

# STEVENAGE BOROUGH COUNCIL

## EXECUTIVE MINUTES

**Date: Tuesday, 12 July 2022**

**Time: 3.00pm**

**Place: Council Chamber, Daneshill House, Danestrete, Stevenage**

**Present:** Councillors: Sharon Taylor OBE CC (Chair), Richard Henry (Vice-Chair), Sandra Barr, Lloyd Briscoe, Mrs Joan Lloyd, Simon Speller and Jeannette Thomas.

**Start / End** Start Time: 3.00pm

**Time:** End Time: 5.32pm

### 1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were submitted on behalf of Councillor Jackie Hollywell.

Councillor Lloyd Briscoe declared a personal interest in respect of Item 14 – Write Offs, in view of his role in connection with one of the organisations mentioned in the report. He advised that he would leave the meeting for the duration of the Executive's debate and vote on this item.

The Chair welcomed to the meeting Brian Moldon, the new Assistant Director (Finance & Estates).

The Chair announced the sad news that Alderman Ann Webb had recently passed away. Ann had been a long-serving SBC and HCC Councillor, and had been the Executive Portfolio Holder for Housing for a considerable number of years. The Chair thanked Ann for her years of dedicated service to the Council, and expressed her deepest condolences to her family and friends on their loss.

### 2 MINUTES - 15 JUNE 2022

It was **RESOLVED** that the Minutes of the meeting of the Executive held on 15 June 2022 be approved as a correct record for signature by the Chair.

### 3 MINUTES OF THE OVERVIEW & SCRUTINY COMMITTEE AND SELECT COMMITTEES

The Executive considered the Minutes of the meeting of the Overview & Scrutiny Committee held on 21 June 2022.

In connection with Minute 4(5) – Climate Change Update: June 2022, the Portfolio Holder for Environment and Climate Change announced that he had met with the Chairs of the Overview & Scrutiny, Planning & Development and Environment & Economy Select Committees and had received their support to the establishment of

a Corporate Climate Change Programme Group, an informal Member/Officer group to progress Climate Change actions. He had enlisted the support of the Portfolio Holders for Culture, Leisure, Children & Young People; Economy, Enterprise & Transport; and Communities, Neighbourhoods & Co-operative Council in this endeavour, with the aim of delivering the Council's ambition to be net carbon zero by 2030.

It was **RESOLVED** that the following Minutes of meetings of the Overview & Scrutiny Committee and Select Committees be noted –

Overview & Scrutiny Committee – 21 June 2022

#### **4 HOUSING FIRST BUSINESS PLAN**

The Executive considered a report in respect of a proposed Housing First Business Plan.

The Portfolio Holder for Housing & Housing Development advised that the report outlined the Housing First Approach for rough sleepers until the end of 2023/24, when the current fixed-term funding streams ended. Since April 2020, 106 individuals had been assisted through the Council's Housing First Service. These were all clients who were rough sleeping or at risk of rough sleeping in Stevenage. As a positive consequence, there had been a notable reduction in rough sleeping across the town.

The Portfolio Holder for Housing & Housing Development stated that the Housing First provision would seek to maintain between 25-30 units to mitigate the risk of under occupancy and the associated costs that came with this, whilst continuing to meet demand. The remaining units not utilised for Housing First would be re-purposed to help offset the increasing need for Temporary Accommodation and reduce reliance on expensive hotel accommodation.

The Portfolio Holder for Housing & Housing Development commented that longer-term provision would be kept under review, dependent on demand and the status of ongoing Government funding availability.

The Executive supported an addition to the recommendations instructing that a review of the Housing First Service Model be undertaken in 12 months' time and reported back to the Executive.

It was **RESOLVED**:

1. That the progress of the Stevenage Housing First approach to date in delivering sustainable outcomes for rough sleepers across the town be noted.
2. That the funding secured from the Department of Levelling Up Housing & Communities and Hertfordshire County Council in supporting the Housing First approach in Stevenage be noted.
3. That a revised Housing First Service Model based on 25-30 accommodation

units through to March 2024, to help mitigate the risk of under occupancy and the associated costs that come with this, be approved, and that a review of this Model be carried out in 12 months' time and reported back to the Executive.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

**5 CONSULTATION ON TWO ARTICLE 4 DIRECTIONS TO REQUIRE CHANGES OF USE FROM CLASS E(G)(I) (OFFICES AND CLASS E(G)(III) (LIGHT INDUSTRIAL) TO CLASS C3 (RESIDENTIAL) TO OBTAIN PLANNING PERMISSION**

The Executive considered a report seeking approval for consultation purposes of two revised Article 4 Directions to remove the permitted development rights in relation to changes of use from office and light industrial uses to residential use in Gunnels Wood and Pin Green.

