

MINUTES OF A MEETING OF THE  
EXECUTIVE HELD IN THE COUNCIL  
CHAMBER, WALLFIELDS, HERTFORD ON  
TUESDAY 7 SEPTEMBER 2010, AT 7.00  
PM

---

PRESENT: Councillor A P Jackson (Chairman/Leader)  
Councillors M R Alexander, M G Carver,  
L O Haysey, R L Parker and M J Tindale

ALSO PRESENT:

Councillors D Andrews, K A Barnes, S A Bull,  
N P Clark, R N Copping, J Demonti,  
A D Dodd, R Gilbert, Mrs M H Goldspink,  
J Hedley, Mrs D Hone, M P A McMullen,  
M Pope, M Wood and C Woodward

OFFICERS IN ATTENDANCE:

Simon Drinkwater	- Director of Neighbourhood Services
Martin Ibrahim	- Senior Democratic Services Officer
Alan Madin	- Director of Internal Services
Lois Prior	- Head of Strategic Direction (shared) and Communications Manager
George A Robertson	- Director of Customer and Community Services

227 LEADER'S ANNOUNCEMENTS

The Leader advised Members that following this meeting, he would be on holiday until 21 September 2010.

The Leader referred to the Government requirement for local

authorities to publish details of all expenditure of over £500 online by January 2011. He advised that the Council would be meeting this obligation from 9 September 2010 by publishing details of all expenditure, including sums that were below £500. He added that the Council would go further by including information on a selection of key performance indicators that would be of most interest to residents. Taken together, these actions would demonstrate the Council's continuing commitment to transparency.

The Leader concluded by referring to the costs of providing this information and the need to ensure a cost effective approach.

### **RECOMMENDED ITEMS**

#### **228 CORPORATE STRATEGIC PLAN 2011/12 - 2014/15**

**The Leader of the Council submitted a report on the Council's four year Corporate Strategic Plan, which outlined the Authority's priorities and key outcomes it would be looking to achieve in this period. As the Medium Term Financial Plan was part of the Integrated Service Framework, the Council's outcomes for the next four years could now be articulated. Once agreed, the Plan would be used to support the development of the 2011/12 Service Plans.**

**The Corporate Business Scrutiny Committee, at its meeting held on 20 July 2010, had made a number of comments and recommendations, which were detailed at Essential Reference Paper 'C' of the report now submitted. The Executive supported all of these recommendations. In respect of the recommendation on the use of the term 'affordable', the Executive supported the suggested amendment and the use of the term 'social and affordable housing'.**

**The Executive recommended the Plan, as now amended.**

**RECOMMENDED – that (A) the recommendations of the Corporate Business Scrutiny Committee be**

received and supported; and;

(B) the Corporate Strategic Plan 2011/12 – CE  
2014/15, as now amended, be approved.

**229 FINANCIAL STRATEGY 2011: MTFP UPDATE:  
EMERGENCY BUDGET PROPOSALS**

The Executive Member for Resources and Internal Support submitted a report reviewing the Financial Strategy and proposing a policy statement on Reserves. He also presented an updated Medium Term Financial Plan (MTFP) and proposed emergency budget savings.

The Executive Member referred to the comments of the Corporate Business and Community Scrutiny Committees and advised that Environment Scrutiny Committee would be referring comments direct to Council on 29 September 2010. In respect of the proposed savings options detailed at Essential Reference Paper 'H' of the report now submitted, he explained that these had been submitted now for consideration, in order that the necessary background work could be completed by Officers to achieve at least full year savings from 1 April 2011. Where possible, Officers would be instructed to implement savings earlier, having regard to existing contractual obligations and practicality.

The Executive Member proposed that three items be deferred from the savings options. Firstly, all items relating to car parking charges, as consideration would be given to the developing transportation strategy. Secondly, support for the Museums service and thirdly, support for the Chairman. On this matter, he advised that he would be asking Officers to revisit this proposal with a view to reducing the level of saving.

In response to questions and comments, the Executive Member confirmed that an assumed 2.5% increase in council tax had been retained pending further advice from the Government on support that would be available to achieve a council tax freeze.

