

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

**The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016**

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
<p>An apology for absence was submitted by Councillor J Thomas.</p> <p>With the agreement of the Chair item 11 was considered first.</p>	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.</p>	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.</p>	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
- 2 That Council note that HRA dwelling rents (other than those outlined in 2.1) are subject to the 1% rent reduction from week commencing 4 April 2016 or £0.99 per week as outlined in the Governments Welfare Reform Bill (subject to the Bill being passed into statute).
- 3 That Council be recommended to approve the 2016/17 HRA budget, as set out in Appendix A to the report. This may be subject to change as a result of consultation, changes to the governments Welfare Reform Bill.
- 4 That Council be recommended to approve the proposed fees and charges as shown in Appendix B to the report.
- 5 That Council be recommended to approve the proposed 2016/17 Savings Options as outlined in Appendix C to the report.
- 6 That Council be recommended to approve the proposed 2016/17 Growth Options as outlined in Appendix D to the report.
- 7 That Council be recommended to approve the 2016/17 proposed maximum increase in Service Charges of £3.00.
- 8 That Council be recommended to approve the minimum level of reserves for 2015/16 as shown in Appendix E to the report.
- 9 That Council be recommended to approve the increase of £41,420 to the 2015/16 HRA working budget.
- 10 That the contingency sum of £250,000 within which the Executive can approve supplementary estimates, is approved for 2016/17, (unchanged from 2015/16).
- 11 That any budget changes approved as part of the Building Maintenance Improvement Plan be included in the 2015/16 and 2016/17 HRA budgets presented to Council on the 26 January 2016.

Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

- 1 That the 2015/16 revised net expenditure on the General Fund of £10,059,920 be approved.
- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
- 3 That the updated position on the General Fund Medium Term Financial Strategy (MTFS), as shown at Appendix A and the Risk Assessments of General Fund Balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.

- 4 That a minimum level of General Fund reserves of £2,880,100, in line with the 2016/17 risk assessment of balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.
- 5 That the contingency sum of £400,000 within which the Executive can approve supplementary estimates, be approved for 2016/17, (unchanged from 2015/16) and approved for consideration by the Overview & Scrutiny Committee.
- 6 That the 2016/17 proposed Fees and Charges increase of £201,440 (Appendix C) be included in the budget for consideration by the Overview & Scrutiny Committee.
- 7 That the 2016/17 proposed Concessions Policy (Appendix D) and proposed concessions (Appendix E) be approved for consideration by the Overview & Scrutiny Committee
- 8 That the 2016/17 proposed Savings of £233,090 (Appendix F) be included in the budget for consideration by the Overview & Scrutiny Committee with the exception of Savings Option S35 (Community Transport Services savings of £14,050) which is not recommended for approval (as amended at the January Executive).
- 9 That the 2016/17 proposed Growth options of £60,160 (Appendix G) be included in the budget for consideration by the Overview & Scrutiny Committee
- 10 That Officers consider an alternative savings option to be included in the 2016/2017 budget of £14050.

Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

7. NATIONAL AND NON-DOMESTIC RATES (NNDR) 2016/2017 TAXBASE

**C Fletcher Ext
2933**

The meeting was advised that due to the late receipt of the NNDR form and statutory deadline of 31 January for Council to approve the tax base (NNDR), authority be delegated to the Assistant Director of Finance in consultation with the Portfolio Holder for Resources.

The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
6. That delegated authority be given to the Strategic Director (Community) following consultation with the Portfolio Holder for Housing to agree changes to the Annual Letting Plan and the final wording of the revised Allocation Scheme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

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It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.	
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13. URGENT PART 1 BUSINESS

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**C Fletcher Ext
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The meeting was advised that due to the late receipt of the NNDR form and statutory deadline of 31 January for Council to approve the tax base (NNDR), authority be delegated to the Assistant Director of Finance in consultation with the Portfolio Holder for Resources.

The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
6. That delegated authority be given to the Strategic Director (Community) following consultation with the Portfolio Holder for Housing to agree changes to the Annual Letting Plan and the final wording of the revised Allocation Scheme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

