

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Cabinet held in the Council Chamber, District Council Offices, Gernon Road,
Letchworth Garden City, SG6 3JF
on Tuesday, 27th June, 2023 at 7.30 pm

1 APOLOGIES FOR ABSENCE

There were no apologies for absence received.

2 MINUTES - 14 MARCH 2023

RESOLVED: That the Minutes of the Meeting of the Committee held on 14 March 2023 be approved as a true record of the proceedings and be signed by the Chair.

3 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

4 CHAIR'S ANNOUNCEMENTS

- (1) The Chair advised that, in accordance with Council policy this meeting was being audio recorded as well as filmed. The audio recording would be available on the NHDC website and the film recording via the NHDC YouTube channel.
- (2) The Chair reminded Members that the Council had declared a Climate Emergency. This was a serious decision and means that, as this was an emergency, all of us, Officers and Members had that in mind as we carried out our various roles and tasks for the benefit of our District. More details were included on the agenda front sheet.
- (3) The Chair reminded Members to make declarations of interest before an item, the detailed reminder about this and speaking rights was set out under Chair's Announcements on the agenda.
- (4) The Chair advised for the purposes of clarification that 4.8.23(a) of the Constitution did not apply to this meeting.
- (5) The Chair advised of a change in the order of the agenda and Item 16 'Ashwell Conservation Area', Item 9 'The Allocation of DLUHC's Homelessness Prevention Grant and Domestic Abuse Funding awards for 2023/24 and 2024/25' and Item 10 'Local Authority Housing Fund – Round Two' would be taken before Item 7 'Report and Referral from Overview and Scrutiny Committee: Corporate Peer Challenge Report and Action Plan'.

5 PUBLIC PARTICIPATION

The Chair advised that Sarah Pateman from Survivors Against Domestic Abuse and Stevenage Borough Council was present to provide a presentation. This would be given before the presentation of Item 9 'The Allocation of DLUHC's Homelessness Prevention Grant and Domestic Abuse Funding awards for 2023/24 and 2024/25'.

The Chair advised that Mr David Cook was also present to provide a presentation for Members regarding Item 16 'Ashwell Conservation Area'.

6 ITEMS REFERRED FROM OTHER COMMITTEES

The Chair advised that the items referred from the Overview and Scrutiny and the Finance, Audit and Risk Committees would be taken with the respective items on the agenda.

16 ASHWELL CONSERVATION AREA

RESOLVED:

- (1) That the boundary changes to the Ashwell Conservation Area were approved and the new Ashwell conservation area was designated.
- (2) That the Ashwell CAAMP were approved and adopted.
- (3) That Officers were authorised to undertake the associated administrative tasks to finalise the designation of the Ashwell conservation area, outlined in paragraph 8.6.
- (4) That delegated authority was granted to the Service Director – Regulatory in consultation with the Executive Member for Planning and Transport to make any minor non-material corrections (including but not limited to cosmetic additions or presentational alterations) to the CAAMP as considered necessary for the publication of the CAAMP.

REASON FOR DECISIONS: To ensure that our Conservation Areas and historic assets within North Hertfordshire are appropriately assessed and designated to inform decision making for planning applications and in the preparation of neighbourhood plans and our Local Plan.

9 THE ALLOCATION OF DLUHC'S HOMELESSNESS PREVENTION GRANT AND DOMESTIC ABUSE FUNDING AWARDS FOR 2023/24 AND 2024/25

RESOLVED:

- (1) That Cabinet approved the allocation of Homelessness Prevention Grant funding as follows:
 - Keystage Housing (£134k in 2023/24, £151k in 2024/25)
 - OneYMCA (£172k in 2023/24, £172k in 2024/25)
 - SADA core housing service (£20k in 2024/25)
 - Rough sleeper outreach service (£35k in 2024/25)
- (2) That Cabinet approved the allocation of additional Homelessness Prevention Grant funding provided for domestic abuse duties as follows:
 - SADA Community Project (£35k in 2023/24 and £36k in 2024/25)
- (3) That Cabinet noted the recent DLUHC announcement of a Ukraine Homelessness Prevention Grant top-up for the Council for 2023/24.

REASONS FOR DECISION:

- (1) There is an urgent need to secure accommodation-based support services for single homeless people in the district. Adopting the recommendations at 2.1(A), 2.1(B) and 2.1(D) would secure the provision of existing, high quality, local services for the next two years, which is in line with the priorities set out in the Council's Homelessness and Rough Sleeping Strategy, contained within the Council's Housing Strategy 2019- 2024.
- (2) Domestic abuse remains a significant driver of homelessness. Adopting the recommendations at 2.1(C) and 2.2(A) would extend the core housing service that Survivors Against Domestic Abuse (SADA) provides the Council with for a further year and enable expansion of SADA services into the community. SADA is a local specialist provider of domestic abuse support and accommodation services.

