

## NOTICE OF DECISIONS

<b>Meeting:</b>	Executive	
<b>Date:</b>	Wednesday, 11 September 2019	
<b>Place:</b>	Shimkent Room, Daneshill House, Danestrete	
<b>Members Present:</b>	Councillors:	Sharon Taylor OBE CC (Chair), Mrs Joan Lloyd (Vice-Chair), Lloyd Briscoe, Rob Broom, John Gardner, Richard Henry, Jackie Hollywell and Jeannette Thomas.

**THE DEADLINE FOR CALL-IN OF ANY OF THE DECISIONS BELOW IS 20 SEPTEMBER 2019  
SUBJECT TO THERE BEING NO CALL-IN THE ATTACHED DECISIONS MAY BE IMPLEMENTED WITH EFFECT FROM  
23 SEPTEMBER 2019.**

<b>1</b>	<b>APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST</b>	
	<p>There were no apologies for absence.</p> <p>There were no declarations of interest.</p>	
<b>2</b>	<b>MINUTES - 10 JULY 2019</b>	
	<p>It was <b>RESOLVED</b> that the Minutes of the Executive meeting held on 10 July 2019 be approved as a correct record and signed by the Chair.</p>	
<b>3</b>	<b>MINUTES OF THE OVERVIEW &amp; SCRUTINY COMMITTEE AND SELECT COMMITTEES</b>	<b>T. Pike x2288</b>
	<p>In relation to the Minutes of the Environment &amp; Economy Select Committee meeting held on 25 June 2019:</p> <ul style="list-style-type: none"> <li>• officers were requested to prepare a briefing note in respect of the Climate Change Strategy in advance of an All Member Briefing session on the Strategy later in 2019; and</li> </ul>	

- Neighbourhood Centres Review – officers were asked to draw the Select Committee’s attention to the fact that a number of the Neighbourhood Centres were to be subject to major regeneration plans.

In respect of the Minutes of the Overview & Scrutiny Committee meeting held on 15 July 2019, the Chair asked officers to circulate to all Members of the Council the letter of response to a resident from the Portfolio Holder for Housing, Health & Older People published in The Comet newspaper regarding the Kenilworth redevelopment scheme.

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

- Environment & Economy Select Committee – 25 June 2019
- Community Select Committee – 3 July 2019
- Overview & Scrutiny Committee – 15 July 2019
- Environment & Economy Select Committee – 29 July 2019

4	<b>CORPORATE PERFORMANCE 2019/20 - QUARTER ONE</b>	<b>R. Protheroe x2938</b>
	<p>The Leader asked for her thanks to be conveyed to all officers involved in the preparation of the report, particularly the Future Town, Future Council section, which provided a thorough summary of the key priorities and performance issues.</p> <p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• Officers agreed to provide all Executive Members with figures relating to the level of short term sickness absence;</li> <li>• Officers were requested to instigate a project management system for co-ordination and feedback in respect of Member Ward Walkabouts. The Chief Executive advised that this would form part of the forthcoming All Member Briefing session on Ward Walkabouts;</li> </ul>	

- St. Nicholas Ward Environmental Improvements – officers were asked to provide a breakdown of these for submission to St. Nicholas Ward Members;
- The Leader asked Portfolio Holders to ensure that plain English was used throughout future reports when updates were provided on their respective Portfolio areas; and
- The Interim Strategic Director undertook to provide Executive Members with a more detailed breakdown of the statistics relating to the percentage of telephone calls answered by the Customer Service Centre within 20 seconds.

It was **RESOLVED:**

1. That the delivery of priorities which form the Future Town, Future Council Programme and performance of the Council across the key themes for quarter one 2019/20, together with the latest achievements, be noted.
2. That officers are requested to scope a potential new FTFC workstream called “Place of Choice”, with a view to feeding this into the wider annual review of FTFC programme projects and deliverables for 2020/21.
3. That actions to ensure the prompt certification of health and safety compliance of non-domestic/non-commercial council buildings in accordance with the compliance contract are noted and endorsed (Paragraphs 3.86 and 3.87 of the report).
4. That improved performance in the Customer Service Centre is noted and continuing plans to sustain and improve performance are endorsed (Paragraphs 3.101 to 3.107 of the report).
5. That the impact of the rise in long term sickness on average sickness absence levels is noted, and that ongoing implementation of improved practices to support sickness absence management is endorsed (Paragraphs 3.117 to 3.121 of the report).

