

STEVENAGE BOROUGH COUNCIL

EXECUTIVE MINUTES

Date: Monday, 16 December 2019

Time: 2.00pm

Place: Shimkent Room, Daneshill House, Danestrete

Present: Councillors: Mrs Joan Lloyd (Vice-Chair in the Chair), Rob Broom, John Gardner, Richard Henry, Jackie Hollywell and Jeannette Thomas.

Start / End Start Time: 2.30pm
Time: End Time: 4.25pm

1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Councillors Sharon Taylor OBE, CC (Chair) and Lloyd Briscoe.

Councillor Jeannette Thomas declared an interest in Item 5 – Community Centres Review, as she was Chair of the Oval Community Association and Douglas Drive Senior Citizens Association.

2 MINUTES - 20 NOVEMBER 2019

It was **RESOLVED** that the Minutes of the meeting of the Executive held on 20 November 2019 be approved as a correct record for signature by the Chair.

3 MINUTES OF THE OVERVIEW & SCRUTINY COMMITTEE AND SELECT COMMITTEES

In respect of the Minutes of the meeting of the Community Select Committee held on 4 November 2019, the Portfolio Holder for Children, Young People & Leisure confirmed that the Youth Council was forging links with schools to allow young and emerging bands to perform and, through the auspices of the Council's Cultural Strategy, it was planned to showcase some of these bands at Stevenage Day in 2020.

In relation to the Minutes of the meeting of the Environment & Economy Select Committee held on 20 November 2019, Members commented that any new Post Office in the Old Town should be in a building spacious enough to allow for privacy of transactions.

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

Community Select Committee – 4 November 2019
Overview & Scrutiny Committee – 11 November 2019

4 CO-OPERATIVE NEIGHBOURHOODS

The Portfolio Holder for Neighbourhoods and Co-operative Working introduced a report regarding proposals for the next stage in the development of Co-operative Neighbourhoods, including the division of the Borough into 6 localities, with the objective of coordinating services at a neighbourhood level, providing clear points of accountability and supporting the growth in capability of residents and communities.

The Executive noted that an implementation plan showed how teams of staff from across Council services would work collaboratively with Members, partners and residents. The teams would engage with residents on what mattered to them, respond in a proactive way and plan improvements. Co-operative Neighbourhoods reasserted and strengthened the Council's commitment to Co-operative Council Principles. An implementation timetable showed how it would unfold over the next nine months, whilst appendices included a map of neighbourhoods, a template who's who information sheet and a communications plan.

Members were advised that the 6 localities were based on the pre-2017 County Council Electoral Divisions, although it was accepted that a different focus may be required for the Town Centre. The prototype/pilot Neighbourhood area would comprise the St. Nicholas and Martins Wood Wards.

Members commented as follows:

- The boundaries between the 6 proposed neighbourhood areas should provide for sufficient flexibility to acknowledge how local residents identified their community;
- If possible, the full roll-out of the of the scheme to the other neighbourhood areas following the pilot area should take place in advance of the August 2020 proposed deadline; and
- Residents should be provided with one initial point of contact, who would be responsible for forwarding on requests to the relevant officer(s).

In relation to the pilot neighbourhood of St. Nicholas and Martins Wood, the Executive agreed that this should encompass the streets to the north that bordered St. Nicholas Park which were currently in Woodfield Ward.

It was **RESOLVED:**

1. That the establishment of 6 Cooperative Neighbourhood areas, based on the pre-2017 Hertfordshire County Council divisions (see Appendix A for map) be approved. The 6 teams will form the basis of the Council's strategic approach to: delivering localised, responsive, coordinated and collaborative services; working with partners; and engaging with the different communities of Stevenage.
2. That the direction of travel set out in the report be approved, and that the development of Co-operative Neighbourhoods serves to reassert and

strengthen Stevenage's commitment to Co-operative Council Principles; with staff, Members, residents and partners working together to help people help themselves and to plan for the future of neighbourhoods.

