

11 January 2023

Our Ref Council/19 January 2023  
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To: The Chair and Members of North Hertfordshire District Council

**NOTICE IS HEREBY GIVEN OF A**

**MEETING OF THE COUNCIL**

to be held in the

**COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES, GERNON  
ROAD, LETCHWORTH**

on

**THURSDAY, 19 JANUARY 2023**

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**

<b>Item</b>		<b>Page</b>
<b>1.</b>	<b>APOLOGIES FOR ABSENCE</b>	
<b>2.</b>	<b>MINUTES - 22 SEPTEMBER, 8 NOVEMBER AND 19 DECEMBER 2022</b> To take as read and approve as a true record the public minutes of the meeting of the Council held on the 22 September, 8 November and 19 December 2022.	5 - 26
<b>3.</b>	<b>NOTIFICATION OF OTHER BUSINESS</b> 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.	
<b>4.</b>	<b>CHAIR'S ANNOUNCEMENTS</b> <u>Climate Emergency</u> The Council has declared a climate emergency and is committed to achieving a target of zero carbon emissions by 2030 and helping local people and businesses to reduce their own carbon emissions.  A Cabinet Panel on the Environment has been established to engage with local people on matters relating to the climate emergency and advise the council on how to achieve these climate change objectives. A Climate Change Implementation group of councillors and council officers meets regularly to produce plans and monitor progress. Actions taken or currently underway include switching to green energy, incentives for low emission taxis, expanding tree planting and working to cut food waste.  In addition the council is a member of the Hertfordshire Climate Change and Sustainability Partnership, working with other councils across Hertfordshire to reduce the county's carbon emissions and climate impact.  The Council's dedicated webpage on Climate Change includes details of the council's climate change strategy, the work of the Cabinet Panel on the Environment and a monthly briefing on progress.  <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.

- 5. PUBLIC PARTICIPATION**  
To receive petitions, comments and questions from the public.
- 6. QUESTIONS FROM MEMBERS**  
To consider any questions submitted by Members of the Council, in accordance with Standing Order 4.8.11 (b).
- 7. NOTICE OF MOTIONS** 27 - 30  
To consider any motions, due notice of which have been given in accordance with Standing Order 4.8.12, including:
  - A) Motion on Proportional Representation
  - B) Motion on Urgent unlock the potential of High Streets
- 8. ITEMS REFERRED FROM OTHER COMMITTEES** 31 - 38  
Any items referred from other committees will be circulated as soon as they are available.
- 9. COUNCIL TAX REDUCTION SCHEME 2023/2024** 39 - 168  
REPORT OF THE SERVICE DIRECTOR – CUSTOMERS  
  
To seek Councils approval to adopt a new Council Tax Reduction Scheme for 2023/2024
- 10. REVIEW OF MEMBERS' ALLOWANCES SCHEME** 169 -  
REPORT OF THE DEMOCRATIC SERVICES MANAGER 190  
  
To agree the Member's Allowances Scheme 2023/2024 having taken into account the recommendations of the Independent Remuneration Panel.
- 11. ELECTORAL SERVICES - SCALE OF FEES 2023/2024** 191 -  
REPORT OF THE SERVICE DIRECTOR – RESOURCES 204  
  
To agree the scale of fees for electoral events held during 2023/2024.
- 12. CONSTITUTIONAL AMENDMENT REPORT** 205 -  
REPORT OF THE SERVICE DIRECTOR – LEGAL & COMMUNITY AND 216  
THE MONITORING OFFICER  
  
Further to the report in September this report, and its resolution on 4.8.23 (a), this covers follow up wording and other proposed changes regarding Member call-ins and registering to speak; and some Service Directors' responsibilities under section 14 that have changed.
- 13. PENSION POOLING WITH ORPHANED BODIES** 217 -  
REPORT OF THE SERVICE DIRECTOR – RESOURCES 224  
  
To consider whether the Council pools with three Orphaned Employers.

- 14. CHURCHGATE UPDATE - PART 1** 225 -  
REPORT OF THE SERVICE DIRECTOR – ENTERPRISE 242
- To provide Members with an update on Churchgate since the Council purchased the Leasehold.
- 15. EXCLUSION OF PRESS AND PUBLIC**
- To consider passing the following resolution:
- That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following report will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act (as amended).
- 16. CHURCHGATE UPDATE - PART 2** 243 -  
REPORT OF THE SERVICE DIRECTOR – ENTERPRISE 248
- To provide Members with an update on the operational aspects of the Churchgate since the Council purchased the Leasehold.
- 17. PART 2 MINUTES - 22 SEPTEMBER 2022** 249 -  
To take as read and approve as a true record the Part 2 minutes of the meeting of the Council held on the 22 September 2022. 250