

## NOTICE OF DECISIONS

<b>Meeting:</b>	Executive	
<b>Date:</b>	Wednesday, 12 February 2020	
<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 21 FEBRUARY 2020.  
SUBJECT TO THERE BEING NO CALL-IN THE ATTACHED DECISIONS MAY BE IMPLEMENTED WITH EFFECT FROM 24 FEBRUARY 2020.**

<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 on interest.</p>	
<b>2</b>	<b>MINUTES - 22 JANUARY 2020</b>	
	<p>It was <b>RESOLVED</b> that the Minutes of the meeting of the Executive held on 22 January 2020 be approved as a correct record for signature by the Chair.</p>	
<b>3</b>	<b>MINUTES OF THE OVERVIEW &amp; SCRUTINY COMMITTEE AND SELECT COMMITTEES</b>	
	<p>In respect of the Minutes of the meeting of the Community Select Committee held on 8 January 2020, which continued its scrutiny review into sports and leisure provision, the Portfolio Holder for Children, Young People &amp; Leisure advised that he was working with officers to provide a response to the Committee's recommendations, as well as involving the Portfolio Holder for Housing, Health &amp; Older People in addressing the health and wellbeing issues raised.</p>	

The recommendations also referred to the “Locality Reviews”. The Chair asked officers to re-name these as “Local Asset Reviews”.

In relation to the Minutes of the meeting of the Overview & Scrutiny Committee held on 28 January 2020, the Strategic Director (TP) advised that the Executive’s decision regarding the Kenilworth Scheme had been called-in by three Members of the Committee.

In respect of the comments made by the Committee regarding the relationship between footfall and car parking income, the Leader asked the Portfolio Holder for Resources to ensure that the Leader’s Financial Security Group (LSFG) considered this matter in more detail as part of its work on the 2021/22 budget setting process.

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

Community Select Committee – 8 January 2020  
Overview & Scrutiny Committee – 14 January 2020

**4**

**PARKING PROVISION AND SUSTAINABLE TRANSPORT SUPPLEMENTARY PLANNING DOCUMENT:  
PUBLIC CONSULTATION**

**D. Hodbod  
x2579**

In response to Members’ questions, the Assistant Director (Planning & Regulatory) commented:

- There would be a requirement on new developments for the installation of underground cabling in readiness for electric vehicle charging points. The installation of the above ground charging points would take place in consultation with the County Council; and
- 20% of new communal parking spaces would contain electric vehicle charging points.

Members stressed the importance of lobbying the Government for appropriate resources to fund the installation of electric vehicle charging points.

In view of local issues raised by Members in respect of disabled parking, Officers were requested provide clarity in the Supplementary Planning Document on enforceable disabled parking bays and informal disabled parking bays,.

It was **RESOLVED** that:

1. That the content of the draft Parking Provision and Sustainable Transport Supplementary Planning Document (SPD) be noted.
2. That delegated powers be granted to the Assistant Director: Planning and Regulation, following consultation with the Portfolio Holder for Economy, Enterprise and Transport, to make minor amendments as are necessary in the final preparation of the draft SPD prior to its consultation.
3. That the draft Parking Provision and Sustainable Transport SPD be published for consultation from 18 February 2020 to 22 March 2020.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

<b>5</b>	<b>STEVENAGE BOROUGH COUNCIL CLIMATE CHANGE AND ENGAGEMENT UPDATE</b>	<b>T. Ridley x2823</b>
	<p>The Leader asked the Strategic Directors to move the Climate Change agenda forward at a greater pace than hitherto. To this end, she saw the following four strand of work to be crucial:</p> <ul style="list-style-type: none"><li>• the climate change actions that could be carried out by the SBC (including housing, planning, energy, estates, transport and regeneration);</li></ul>	

- the influencing of partners and businesses in climate change matters;
- the lobbying of the Government for powers to drive forward the Climate Change agenda, along with appropriate additional funding; and
- the community engagement with residents, including consultation and education, and involving as wide a cross-section of residents as possible.