3. That the phased implementation be approved, including the selection of St Nicholas and Martins Wood as the prototype neighbourhood (but also encompassing the streets to the north that bordered St. Nicholas Park which are currently in Woodfield Ward), with basic team and collaboration arrangements put in place in the remaining 5 neighbourhoods.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

5 COMMUNITY CENTRES REVIEW

The Portfolio Holder for Communities, Community Safety and Equalities presented a report in respect of the work completed as part of the Community Centres Review, and proposed a future operating model to help to make community centres more sustainable and to identify clear lines of responsibility along with opportunities to reduce costs.

The Executive was informed that nearly 400 residents had been consulted on the proposals by way of Focus Groups and Surveys and the results had informed the findings of the review, especially the model adoption and developmental themes as part of future partnership arrangements. It was proposed that community centre leases would be standardised where possible, but bespoke if necessary, and the report sought delegated authority for the leases to be renewed under the same timeframe.

The report recommended the adoption of a Hub & Spoke for community centre delivery, as the hubs would be for a wider range of services and partner organisations, with spokes providing a more traditional community offering. It was also proposed to refocus the relationship between SBC and Community Associations, with the Communities & Neighbourhoods Team taking a more active approach to adding value beyond being a funding source by addressing key developmental themes in a targeted manner.

In terms of financial implications, Members noted that the current model and buildings had a significant cost value attached over the next 10 years. Existing facilities were built at a similar time and, as a result, the costs for these buildings were also rising together as they aged. Exploring options to replace some of this provision as part of regeneration or redevelopment could help to reduce pressure on the capital budget, whilst providing modern community provision.

Members' views on the report included:

- Support for the hub and spoke model of community centre delivery; the proposals for the social clubs/bars; and the proposals for standardised (but with flexibility for some bespoke items) community centre leases, which would assist community associations in bids for funding;

- It was hoped to replace or supplement community centre buildings, including the addition of one of significant size in the south of the town;
- Further work should be undertaken on the percentage of population that used community centres in each area, in order to inform initiatives to encourage the introduction of a wider breadth of activities aimed at developing an enhanced use of the facilities.

The Executive supported an additional recommendation (that could form the basis of one of the standardised clauses in the leases) that organisations using SBC buildings, community assets or managing facilities or delivering services to the people of Stevenage should reflect the Council's values and policies of inclusion and be politically neutral.

It was **RESOLVED**:

1. That the findings of the stage two review of community centres, specifically the highlighted development themes and their individual targets, be noted.
2. That the adoption of a Hub & Spoke Model in relation to both current and the development of future community centres, ensuring there are Community Hubs in the North, Central and South of Stevenage, be approved.
3. That it be agreed that the findings of the Community Centre Review should inform future consideration on the provision of Community Facilities throughout Stevenage as part of redevelopment opportunities.
4. That delegated authority be given to Strategic Director (TP), having consulted the Portfolio Holders for Communities, Community Safety & Equalities and Neighbourhoods & Co-operative Working, to negotiate new Leases and related contractual agreements with Community Associations.
5. That the Co-operative Compact Partnership continues as a mechanism through which the model and social value framework can be further developed, building upon the collaborative working relationship between the Council and community associations.
6. That organisations using SBC buildings, community assets or managing facilities or delivering services to the people of Stevenage should reflect the Council's values and policies of inclusion and be politically neutral.

Reason for Decision: As contained in report; and 6. To ensure use of the buildings reflects SBC values and policies of inclusion.

Other Options considered: As contained in report.

6 COMMUNITY INFRASTRUCTURE LEVY (CIL)

The Portfolio Holder for Environment and Regeneration presented a report reminding the Executive that the Community Infrastructure Levy (CIL) was a planning charge introduced by the Planning Act 2008, as a tool for local authorities to help deliver infrastructure to support the development of their area. It allowed

local authorities to raise funds from developers undertaking new building projects. The money was then ‘pooled’ and could be used to fund a wide range of infrastructure, such as transport schemes, schools, community facilities, parks and leisure facilities, which were needed as a result of development taking place. CIL was fairer, faster and more certain and transparent than the system of planning obligations (Section 106), which often caused delay as a result of lengthy negotiations and which was subject to viability.

The Portfolio Holder for Environment and Regeneration advised that, following public consultations in September 2018 and April 2019, the Draft Charging Schedule was submitted to an Independent Examiner on 2 August 2019 (as approved by Executive in June 2019). A public hearing session was held on 5 September 2019. Following the receipt of the Examiner’s Report, the Executive was requested to recommend to Council that it approved the CIL Charging Schedule, with effect from 1 April 2020. It was anticipated the CIL rates would be reviewed after 12-18 months to ensure the rates set were still appropriate.

