

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Council held in the Council Chamber, Council Offices, Gernon Road, Letchworth,  
Herts, SG6 3JF  
on Wednesday, 15th January, 2025 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Michael Muir, Tina Bhartwas, Cathy Brownjohn, Caroline McDonnell, Vijaiya Poopalasingham, Rhona Cameron, Steve Jarvis, Sam Collins and Lisa Nash.

### 2 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

### 3 CHAIR'S ANNOUNCEMENTS

- (1) The Chair advised that, in accordance with Council Policy, the meeting would be recorded.
- (2) The Chair reminded Members that the Council had declared both a Climate Emergency and an Ecological Emergency. These are serious decisions, and mean 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.
- (3) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.
- (4) The Chair advised that the normal procedure rules in respect of debate and times to speak will apply.
- (5) The Chair advised that 4.8.23(a) of the Constitution applied to part of this meeting. This would apply for Agenda Item 6 and a comfort break would be held at an appropriate time, should proceedings continue at length.
- (6) The Chair advised of a change to the order of the Agenda and the Public Participation would be taken directly ahead of Agenda Item 6. The Chair also advised that a referral had been received from Cabinet, which would be considered as the last item of business.
- (7) The Chair advised that Agenda Item 7 had been deferred to the Council meeting on 23 January 2025.
- (8) The Chair advised that tickets were now available to purchase for her Civic Event and Awards 2025, being held on Friday 28 February 2025.
- (9) The Chair announced that Geraldine Goodwin, Revenues Manager, had been working at North Hertfordshire for 30 years, and extended her gratitude to Geri for her services to the Council.

It was:

**RESOLVED:** That the Council placed on record its sincere thanks and appreciation to Geraldine Goodwin for her long and valuable service to Local Government.

#### 4 PUBLIC PARTICIPATION

Immediately before the respective Agenda Item, several presentations were received from members of the public regarding Agenda Item 6 – East of Luton Strategic Masterplan Framework.

#### 5 ITEMS REFERRED FROM OTHER COMMITTEES

The Chair advised that the referral 5A from Cabinet would be taken with the respective item on the agenda and referral 5B from Cabinet would be taken at the end of the agenda.

##### 8A) Decarbonisation of Leisure Centres Update

**RESOLVED:** That Council proceed with Option 4a and approve the additional forecast capital and ongoing revenue costs (including revenue costs of capital) and note the ongoing project risks.

##### **REASONS FOR DECISIONS:**

- (1) To identify the most appropriate way forward for the leisure centre decarbonisation project, taking into account both the environmental benefits of the project and the impact on the Council's wider financial position.
- (2) Council has the responsibility to make decisions about any matter in the discharge of an executive function where the decision maker is minded to make it in a manner which would be contrary to the policy framework or contrary to/or not wholly in accordance with the budget.
- (3) To enable the Council and contractors to continue to meet the delivery time table for the project.

#### 6 EAST OF LUTON STRATEGIC MASTERPLAN FRAMEWORK

**RESOLVED:** That the Strategic Masterplan Framework for the land East of Luton (Local Plan sites EL1, 2 & 3), attached at Appendix A, is approved and adopted as a material planning consideration for relevant planning decisions relating to the site.

##### **REASONS FOR DECISION:**

- (1) To set an agreed design framework for the delivery of a strategic site within the Council's adopted Local Plan.
- (2) To accord with policy requirements of the Local Plan.

#### 7 CONSTITUTIONAL AND GOVERNANCE REVIEW - Deferred from 28 November 2024

The Chair advised this item had been deferred to the meeting of Full Council on 23 January 2025.

**8 APPOINTMENT OF REPLACEMENT RESERVE INDEPENDENT PERSON**

**RESOLVED:** That Council:

(1) Appointed Ms Wai Bing Hui as Reserve Independent Person.

*N.B. such appointments/ confirmation of continuing appointments under 2.1 be for a fixed term of up to 4 years from 16 January 2025, based on 2-years, with delegation to the Monitoring Officer, in consultation with the Chair and Vice Chair of Standards Committee to extend for a further 2-years.*

(2) Delegated to the Monitoring Officer in consultation with the Chair and Vice Chair of Standards Committee, the decision (if the current Independent Person decides within term to resign/unable to act/no longer qualifies), to appoint one of the existing Reserve Independent Persons as the Independent Person and/or to undertake any further recruitment, as may be required.

**REASON FOR DECISION:** To ensure that the Council's Standards processes can operate in accordance with legislative requirements if one or both IP and Reserve IPs are unable to advise on a matter. This should also allow for a degree of succession planning/ training whilst experienced persons are in place.

**9 ELECTORAL SCALE OF FEES**

**RESOLVED:** That the Council agreed the Scale of Fees for 2025/26 as set out in Appendix A.

**REASON FOR DECISION:** To enable the Council to remunerate the Returning Officer and the staff employed to carry out tasks during electoral events and to be open and transparent regarding other payments.

**10 NOMINATION OF A REPRESENTATIVE ON PARKING AND TRAFFIC REGULATIONS OUTSIDE LONDON (PATROL) ADJUDICATION JOINT COMMITTEE**

**RESOLVED:** That Council nominated Councillor Daniel Allen to the outside organisation the Parking and Traffic Regulations Outside London Adjudication Joint Committee (PATROL).

**REASONS FOR DECISION:** To comply with the provision of Standing Order 4.8.2(j) of the Council's Constitution.

**11 NOTICE OF MOTIONS - Deferred from 28 November 2024**

There was one motion submitted in accordance with Standing Order 4.8.12, which had been deferred from the Council meeting on 28 November 2024.

(D) Impact of Family Farm Tax on Rural Communities in North Hertfordshire

**RESOLVED:** That the motion was **LOST**.

8A) Decarbonisation of Leisure Centres Update

**RESOLVED:** That Council proceed with Option 4a and approve the additional forecast capital and ongoing revenue costs (including revenue costs of capital) and note the ongoing project risks.

**REASONS FOR DECISIONS:**

- (4) To identify the most appropriate way forward for the leisure centre decarbonisation project, taking into account both the environmental benefits of the project and the impact on the Council's wider financial position.
- (5) Council has the responsibility to make decisions about any matter in the discharge of an executive function where the decision maker is minded to make it in a manner which would be contrary to the policy framework or contrary to/or not wholly in accordance with the budget.
- (6) To enable the Council and contractors to continue to meet the delivery time table for the project.