The Leader noted that there were only a small number of “quick wins” examples in the documentation. She therefore proposed an additional recommendation requesting a report to be submitted to the next Climate Change Working Group providing a comprehensive “quick wins” programme of projects for the next 12 months.

Members were given an assurance that the Climate Change Strategy consultation process would include young people, youth groups and local schools.

The Leader requested that an item be added to the agenda for the next Climate Change Working Group meeting on how the equalities impact of climate change could be assessed and how some of the potential negative impacts contained in the Equalities Impact Assessment could be mitigated.

Officers were asked to ensure that all future Executive reports contained paragraphs on Climate Change Implications.

It was **RESOLVED**:

1. That the content of the draft Climate Change Strategy, Charter and Community Pledges be noted.
2. That the Climate Change Strategy, Charter and Pledges be published for consultation from 18 February 2020 for five weeks.
3. That delegated powers be granted to the Assistant Director: Planning and Regulation, following consultation with the Portfolio Holder for Environment and Regeneration, to make minor amendments as are necessary in the final preparation of the draft documents prior to consultation.

4. That a report to be submitted to the next Climate Change Working Group providing a comprehensive “quick wins” programme of projects for the next 12 months.

*Reason for Decision: As contained in report; and 4. To quicken the pace of work on Climate Change.*

*Other Options considered: As contained in report.*

**6**

**LICENSING ACT 2003 - REVIEW OF STATEMENT OF LICENSING POLICY**

**M. Clay  
x2175**

The Executive noted that the fees relating to activities connected to the Licensing Act 2003 were statutory, but had not been reviewed since 2005. The Local Government Association were continuing to lobby the Government for a review of the fees or allowing Local Authorities to set their own fees. For SBC, fee income in 2018/19 had been £78,000, against the cost of running the service of £91,000.

In respect of the recycling of empty bottles by licensees, the Senior Environmental Health & Licensing Manager was asked to investigate whether the Licensing Authority could impose conditions requiring such recycling on new licences. If not, he was further asked to lobby the Government requesting that licensing authorities were granted such powers.

It was **RESOLVED:**

1. That the proposed Stevenage Borough Council Licensing Act 2003 Statement of Licensing Policy 2020-2025 (attached at Appendix A to the report) be agreed
2. That the Council be recommended to adopt the Stevenage Borough Council draft Licensing Act 2003 Statement of Licensing Policy 2020-2025 to the Council (attached at Appendix A to the report).

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

7	<b>HOUSEHOLD WASTE MANAGEMENT POLICY</b>	<b>L. Walker x2517</b>
<p>Members supported the Leader’s proposal for two additional recommendations requiring a waste strategy being brought back to the Executive within 12 months setting out how the Council would achieve a recycling rate of 65% by 2035, in line with the Government’s emerging Resources and Waste Strategy; and a reflection in the Policy that SBC remained committed to delivering waste management services in–house through a direct labour operation.</p> <p>In considering the Policy, the following comments and suggested amendments were raised:</p> <ul style="list-style-type: none"> <li>• Paragraph 2.8 should be amended to state that empty tetra paks should be place in the blue recycling box;</li> <li>• Clearer labelling should be provided on the various recycling receptacles;</li> <li>• Further work should be carried out with the Community Centres, to encourage them to maximise their recycling;</li> <li>• No plastic cutlery or crockery should be used at all future Mayoral/Civic functions; and</li> <li>• Recycling receptacles should be provided for use by all Play Centres in the Borough.</li> </ul> <p>It was <b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That the draft Household Waste Management Policy, attached as Appendix A to the report, be approved.</li> <li>2. That authority to amend the policy be delegated to the Strategic Director (RP), after consultation with the Portfolio Holder for Environment and Regeneration.</li> <li>3. That a waste strategy being brought back to the Executive within 12 months setting out how the Council would achieve a recycling rate of 65% by 2035, in line with the Government’s emerging Resources and Waste Strategy.</li> </ol>		