The Portfolio Holder for Environment & Climate Change advised that Stevenage New Town had been designed with a clear separation between employment/industrial use areas and residential areas. The proposed Article 4 Directions sought to maintain that separation by safeguarding the Gunnels Wood and Pin Green Employment Areas for employment use.

The Planning Policy Manager explained that consultation on the two Article 4 Directions would take place with the Secretary of State, Hertfordshire County Council, landowners and developers between 20 July 2022 and 17 August 2022. It was intended that the Directions would be brought back to the Executive in September 2022 for confirmation, to come into effect from 1 October 2022.

It was **RESOLVED:**

1. That the proposed Article 4 Directions, and the areas they will cover (as detailed in Appendices C and D to the report), be approved.
2. That consultation be agreed on the making of the Article 4 Directions under Article 4 (I) of the Town and Country Planning (General Permitted Development) Order 2015 (as amended), to remove permitted development rights in relation to changes of use from Use Class E(g)(i) and E(g)(iii) to Use Class C3 (as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended)).
3. That, following a minimum of 28 days consultation on the serving of the notice of the Directions, the Executive receive a further report in order to decide whether or not to confirm the Article 4 Directions.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

## 6 OVERVIEW PROPOSAL FOR THE UK SHARED PROSPERITY FUND

The Executive considered a report in respect of an overview proposal for the UK Shared Prosperity Fund.

The Leader of the Council advised that the UK Shared Prosperity Fund (UKSPF) was the Government's domestic replacement for the European Structural and Investment Programme (ESIF) which the UK would continue to participate in until 2023. The UKSPF provided £2.6 Billion of new funding for local investment by March 2025, with all areas of the UK receiving an allocation from the Fund via a funding formula rather than a competition. As part of this, SBC had received an allocation of £1,000,000 of the £13,379,087 total pot given to District & Borough Councils throughout Hertfordshire.

The Leader added that, following the delivery of the UK Community Renewal Fund, which saw Stevenage secure over £700,000 to lead the Hertfordshire wide development of an aligned Community Wealth Building approach. The Government had designed the UK Community Renewal Fund as a pilot for the UKSPF and to take lessons from these pilots in the delivery of the longer-term replacement for European funds. This report provided a proposed approach to the creation and submission of the Local Investment Plan and the subsequent delivery of the funding between 2022 and 2025 for consideration and approval by the Executive.

The Leader commented that the plans represented a significant investment in all three of the Fund's priority areas: Communities & Place, Supporting Local Business and People & Skills. They were aligned with the Council's ongoing strategic priorities and had been shaped by engagement with key stakeholder groups throughout Stevenage and Hertfordshire. A Stevenage Together workshop would take place to allow for further engagement with key partners before the end of July 2022. The Investment Plan would be submitted by 1 August 2022, with the related funding expected to be received in the Autumn. The key elements of the SBC submission were:

- Co-operative Neighbourhoods (£230k): Local interventions to be developed via the six Cooperative Neighbourhoods programme areas; and a proportion of the funding would be prioritised to the more deprived parts of Stevenage (method to be agreed with the Leader and Portfolio Holder);
- Regeneration & Culture (£100k): Plan to implement and extend impact of the emerging programme and schemes in the town centre;
- Countywide Business & Skills (£385k): Implementing targeted schemes for skills, access to jobs and those furthest from the jobs market, advice and support to businesses (and as required by Government to continue the impact of previous EU structural funds);
- Community Wealth Building (£120k): To embed the ongoing wealth building programme, extend impact, the response to the cost of living crisis and build local capability, and a skills strategy and plan; and
- Skills, Wealth Building & Prosperity Programme Manager (£120k): To ensure delivery of the UKSPF programme and full implementation of the Wealth Building programme.