**The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016**

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
<p>An apology for absence was submitted by Councillor J Thomas.</p> <p>With the agreement of the Chair item 11 was considered first.</p>	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.</p>	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.</p>	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
- 2 That Council note that HRA dwelling rents (other than those outlined in 2.1) are subject to the 1% rent reduction from week commencing 4 April 2016 or £0.99 per week as outlined in the Governments Welfare Reform Bill (subject to the Bill being passed into statute).
- 3 That Council be recommended to approve the 2016/17 HRA budget, as set out in Appendix A to the report. This may be subject to change as a result of consultation, changes to the governments Welfare Reform Bill.
- 4 That Council be recommended to approve the proposed fees and charges as shown in Appendix B to the report.
- 5 That Council be recommended to approve the proposed 2016/17 Savings Options as outlined in Appendix C to the report.
- 6 That Council be recommended to approve the proposed 2016/17 Growth Options as outlined in Appendix D to the report.
- 7 That Council be recommended to approve the 2016/17 proposed maximum increase in Service Charges of £3.00.
- 8 That Council be recommended to approve the minimum level of reserves for 2015/16 as shown in Appendix E to the report.
- 9 That Council be recommended to approve the increase of £41,420 to the 2015/16 HRA working budget.
- 10 That the contingency sum of £250,000 within which the Executive can approve supplementary estimates, is approved for 2016/17, (unchanged from 2015/16).
- 11 That any budget changes approved as part of the Building Maintenance Improvement Plan be included in the 2015/16 and 2016/17 HRA budgets presented to Council on the 26 January 2016.

Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

- 1 That the 2015/16 revised net expenditure on the General Fund of £10,059,920 be approved.
- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
- 3 That the updated position on the General Fund Medium Term Financial Strategy (MTFS), as shown at Appendix A and the Risk Assessments of General Fund Balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.

- 4 That a minimum level of General Fund reserves of £2,880,100, in line with the 2016/17 risk assessment of balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.
- 5 That the contingency sum of £400,000 within which the Executive can approve supplementary estimates, be approved for 2016/17, (unchanged from 2015/16) and approved for consideration by the Overview & Scrutiny Committee.
- 6 That the 2016/17 proposed Fees and Charges increase of £201,440 (Appendix C) be included in the budget for consideration by the Overview & Scrutiny Committee.
- 7 That the 2016/17 proposed Concessions Policy (Appendix D) and proposed concessions (Appendix E) be approved for consideration by the Overview & Scrutiny Committee
- 8 That the 2016/17 proposed Savings of £233,090 (Appendix F) be included in the budget for consideration by the Overview & Scrutiny Committee with the exception of Savings Option S35 (Community Transport Services savings of £14,050) which is not recommended for approval (as amended at the January Executive).
- 9 That the 2016/17 proposed Growth options of £60,160 (Appendix G) be included in the budget for consideration by the Overview & Scrutiny Committee
- 10 That Officers consider an alternative savings option to be included in the 2016/2017 budget of £14050.

Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

7. NATIONAL AND NON-DOMESTIC RATES (NNDR) 2016/2017 TAXBASE

**C Fletcher Ext
2933**

The meeting was advised that due to the late receipt of the NNDR form and statutory deadline of 31 January for Council to approve the tax base (NNDR), authority be delegated to the Assistant Director of Finance in consultation with the Portfolio Holder for Resources.

The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
6. That delegated authority be given to the Strategic Director (Community) following consultation with the Portfolio Holder for Housing to agree changes to the Annual Letting Plan and the final wording of the revised Allocation Scheme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

**The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016**

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
<p>An apology for absence was submitted by Councillor J Thomas.</p> <p>With the agreement of the Chair item 11 was considered first.</p>	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.</p>	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.</p>	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
- 2 That Council note that HRA dwelling rents (other than those outlined in 2.1) are subject to the 1% rent reduction from week commencing 4 April 2016 or £0.99 per week as outlined in the Governments Welfare Reform Bill (subject to the Bill being passed into statute).
- 3 That Council be recommended to approve the 2016/17 HRA budget, as set out in Appendix A to the report. This may be subject to change as a result of consultation, changes to the governments Welfare Reform Bill.
- 4 That Council be recommended to approve the proposed fees and charges as shown in Appendix B to the report.
- 5 That Council be recommended to approve the proposed 2016/17 Savings Options as outlined in Appendix C to the report.
- 6 That Council be recommended to approve the proposed 2016/17 Growth Options as outlined in Appendix D to the report.
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Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

- 1 That the 2015/16 revised net expenditure on the General Fund of £10,059,920 be approved.
- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
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- 10 That Officers consider an alternative savings option to be included in the 2016/2017 budget of £14050.

Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

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**C Fletcher Ext
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It was **RESOLVED:**

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**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
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Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

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- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
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- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

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Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
<p>An apology for absence was submitted by Councillor J Thomas.</p> <p>With the agreement of the Chair item 11 was considered first.</p>	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.</p>	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.</p>	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
- 2 That Council note that HRA dwelling rents (other than those outlined in 2.1) are subject to the 1% rent reduction from week commencing 4 April 2016 or £0.99 per week as outlined in the Governments Welfare Reform Bill (subject to the Bill being passed into statute).
- 3 That Council be recommended to approve the 2016/17 HRA budget, as set out in Appendix A to the report. This may be subject to change as a result of consultation, changes to the governments Welfare Reform Bill.
- 4 That Council be recommended to approve the proposed fees and charges as shown in Appendix B to the report.
- 5 That Council be recommended to approve the proposed 2016/17 Savings Options as outlined in Appendix C to the report.
- 6 That Council be recommended to approve the proposed 2016/17 Growth Options as outlined in Appendix D to the report.
- 7 That Council be recommended to approve the 2016/17 proposed maximum increase in Service Charges of £3.00.
- 8 That Council be recommended to approve the minimum level of reserves for 2015/16 as shown in Appendix E to the report.
- 9 That Council be recommended to approve the increase of £41,420 to the 2015/16 HRA working budget.
- 10 That the contingency sum of £250,000 within which the Executive can approve supplementary estimates, is approved for 2016/17, (unchanged from 2015/16).
- 11 That any budget changes approved as part of the Building Maintenance Improvement Plan be included in the 2015/16 and 2016/17 HRA budgets presented to Council on the 26 January 2016.

Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

- 1 That the 2015/16 revised net expenditure on the General Fund of £10,059,920 be approved.
- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
- 3 That the updated position on the General Fund Medium Term Financial Strategy (MTFS), as shown at Appendix A and the Risk Assessments of General Fund Balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.

- 4 That a minimum level of General Fund reserves of £2,880,100, in line with the 2016/17 risk assessment of balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.
- 5 That the contingency sum of £400,000 within which the Executive can approve supplementary estimates, be approved for 2016/17, (unchanged from 2015/16) and approved for consideration by the Overview & Scrutiny Committee.
- 6 That the 2016/17 proposed Fees and Charges increase of £201,440 (Appendix C) be included in the budget for consideration by the Overview & Scrutiny Committee.
- 7 That the 2016/17 proposed Concessions Policy (Appendix D) and proposed concessions (Appendix E) be approved for consideration by the Overview & Scrutiny Committee
- 8 That the 2016/17 proposed Savings of £233,090 (Appendix F) be included in the budget for consideration by the Overview & Scrutiny Committee with the exception of Savings Option S35 (Community Transport Services savings of £14,050) which is not recommended for approval (as amended at the January Executive).
- 9 That the 2016/17 proposed Growth options of £60,160 (Appendix G) be included in the budget for consideration by the Overview & Scrutiny Committee
- 10 That Officers consider an alternative savings option to be included in the 2016/2017 budget of £14050.

Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

7. NATIONAL AND NON-DOMESTIC RATES (NNDR) 2016/2017 TAXBASE

**C Fletcher Ext
2933**

The meeting was advised that due to the late receipt of the NNDR form and statutory deadline of 31 January for Council to approve the tax base (NNDR), authority be delegated to the Assistant Director of Finance in consultation with the Portfolio Holder for Resources.

The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
6. That delegated authority be given to the Strategic Director (Community) following consultation with the Portfolio Holder for Housing to agree changes to the Annual Letting Plan and the final wording of the revised Allocation Scheme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

**The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016**

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
An apology for absence was submitted by Councillor J Thomas. With the agreement of the Chair item 11 was considered first.	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
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Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

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- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
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Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

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The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

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8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
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Other Options Considered: As contained in the report

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**C Fletcher Ext
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The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

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- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
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Richard Mitchell
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It was **RESOLVED:**

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2018**

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Members requested an amendment to the recommendations to incorporate training for Members.

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1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
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It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

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**Peter Nourse
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NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
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MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

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Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

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**C Fletcher Ext
2933**

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- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

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2933**

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Other Options Considered: As contained in the report

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**C Fletcher Ext
2933**

The meeting was advised that due to the late receipt of the NNDR form and statutory deadline of 31 January for Council to approve the tax base (NNDR), authority be delegated to the Assistant Director of Finance in consultation with the Portfolio Holder for Resources.