10 LOCAL AUTHORITY HOUSING FUND ROUND TWO

RESOLVED:

- (1) That Cabinet noted the update on the Local Authority Housing Fund and wished to support round two of the scheme if it can.
- (2) That Cabinet delegated to the Service Director Regulatory and the Service Director Resources, in consultation with the Executive Member for Housing and Environmental Health and Executive Member for Finance and IT, the final decision on submission of the validation form.

REASON FOR DECISION: To provide as much time as possible to investigate whether the allocation from LAHF round two is able to be taken up.

7 REPORT AND REFERRAL FROM OVERVIEW AND SCRUTINY COMMITTEE: CORPORATE PEER CHALLENGE REPORT & ACTION PLAN

RESOLVED:

- (1) That the content of the CPC report was noted.
- (2) That the draft Action Plan at Appendix A was considered, and proposed action was recommended to Cabinet for approval (as per Appendix A or as amended, with relevant Overview & Scrutiny recommendation timescales).
- (3) That, in the absence of timescales, these be set by the Leader, Deputy Leader and Managing Director (in consultation with relevant Committee Chairs and Vice-Chairs).

REASON FOR DECISIONS: To ensure that the Council responds to the matters identified within the CPC report, ensuring that the benefits of the CPC process are realised.

8 REPORT AND REFERRAL FROM FINANCE, AUDIT AND RISK COMMITTEE: LGA REVIEW ACTION PLAN

RESOLVED:

- (1) That Cabinet considered comments from Finance, Audit and Risk Committee.
- (2) That Cabinet approved the draft Action Plan.

REASON FOR DECISIONS: To ensure that the Council responds to the matters identified within the peer support report, ensuring that the benefits of that process are realised.

11 LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP) UPDATE AND CONSULTATION REPORT

RESOLVED:

- (1) That the Cabinet noted the attached LCWIP Consultation report at Appendix A.
- (2) That the Cabinet endorsed the proposed changes to the draft LCWIP, set out in the attached LCWIP Changes Summary Report.

REASON FOR DECISION: The LCWIP is a daughter document to Hertfordshire's Local Transport Plan. Its adoption will guide and accelerate future investment in transport infrastructure that enables and encourages people to make more trips by active travel (walking, cycling, mobility scooter, and other legal low-speed mobility modes). This will help

NHDC, HCC and the government deliver on their strategies for sustainable transport, public health and climate change; more specifically, to increase the modal share for active travel, and thereby to reduce air pollution and carbon emissions from motor vehicles.

12 ACTIVE NORTH HERTS STRATEGY

RESOLVED:

- (1) That Cabinet approved and adopted the Active North Herts Strategy attached as Appendix 1.

RECOMMENDED TO COUNCIL:

- (2) That Cabinet recommended to Council that a budget of £50k be approved from 2025/26 onwards, to enable the delivery of a new Active Communities programme run by the leisure operator.

REASON FOR DECISION: To ensure the Council and its stakeholder partners have a clear policy position on its approach to the future delivery of sport, leisure, physical activity and wellbeing services across the district.

13 STRATEGIC PLANNING MATTERS

RESOLVED:

- (1) That the report on strategic planning matters was noted.
- (2) That the officer responses and Project Board procedures attached as Appendices A to G were noted and endorsed by Cabinet.
- (3) That Cabinet approved the use of £85k of reserve funding to respond to the London Luton Airport planning application being considered by the Planning Inspectorate.

REASON FOR DECISION: To keep Cabinet informed of recent developments on strategic planning matters.

14 NORTH HERTS PLACE NARRATIVE

RESOLVED: That Cabinet approved the North Herts Place Narrative.

REASONS FOR DECISIONS:

- (1) Despite being a district since 1974, North Hertfordshire has no clear identity and needs a point of differentiation within the county. This will help North Herts stand out as the place to invest, live, visit and work in Hertfordshire.
- (2) Currently, the Council and its partners are all telling different stories about North Herts which leads to fragmented communications. A joined up and coherent approach in the future will have greater impact, generate greater engagement and raise the profile of North Herts the place.

15 WASTE SHARED SERVICE: CLIENT TEAM AND CORPORATE SUPPORT ARRANGEMENTS

RESOLVED: That Cabinet:

- (1) Agreed that each Council leads on their own customer service provision with one set of processes for customer interactions being developed and agreed with a focus on resolution at the first point of contact.
- (2) Noted the draft timeline for the transition for customer service provision outlined in 8.7
- (3) Agreed to the proposed updates and changes to financial management and governance arrangements and subsequent necessary changes to the Inter Authority Agreement outlined in Section 8.
- (4) Agreed the updated waste service policy statements contained in Appendix 2 to come into force from May 2025.

