

7 December 2018

Our Ref Cabinet 18.12.18
Your Ref.
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To: Members of the Cabinet:

Councillor Lynda Needham, Leader of the Council (Chairman)
Councillor Julian Cunningham, Executive Member for Finance and IT & Deputy Leader of the Council (Vice-Chair)
Councillor David Barnard, Executive Member for Leisure and Green Issues
Councillor Tony Hunter, Executive Member for Community Engagement and Rural Affairs & Chairman of Royston and District Committee
Councillor David Levett, Executive Member for Planning, Enterprise and Transport
Councillor Bernard Lovewell, Executive Member for Housing and Environmental Health
Councillor Michael Weeks, Executive Member for Waste Management, Recycling and Environment

You are invited to attend a

MEETING OF THE CABINET

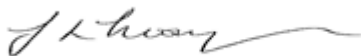
to be held in the

**COUNCIL CHAMBER, COUNCIL OFFICES, GERON ROAD,
LETCWORTH GARDEN CITY**

on

TUESDAY, 18TH DECEMBER, 2018 AT 7.30 PM

Yours sincerely,



Jeanette Thompson
Service Director – Legal and Community

Agenda **Part I**

Item	Page
1. APOLOGIES FOR ABSENCE	
2. MINUTES - 10 SEPTEMBER 2018 To take as read and approve as a true record the minutes of the meeting of this Committee held on the 10 September 2018.	(Pages 1 - 2)
3. MINUTES - 25 SEPTEMBER 2018 To take as read and approve as a true record the minutes of the meeting of this Committee held on the 25 September 2018.	(Pages 3 - 16)
4. NOTIFICATION OF OTHER BUSINESS Members should notify the Chairman of other business which they wish to be discussed by the Cabinet at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chairman will decide whether any item(s) raised will be considered.	
5. CHAIRMAN'S ANNOUNCEMENTS Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wished to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote	
6. PUBLIC PARTICIPATION To receive petitions, comments and questions from the public.	
7. ITEMS REFERRED FROM OTHER COMMITTEES Any Items referred from other committees will be circulated as soon as they are available.	
8. ROYSTON FIRST BUSINESS IMPROVEMENT DISTRICT (BID) RENEWAL REPORT OF THE COMMUNITIES MANAGER To obtain Cabinet's endorsement of the proposals to progress to renewal ballot for Royston First BID.	(Pages 17 - 44)

- 9. STRATEGIC PLANNING MATTERS** (Pages 45 - 82)
REPORT OF THE SERVICE DIRECTOR – RESOURCES
- To inform Members of the current positions regarding:
- Other Local Plans and Examinations;
 - North Hertfordshire Local Plan;
 - Neighbourhood Plans;
 - Government announcements;
 - Strategic Planning.
- 10. PLAYING PITCH STRATEGY AND INDOOR SPORTS FACILITIES STRATEGY** (Pages 83 - 224)
REPORT OF THE SERVICE DIRECTOR – REGULATORY AND THE SERVICE DIRECTOR – PLACE
- To consider the Playing Pitch Strategy and Indoor Sports Facilities Strategy.
- 11. THE CONTRACTING OUT OF HOMELESSNESS REVIEW DECISIONS** (Pages 225 - 232)
REPORT OF THE SERVICE DIRECTOR – REGULATORY
- To consider the contracting out of Homelessness Review decisions.
- 12. COMMUNICATIONS STRATEGY 2019-2023** (Pages 233 - 268)
REPORT OF THE COMMUNICATIONS MANAGER
- To consider and adopt the proposed North Hertfordshire District Council Communications Strategy 2019 - 2023, which sets out the strategic direction for the Council's communications over the next five years.
- 13. CORPORATE BUSINESS PLANNING - DRAFT BUDGET 2019/20** (Pages 269 - 294)
REPORT OF : SERVICE DIRECTOR - RESOURCES
- To consider the draft budget for 2019/20 and the main factors which contribute to the determination of the North Hertfordshire District Council (NHDC) Council Tax level. To consider the appropriate level of Council Tax that will be recommended to the meeting of the Council on the 7 February 2019.
- 14. SECOND QUARTER REVENUE MONITORING 2018/19** (Pages 295 - 304)
REPORT OF: SERVICE DIRECTOR – RESOURCES
- To inform Cabinet of the summary position on revenue income and expenditure forecasts for financial year 2018/19, as at the end of the second quarter

- 15. SECOND QUARTER CAPITAL MONITORING 2018/19** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 305 -
320)
- To update Cabinet on progress with delivering the capital programme for 2018/19.
- 16. TREASURY MANAGEMENT SECOND QUARTER 2018/19** (Pages
REPORT OF THE SERVICE DIRECTOR – RESOURCES 321 -
326)
- To inform Cabinet of the Treasury Management activities in the second quarter of 2018/19 to the end of September.
- 17. COUNCIL TAX REDUCTION SCHEME 2019/2020** (Pages
REPORT OF THE SERVICE DIRECTOR – CUSTOMERS 327 -
334)
- To provide Cabinet with an update on how the Scheme is operating in its sixth year and to recommend that no changes be made to the Scheme for 2019/2020.
- 18. BUSINESS RATES RETAIL DISCOUNT SCHEME** (Pages
REPORT OF THE SERVICE DIRECTOR – CUSTOMERS 335 -
348)
- To agree a Business Rates Retail Discount Scheme for North Hertfordshire following the Budget announcement on 29 October 2018
- 19. CORPORATE STATEMENT OF ENFORCEMENT POLICY REVIEW** (Pages
REPORT OF THE LEGAL REGULATORY TEAM MANAGER 349 -
474)
- To review the Council's Corporate Statement of Enforcement Policy (the 'Policy') so that enforcement decisions and actions are consistent throughout the Council.
- 20. OUTBOUND MAIL CONTRACT** (Pages
REPORT OF: SERVICE DIRECTOR - CUSTOMERS 475 -
480)
- To seek approval under rule 28.9 of the Council's Contract Procurement Rules to enter into a variation of the Inbound Mail contract with Northgate Public Services to also include the provision of an Outbound Mail service.
- 21. EXCLUSION OF PRESS AND PUBLIC** (Pages
To consider passing the following resolution: 481 -
482)
- That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act.

22. OUTBOUND MAIL CONTRACT
REPORT OF THE SERVICE DIRECTOR – CUSTOMERS

483 -
500

To seek approval under rule 28.9 of the Council's Contract Procurement Rules to enter into a variation of the Inbound Mail contract with Northgate Public Services to also include the provision of an Outbound Mail service (including potential redundancy of staff).