The Leader asked officers to ensure that relevant data was collected to measure outcomes of the effectiveness of the use of UK Shared Prosperity Fund monies, and she hoped that some of monies could be used as match-funding when bidding for other sources of grant/support funding.

In reply to Members' questions:

- The Chief Executive confirmed that he had written to the local MP and had offered to meet to discuss the UKSPF submission; and
- The Strategic Director (TP) stated that Intervention E3 in the UKSPF document - Creation of and improvements to local green spaces, community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces – was referenced as being applicable to some of the projects that could feature under the “Co-operative and Neighbourhoods” Theme set out in the report.

It was **RESOLVED**:

1. That the proposed approach and outlined interventions of the UKSPF Local Investment Plan, as set out in the report, be approved for submission to the Department for Levelling Up, Housing and Communities.
2. That delegated authority be given to the Strategic Director (TP), to make final amendments to the required Stevenage Investment Plan submission ahead of the 1 August 2022 deadline, having consulted with the Leader of the Council.
3. That delegated authority be given to the Strategic Director (TP), having consulted the Portfolio Holder for Community, Neighbourhoods and Co-operative Councils and the Leader of the Council, to establish an appropriate method for allocating funding to support interventions within the Co-operative Neighbourhoods Programme.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

## **7 APPROVAL TO RE-CONFIRM THE DELEGATED BUILDING CONTROL POWERS**

The Executive considered a report seeking approval to confirmation of the delegation of certain Building Control approval powers, from SBC to other shareholder local authorities in the Hertfordshire Building Control (HBC) partnership; and to extend the current Services Agreement with Hertfordshire Building Control and to delegate approval of a revised contract in the months ahead.

The Portfolio Holder for Environment & Climate Change advised that the Hertfordshire Building Control operated building control services on behalf of 8 Hertfordshire Districts and also offered commercial services. The way the service had operated was through the District and Boroughs formally delegating the approval and provision of local authority building control service to Three Rivers District Council (TRDC). In managing this process, TRDC received £125,000

funding to conduct a Quality Assurance and sign off process. There was a robust approval process in place within the building control company (HBC), and then a checking function managed by TRDC before recommending approval to a Director signatory. It had always been the expectation of the partnership that, over time, this function would rotate to different authorities.

The Assistant Director (Planning & Regulation) added that TRDC had given notice they no longer wished to operate the delegated sign off process. They had proposed to continue to offer the LA1 quality assurance service, with all authorities re-adopting their own sign off. In response, all local authority partners were proposing that a single authority should operate the checking and approval function via a suitably qualified role holder (BC Surveyor), to approve signatures, until the end of the 2022/23 Financial Year. As this takes place, all partners would be working through a plan to move LA1 and the functions delegations to a single authority (potentially Dacorum).

The Assistant Director (Planning & Regulation) stated that Extensive legal advice had been taken on the options available using HBC colleagues, but jointly employed as LA Officers, returning delegation and checking to all 8 authorities, to manage processes as they were at present. The deadline from TRDC to terminate the sign off process was 31 July 2022. The report sought approval for the Council to delegate the sign off functions to an agreed partner authority, most likely East Hertfordshire District Council, until 31 March 2023. The extra cost to SBC was expected to be around £3,000. There had been a lot of engagement at senior officer level to seek to agree a mutually agreeable, compliant and effective route forward.

It was **RESOLVED:**

1. That it be confirmed that, so far as is permitted by law, the functions carried out by the Council's Building Control team, which are not transferred to Hertfordshire Building Control (HBC), may be provided by one or more of the Member Authorities (of HBC) acting under powers contained in Section 101 of the Local Government Act 1972.
2. That the current Services Agreement with Hertfordshire Building Control be extended until 31st March 2023, and that authority be delegated to the Strategic Director (TP), in consultation with the Leader of the Council, Portfolio Holder for Environment and Climate Change, and statutory officers, to agree future extensions.
3. That authority be delegated to the Strategic Director (TP) to agree any final and outstanding legal, technical, financial and operational matters to be concluded in effecting the proposed extension of contract.
4. That the appointment of Three Rivers District Council to perform the LA1 contract management function and the audit and issue of statutory notices, as per the current arrangements, be continued.
5. That East Hertfordshire District Council be appointed to perform the statutory notice LA1 function until 31st March 2023.

