

**CABINET  
13TH FEBRUARY 2020**

PRESENT: The Leader (Councillor Morgan)  
The Deputy Leader (Councillor Barkley)  
Councillors Bokor, Harper-Davies, Mercer,  
Poland, Rollings, Smidowicz and Taylor

Councillor Parsons

Chief Executive  
Strategic Director of Corporate Services  
Head of Strategic Support  
Head of Finance and Property Services  
Democratic Services Officer (LS)

APOLOGIES: None

The Leader stated that this meeting would be recorded and the sound recording subsequently made available via the Council's website. He also advised that, under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, other people may film, record, tweet or blog from this meeting, and the use of any such images or sound recordings was not under the Council's control.

74. DISCLOSURES OF PECUNIARY AND PERSONAL INTERESTS

No disclosures were made.

75. LEADER'S ANNOUNCEMENTS

No announcements were made.

76. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 16th January 2020 were confirmed as a correct record and signed.

77. QUESTIONS UNDER CABINET PROCEDURE 10.7

No questions had been submitted.

78. BUDGET SCRUTINY PANEL

Considered, a report of the Head of Strategic Support to consider the recommendations of the Budget Scrutiny Panel following its scrutiny of the Council's draft budget for 2020/21 (item 6 on the agenda filed with these minutes).

Councillor Parsons, Chair of the Budget Scrutiny Panel, presented the recommendations of the Panel.

The Strategic Director of Corporate Services assisted with consideration of the report.

The Budget Scrutiny Panel was thanked for its work in respect of the matter.

## **RESOLVED**

1. that in respect of Panel Recommendation 1, Cabinet notes that officers will seek to facilitate a dialogue on the budget context and financial direction of travel as early as is practical in relation to the 2021/22 budget setting process;
2. that in respect of Panel Recommendation 2, Cabinet notes that Members can expect to see periodic reports reflecting progress with the Council's transformation and commercialisation plans, and that Members can engage with proposals and general progress with transformation and commercialisation plans through the Council's existing governance structures (Cabinet, Council and Scrutiny);
3. that in respect of Panel Recommendation 3, Cabinet notes that Members can expect to see periodic reports reflecting progress with the Council's transformation and commercialisation plans, and that Members can engage with proposals and general progress with transformation and commercialisation plans through the Council's existing governance structures (Cabinet, Council and Scrutiny);
4. that in respect of Panel Recommendation 4, that communication styles, methods and language used should be an ongoing agenda item for the Budget Scrutiny Panel, allowing Members and Officers to work together and develop an effective communication programme in respect of the Council's budgets and plans;
5. that in respect of Panel Recommendation 5, Cabinet notes that process controls will be considered as part of the planned series of service reviews that will be developed under the Council's Transformation Programme and that, in addition, approval limits set out within the Council's Financial Regulations and Financial Procedures will be reviewed to ensure limits appropriately reflect current circumstances;
6. that in respect of Panel Recommendation 6, Cabinet notes the evaluation and approval processes set out in the response of the Strategic Director of Corporate Services to the Panel's recommendation (agenda page 15);
7. that in respect of Panel Recommendation 7, Cabinet notes that a Cabinet report will be prepared (envisaged for March/April 2020) that will provide further detail on the Council's commercialisation plans and address the specific matters raised by the Panel;
8. that in respect of Panel Recommendation 8, Cabinet notes the Panel's observations;

9. that in respect of Panel Recommendation 9, Cabinet notes the Panel's observations;
10. that in respect of Panel Recommendation 10, Cabinet notes that the processes covering reporting and monitoring of the Capital Plan will be reviewed in the forthcoming financial year.

Reason

- 1-10. To acknowledge the work undertaken by and the views of the Budget Scrutiny Panel and to ensure implementation of scrutiny recommendations where agreed by the Cabinet.

79. GENERAL FUND AND HRA REVENUE BUDGETS 2020/21

Considered, a report of the Head of Finance and Property Services to consider the proposed General Fund and Housing Revenue Account (HRA) Revenue Budgets for 2020/21, incorporating the proposed Council Tax levy, and the 2020/21 proposals to increase rent and service charges within the ring fenced Housing Revenue Account, for recommendation to Council (item 7 on the agenda filed with these minutes).

The Head of Finance and Property Services assisted with consideration of the report.

