital from the General Fund.</p> <p>It was RESOLVED that the recommendations contained in the report be approved.</p> <p><i>Reason for Decision: As contained in report.</i></p> <p><i>Other Options considered: As contained in report.</i></p>	
15	URGENT PART II BUSINESS	
	None.	