The Executive supported the proposals as now detailed.

**RECOMMENDED** - that (A) the amended Financial Strategy including Policy on Reserves be approved; DIS

(B) the revised MTFP be approved as the initial basis for considering proposals in planning for the 2011/12 budget and setting to the MTFP to 2014/15; DIS

(C) the savings and related spending detailed at Essential Reference Paper 'H' of the report submitted, be approved, to take effect not later than 1 April 2011 with the exception of the following items, where any recommendations to Council will be included in the final budget report when proposing the 2011/12 budget: DIS

(1) items related to car parking charges where recommendations will be made in consideration of the developing local transport policy;

(2) support for the Museums service;

(3) support for the Chairman;

(D) Officers be instructed to implement savings in advance of 1 April 2011, where feasible having regard to existing contractual obligations and practicability; and ALL

(E) the need for further consideration to be given to these recommendations in the light of the Environment Scrutiny Committee's comments on the proposals at its meeting on 14 September 2010, be noted.

**230 MONTHLY CORPORATE HEALTHCHECK - JUNE 2010 (1)**

The Leader of the Council submitted an exception report on finance and performance monitoring for the month of June 2010.

The Executive supported the proposals as now detailed.

**RECOMMENDED** - that in respect of a staffing matter and IT Licences, the carry forward of £40,300 for 2009/10 underspending to the current year as set out in paragraphs 2.45 and 2.46 of the report submitted, be approved. **DIS**

(see also Minute 240 below)

**231 MONTHLY CORPORATE HEALTHCHECK - JULY 2010 (1)**

The Leader of the Council submitted an exception report on finance and performance monitoring for the month of July 2010.

The Executive supported the proposal as now detailed.

**RECOMMENDED** – that a call on the general reserve of £134k to mitigate the loss of planning delivery grant be approved. **DIS**

(see also Minute 241 below)

**RESOLVED ITEMS**

**232 MINUTES**

**RESOLVED** – that the Minutes of the meeting held on 13 July 2010 be approved as a correct record and signed by the Leader.

**233 ISSUES ARISING FROM SCRUTINY**

The Executive received a report detailing those issues referred to the Executive by the Scrutiny Committees. Issues relating to specific reports for the Executive were considered and detailed at the relevant report of the Executive Member.

**RESOLVED** – that the report be received.

234 TREASURY MANAGEMENT STRATEGY STATEMENT  
2009/10 AND CURRENT YEAR REVIEW

---

The Executive Member for Resources and Internal Support submitted a report providing an annual review of the 2009/10 Treasury Management and Prudential Code arrangements and an update on the current position.

He summarised the performance of the fund managers and drew attention to the forecasts for 2010/11, which projected a shortfall in investment income of up to £0.95m.

The Executive noted the report.

RESOLVED - that (A) the 2009/10 Treasury Management and Prudential Indicator Outturn be noted; and

(B) the current year position to the 31 July 2010 be noted.

235 2009/10 ANNUAL REPORT

The Leader of the Council submitted the Council's Annual Report 2009/10, which detailed significant achievements and actions for each of the Council's corporate priorities.

The Executive noted that a number of amendments relating to Hertford Theatre and details of Members would be made before the final version was published.

The Executive approved the Annual Plan 2009/10.

RESOLVED – that the Annual Plan 2009/10 be approved.

CE

236 DRAFT ANNUAL GOVERNANCE STATEMENT 2009/10

The Leader of the Council submitted a report on the draft 2009/10 Annual Governance Statement. The Statement had been submitted to a number of committees, as well as the Executive, as part of the consultation process. The final

version would be considered by the Audit Committee on 15 September 2010.

The Executive agreed that the Audit Committee be advised that it had no comments to make.

RESOLVED – that the Audit Committee be advised that the Executive has no comments on this document. DIS

## 237 MARKETS TASK AND FINISH GROUP

The Executive considered the final report of the Markets task and finish group, which had been commended by the Community Scrutiny Committee.

The Executive Member for Planning and Transport thanked the task and finish group Members and the Officers who had provided support. He believed that an excellent piece of work had been completed and expressed his support for the findings.