6. That authority be delegated to the Strategic Director (TP), following consultation with the Leader of the Council and Portfolio Holder for Environment and Climate Change, Monitoring Officer and Strategic Director (CF), to agree and finalise any future arrangements for statutory Building Control, including the LA1 function, beyond 31st March 2023.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in the report.*

## **8 CORPORATE PERFORMANCE QUARTER 4 2021/22: ANNUAL REPORT 2021/22; AND CORPORATE PERFORMANCE SUITE FOR 2022/23**

The Executive considered a report in respect of Corporate Performance for Quarter 4 2021/22; the proposed Annual Report 2021/22; and the Corporate Performance suite for 2022/23.

The Leader of the Council reminded Members that the Executive closely monitored performance throughout the year against the Council's key priorities and indicators, in order to ensure that there was evidence of delivery in relation to the corporate Future Town Future Council (FTFC) programme ambitions and service delivery.

The Leader advised that the report shows the position at the end of Quarter 4 for 2021/22 and highlighted achievements across the whole year. The Council had made significant progress towards delivering its ambitions under our co-operative Future Town Future Council programme. Overall performance this year had once again been very good with circa two-thirds of indicators meeting or exceeding their targets. However, there would be a continued focus on four areas of performance, namely Temporary Accommodation, Housing Voids, Garages and Customer Services.

In respect of the Annual Report for 2021/22, the Leader advised that a new approach had been taken, using a mix of infographics and photographs as well as text. She believed this helped to make the report more visually appealing, easier to digest and more engaging for both Members and, most importantly, for SBC residents. A benefit of the inclusion of infographics is that the Council would use these in other forms of media.

The Leader stated that, in addition to outlining achievements across the range of Council services and the FTFC programme, the Annual Report also summarised the Council's key priorities for 2022/23. These priorities were agreed at the 15 June 2022 Executive meeting, and would form the basis of quarterly reporting to the Executive concerning both FTFC programme delivery and service performance throughout the coming year.

The Leader commented that the report also proposed the Corporate Performance Suite for 2022/23. The measures outlined and their associated targets had been fully reviewed to ensure they remained relevant. There were currently no significant changes planned in relation to the measures proposed for 2022/23, reflecting the Council's continuing focus on the priorities set by local people.

The Chief Executive gave a presentation concerning the Quarter 4 (January to March 2022) Corporate Performance report 2021/22. As at Quarter 4, he advised that, of the 46 Corporate Performance Indicators, 29 were at Green status; 3 were at Amber; and 14 were at Red.

The Chief Executive referred to the focus on the Temporary & Emergency Accommodation; Voids/Repairs; Garage Voids; and Customer Services service areas, and set out the key action taken since Quarter 3, together with the next steps aimed at performance improvement. He also referred to the performance clinics that had been held regarding these areas of focus during 2021/22.

The Chief Executive then drew attention to the Future Town Future Council (FTFC) performance highlights throughout 2021/22, under the headings of Transforming Our Town; More Social and Affordable Housing; Co-operative and Neighbourhoods; Making Your Money Count; and a Clean, Green, Safe and Thriving Town. He concluded by outlining the 2022/23 FTFC priorities under the above five headings, as well as the Corporate and Service Priorities for the year.

In response to Members' questions, officers confirmed that the Training audit relating to staff effectiveness in dealing with Temporary/Emergency Accommodation was underway, and could be shared with Members if they wished to view it post-completion. It was further confirmed that the budget to tackle the backlog of fencing repairs across the Borough was being increased from £250,000 to £750,000.

A discussion arose on the quality of the SBC website, and the difficulties experienced by some residents in its navigation. Members felt that a clearly defined single point of entry for raising issues/complaints should be incorporated into the front page of the website. Officers agreed that website useability was important and understood the desire for a single point of entry, although it would need to be designed to ensure that the correct information was captured when a resident interacted with the Council. The Executive was pleased to hear that a new Web Officer would shortly be joining the Council to assist in this process.

A Member questioned the use of the term "Community Plan" in relation to Co-operative Neighbourhoods (CN). He felt that the existing plans operated by the CN Teams were akin to Programme Action Trackers/Action Plans on issues already identified. However, he felt that these would form a good basis for the development of what he felt would be Community Plans formulated through consultation with, and the involvement of, residents.

