

# NORTH HERTFORDSHIRE DISTRICT COUNCIL



5 January 2024

Our Ref    Cabinet Tuesday, 16 January 2024  
Contact.    Committee Services  
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To: Members of the Cabinet:

Executive Members Councillors: Elizabeth Dennis (Chair) Ruth Brown (Vice Chair)  
Ian Albert, Amy Allen, Keith Hoskins, Steve Jarvis, Sean Prendergast and  
Alistair Willoughby.

Deputy Executive Members Councillors: Matt Barnes, Mick Debenham, Dominic Griffiths,  
Ian Mantle, Tamsin Thomas, Tom Tyson and Dave Winstanley.

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

to be held in the

**COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES, GERON  
ROAD, LETCHWORTH GARDEN CITY, SG6 3JF**

on

**TUESDAY, 16TH JANUARY, 2024 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 - 14 NOVEMBER 2023 AND 12 DECEMBER 2023</b> To take as read and approve as a true record the minutes of the meeting of the Committee held on the 14 November 2023 and 12 December 2023.	(Pages 5 - 18)
<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. ITEMS REFERRED FROM OTHER COMMITTEES**

(Pages

6a) Finance, Audit and Risk Committee – Second Quarter Revenue Budget Monitoring 2023/24 – **to be considered with Item 12**

19 - 34)

6b) Finance, Audit and Risk Committee – Second Quarter Investment Strategy (Capital and Treasury) Review 2023/24 – **to be considered with Item 13**

6c) Finance, Audit and Risk Committee – Mid Year Update on Risk Management Governance – **to be considered with Item 14**

6d) Finance, Audit and Risk Committee – Draft Budget 2024-25 – **to be considered with Item 15**

Any further referrals from other Committees will be circulated as soon as they are available.

**7. MARKETING AND COMMUNICATIONS STRATEGY 2024-2028**  
REPORT OF THE SERVICE DIRECTOR – PLACE

(Pages  
35 - 48)

To outline the Council's proposed approach to Marketing and Communications for the five-year period from 2024 – 2028.

**8. COMMUNITY SURVEY RESULTS (MARCH - JUNE 2023)**  
REPORT OF THE SERVICE DIRECTOR – PLACE

(Pages  
49 - 82)

To advise Cabinet of the key findings from the Community Survey results (March – June 2023).

**9. LOCAL PLAN REVIEW**  
REPORT OF THE SERVICE DIRECTOR – REGULATORY

(Pages  
83 - 186)

Cabinet is requested to note the review of the policies and agree to undertake the full update of the North Hertfordshire Local Plan.

**10. STRATEGIC PLANNING MATTERS**  
REPORT OF THE SERVICE DIRECTOR – REGULATORY

(Pages  
187 -  
194)

This report identifies the latest position on key planning and transport issues affecting the District.

**11. Q2 UPDATE ON PROGRESS AGAINST THE COUNCIL DELIVERY PLAN**  
REPORT OF THE SERVICE DIRECTOR – RESOURCES

(Pages  
195 -  
232)

This report presents progress on delivering the Council Delivery Plan for 23-24 at the end of Quarter 2.

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| 12. | <b>SECOND QUARTER REVENUE BUDGET MONITORING 2023/24</b><br>REPORT OF THE SERVICE DIRECTOR - RESOURCES  | (Pages<br>233 -<br>248) |
|     | To inform Cabinet of the summary position on revenue income and expenditure forecasts for the financial year 2023/24, as at the end of the second quarter.   |                         |
| 13. | <b>SECOND QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24</b><br>REPORT OF THE SERVICE DIRECTOR – RESOURCES  | (Pages<br>249 -<br>278) |
|     | To update Cabinet on progress with delivering the capital and treasury strategy for 2023/24, as at the end of September 2023.  |                         |
| 14. | <b>MID YEAR UPDATE ON RISK MANAGEMENT GOVERNANCE</b><br>REPORT OF THE SERVICE DIRECTOR – RESOURCES   | (Pages<br>279 -<br>332) |
|     | To provide the Committee with an update on the effectiveness of the Risk Management Governance arrangements at North Herts Council.  |                         |
| 15. | <b>DRAFT BUDGET 2024/25</b><br>REPORT OF: SERVICE DIRECTOR – RESOURCES   | (Pages<br>333 -<br>358) |
|     | Cabinet is asked to consider the latest information in relation to funding, income and expenditure in relation to the revenue budget for 2024/25.  |                         |
| 16. | <b>COUNCIL TAX REDUCTION SCHEME 2024/2025</b><br>REPORT OF THE SERVICE DIRECTOR – CUSTOMERS  | (Pages<br>359 -<br>368) |
|     | The review of the Council Tax Reduction Scheme in accordance with the requirements of the schedule 1A of the Local Government Finance Act.   |                         |
| 17. | <b>ICKLEFORD NEIGHBOURHOOD PLAN</b><br>REPORT OF THE SERVICE DIRECTOR – REGULATORY   | (Pages<br>369 -<br>414) |
|     | To consider the examiner's report and the proposed modifications to the Ickleford Neighbourhood Plan and to agree that officers make arrangements to conduct a referendum within the designated neighbourhood planning area for Ickleford.   |                         |
| 18. | <b>WALLINGTON NEIGHBOURHOOD PLAN</b><br>REPORT OF THE SERVICE DIRECTOR – REGULATORY  | (Pages<br>415 -<br>454) |
|     | To consider the examiner's report and the proposed modifications to the Wallington Neighbourhood Plan and to agree that officers make arrangements to conduct a referendum within the designated neighbourhood planning area for Wallington. |                         |