



12 June 2020

Our Ref Cabinet 23.06.20
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To: Members of the Cabinet:

Councillor Martin Stears-Handscomb, Leader of the Council (Chair)
Councillor Paul Clark, Deputy Leader of the Council, Executive Member for Planning and Transport (Vice-Chair)
Councillor Ian Albert, Executive Member for Finance and IT
Councillor Judi Billing MBE, Executive Member for Community Engagement
Councillor Elizabeth Dennis-Harburg, Executive Member for Recycling and Waste Management
Councillor Gary Grindal, Executive Member for Housing and Environmental Health
Councillor Keith Hoskins MBE, Executive Member for Enterprise and Co-Operative Development
Councillor Steve Jarvis, Executive Member for Environment and Leisure

Deputy Executive Members: Councillors Ruth Brown; Ian Mantle; Sam North; Helen Oliver; Sean Prendergast; Carol Stanier and Kay Tart.

**NOTICE IS HEREBY GIVEN OF A
MEETING OF THE CABINET**

to be held as a

VIRTUAL MEETING

on

TUESDAY, 23RD JUNE, 2020 AT 7.30 PM

Yours sincerely,

Jeanette Thompson
Service Director – Legal and Community

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Agenda

Part I

Item		Page
1.	APOLOGIES FOR ABSENCE	
2.	NOTIFICATION OF OTHER BUSINESS Members should notify the Chair of other business which they wish to be discussed 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 Chair will decide whether any item(s) raised will be considered.	
3.	CHAIR'S ANNOUNCEMENTS <u>Climate Emergency</u> Members are reminded that this Council has declared a Climate Emergency. This is a serious decision and means that, as this is an emergency, all of us, officers and Members have that in mind as we carry out our various roles and tasks for the benefit of our District. <u>Declarations of Interest</u> 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 Chair 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, wishing 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.	
4.	PUBLIC PARTICIPATION To receive petitions, comments and questions from the public.	
5.	ITEMS REFERRED FROM OTHER COMMITTEES Any Items referred from other committees will be circulated as soon as they are available.	
6.	STRATEGIC PLANNING MATTERS REPORT OF THE SERVICE DIRECTOR – REGULATORY To receive a report which identifies the latest position on key planning issues affecting the District.	(Pages 7 - 34)

7. **DISTRICT WIDE SURVEY 2019 - KEY FINDINGS** (Pages
REPORT OF THE COMMUNICATIONS MANAGER 35 - 50)
- To advise Cabinet of the key findings and action points arising from the 2019 District Wide Survey.
8. **HITCHIN MARKET - NEW CONTRACT** (Pages
REPORT OF THE COMMERCIAL MANAGER AND THE SERVICE 51 - 56)
DIRECTOR – COMMERCIAL
- To seek approval for the new management contract regarding Hitchin Market.
9. **CORPORATE PEER CHALLENGE ACTION PLAN** (Pages
REPORT OF THE DEPUTY EXECUTIVE 57 - 78)
- To consider and approve the Corporate Peer Challenge Action Plan.
10. **SHAPING OUR FUTURE - ORGANISATIONAL DEVELOPMENT** (Pages
REPORT OF THE CHIEF EXECUTIVE AND DEPUTY CHIEF EXECUTIVE 79 - 86)
- To set out and agree outcomes for the 'Shaping Our Future' Programme and to consider and establish a working group and associated proposed terms of reference and membership.
11. **HOUSING DELIVERY TEST ACTION PLAN** (Pages
REPORT OF THE SERVICE DIRECTOR – REGULATORY 87 - 116)
- To consider and approve for implementation the Housing Delivery Test Action Plan.
12. **REGULATION OF INVESTIGATORY POWERS ACT ('RIPA') UPDATE** (Pages
AND ANNUAL REVIEW 117 -
REPORT OF THE SERVICE DIRECTOR – LEGAL AND COMMUNITY AND 158)
MONITORING OFFICER
- This report provides an annual update and proposed amendments to the Council's current RIPA Policies following an inspection and report.
13. **REVENUE BUDGET OUTTURN 2019/20** (Pages
REPORT OF THE SERVICE DIRECTOR - RESOURCES 159 -
172)
- Inform Cabinet of the summary position on revenue income and expenditure as at the end of the financial year 2019/20.
14. **INVESTMENT STRATEGY (CAPITAL AND TREASURY) END OF YEAR** (Pages
REVIEW 2019/20 173 -
REPORT OF THE SERVICE DIRECTOR – RESOURCES 200)
- To consider the Investment Strategy (Capital and Treasury) End of Year Outturn Review 2019/20.

- 15. GARDEN WASTE COLLECTION SERVICE IMPACTS OF COVID** (Pages
REPORT OF THE SERVICE DIRECTOR – PLACE 201 -
206)
- To consider and agree initiatives and recompense that recognises the inconvenience caused to our residents by the impact of Covid 19 on the collection of garden waste.
- 16. BUSINESS CONTINUITY PLANNING UPDATE** (Pages
REPORT OF THE DEPUTY CHIEF EXECUTIVE AND SERVICE DIRECTOR 207 -
– LEGAL AND COMMUNITY 210)
- The report provides an update on actions following the part 2 exempt report of 24 March 2020 and resolutions from the urgent part 2 decision taken on 3 April 2020.
- 17. COMMERCIAL WASTE COLLECTION SERVICE - IMPACTS OF COVID-19** (Pages
REPORT OF THE SERVICE DIRECTOR – PLACE 211 -
216)
- To consider the impact of Covid 19 on the commercial waste collection service and consider what charges should be made for the 1st Quarter.
- 18. EXCLUSION OF PRESS AND PUBLIC**
- To consider passing the following resolution:
- 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 Paragraphs 3 and 5 of Part 1 of Schedule 12A of the said Act
- 19. BUSINESS CONTINUITY PLANNING UPDATE** 217 -
REPORT OF THE DEPUTY CHIEF EXECUTIVE AND SERVICE DIRECTOR 220
– LEGAL AND COMMUNITY
- The report provides an update on actions following the part 2 exempt report of 24 March 2020 and resolutions from the urgent part 2 decision taken on 3 April 2020.
- 20. COMMERCIAL WASTE COLLECTION SERVICE - IMPACTS OF COVID-19** 221 -
REPORT OF THE SERVICE DIRECTOR – PLACE 226
- To consider the impact of Covid 19 on the commercial waste collection service and consider what charges should be made for the 1st Quarter.