	<p>4. That SBC remains committed to delivering waste management services in-house through a direct labour operation and this approach will be reflected in the policy and strategy.</p> <p><i>Reason for Decision: As contained in report; and 3. To develop a strategy to improve recycling rates; and 4. To re-affirm a commitment to in-house delivery of the service.</i></p> <p><i>Other Options considered: As contained in report.</i></p>	
8	<b>FINAL GENERAL FUND AND COUNCIL TAX SETTING 2020/2021</b>	<b>C. Fletcher x2933</b>
	<p>In response to a Member's question regarding progress on the national review of Business Rates, the Leader commented that this may be included in a Government statement on Local Government finances to be given on 11 March 2020.</p> <p>The Leader asked Officers to investigate the following matters:</p> <ul style="list-style-type: none"> <li>• Council Garages – in view of below target income projected for 2019/20, enhanced advertising/marketing of the service be undertaken, and the introduction of innovations such as choice based lettings for garages, be implemented as soon as possible; and</li> <li>• Stevenage Leisure Limited (SLL) – to explore options with SLL to reduce the level of management fee, with a view to SBC gaining similar advantages to the other local authority customers currently served by SLL.</li> </ul> <p>It was <b>RESOLVED</b> that the following proposals be recommended to Council on 26 February 2020:</p> <ol style="list-style-type: none"> <li>1. That the 2019/20 revised net expenditure on the General Fund of £9,678,680 be approved.</li> <li>2. That a draft General Fund Budget for 2020/21 of £9,069,830 be proposed for consultation purposes, with a contribution from balances of £349,030 and a Band D Council Tax of £215.57 (assuming a 2.37% increase).</li> <li>3. That the updated position on the General Fund and the Risk Assessment of General Fund balances, be approved.</li> </ol>	

4. That a minimum level of General Fund reserves of £2,920,935, in line with the 2020/21 risk assessment of balances be approved.
5. That the contingency sum of £400,000, within which the Executive can approve supplementary estimates, be approved for 2020/21 (unchanged from 2019/20).
6. That the 2020/21 proposed Financial Security Options of £846,964 and including fees and charges of £117,490 be included in the final budget.
7. That 2020/21 business rate gains totalling £1.14Million above the baseline need be allocated as set out in Paragraph 4.6.7 of the report.
8. That the 2020/21 Council Tax Support scheme be approved, as set out in Section 4.8 of the report.
9. That New Homes Bonus of £30,380 be transferred to the reserve to fund future potential shortfalls in funding (Paragraph 4.4.4 refers).
10. That the comments from the Overview and Scrutiny Committee be noted.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

9	<b>FINAL CAPITAL STRATEGY 2019/20 - 2024/25</b>	<b>C. Fletcher x2933</b>
<p>The Leader commented that the National Audit Office (NAO) had publically criticised local authorities for their level of investment in commercial property. She considered that such activity had been necessitated by the continual reduction in local government funding, and advised that the District Councils Network would be sending a robust reply to the NAO on this matter.</p> <p>It was <b>RESOLVED</b> that the following proposals be recommended to Council on 26 February 2020:</p>		

1. That the final 2020/21 General Fund Capital Programme, as summarised in the report, be approved.
2. That the final 2020/21 HRA Capital Programme, as summarised in the report, be approved.
3. That the updated forecast of resources, as summarised in the report, be approved.
4. That the Council's investment strategy for non-treasury assets, as set out in Section 3.2 of the report, be approved.
5. That the approach to resourcing the General Fund capital programme, as outlined in the report, be approved.
6. That the actions required to ensure the General Fund programme is funded, as outlined in Paragraphs 4.9.3-4.9.9 of the report, be noted.
7. That the approach and progress on Locality Reviews and the target to realise receipts for 2020/21 be noted.
8. That the growth bids now included in the Capital Strategy be approved.
9. That the return of Right to Buy one for one receipts, as outlined in Section 4.14 of the report, be noted.
10. That the 2020/21 de-minimis expenditure limit (Section 4.15 of the report) be approved.
11. That the 2020/21 contingency allowance (Section 4.16 of the report) be approved.
12. That the work undertaken by Leader's Financial Security Group (LFSG) on behalf of the Executive in reviewing and challenging the General Fund Capital Strategy be noted.