The Executive supported an additional recommendation requesting officers to commence the review of the level of fees contained in the CIL Charging Schedule after the first year of its operation.

It was **RESOLVED:**

1. That the outcomes of the independent examination be noted.
2. That the content of the Examiner’s Report be noted (attached as Appendix A to the report).
3. That Executive recommends to Council that:
 - (i) it accepts the Examiner’s modifications and recommendation to approve the Charging Schedule, and supporting Instalments Policy and Payments in Kind Policy, attached at Appendices B-D to the report;
 - (ii) it approves the Charging Schedule, and supporting Instalments Policy and Payments in Kind Policy, to be brought into effect on 01/04/20;
 - (iii) it approves the setup of an allocated financial reserve to draw down on for the CIL Officer post with an annual review.
4. That, subject to Council approving the Charging Schedule and supporting documents, delegated authority be given to:
 - (i) the Assistant Director, Planning and Regulation, having consulted the Portfolio Holder for Environment & Regeneration, to authorise the expenditure of CIL funds under £75,000;
 - (ii) Planning and Development Committee to authorise the expenditure of CIL funds of £75,000 or more.

5. That officers be requested to commence the review of the level of fees contained in the CIL Charging Schedule after the first year of its operation.

Reason for Decision: As contained in report; and 5. To ensure robust monitoring of the CIL Charging Schedule.

Other Options considered: As contained in report.

7 HERTFORDSHIRE GROWTH BOARD MEMORANDUM OF UNDERSTANDING

The Chief Executive introduced a report which advised that, since September 2018, Hertfordshire Leaders and the Local Enterprise Partnership Chair had been collaborating through the Hertfordshire Growth Board. The Growth Board had identified a range of growth-related challenges, including significant demand for new homes, including provision of more and high quality affordable homes; additional investment for infrastructure for current and new residents; providing jobs and economic opportunities for all residents; supporting and maintaining a high quality environment and the threat posed by climate change.

The Strategic Director (TP) stated that the Leaders of the District Councils, County Council, and the Local Enterprise Partnership had agreed to develop a Memorandum of Understanding (MoU), to set out the Core Objectives and Aims of working through the Hertfordshire Growth Board and the Principles of Partnership. The objectives of the collaboration focussed on taking a broader place-based approach to strategic planning for development, infrastructure, transport, climate change, and economy.

The Strategic Director (TP) explained that the MoU identified benefits to be achieved through partnership working, using the two-tier system at its best, responding to wider challenges, providing leadership of place, and increasing impact. It also included principles of how the organisations would work together, how they would undertake place-making in Hertfordshire, and their approaches towards governance. The scope of the MoU made it clear that any Council exercising any particular function should continue to do so – including local plans, housing, and development management.

In response to a Member's question, the Borough Solicitor advised that should conflicts arise between various partners/signatories to the Memorandum of Understanding, there was a clause allowing for 30 days' notice to be given for withdrawal from the partnership, although any obligations given towards specific projects may need to continue until those projects were completed.

It was **RESOLVED:**

1. That the progress and work of the Hertfordshire Growth Board be noted.
2. That it be agreed that Stevenage Borough Council enter into the Hertfordshire Growth Board Memorandum of Understanding, attached as Appendix 1 to the report.

Reason for Decision: As contained in report.
Other Options considered: As contained in report.

8 DEVELOPING A TOWN FUND DEAL

The Portfolio Holder for Environment and Regeneration introduced a report advising that, on 1 November 2019, the Government had issued a Towns Fund prospectus inviting 100 towns to develop proposals to benefit from up to £25M funding, with £173,000 allocated to Stevenage Borough Council to proceed with this work.

The Portfolio Holder for Environment and Regeneration explained that the prospectus identified a number of short-term actions that would need to be taken in order to put forward a Town Investment Plan and proposals. This includes completion, by 19 December 2019, of a readiness assessment to identify in which phase a Town Deal could be negotiated with the Government. The prospectus also included a requirement for a Town Board to be established by the end of January 2020 and a Town Investment Prospectus to be developed and submitted in the first part of 2020. Within the Towns Fund prospectus, the role of SBC was as lead body, to convene a Town Deal Board with an advisory function.