The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
6. That delegated authority be given to the Strategic Director (Community) following consultation with the Portfolio Holder for Housing to agree changes to the Annual Letting Plan and the final wording of the revised Allocation Scheme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

**The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016**

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
An apology for absence was submitted by Councillor J Thomas. With the agreement of the Chair item 11 was considered first.	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
- 2 That Council note that HRA dwelling rents (other than those outlined in 2.1) are subject to the 1% rent reduction from week commencing 4 April 2016 or £0.99 per week as outlined in the Governments Welfare Reform Bill (subject to the Bill being passed into statute).
- 3 That Council be recommended to approve the 2016/17 HRA budget, as set out in Appendix A to the report. This may be subject to change as a result of consultation, changes to the governments Welfare Reform Bill.
- 4 That Council be recommended to approve the proposed fees and charges as shown in Appendix B to the report.
- 5 That Council be recommended to approve the proposed 2016/17 Savings Options as outlined in Appendix C to the report.
- 6 That Council be recommended to approve the proposed 2016/17 Growth Options as outlined in Appendix D to the report.
- 7 That Council be recommended to approve the 2016/17 proposed maximum increase in Service Charges of £3.00.
- 8 That Council be recommended to approve the minimum level of reserves for 2015/16 as shown in Appendix E to the report.
- 9 That Council be recommended to approve the increase of £41,420 to the 2015/16 HRA working budget.
- 10 That the contingency sum of £250,000 within which the Executive can approve supplementary estimates, is approved for 2016/17, (unchanged from 2015/16).
- 11 That any budget changes approved as part of the Building Maintenance Improvement Plan be included in the 2015/16 and 2016/17 HRA budgets presented to Council on the 26 January 2016.

Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

- 1 That the 2015/16 revised net expenditure on the General Fund of £10,059,920 be approved.
- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
- 3 That the updated position on the General Fund Medium Term Financial Strategy (MTFS), as shown at Appendix A and the Risk Assessments of General Fund Balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.

- 4 That a minimum level of General Fund reserves of £2,880,100, in line with the 2016/17 risk assessment of balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.
- 5 That the contingency sum of £400,000 within which the Executive can approve supplementary estimates, be approved for 2016/17, (unchanged from 2015/16) and approved for consideration by the Overview & Scrutiny Committee.
- 6 That the 2016/17 proposed Fees and Charges increase of £201,440 (Appendix C) be included in the budget for consideration by the Overview & Scrutiny Committee.
- 7 That the 2016/17 proposed Concessions Policy (Appendix D) and proposed concessions (Appendix E) be approved for consideration by the Overview & Scrutiny Committee
- 8 That the 2016/17 proposed Savings of £233,090 (Appendix F) be included in the budget for consideration by the Overview & Scrutiny Committee with the exception of Savings Option S35 (Community Transport Services savings of £14,050) which is not recommended for approval (as amended at the January Executive).
- 9 That the 2016/17 proposed Growth options of £60,160 (Appendix G) be included in the budget for consideration by the Overview & Scrutiny Committee
- 10 That Officers consider an alternative savings option to be included in the 2016/2017 budget of £14050.

Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

7. NATIONAL AND NON-DOMESTIC RATES (NNDR) 2016/2017 TAXBASE

**C Fletcher Ext
2933**

The meeting was advised that due to the late receipt of the NNDR form and statutory deadline of 31 January for Council to approve the tax base (NNDR), authority be delegated to the Assistant Director of Finance in consultation with the Portfolio Holder for Resources.

The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
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Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

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Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
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It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD	Kirsten Frew Ext. 2321
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NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
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MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

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The deadline for Call-in of any of the decisions below is 27 January 2016.

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It was **RESOLVED:**

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Other Options Considered: As contained in the report.

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**C Fletcher Ext
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It was **RESOLVED:**

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Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

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Richard Mitchell
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Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

**The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016**

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
<p>An apology for absence was submitted by Councillor J Thomas.</p> <p>With the agreement of the Chair item 11 was considered first.</p>	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.</p>	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.</p>	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
- 2 That Council note that HRA dwelling rents (other than those outlined in 2.1) are subject to the 1% rent reduction from week commencing 4 April 2016 or £0.99 per week as outlined in the Governments Welfare Reform Bill (subject to the Bill being passed into statute).
- 3 That Council be recommended to approve the 2016/17 HRA budget, as set out in Appendix A to the report. This may be subject to change as a result of consultation, changes to the governments Welfare Reform Bill.
- 4 That Council be recommended to approve the proposed fees and charges as shown in Appendix B to the report.
- 5 That Council be recommended to approve the proposed 2016/17 Savings Options as outlined in Appendix C to the report.
- 6 That Council be recommended to approve the proposed 2016/17 Growth Options as outlined in Appendix D to the report.
- 7 That Council be recommended to approve the 2016/17 proposed maximum increase in Service Charges of £3.00.
- 8 That Council be recommended to approve the minimum level of reserves for 2015/16 as shown in Appendix E to the report.
- 9 That Council be recommended to approve the increase of £41,420 to the 2015/16 HRA working budget.
- 10 That the contingency sum of £250,000 within which the Executive can approve supplementary estimates, is approved for 2016/17, (unchanged from 2015/16).
- 11 That any budget changes approved as part of the Building Maintenance Improvement Plan be included in the 2015/16 and 2016/17 HRA budgets presented to Council on the 26 January 2016.

Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

- 1 That the 2015/16 revised net expenditure on the General Fund of £10,059,920 be approved.
- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
- 3 That the updated position on the General Fund Medium Term Financial Strategy (MTFS), as shown at Appendix A and the Risk Assessments of General Fund Balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.

- 4 That a minimum level of General Fund reserves of £2,880,100, in line with the 2016/17 risk assessment of balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.
- 5 That the contingency sum of £400,000 within which the Executive can approve supplementary estimates, be approved for 2016/17, (unchanged from 2015/16) and approved for consideration by the Overview & Scrutiny Committee.
- 6 That the 2016/17 proposed Fees and Charges increase of £201,440 (Appendix C) be included in the budget for consideration by the Overview & Scrutiny Committee.
- 7 That the 2016/17 proposed Concessions Policy (Appendix D) and proposed concessions (Appendix E) be approved for consideration by the Overview & Scrutiny Committee
- 8 That the 2016/17 proposed Savings of £233,090 (Appendix F) be included in the budget for consideration by the Overview & Scrutiny Committee with the exception of Savings Option S35 (Community Transport Services savings of £14,050) which is not recommended for approval (as amended at the January Executive).
- 9 That the 2016/17 proposed Growth options of £60,160 (Appendix G) be included in the budget for consideration by the Overview & Scrutiny Committee
- 10 That Officers consider an alternative savings option to be included in the 2016/2017 budget of £14050.

Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

7. NATIONAL AND NON-DOMESTIC RATES (NNDR) 2016/2017 TAXBASE

**C Fletcher Ext
2933**

The meeting was advised that due to the late receipt of the NNDR form and statutory deadline of 31 January for Council to approve the tax base (NNDR), authority be delegated to the Assistant Director of Finance in consultation with the Portfolio Holder for Resources.

The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
6. That delegated authority be given to the Strategic Director (Community) following consultation with the Portfolio Holder for Housing to agree changes to the Annual Letting Plan and the final wording of the revised Allocation Scheme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

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Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

**The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016**

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
An apology for absence was submitted by Councillor J Thomas. With the agreement of the Chair item 11 was considered first.	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
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Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

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- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
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Other Options Considered: As contained in the report

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The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

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8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
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Other Options Considered: As contained in the report

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**C Fletcher Ext
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The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

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- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
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Other Options Considered: As contained in the report

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**Richard Mitchell
Ext. 2934**

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
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Reason for Decision: As contained in the report

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**K Shirley Ext.
2018**

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1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
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It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

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**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

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NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
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MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

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Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

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The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
6. That delegated authority be given to the Strategic Director (Community) following consultation with the Portfolio Holder for Housing to agree changes to the Annual Letting Plan and the final wording of the revised Allocation Scheme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

**The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016**

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
An apology for absence was submitted by Councillor J Thomas. With the agreement of the Chair item 11 was considered first.	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
- 2 That Council note that HRA dwelling rents (other than those outlined in 2.1) are subject to the 1% rent reduction from week commencing 4 April 2016 or £0.99 per week as outlined in the Governments Welfare Reform Bill (subject to the Bill being passed into statute).
- 3 That Council be recommended to approve the 2016/17 HRA budget, as set out in Appendix A to the report. This may be subject to change as a result of consultation, changes to the governments Welfare Reform Bill.
- 4 That Council be recommended to approve the proposed fees and charges as shown in Appendix B to the report.
- 5 That Council be recommended to approve the proposed 2016/17 Savings Options as outlined in Appendix C to the report.
- 6 That Council be recommended to approve the proposed 2016/17 Growth Options as outlined in Appendix D to the report.
- 7 That Council be recommended to approve the 2016/17 proposed maximum increase in Service Charges of £3.00.
- 8 That Council be recommended to approve the minimum level of reserves for 2015/16 as shown in Appendix E to the report.
- 9 That Council be recommended to approve the increase of £41,420 to the 2015/16 HRA working budget.
- 10 That the contingency sum of £250,000 within which the Executive can approve supplementary estimates, is approved for 2016/17, (unchanged from 2015/16).
- 11 That any budget changes approved as part of the Building Maintenance Improvement Plan be included in the 2015/16 and 2016/17 HRA budgets presented to Council on the 26 January 2016.

Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

- 1 That the 2015/16 revised net expenditure on the General Fund of £10,059,920 be approved.
- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
- 3 That the updated position on the General Fund Medium Term Financial Strategy (MTFS), as shown at Appendix A and the Risk Assessments of General Fund Balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.

