

EXECUTIVE MEETING ON 7 OCTOBER 2025



DECISION SHEETS

Record of decisions made by the Executive pursuant to Regulation 12 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of publication: 8 October 2025

** Executive decisions will not be implemented until the expiry of 5 working days to take account of the Call-In procedure.*

<u>No.</u>	<u>Item</u>	<u>Decision</u>	<u>Reasons for the Decision</u>	<u>Details of alternative options considered and rejected at a meeting</u>	<u>Any declarations of conflict of interest and/or dispensations granted</u>
7	Consideration of the draft Markets Policy following public consultation	That the Market Policy, as amended following public consultation, be adopted, taking effect from the 1 January 2026.	With the move in July 2024 to licensing markets under the provisions of Part III of the Food Act 1984, there is a power to implement a Markets Policy.	To approve the Policy. To approve the Policy amended as appropriate. To not approve the Policy.	

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			The new Policy is intended to help increase the number and diversity of markets across the district by providing clear guidelines to perspective market operators whilst protecting the historic markets.		
8	Provisional Outturn 2024/25 & Draft Statement of Accounts 2024/25	a) Noted the general fund revenue outturn of £132k overspend to be funded from the general reserve; and b) Noted the capital outturn position and approve carry forward budgets of £358k; and c) Received the 2023/24 draft statement of accounts.	<p>Revenue An overspend of £132k is reported against the 2024/25 revenue budget. In line with the Councils financial procedure rules the Director of Finance, Risk & Performance has approved that the overspend be funded from the general reserve.</p> <p>Funding</p>	The Executive can choose not to carry forward capital budgets although this would cause budget shortfalls and overspends on projects. This is not recommended.	

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			<p>The funding position shows an underachievement of income of £223k, this is due to government grants not being received in line with the budget set and growth on business rates being higher than budgeted.</p> <p>Capital The progress of the capital programme has been reported to Audit and Governance Committee throughout the year as part of the budget monitoring process. Capital expenditure in 2024/25 was £7.065m, against a budget of</p>		

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			£19.147m as set out in table 3.		
9	Financial Management 2025/26 - Quarter 1 Forecast to year end	<p>a) Noted and considered the net revenue budget end of year projected overspend of £789k.</p> <p>b) Noted and considered the capital programme forecast outturn of £637k.</p>	<p>Section 28 of the Local Government Act 2003 requires the Council to monitor the budget and monitor and assess the adequacy of reserves and balances during the year. East Herts Council's financial management framework requires quarterly reports to Audit and Governance Committee and the Executive with forecasts to year end.</p> <p>The Executive is required to consider the budget forecasts and ensure that action is taken in relation</p>		

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			to any expenditure overspends or any underachievement of income so that the Council's financial resources are not exceeded.		
11	Strategic Risk Register Monitoring Q1 2025/26	<p>a) The 2025/26 quarter one corporate risk register and actions being taken to control and mitigate risk be noted.</p> <p>b) The Risk Management Strategy be reviewed and approved.</p>	The Risk Management Strategy is intended to be reviewed annually by the Leadership Team and the Audit & Governance Committee. However, it has not undergone formal review for a number of years, and this update provides an opportunity to reaffirm the Council's approach to risk management and ensure alignment with current best practice.		

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12	Medium Term Financial Plan 2026-2031	<p>a) Approved the Medium-Term Financial Plan (MTFP) 2026–2031 as set out in Appendix A, along with the financial assumptions and modelling used to forecast resources and pressures over the MTFP period.</p> <p>b) Noted the projected budget gap of £531k in 2026/27 and the cumulative gap of £2.41 million through to 2030/31.</p> <p>c) Noted the adequacy of General Fund balances and the ongoing review of grants and reserves,</p>	The Council must remain agile in its financial planning, incorporating national trends into local forecast and maintaining a strong risk management posture.		

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		<p>with outcomes to be reported as part of the 2026/27 budget report later in the year.</p> <p>d) Noted the financial planning framework and timetable for future reporting and decision-making.</p>			
13	Annual Procurement Report	<p>a) approved delegated authority to the relevant Director in consultation with the Portfolio Holder to commence procurement for the forthcoming procurement activities listed in table in paragraph.</p> <p>b) considered the actions and delivery</p>	<p>The Forward plan requires all procurements over a value of £200k to be approved before procurement commences, otherwise this could delay the procurement process at a critical time, if approval not sought sufficiently in advance.</p>		

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		<p>against the procurement strategy to date c) considered the activities undertaken by procurement in 2025/26.</p>			