Members noted that officers would engage with Hertfordshire Local Enterprise Partnership and the Government to request that the new Town Deal Board could oversee Growth Deal 3 funded projects as part of the delivery of SBC's existing regeneration programme. The report sought approval to the draft Terms of Reference for the new Town Deal Board, the process to recruit an independent Chair and to create the Town Deal Board. Given the short timeframes that could be available, the report also sought delegation to officers to work with Portfolio Holders and local partners to progress the establishment of the relevant governance. A full programme of consultation would take place to inform possible projects and business cases.

In connection with report, the Strategic Director (TP) circulated a document summarising the progress of the Regeneration programme throughout 2019.

The Strategic Director (TP) advised that the Chair of the Town Deal Board would not be entitled to any remuneration, other than expenses.

In order to reinforce the Council's decision for culture to be at the heart of the Town Centre Regeneration development, Members supported an additional recommendation that the Executive noted the importance of culture within the Town Deal Fund and the work to develop a Cultural Strategy for Stevenage, and requested officers to consider bringing forward culture-led projects within the emerging Town Deal Investment Plan to enable Stevenage to develop its cultural offer.

It was **RESOLVED:**

1. That the release of the Towns Fund prospectus and the steps that would be needed to put in place a Town Deal Board by end of January 2020 and Town Investment Plan by mid-2020 be noted.

2. That authority be delegated to the Strategic Director (TP), having consulted with the Leader and Portfolio Holder for Environment and Regeneration, to complete a readiness assessment for submission to government by 19 December 2019.
3. That the draft Terms of Reference for a new Town Deal Board, set out at Appendix B to the report, delegating finalisation of the draft Terms of Reference to the Strategic Director (TP), having consulted with the Leader and Portfolio Holder for Environment and Regeneration, be approved.
4. That the commencement of an open advertising, recruitment and selection process for an Independent Chair of the Town Deal Board, having consulted other key local stakeholders be approved, finalisation of the recruitment and selection process to be delegated to the Strategic Director (TP), having consulted with the Leader and Portfolio Holder for Environment and Regeneration.
5. That the importance of local consultation to inform the development of the vision for the Town Deal be noted, and Officers be requested to develop a comprehensive consultation and engagement plan, using existing consultation data and using a co-operative approach to engage with residents, partners, businesses and other stakeholders to help inform the options to be considered through a Town Investment Prospectus.
6. That the importance of culture within the Town Deal Fund and the work to develop a Cultural Strategy for Stevenage be noted, and that officers be requested to consider bringing forward culture-led projects within the emerging Town Deal Investment Plan to enable Stevenage to develop its cultural offer.

Reason for Decision: As contained in report; and 6. To ensure that cultural projects are included in the emerging Town Deal Investment Plan.

Other Options considered: As contained in report.

9 CORPORATE PERFORMANCE QUARTER TWO

The Chief Executive presented a report on Corporate Performance in Quarter Two of 2019/20 (July – September 2019) and advised that, of the 55 Performance Indicators monitored, 51 were at green status; 1 was at amber status (Agency staff usage); 2 were at red status (Number of households in temporary accommodation and the staff sickness absence rate); and one was not available (Health and Safety compliance).

The Chief Executive explained the reasons for the amber, red and not available items, and the improvement proposals for each item.

The Chief Executive summarised a number of performance highlights throughout 2019/20 so far.

In respect of the Sickness Absence Performance Indicator, the Executive noted that the percentage figure was skewed due to instances of long-term sickness. The Senior Human Resources Manager undertook to provide Members with statistics relating to short-term sickness absence only.

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 Two 2019/20, together with the latest achievements, be noted.
2. That actions to ensure the improvement in the non-statutory compliance of non-domestic/non-commercial Council buildings in accordance with the compliance contract be noted and endorsed (Paragraphs 3.64 to 3.67 of the report).
3. That the improved performance in the Customer Service Centre be noted and continuing plans to sustain and improve performance be endorsed (Paragraphs 3.84 to 3.90 of the report).
4. That the impact of the rise in long term sickness in relation to the overall average sickness absence levels be noted and that ongoing implementation of improved practices to support sickness absence management be endorsed (Paragraphs 3.99 to 3.104 of the report).
5. That the review of the performance measure relating to number of households in temporary/emergency accommodation be noted and monitored (Paragraphs 3.68 to 3.70 of the report).