The Leader asked the Chief Executive to arrange for the slides used in his presentation to be uploaded to the Council's website, and he agreed to ensure that the name of a contact officer, with contact details, was included on the slides pertaining to the Council's priorities for 2022/23.

It was **RESOLVED**:

1. That the draft Annual Report 2021/22 (Appendix 1 to the report) and summary action plan (Appendix 2 to the report) be agreed, subject to any changes



discussed at the meeting, and with final sign off delegated to the Chief Executive, after consultation with the Leader of the Council.

2. That the significant progress in the delivery of priorities which form the Future Town, Future Council Programme and strong performance of the Council across the key themes for Quarter 4 2021/22, together with the latest achievements, be noted (see Appendix 3 to the report).
3. That the performance challenges in relation to housing voids, garages, homelessness services and customer service be noted, and the planned measures to improve performance be endorsed (as set out in Appendix 4 to the report).
4. That the proposed Corporate Performance Suite 2022/23 (as set out in Appendix 6 to the report) be agreed.
5. That the Executive Action Tracker, as set out at Appendix 7 to the report, be noted.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

## **9 4TH QUARTER REVENUE BUDGET MONITORING 2021/22 - GENERAL FUND AND HOUSING REVENUE ACCOUNT**

The Executive considered a report in respect of 4<sup>th</sup> Quarter Revenue Budget Monitoring 2021/22 for both the General Fund and Housing Revenue Account (HRA).

The Portfolio Holder for Resources and IT advised that the 2021/22 accounts were being finalised, with a view to the publication of the draft Statement of Accounts by the statutory deadline of 31 July 2022.

The Portfolio Holder for Resources and IT stated that the General Fund budget outturn for 2021/22 was better than forecast due to a surplus that had been added to balances, rather than in previous years when balances had been used to bolster the budget. There were, however, a number of carry forwards, including £60,000 for Co-operative Neighbourhoods.

The Portfolio Holder for Resources and IT explained that the future financial risks associated with the General Fund were set out in the report, including the unknown level of the annual staff pay award. A 1% pay increase equated to approximately £150,000 added to the budget. Utilities inflation costs of £160,000 was a further risk. Fees and Charges could also come under pressure as residents were impacted by cost of living increases.

The Portfolio Holder for Resources and IT commented that the recent announcement about Base Rates meant that borrowing costs were also increasing. Car parking income had not returned to pre-Covid levels. For 2022/23, the homelessness bed and breakfast costs were forecast to be higher than the budgeted

figure.

The Portfolio Holder for Resources and IT advised that the Housing Revenue Account (HRA) position for 2021/22 had also improved in comparison to the budget. This was partly due to slippage in the capital programme, which had resulted in a reduced need for capital funding and lower borrowing costs. There had also been a reduction in cyclical maintenance and building safety works.

The Portfolio Holder for Resources and IT stated that HRA carry forwards were also requested. The HRA balances of £28Million at year end was high, but these would be required to pay outstanding loans (including the £199Million paid to the Government in 2012 for the return of the Housing stock).

The Assistant Director (Finance) confirmed that there was a £1.3Million underspend on the 2021/22 General Fund. This would enable the Council to add a further level of resilience in the medium term in relation to the financial pressures which could be encountered during 2022/23.

In respect of the HRA 2021/22, the Assistant Director (Finance) advised that there was an underspend of £2.8Million, which would be fed into the revised HRA Business Plan to be submitted to the Executive later in the year.

It was **RESOLVED:**

### **General Fund**

1. That the 2021/22 actual General Fund net expenditure of £9.692Million be noted, subject to the 2021/22 audit of the Statement of Accounts.
2. That the 2021/22 actual core resources of £10.198Million be noted, subject to the 2021/22 audit of the Statement of Accounts (as per Paragraph 4.7 of the report).
3. That carry forward requests totalling £653,660 be approved for the General Fund (as per Paragraph 4.6.1 of the report).
4. That the Transfer from reserves of £1.328Million be approved for the General Fund (as per Paragraph 4.10.2 of the report).
5. That the changes to the 2022/23 General Fund budget savings totalling £180,840 be approved for the General Fund (as per Section 4.9 of the report).
6. That the inflationary pressures outlined in Paragraph 4.9.4 of the report be noted.