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

5	<b>MEDIUM TERM FINANCIAL STRATEGY UPDATE - GENERAL FUND 2019/20 - 2023/24</b>	<b>C. Fletcher x2933</b>
<p>The Leader provided an update on the work of the Local Government Association’s Resources Panel, of which she was a Member, in respect to the further delay of the audit of the Council’s Statement of Accounts and the recently received Government Spending Review for 2020/21.</p> <p>The Leader asked the Assistant Director (Finance &amp; Estates) to escalate work on the commercialisation agenda, particularly the potential for the Council to purchase commercial property outside of the Borough boundary.</p> <p>It was <b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That the Medium Term Financial Strategy (MTFS) principles, as outlined in Paragraph 4.1.7 of the report, be noted.</li> <li>2. That, for modelling purposes, Council tax increases be set at the threshold of 2.99%, subject to any change in government rules to achieve a balanced budget (Section 4.7.12 of the report refers).</li> <li>3. That the updated inflation assumptions used in the Medium Term Financial Strategy (Section 4.4 of the report refers) be approved.</li> <li>4. That a General Fund Financial Security Target of £1.9million be approved for the period 2020/21- 2022/23 (Paragraph 4.6.15 of the report refers). This includes increases in fees and charges.</li> <li>5. That the approach to Financial Security as set out in Section 4.6 of the be approved, and subject to approval of the Commercialisation Strategy at the November 2019 Executive meeting.</li> <li>6. That an amount of £100,000 for 2020/21 be approved for inclusion in the budget setting process as a Transformation Fund, to help deliver the Financial Security Target (Paragraph 4.5.5 of the report refers).</li> <li>7. That the unavoidable growth pressures as outlined in Paragraphs 4.5.2-4.5.4 of the report are approved, subject to the approval of the ICT Strategy at the October Executive meeting.</li> </ol>		

	<ol style="list-style-type: none"> <li>8. That General Fund growth is only approved for the Council's FTFC priorities and is funded from within the existing baseline budgets or by further savings in addition to the £1.9Million target identified (Paragraph 4.5.5 of the report refers).</li> <li>9. That the Leader's Financial Security Group oversee the development of the 2020/21 – 2022/23 savings package.</li> <li>10. That a minimum level of balances for the General Fund of £2.88million be approved for 2020/21 (Section 4.11 of the report refers).</li> <li>11. That the MTFS is regularly updated for any material financial pressures so forecasts are updated, and is re-presented to the Executive for approval.</li> <li>12. That public consultation be commissioned in line with the requirements of the Council's Consultation and Engagement Strategy.</li> <li>13. That the Trade Unions and staff be consulted on the key messages contained within the Medium Term Financial Strategies and more specifically when drawing up any proposals where there is a risk of redundancy.</li> </ol> <p><i>Reason for Decision: As contained in report.</i>  <i>Other options considered: As contained in report.</i></p>	
<p><b>6</b></p>	<p><b>1ST QUARTER REVENUE MONITORING 2019/20 - GENERAL FUND AND HOUSING REVENUE ACCOUNT</b></p>	<p><b>C. Fletcher x2933</b></p>
	<p>The Leader commented that the Quarter 1 reductions in car parking and garage rental income could well indicate a slight downturn in the town's economy. She added that action might need to be taken should the trend continue throughout Quarter 2. The Chief Executive undertook to circulate to Executive Members the latest Welfare Reform Dashboard monitor for Stevenage.</p>	

It was **RESOLVED:**

**General Fund**

1. That the 2019/20 1<sup>st</sup> Quarter projected net increase in General Fund expenditure of £193,570 be approved.
2. That it be noted that cumulative changes made to the General Fund net budget remains within the £400,000 increase variation limit delegated to the Executive.
3. That it be noted that the 2020/21 ongoing net pressure of £47,190 will be incorporated into the General Fund Medium Term Financial Strategy (MTFS).