**RESOLVED that Council be recommended:**

1. to approve the Original General Fund Revenue Budget for 2020/21 at £17,771,035 as set out in Appendix 1 to the report of the Head of Finance and Property Services;
2. to set a base Council Tax at £126.52 at Band D, an increase of £4.43 on the 2019/20 rate, as set out in Appendix 2 to the report of the Head of Finance and Property Services;
3. to set the Loughborough Special Levy at £76.46, a 1.99% increase on 2019/20 rate, as set out in Appendix 3 to the report of the Head of Finance and Property Services;
4. to approve the following item to the Loughborough Special Levy:  
  
ongoing annual funding of £5K for the Remembrance Day Parade for essential health and safety event management costs;
5. to approve the Original HRA Budget for 2020/21 as set out in Appendix 5 to the report of the Head of Finance and Property Services;
6. to amend the HRA weekly rents in line with the Ministry of Housing, Communities and Local Government (MHCLG) guidance;

7. to amend the non-HRA dwelling properties in line with the Ministry of Housing, Communities and Local Government (MHCLG) guidance;
8. to approve the HRA service charges in accordance with the MHCLG Guidance;
9. to approve that the shop rents retain their current rents in accordance with an assessment by the Valuation Office;
10. to approve that garage rents retain their current rents in accordance with an assessment by the Valuation Office;
11. to approve that the Leasehold Management and Administration charge increases to £116.11 per annum;
12. that the Lifeline weekly charge is increased in line with MHCLG Guidance;
13. to determine that the basic amount of Council Tax for 2020/21 is not excessive according to the principles set out by the Secretary of State;
14. that delegation be given to the s151 Officer, in conjunction with the Lead Member for Finance and Property Services, to amend this report for Council in line with the final settlement and updated NNDR figures.

#### Reasons

1. So that the necessary finance is approved to carry out services in 2020/21.
2. So that the Council Tax can be set in accordance with legal and statutory requirements.
3. So that a Loughborough Special Levy can be set in accordance with legal and statutory requirements.
4. To enable items to be added to the Loughborough Special Rate: this being ongoing funding of £5K for the Remembrance Day Parade in order to comply with health and safety requirements in management of this event.
5. To ensure sufficient funding for the Housing Revenue Account in 2020/21.
6. To comply with social housing rents guidance.
7. To be consistent with the other council house stock.
8. To ensure the correct alignment of costs and service charges for tenants in accordance with best practice.
9. So that shop rents follow the assessment and guidance provided by the Valuation Office.

10. To increase the rent generated for garages in line with the guidance from the Valuation Office.
11. So that there is sufficient recovery of the costs associated with operating the leasehold flat and shop services.
12. So that there is sufficient recovery of the costs associated with operating the Lifeline service.
13. To comply with the requirements of the Local Government Finance Act 1992.
14. To update the budget report in line with final settlement figures once these are received.

80. CAPITAL STRATEGY, TREASURY MANAGEMENT STRATEGY STATEMENT, ANNUAL INVESTMENT STRATEGY AND MINIMUM REVENUE PROVISION POLICY 2020/21

Considered, a report of the Head of Finance and Property Services to consider a Capital Strategy, the Treasury Management Strategy Statement, the Annual Investment Strategy and Minimum Revenue Provision (MRP) Policy for 2020/21, together with changes to the Council's Financial Regulations and other elements of the Constitution necessary to enable delivery of the Investment Strategy, for recommendation to Council (item 8 on the agenda filed with these minutes).

The Strategic Director of Corporate Services and the Head of Finance and Property Services assisted with consideration of the report. In response to questions and comments regarding proposed commercial property investment, a report would be submitted to the next meeting of the Cabinet detailing the proposed approach, including process and due diligence arrangements.

**RESOLVED**

1. that the Capital Strategy, as set out at Appendix A to the report of the Head of Finance and Property Services, be approved and **recommended to Council**;
2. that the Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Policy, as shown at Appendix B to the report of the Head of Finance and Property Services, be approved and **recommended to Council**;
3. that the Prudential and Treasury Indicators, also set out in Appendix B to the report of the Head of Finance and Property Services, be approved and **recommended to Council**;
4. that the proposed changes to the Constitution, as set out in Appendix C to the report of the Head of Finance and Property Services, be approved and **recommended to Council**, with effect from 1st March 2020;

5. that the Environmental services fleet (due for renewal in June 2020) is funded in the most financially advantageous way, having regard to the financial resources available to the Council at that time.