*Reason for Decision: As contained in report.*

*Other Options considered: As contained in report.*

10	<b>ANNUAL TREASURY MANAGEMENT STRATEGY INCLUDING PRUDENTIAL CODE INDICATORS</b>	<b>C. Fletcher</b>
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	<b>2020/21</b>	<b>x2933</b>
	<p>It was <b>RESOLVED</b> that the following recommendations be made to Council on 26 February 2020:</p> <ol style="list-style-type: none"> <li>1. That the Treasury Management Strategy (attached at Appendix A to the report) be approved.</li> <li>2. That the draft prudential indicators for 2020/21 (attached at Appendix C to the report) be approved.</li> <li>3. That the minimum revenue provision policy (attached at Appendix B to the report) be approved.</li> <li>4. That an increase to the maximum level of long term (invested for longer than 12 months) investments from £10Million to £20Million when cash balances are higher than £30Million be approved.</li> </ol> <p><i>Reason for Decision: As contained in report.</i>  <i>Other Options considered: As contained in report.</i></p>	
<b>11</b>	<b>URGENT PART I BUSINESS</b>	
	<p>(1) <u>Town Fund</u></p> <p>The Chief Executive provided an update on the Town Fund.</p> <p>(2) <u>Storm Ciara</u></p> <p>The Strategic Director (RP) provided an update on the impact of Storm Ciara on SBC services and Stevenage residents.</p> <p>With the expected arrival of Storm Dennis during the next weekend (15/16 February 2020), the Executive asked the Strategic Director to ensure that housing officers were liaising with homeless hostels and social providers to deal with rough sleepers in the predicted inclement weather. It was agreed that a media release be prepared regarding sleeping</p>	

rough in inclement weather.

In terms of the outcome of the effect of Storm Ciara on SBC services and Stevenage residents, the Strategic Director was asked to provide statistics to all Members and a media release on the matter (possibly combining it with further statistics following Storm Dennis).

(3) Coronavirus

The Strategic Director (RP) provided the latest news on the impact of the Coronavirus outbreak and plans for containment should it spread.

The Strategic Director undertook to provide all Members with regular updates on the outbreak.

(4) Stevenage Against Domestic Abuse (SADA)

The Leader was delighted to report that SADA had recently signed a 12 month contract with East Hertfordshire District Council to provide their services. She congratulated the Community Safety Manager and her Team on this achievement.

12	<b>EXCLUSION OF PRESS AND PUBLIC</b>	
	<p>It was <b>RESOLVED:</b></p> <ol style="list-style-type: none"><li>1. That, under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in Paragraphs 1 to 7 of Schedule 12A of the Act, as amended by SI 2006 No. 88.</li><li>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.</li></ol>	
13	<b>PART II MINUTES - EXECUTIVE - 22 JANUARY 2020</b>	

	It was <b>RESOLVED</b> that the Part II Minutes of the meeting of the Executive held on 22 January 2020 be approved as a correct record for signature by the Chair.	
<b>14</b>	<b>DEBT WRITE OFFS GREATER THAN £10,000</b>	<b>S. Tarran</b>
	It was <b>RESOLVED</b> that the recommendation contained in the report be approved.  <i>Reason for Decision: As contained in report.</i> <i>Other Options considered: As contained in report.</i>	
<b>15</b>	<b>URGENT PART II BUSINESS</b>	
	None.	