**Housing Revenue Account (HRA)**

1. That the 2019/20 1<sup>st</sup> Quarter projected net increase in HRA net deficit of £111,330 be approved.
2. That it be noted that the cumulative increases made to the HRA net budget remains within the £250,000 increase variation limit delegated to the Executive.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

7	<b>1ST QUARTER CAPITAL MONITORING 2019/20 - GENERAL FUND AND HOUSING REVENUE ACCOUNT</b>	<b>C. Fletcher x2933</b>
	<p>The Assistant Director (Finance &amp; Estates) was requested to include in future monitoring reports a summary of the external grant funding received by the Council.</p> <p>It was <b>RESOLVED:</b></p>	

	<ol style="list-style-type: none"> <li>1. That the 2019/20 General Fund capital programme net decrease in expenditure of £2.9million be approved, as summarised in table one, Paragraph 4.1.1. of the report.</li> <li>2. That the General Fund net increase of capital expenditure of £646k in 2020/21 into future years, also as summarised in table one, Para 4.1.1 of the report, be approved.</li> <li>3. That the net increase of £432k in the capital expenditure for 2019/20 Housing Revenue Account, as summarised in table three, Paragraph 4.3.4 of the report, be noted.</li> <li>4. That Members note the net decrease of £1.4m in the capital expenditure for 2020/21 Housing Revenue Account.</li> </ol> <p><i>Reason for Decision: As contained in report.</i>  <i>Other Options considered: As contained in report.</i></p>	
8	<b>ANNUAL TREASURY MANAGEMENT STRATEGY REVIEW OF 2018/19</b>	<b>C. Fletcher x2933</b>
	<p>It was <b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That the 2018/19 Annual Treasury Management Review is recommended to Council for approval.</li> <li>2. That the updated Minimum Revenue Provision (MRP) Policy is recommended to Council for approval.</li> </ol> <p><i>Reason for Decision: As contained in report.</i>  <i>Other Options considered: As contained in report.</i></p>	
9	<b>URGENT PART I BUSINESS</b>	<b>R. Protheroe x2938</b>
	The Chair accepted items of urgent Part I business in respect of Brexit and possible General Election updates.	

(1) Brexit Update

The Interim Strategic Director advised that a Brexit Officer Working Group had been established to prepare for the implications of a Brexit on 31 October 2019, in particular a worst case scenario of a no deal outcome.

The Interim Strategic Director was requested to:

- feed back to the Hertfordshire Resilience Forum Members' concerns regarding the shortage of medical supplies already being experienced by Stevenage residents and the potential for increased homelessness in the Borough should unemployment increase due to companies relocating or ceasing to operate;
- prepare a Briefing Note on the latest Brexit developments for circulation to all Members of the Council;
- organise a round table meeting for businesses operating out of the Business Technology Centre to glean the concerns and issues that those businesses were expecting to experience through Brexit; and
- ensure that the Leader was invited to all future meetings of the Brexit Officer Working Group.

(2) Possible General Election Update

The Chief Executive confirmed that plans were in place to respond swiftly should a General Election be called in the coming months.

10	<b>EXCLUSION OF PRESS AND PUBLIC</b>	
	It was <b>RESOLVED:</b>  1. That, under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in	



	<p>Paragraphs 1 to 7 of Schedule 12A of the Act, as amended by SI 2006 No. 88.</p> <p>2. That, having considered the reasons for the following items being in Part II, it be determined that maintaining the exemption from disclosure of the information contained therein outweighed the public interest in disclosure.</p>	
<b>11</b>	<b>WEST OF STEVENAGE SITE - ACCESS</b>	<b>C. Fletcher x2933</b>
	<p>It was <b>RESOLVED</b> that the recommendations contained in the report be approved.</p> <p><i>Reason for Decision: As contained in report.</i></p> <p><i>Other Options considered: As contained in report.</i></p>	
<b>12</b>	<b>URGENT PART II BUSINESS</b>	
	None.	