The Executive approved the proposals as now detailed.

RESOLVED - that (A) the comments of Community Scrutiny Committee be received;

(B) the revised East Herts Markets Policy be approved; and DCCS

(C) the following items be approved: DCCS/  
DIS

- establishing a markets maintenance budget of £2,000;
- increasing the marketing budget by £4,000; and
- a one off capital allocation of £3,500 to purchase new stall covers.

## 238 REVIEW OF DISCRETIONARY COMMUNITY GRANTS PROGRAMME

The Executive Member for Community Development, Leisure and Culture submitted a report summarising proposed

changes to policy and criteria for the Council's discretionary grants schemes.

The Community Scrutiny Committee, at its meeting held on 27 July 2010, had supported the proposed changes.

The Executive approved the proposals as now submitted.

RESOLVED – that (A) the views of Community Scrutiny Committee be received; and

(B) the proposed criteria and policy changes to grant schemes falling within the remit of the Customer and Community Services be approved. DCCS

## 239 THELE HOUSE

The Executive Member for Resources and Internal Support submitted a report outlining options for the future of Thele House.

The Executive noted that Thele House, together with a modern annex and the adjacent Cedar Cottage, had been used to provide temporary accommodation before Hillcrest had been refurbished. The Executive Member detailed three options that had been explored, namely, retaining the property for use by another service, letting it or disposing of it. He referred to the continuing need to maintain Thele House and proposed that the property be disposed of at auction with a reserve price.

The Executive approved the proposal as now detailed.

RESOLVED - that (A) the Council disposes of Thele House by auction, for the best price reasonably obtainable; and DNS

(B) a supplementary budget of £15,000 to cover the costs of maintenance of Thele House until it is sold, be approved. DIS



240 MONTHLY CORPORATE HEALTHCHECK - JUNE 2010 (2)

The Leader of the Council submitted an exception report on finance and performance monitoring for the month of June 2010.

The Leader drew attention to the new risk management monitoring arrangements.

The Executive noted the comments of the Corporate Business Scrutiny Committee on health and safety inspections and approved the proposals as now detailed.

RESOLVED - that (A) the change to risk monitoring arrangements set out in paragraph 1.3 of the report, be noted;

(B) the budgetary variances set out in paragraph 2.2 of the report be noted, and in respect of investment income, a supplementary estimate of £407k as set out in paragraph 2.11, be approved; and DIS

(C) in respect of the TXU site, Mead Lane, Hertford, a virement of capital moneys totaling £61,900 as set out in paragraph 2.41 of the report and, in respect of the LSP Capital Grants Scheme, a capital supplementary estimate as set out in paragraph 2.42 of the report in the sum of £217k, be approved. DIS

(see also Minute 230 above)

241 MONTHLY CORPORATE HEALTHCHECK - JULY 2010 (2)

The Leader of the Council submitted an exception report on finance and performance monitoring for the month of July 2010.

He referred to the updated Strategic Risk Register, as now tabled as Essential Reference Paper 'G' of the report now submitted. The Leader commented that, as the proposed second runway at Stansted Airport had been scrapped, SR11 could be removed. He also drew attention to a new risk that

had been identified relating to statutory officers being unable to carry out their duties.

In response to a query on the capital summary, the Director of Internal Services undertook to clarify the figures at paragraph 2.36 of the report submitted.

The Executive approved the proposals as now detailed.

- |   |     |
|---|-----|
| <u>RESOLVED</u> - that (A) the Corporate Management Team be requested to meet the balance of £32k of the planning delivery grant loss by increasing the target for management action savings; | ALL |
| (B) in accordance with Financial Regulation 4.6.2(a), a call on the earmarked LABGI reserve of £50k, be approved;   | DIS |
| (C) £52k of the Revenue and Benefits capital software system relating to 'risk and reward' be re-profiled from 2010/11 into 2011/12; and  | DIS |
| (D) the Strategic Risk Register detailed at Essential Reference Paper 'G' be approved, as now amended.  | CE  |

(see also Minute 231 above)

The meeting closed at 8.07 pm

Chairman	.....
Date	.....