- 4 That a minimum level of General Fund reserves of £2,880,100, in line with the 2016/17 risk assessment of balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.
- 5 That the contingency sum of £400,000 within which the Executive can approve supplementary estimates, be approved for 2016/17, (unchanged from 2015/16) and approved for consideration by the Overview & Scrutiny Committee.
- 6 That the 2016/17 proposed Fees and Charges increase of £201,440 (Appendix C) be included in the budget for consideration by the Overview & Scrutiny Committee.
- 7 That the 2016/17 proposed Concessions Policy (Appendix D) and proposed concessions (Appendix E) be approved for consideration by the Overview & Scrutiny Committee
- 8 That the 2016/17 proposed Savings of £233,090 (Appendix F) be included in the budget for consideration by the Overview & Scrutiny Committee with the exception of Savings Option S35 (Community Transport Services savings of £14,050) which is not recommended for approval (as amended at the January Executive).
- 9 That the 2016/17 proposed Growth options of £60,160 (Appendix G) be included in the budget for consideration by the Overview & Scrutiny Committee
- 10 That Officers consider an alternative savings option to be included in the 2016/2017 budget of £14050.

Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

7. NATIONAL AND NON-DOMESTIC RATES (NNDR) 2016/2017 TAXBASE

**C Fletcher Ext
2933**

The meeting was advised that due to the late receipt of the NNDR form and statutory deadline of 31 January for Council to approve the tax base (NNDR), authority be delegated to the Assistant Director of Finance in consultation with the Portfolio Holder for Resources.

The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
6. That delegated authority be given to the Strategic Director (Community) following consultation with the Portfolio Holder for Housing to agree changes to the Annual Letting Plan and the final wording of the revised Allocation Scheme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
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NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

**The deadline for Call-in of any of the decisions below is 27 January 2016.
Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016**

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
<p>An apology for absence was submitted by Councillor J Thomas.</p> <p>With the agreement of the Chair item 11 was considered first.</p>	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
<p>It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.</p>	
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4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
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It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
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Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

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**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

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**C Fletcher Ext
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Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

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Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

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It was **RESOLVED:**

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**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

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Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

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**C Fletcher Ext
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The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

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Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
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Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.

NOTICE OF DECISIONS TAKEN (PART I - FOR PUBLICATION)

MEETING: Executive – Tuesday 19 January 2016 – 14.00 hrs.
Shimkent Room, Daneshill House, Stevenage, SG1 1HN

MEMBERS PRESENT: Councillors S Taylor OBE CC (Chair), J Gardner (Vice-Chair), S Batson MBE DL CC, R Henry CC, Mrs J Lloyd, R Raynor, S Speller and A Webb.

ALSO PRESENT: Councillor C Latif

The deadline for Call-in of any of the decisions below is 27 January 2016.

Subject to there being no call-in the attached decisions may be implemented with effect from 28 January 2016

1. APOLOGIES AND DECLARATIONS OF INTEREST	O Adeoye – Ext 2809
An apology for absence was submitted by Councillor J Thomas. With the agreement of the Chair item 11 was considered first.	
2. MINUTES – TUESDAY 15 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the meeting of the Executive held on 15 December 2015 be approved as a correct record and signed by the Chair.	
3. MINUTES – OVERVIEW & SCRUTINY COMMITTEE – 16 DECEMBER 2015	O Adeoye – Ext 2809
It was RESOLVED that the Minutes of the Overview and Scrutiny Committee held on 16 December 2015 be noted.	

4. HOUSING REVENUE ACCOUNT DRAFT BUDGET PROPOSALS 2016/2017 & RENT SETTING

C Fletcher Ext
2933

It was **RESOLVED:**

- 1 That Council be recommended to approve that HRA dwelling rents not subject to the 1% rent reduction be increased, week commencing 4 April 2016 by an average 0.9% or £0.95 per week which has been calculated using the existing rent formula, CPI +1% in line with the 2014 Rent Policy.
- 2 That Council note that HRA dwelling rents (other than those outlined in 2.1) are subject to the 1% rent reduction from week commencing 4 April 2016 or £0.99 per week as outlined in the Governments Welfare Reform Bill (subject to the Bill being passed into statute).
- 3 That Council be recommended to approve the 2016/17 HRA budget, as set out in Appendix A to the report. This may be subject to change as a result of consultation, changes to the governments Welfare Reform Bill.
- 4 That Council be recommended to approve the proposed fees and charges as shown in Appendix B to the report.
- 5 That Council be recommended to approve the proposed 2016/17 Savings Options as outlined in Appendix C to the report.
- 6 That Council be recommended to approve the proposed 2016/17 Growth Options as outlined in Appendix D to the report.
- 7 That Council be recommended to approve the 2016/17 proposed maximum increase in Service Charges of £3.00.
- 8 That Council be recommended to approve the minimum level of reserves for 2015/16 as shown in Appendix E to the report.
- 9 That Council be recommended to approve the increase of £41,420 to the 2015/16 HRA working budget.
- 10 That the contingency sum of £250,000 within which the Executive can approve supplementary estimates, is approved for 2016/17, (unchanged from 2015/16).
- 11 That any budget changes approved as part of the Building Maintenance Improvement Plan be included in the 2015/16 and 2016/17 HRA budgets presented to Council on the 26 January 2016.