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

10 COUNCIL TAX BASE 2020/21

The Portfolio Holder for Resources presented a report on the Council Tax Base for 2020/21, which was estimated to be 27,780.7 Band D equivalents, after an allowance of 98.25% on the collection rate (27,329.9 in 2019/20). The 2020/21 total number of properties in the tax base before discounts were given was estimated to be 37,471 homes.

The Portfolio Holder for Resources commented that the tax base had increased by 450.8 Band D equivalent properties compared to the 2019/20 tax base, which generated (with council tax support changes) an additional £107,295 additional council tax for Stevenage before any council tax rise was considered.

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 2020/21 shall be 28,275.6 equivalent "Band D" properties

reduced to 27780.7 equivalent “Band D” properties after making allowances for a 98.25% collection rate.

2. That the 2020/21 Council Tax Base be approved, subject to any changes made to the Council Tax Support Scheme (CTS) for 2020/21. The Executive approved the CTS scheme at its meeting on 20 November 2019 for recommendation to Council.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

11 HOUSING REVENUE ACCOUNT (HRA) MEDIUM TERM FINANCIAL STRATEGY (2019/20 - 2023/24) AND HRA BUSINESS PLAN REVIEW 2019

The Portfolio Holder for Resources introduced a report which outlined the revised HRA Business Plan, taking into consideration the change to the Rent Policy, which would be applicable from April 2020, as well as the 1% increase in interest payments on Public Works Loan Board (PWLb) loans.

The Portfolio Holder for Resources stated that it was proposed that rents be increased in line with Government guidelines of CPI + 1% for the next 5 years. The revisions to the HRA Business Plan and Medium Term Financial Strategy (MTFS) had been made to ensure the continuation of support to the Council’s ambitions to build new housing and maintain existing stock, keeping customers safe in their homes, in line with the recommendations emerging from the Hackett Report.

The Portfolio Holder for Resources commented that the Plan supported the delivery of an additional 271 homes, and the additional requirements following the review of building safety, anticipated changes to the decent homes standard, a planned maintenance programme to follow on from the Major Refurbishment contract and 5 year electrical testing programme.

Consideration was also given to remodelling/redeveloping SBC high rise blocks, tackling poorly performing assets, and an aspiration to improve the Council’s SAP rating on its homes. Investment would also be made to ensure that the housing management and repairs services were fit for purpose.

The Portfolio Holder for Resources explained that additional borrowing would allow provision to be made in the Business Plan in response to the various challenges over the next 30 years, as set out in the report. With the increased investment through planned works it was also proposed to introduce a 2% repairs efficiency target to reduce spend on responsive repairs incrementally over the life of the Business Plan

The Executive noted that the maximum debt in the Plan was now £288Million (£220Million last year) and the debt at Year 30 was £182Million (£59Million last year). In terms of the additional borrowing in the Business Plan, the following applied:

- Debt repayments were spread evenly over the life of the plan to avoid peaks in repayments;
- The cost of servicing debt has been kept proportionate to income;
- Loan periods had been optimised to minimise interest payments and allow capacity for future borrowing to support the service;
- A £5Million reserve had been set up to cover potential interest rate volatility;
- Higher HRA balances were required in the early years of the Plan to enable debt servicing to be affordable in the middle to later part; and
- Minimum HRA balances had been increased by £1Million to recognise the possible increased risks posed by higher borrowing levels. This was particularly important in relation to the recent increase in PWLB interest rates.