### **Housing Revenue Account (HRA)**

7. That the 2021/22 actual in year HRA surplus of £2.813Million be noted, subject to the 2021/22 audit of the Statement of Accounts.

8. That new carry forward requests totalling £972,910 be approved for the HRA (as per Paragraph 4.15.1 of the report).
9. That the Transfer to reserves of £165,000 be approved for the HRA (as per Paragraph 4.17.2 of the report).
10. That the changes to the 2022/23 HRA budget savings totalling £1.037Million be approved for the HRA (as per Paragraph 4.16.5 of the report).
11. That the HRA inflationary pressures outlined in Paragraph 4.9.4 and Paragraphs 4.16.3 - 4.16.4 of the report be noted.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

## **10 2021/22 CAPITAL EXPENDITURE OUTTURN**

The Executive considered a report in respect of the Capital Expenditure Outturn for 2021/22 (General Fund and Housing Revenue Account (HRA)).

The Portfolio Holder for Resources and IT advised that there were underspend in the HRA Capital Programme, which were scheduled to be carried forward. Whilst there may be capital grant monies left at the end of 2021/22, much of this was ring-fenced for specific purposes, such as Towns Fund projects.

The Portfolio Holder for Resources and IT stated that, with carry the forwards, there was £83,000 of contingencies. This would be added to the 2022/23 Deferred Works Reserve of just over £1.1Million. The contingencies could be used to fund the increased programme costs or for priority works that arose during the year.

The Portfolio Holder for Resources and IT explained that a number of capital pressures were emerging which may need to draw on the contingencies or capital receipts gained during the year. This could include remedial works to garages, the commitment to carbon zero by 2030, and the digital intervention to support transformation.

The Portfolio Holder for Resources and IT advised that 40 Council houses had been sold in 2021/22, raising capital receipts of £4Million. £4.4Million had been spent in-year, leaving the Council with £9Million to fund any new build schemes, such as the continuing Kenilworth Close and Symonds Green projects.

The Portfolio Holder for Resources and IT stated that, as part of the HRA Business Plan, there was a need to borrow £85Million between 2019/20 and 2024/25 to fund these capital works. To date, the Council had borrowed £23Million (and had internally borrowed £30Million). At some point the Council would need to borrow the remaining £62Million externally. Unfortunately, interest rates had increased since the adoption of the latest HRA Business Plan and work was therefore being carried out to assess the associated impact.

The Assistant Director (Finance) advised that the capital carry forwards would be fed into the 2022/23 Quarter 1 Capital Monitoring report to be submitted to the September executive meeting. Officers would also be looking at the content of the next four years of the Capital Programme to identify any further potential scheme slippage.

It was **RESOLVED**:

1. That the 2021/22 General Fund capital expenditure outturn (£24.106Million), as summarised in Paragraph 4.1.1 of the report, be noted (subject to the completion of the 2021/22 external audit of accounts).
2. That the 2021/22 HRA capital expenditure outturn (£36.727Million), as summarised in Paragraph 4.4.1 of the report, be noted (subject to the completion of the 2021/22 external audit of accounts).
3. That the funding applied to the 2021/22 General Fund capital programme, as summarised in Paragraph 4.2.1 of the report, be approved.
4. That the funding applied to the 2021/22 HRA capital programme, as summarised in Paragraph 4.5.1 of the report, be approved.
5. That the 2022/23 General Fund capital programme increase of £4.776Million, as set out in Paragraph 4.3.1 of the report, be approved.
6. That the 2022/23 HRA capital programme increase of £6.867Million, as set out in Paragraph 4.6.1 of the report, be approved.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

## **11 URGENT PART I BUSINESS**

None.

## **12 EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED**:

1. That under Section 100A 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 - 15 JUNE 2022**

It was **RESOLVED** that the Part II Minutes of the meeting of the Executive held on 15 June 2022 be approved as a correct record for signature by the Chair.

**14 WRITE OFFS**

[Prior to the consideration of this item, Councillor Lloyd Briscoe withdrew from the Chamber.]

The Executive considered a Part II report in respect of Write offs.

It was **RESOLVED** that the recommendations set out in the report be approved.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

**15 URGENT PART II BUSINESS**

None.

**CHAIR**