Reason for Decision: As contained in the report
Other Options Considered: As contained in the report.

5. FINAL COUNCIL TAX SUPPORT SCHEME 2016-2017

**C Fletcher Ext
2933**

It was **RESOLVED:**

- 1 That Council be recommended to adopt the 2016/17 CTS Scheme proposed within this report (attached at Appendix A to report)
- 2 That Council be recommended to approve a review of the scheme in 2016/17 for the financial year 2017/18, including other discretionary discounts.

Reason for Decision: As contained in the report
As contained in the report.

6. DRAFT 2016/2017 COUNCIL TAX SETTING AND GENERAL FUND BUDGET

**C Fletcher Ext
2933**

Officers were requested to consider the option of retaining the Community Transport Services (£14,050) as detailed in Appendix F of the report as it provides a valuable service for the Older People. Recommendation 8 was amended.

It was **RESOLVED:**

- 1 That the 2015/16 revised net expenditure on the General Fund of £10,059,920 be approved.
- 2 That a draft General Fund Budget Requirement for 2016/17 of £7,926,128 be proposed for consultation purposes, with a contribution from balances of £1,057,772 and a Band D Council Tax of £192.27 (assuming a 1.99% increase) be approved for consideration by the Overview & Scrutiny Committee.
- 3 That the updated position on the General Fund Medium Term Financial Strategy (MTFS), as shown at Appendix A and the Risk Assessments of General Fund Balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.

- 4 That a minimum level of General Fund reserves of £2,880,100, in line with the 2016/17 risk assessment of balances, as shown at Appendix B to this report, be approved for consideration by the Overview & Scrutiny Committee.
- 5 That the contingency sum of £400,000 within which the Executive can approve supplementary estimates, be approved for 2016/17, (unchanged from 2015/16) and approved for consideration by the Overview & Scrutiny Committee.
- 6 That the 2016/17 proposed Fees and Charges increase of £201,440 (Appendix C) be included in the budget for consideration by the Overview & Scrutiny Committee.
- 7 That the 2016/17 proposed Concessions Policy (Appendix D) and proposed concessions (Appendix E) be approved for consideration by the Overview & Scrutiny Committee
- 8 That the 2016/17 proposed Savings of £233,090 (Appendix F) be included in the budget for consideration by the Overview & Scrutiny Committee with the exception of Savings Option S35 (Community Transport Services savings of £14,050) which is not recommended for approval (as amended at the January Executive).
- 9 That the 2016/17 proposed Growth options of £60,160 (Appendix G) be included in the budget for consideration by the Overview & Scrutiny Committee
- 10 That Officers consider an alternative savings option to be included in the 2016/2017 budget of £14050.

Reason for Decision: As contained in the report (Recommendation 8, to protect the services for the Older People)

Other Options Considered: As contained in the report

7. NATIONAL AND NON-DOMESTIC RATES (NNDR) 2016/2017 TAXBASE

**C Fletcher Ext
2933**

The meeting was advised that due to the late receipt of the NNDR form and statutory deadline of 31 January for Council to approve the tax base (NNDR), authority be delegated to the Assistant Director of Finance in consultation with the Portfolio Holder for Resources.

The Executive requested a briefing note be sent to Executive Members on the impact on the 2015/2016 and 2016/2017 budget as a result of the NNDR1.

It was **RESOLVED:**

That the decision on the NNDR 2016/2017 Tax Base be delegated to the Assistant Director Finance and the Portfolio Holder Resources.

8. COUNCIL TAX BASE 2016/17

**Su Tarran Ext
EHC 2075**

It was **RESOLVED:**

- 1 That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Stevenage Borough Council for the year 2016/17 shall be 26,484.4 equivalent "Band D" properties reduced to 25,888.5 equivalent "Band D" properties after making allowances for a 97.75% collection rate.
- 2 That the 2016/17 Council Tax Base is approved subject to any changes made to the Council Tax Support Scheme (CTS) for 2016/17. The Executive approved the CTS scheme at its meeting on 15 December 2015.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

9. 2016/17 DRAFT CAPITAL FORWARD PLAN & 5 YEAR CAPITAL STRATEGY UPDATE

**C Fletcher Ext
2933**

The Executive requested an additional recommendation with regards to 'Improvements to the 'Forum Square' for Officers to consider how to fund this scheme so that it can be included in the final capital strategy to the February Executive as it is considered important for the regeneration of the Town Centre.