It was **RESOLVED:**

1. That, for modelling purposes, fees and charges increases are in line with inflation.
2. That, for modelling purposes, the updated inflation assumptions used in the Medium Term Financial Strategy (Paragraph 4.5.1 refers) be approved.
3. That the Capital Programme assumptions contained within the report be approved for the existing programme and new build properties and incorporated into the 2020/21 budget.
4. That officers review responsive repairs spend, taking into account the anticipated impact of the planned maintenance programme and the delivery of the 2% repairs efficiency target (Paragraphs 4.3.5 and 4.4.7 of the report refer).
5. That borrowing to fund capital projects in 2020/21 of £23.8Million be approved and that future years are considered annually in line with anticipated expenditure.
6. That the minimum level of balances for the HRA Business Plan, set as a minimum £3Million plus inflation (Paragraph 4.4.7 of the report refers), be noted.
7. That the creation of a reserve of £5Million, to mitigate against future interest rate volatility and a reserve to accommodate future debt repayment, be noted.
8. That if material changes to forecasts are required following further Government announcements, the Assistant Director (Finance and Estates) be requested to revise the Medium Term Financial Strategy and re-present it to the Executive for approval.
9. That the revised HRA MTFS principles be approved.
10. 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.

Reason for Decision: As contained in report.
Other Options considered: As contained in report.

12 DRAFT HOUSING REVENUE ACCOUNT (HRA) AND RENT SETTING 2020/21

The Portfolio Holder for Resources presented a report which advised that the average weekly rent increases for Council homes based on a CPI+1% increase (September index) or 2.7% was £3.16 for a LSSO, £2.56 for social housing, and £4.17 for affordable housing. The net rental income increase for 2020/21 was estimated to be £1,026,200, which included the impacts of estimated right to buys, estimated new properties and properties taken out of management (awaiting redevelopment). This was the first increase in general rents since 2015/16.

The Portfolio Holder for Resources stated that the comparison between Housing Revenue Account (HRA) property rents per week and private sector rents showed that a three bedroom private sector rental property costs 137% (2019/20, 140%) more per week than a SBC Council home and 34% more than the affordable let properties (2019/20, 40%).

The Portfolio Holder for Resources advised that the growth in the HRA for next year also included growth of £950,000, as contained in the HRA Business Plan, and in addition to the growth included in the Financial Security report approved by the Executive at its meeting held on 20 November 2019. The 2020/21 HRA projected year-end balance was estimated to be £196,000 higher than that included in the HRA Business Plan report. This was because inflationary pressures were lower than budgeted for.

The Portfolio Holder for Resources explained that the recommended changes requested for the 2019/20 HRA, which were in line with the HRA Business Plan, included:

- The set aside of £5Million to fund fluctuations in interest rates, in order to allow the HRA to absorb variances in interest rates in this and future years;
- The removal of revenue contributions to capital, with the exception of £1.8Million which was to be set aside for internal borrowing taken in 2018/19 and to be replaced with external debt;
- The implementation costs of Financial Security options included in the November 2019 report; and
- The carry forward of transformation budgets to 2020/21.

Members noted that the Housing Management Advisory Board would be consulted on the HRA budget at its meeting to be held on 16 January 2020.

It was **RESOLVED:**

1. That HRA dwellings be increased, week commencing 1 April 2020, by 2.7%, an average increase of £2.56 for social rents £4.17 for affordable rents and £3.16 for Low Start Shared Ownership (LSSO) homes per week. This has been calculated using the rent formula, CPI +1% in line with the Government's rent

policy, as set out in Paragraph 4.1.1. of the report.

2. That the rent policy be updated to reflect the rent increase guidance of CPI+1%, (revised from a minus 1% rent reduction excluding LSSO properties).
3. That the draft 2020/21 HRA budget be approved, as set out in Appendix A to the report. This may be subject to change as a result of consultation and the finalisation of recharges from the General Fund.
4. That the final HRA rent setting budget for 2020/21 be presented to the Executive on the 22 January 2020 and then Council on 29 January 2020.
5. That key partners and other stakeholders be consulted and views fed back into the 2020/21 budget setting process.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

13 URGENT PART I BUSINESS

None.

At this juncture, the Chair expressed her thanks to all Council staff that had worked so diligently on the Parliamentary Election held on 12 December 2019.

14 EXCLUSION OF PRESS AND PUBLIC

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 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.
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.

15 PART II MINUTES - EXECUTIVE - 20 NOVEMBER 2019

It was **RESOLVED** that that the Part II Minutes of the meeting of the Executive held on 20 November 2019 be approved as a correct record for signature by the Chair.

16 URGENT PART II BUSINESS

None.

CHAIR