#### Reasons

1. To enable the Council to comply with the statutory code of practice issued by CIPFA: 'The Prudential Code for Capital Finance in Local Authorities, 2017 Edition'.
2. To ensure that the Council's governance and management procedures for Treasury Management reflect best practice and comply with the CIPFA Treasury Management in the Public Services Code of Practice, Guidance Notes and Treasury Management Policy Statement.
3. To ensure that funding of capital expenditure is taken within the totality of the Council's financial position and that borrowing and investment is only carried out with proper regard to the Prudential Code for Capital Finance in Local Authorities.
4. To enable the efficient and timely execution of the Investment Strategy incorporated within the overall Capital Strategy.
5. To supersede Cabinet resolution of 13th September 2018 relating to the financing of the Environmental Services fleet (Minute 29.4 refers) and allow more advantageous methods of financing the fleet to be adopted.

#### 81. NEW CAPITAL PLAN 2020-21 TO 2022-23

Considered, a report of the Head of Finance and Property Services to consider a new Capital Plan 2020/21 to 2022/23 and sources of funding, for recommendation to Council (item 9 on the agenda filed with these minutes).

The Head of Finance and Property Services assisted with consideration of the report.

**RESOLVED** that the new Capital Plan for 2020/21 to 2022/23 for the General Fund and HRA schemes, set out in Appendix 1 to the report of the Head of Finance and Property Services, is approved and **recommended to Council**.

#### Reason

The new Capital Plan becomes the basis for capital spending by the Council for the next 3 years.

#### 82. INSURANCE ARRANGEMENTS

This item was withdrawn.

#### 83. STRATEGIC RISK REGISTER 2020/21

Considered, a report of the Head of Strategic Support to consider an updated Strategic Risk Register (item 11 on the agenda filed with these minutes).

The Head of Strategic Support assisted with consideration of the report. In response to questions regarding business continuity should the Council be unable to hold meetings and take decisions in person (for example, due to restrictions that could be required to address a public health matter), the Head of Strategic Support would look into the matter and provide a response to members of the Cabinet.

## **RESOLVED**

1. that the draft Strategic Risk Register for 2020/21 as set out in the Appendix to the report of the Head of Strategic Support is adopted, and that the Audit Committee monitor progress against those risks on the register by receiving quarterly monitoring reports;
2. that authority is delegated to the Head of Strategic Support to make amendments to the risk register where required, in consultation with the relevant risk owner and Cabinet Lead Member.

### Reasons

1. To ensure that the most significant risks to the Council achieving its objectives are identified and actively managed.
2. To ensure that the Strategic Risk Register is kept up to date and relevant.

## 84. REGULATION OF INVESTIGATORY POWERS ACT - POLICY AND REVIEW OF USE DURING 2019

Considered, a report of the Head of Strategic Support to consider a Regulation of Investigatory Powers Act (also known as RIPA, or the 2000 Act) Policy, and a summary of the use of RIPA during 2019 (item 12 on the agenda filed with these minutes).

The Head of Strategic Support assisted with consideration of the report.

## **RESOLVED**

1. that it be noted that there has been no use of RIPA by the Council during the calendar year 2019;
2. that the Audit Committee be requested to continue its responsibility for receiving a quarterly report on the use of RIPA, and to report to Cabinet any concerns arising from those reports that may indicate that the use of RIPA is not consistent with the Policy or that the Policy may not be fit for purpose;
3. that the RIPA Policy Statement, attached as an appendix to the report of the Head of Strategic Support, be approved with no amendments required.

## Reasons

1. To ensure compliance with the requirements of the Home Office's current 'Code of Practice – Covert Surveillance and Property Interference' relating to the involvement of elected Members in approving the RIPA policy and reviewing the Council's use of RIPA on at least an annual basis.
2. To ensure compliance with the requirements of the Home Office's latest 'Code of Practice – Covert Surveillance and Property Interference' relating to elected Members considering reports on the use of RIPA on at least a quarterly basis to ensure that it is being used consistently with the policy and the policy remains fit for purpose.
3. To ensure that the Council's RIPA Policy Statement remains up to date and consistent with the relevant legislation and codes of practice.

## NOTES:

1. The decisions in these minutes not in the form of recommendations to Council will come into effect at noon on 21st February 2020 unless called in under Scrutiny Committee Procedure Rule 11.7. Decisions in the form of recommendations to Council are not subject to call in.
2. No reference may be made to these minutes at the Council meeting on 27th April 2020 unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on 21st February 2020.
3. These minutes are subject to confirmation as a correct record at the next meeting of the Cabinet.