REASON FOR DECISIONS: To ensure the effective and efficient administration of the shared waste service.

17 PIRTON CONSERVATION AREA

RESOLVED:

- (1) That the boundary changes to the Pirton Conservation Area are approved in the new Pirton Conservation Area was designated.
- (2) That the Pirton CAAMP was approved and adopted.
- (3) That Officers were authorised to undertake the associated administrative tasks to finalise the designation of the Pirton Conservation Area, outlined in paragraph 8.6.
- (4) That the delegated authority was granted to the Service Director – Regulatory in consultation with the Executive Member for Planning and Transport to make any minor non-material corrections (including but not limited to cosmetic additions or presentational alterations) to the CAAMP as considered necessary for the publication of the CAAMP.

REASON FOR DECISION: To ensure that our Conservation Areas and historic assets within North Hertfordshire are appropriately assessed and designated to inform decision making for planning applications and in the preparation of neighbourhood plans and our Local Plan.

18 Q4 UPDATE ON PROGRESS AGAINST THE COUNCIL DELIVERY PLAN 22-23

RESOLVED:

- (1) That Cabinet noted the progress against Council projects as set out in the Council Delivery Plan (Appendix A) including new milestones, deleted milestones, and changes to milestone dates and risks.
- (2) That Cabinet noted the deletion of projects outlined in 8.6, to be replaced by new projects in 2023-24.
- (3) That Cabinet noted the completion of the Museum and HTH recovery, Customer Portal, Full review of the Council Tax Reduction Scheme, and Green Space Management Strategy Projects.

- (4) That Cabinet noted the reduction in the Town Centre Recovery risk score from a 3 to a risk score of 2.

REASON FOR DECISIONS: The Council Delivery Plan (CDP) monitoring reports provide Cabinet, with an opportunity to monitor progress against the key Council projects, and understand any new issues, risks, or opportunities.

19 REVENUE BUDGET OUTTURN 2022/23

RESOLVED:

- (1) That Cabinet noted this report.
- (2) That Cabinet approved a decrease of £920k in the 2022/23 net General Fund expenditure, as identified in table 4 and paragraph 8.1, to a total of £15.818million.
- (3) That Cabinet approved the changes to the 2023/24 General Fund budget, as identified in table 3 and paragraph 8.3, a total £47k decrease in net expenditure.

RECOMMENDED TO COUNCIL:

- (4) That Council approves the net transfer from earmarked reserves, as identified in table 9, of £5.274million.

REASONS FOR DECISIONS:

- (1) Members are able to monitor, make adjustments within the overall budgetary framework and request appropriate action of Services who do not meet the budget targets set as part of the Corporate Business Planning process.
- (2) Changes to the Council's balances are monitored and approved.

20 INVESTMENT STRATEGY (CAPITAL AND TREASURY) END OF YEAR REVIEW 2022/23

RESOLVED:

- (1) That Cabinet noted expenditure of £6.923million in 2022/23 on the capital programme, paragraph 8.3 refers.
- (2) That Cabinet approved the adjustments to the capital programme for 2023/24 as a result of the revised timetable of schemes detailed in table 2, increasing the estimated spend in by £1.222million.
- (3) That Cabinet noted the position of the availability of capital resources, as detailed in table 4 paragraph 8.7 and the requirement to keep the capital programme under review for affordability.
- (4) That Cabinet approved the application of £6.300million of capital receipts/set aside towards the 2022/23 capital programme, paragraph 8.7 refers.
- (5) Cabinet noted the position of Treasury Management activity as at the end of March 2023.

RECOMMENDED TO COUNCIL:

- (6) Cabinet was asked to recommend this report to Council and ask Council to:
- Approve the actual 2022/23 prudential and treasury indicators.
 - Note the annual Treasury Report for 2022/23.

REASONS FOR DECISIONS:

- (1) Cabinet is required to approve adjustments to the capital programme and ensure the capital programme is fully funded.
- (2) To ensure the Council's continued compliance with CIPFA's code of practice on Treasury Management and the Local Government Act 2003 and that the Council manages its exposure to interest and capital risk.

21 YEAR END REPORT ON RISK MANAGEMENT GOVERNANCE

RESOLVED:

- (1) That Cabinet noted the comments from FAR on the Annual Risk Management update.
- (2) That Cabinet noted the comments from FAR on the review of the Risk Management Framework.
- (3) That the risk associated with Climate Change should be recognised when the Council Delivery Plan is updated in the Autumn.

REFERRED TO COUNCIL:

- (1) That Council consider the Annual Risk Management update, including comments provided by Finance, Audit and Risk Committee.

REASONS FOR DECISIONS:

- (1) The responsibility for ensuring the management of risks is that of Cabinet.
- (2) This Committee has responsibility to monitor the effective development and operation of Risk Management.