It was **RESOLVED:**

- 1 That the revised General Fund and HRA 2015/16 capital programme, as detailed in Appendix A and C of the report be approved.
- 2 That the draft 2016/17 General Fund Capital Programme as detailed in Appendix A, for consideration by the Overview and Scrutiny Committee be approved.

- 3 That the draft 2016/17 HRA Capital Programme as detailed in Appendix C, for consideration by the Overview and Scrutiny Committee be approved.
- 4 That the updated forecast of resources as summarised in Appendix A (General Fund) and Appendix C (HRA) of the report be approved.
- 5 That the transfer of any unused General Fund borrowing costs to the Capital Reserve,(paragraph 4.3.3) of the report be approved.
- 6 That the growth bids identified for inclusion in the Capital Strategy (Appendix B) be approved.
- 7 That the work undertaken by LSPG on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.
- 8 That funding be identified to fund the scheme to improvements to the 'Forum Square' detailed in Appendix B be considered for inclusion within the capital programme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

10. REVIEW OF THE IMPLEMENTATION OF THE ALLOCATIONS SCHEME

Richard Mitchell
Ext. 2934

It was **RESOLVED:**

1. That outcomes resulting from changes of the Housing Allocations Scheme, as shown in section 3 and Appendix 1 of the report be noted.
2. That revisions to the Housing Allocations Scheme summarised in section 4.3 of the report be noted.
3. That updates to the recently adopted private rented sector discharge policy in respect of homeless applicants where a full homelessness duty has been accepted, as detailed in section 4.4 of the report be noted.
4. That recommendations for implementing the Right to Move, as referred to in section 4.5 of the report be approved.

5. That changes to the Annual Lettings Plan detailed in 4.6 of the report be approved.
6. That delegated authority be given to the Strategic Director (Community) following consultation with the Portfolio Holder for Housing to agree changes to the Annual Letting Plan and the final wording of the revised Allocation Scheme.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

11. REVISED RENT AND SERVICE CHARGE SETTING POLICY

**K Shirley Ext.
2018**

The Leader informed the meeting that a Motion with regards to concern about central government's policy on rent setting would be put to Council on 26 January 2016.

Officers requested that authority be delegated to the Assistant Director Housing in consultation with the Portfolio Holder for Housing to make changes in light of further government directive on rents.

It was **RESOLVED:**

1. That the revised Rent and Service Charge Policy (in Appendix A to the report) subject to the Welfare Reform and Work Bill being passed, and to be appended to the final HRA rent setting report to Council is approved.
2. That authority be delegated to the Strategic Director (Community) in conjunction with the Portfolio Holders for Housing and Resources to determine the appropriate rental charge for new tenants of Sheltered Housing Schemes from April 2016 subject to any revisions to the Welfare Reform and work Bill.

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

12. SBC ICT STRATEGY 2016 - 2018

**Henry Lewis Ext.
2496**

Members requested an amendment to the recommendations to incorporate training for Members.

It was **RESOLVED:**

1. That the proposed ICT Strategy include training for Members covering the period from January 2016 to December 2018, following consultation with the Portfolio Holders for Resources and Neighbourhood and Co-operative Councils, is approved.
2. That changes to the Strategy, following its consideration at the Executive meeting, be delegated to the Head of Business and Technology Services and in consultation with the Portfolio Holder for Neighbourhoods and a Cooperative Council and the Strategic Director (Communities).

Reason for Decision: As contained in the report

Other Options Considered: As contained in the report

13. URGENT PART 1 BUSINESS

**O Adeoye – Ext
2809**

None.

14. EXCLUSION OF PUBLIC AND PRESS

**O Adeoye – Ext
2809**

It was **RESOLVED:**

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That having considered the reasons for the following item being in Part II it be determined that maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

PART II

15. BMO REVIEW AND IMPROVEMENT PLAN

**Peter Nourse
Ext. 5455**

It was **RESOLVED** that the recommendations in the report be approved

16. FRAMEWORK FOR THE PROVISION OF AGENCY WORKERS – CONTRACT AWARD

**Kirsten Frew
Ext. 2321**

It was **RESOLVED** that the recommendations in the report be approved

17. URGENT PART II BUSINESS

None.