

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Cabinet held in the Council Chamber - District Council Offices, Gernon Road,
Letchworth, SG6 3JF
on Tuesday, 14th April, 2026 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Laura Williams and Sean Nolan.

2 MINUTES - 17 FEBRUARY 2026

RESOLVED: That the Minutes of the Meeting of the Committee held on 17 February 2026 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, 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 for the purposes of clarification that 4.8.23(a) of the Constitution did not apply to this meeting.

5 PUBLIC PARTICIPATION

There was no public participation at the meeting.

6 ITEMS REFERRED FROM OTHER COMMITTEES

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

7 STRATEGIC PLANNING MATTERS

RESOLVED: That Cabinet:

- (1) Noted the report on strategic planning matters.
- (2) Endorsed the responses in Appendices A, B and C; and the proposed next steps in relation to the Local Plan review.

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

8 RENTERS RIGHT ACT

RESOLVED: That Cabinet:

- (1) Adopted the following policy amendments and new related policies, so as to enable the Council to enforce the requirements of the Act from 1 May 2026:
 - i. Amendments to the Corporate Statement of Enforcement Policy (CSEP)
 - ii. Amendments to the CSEP Appendix B: Environmental Health.
 - iii. Amendments to the CSEP Appendix G: Access to Housing.
 - iv. Adoption of The Housing Authority Enforcement Policy.
 - v. Adoption of The Civil Penalties Policy for Proceedings under the Renters Rights Act 2025 and other Housing Legislation.

- (2) Delegated and passed to the Director – Regulatory in consultation with the Executive Member for Regulatory, in accordance with the provisions of the Council, to make future amendments to:
 - i. The CSEP, Appendix B: Environmental Health
 - ii. The CSEP, Appendix G: Access to Housing
 - iii. The Housing Authority Enforcement Policy
 - iv. The Civil Penalties Policy for Proceedings under the Renters Rights Act 2025 and other Housing Legislation.

REASON FOR DECISIONS: The recommendations ensure the Council can meet its statutory duties under Section 107 of the Renters Rights Act 2025 and permits the necessary amendments to existing Council policies and provisions. This will enable the Council to better protect those constituents living in the rented sector, provide clear foundation for those providing rented accommodation and mitigate the risk of legal challenges and reputational harm should the Council fail to fully adopt this new statute.

9 ARRANGEMENTS FOR CARRYING OUT PUBLIC HEALTH FUNERALS

RESOLVED: That Cabinet:

- (1) Adopted the Policy as presented. Please note that this format has been adopted as this document is made available to our residents to help them through the requirements necessary to arrange a funeral should they need to.

- (2) Noted that under the provisions of section 46 of the Act, each local authority has the responsibility to make necessary funeral arrangements for anybody who dies in their district where no other suitable arrangements are being or are likely to be made. This policy sets out how the Council will deliver this duty and outlines the limitations of this obligation.

- (3) Noted what measures will be followed to try to locate a will, identify relatives who may wish to arrange the funeral and identify anything of value to try to offset funeral costs. The policy also confirms that should the Council arrange the funeral, we will provide a simple but dignified service administered by a minister, a representative of another faith or a civil funeral celebrant as well as permitting friends and family to attend the service.

- (4) Delegated future amendments of this Policy to the Director – Regulatory in consultation with the Executive Member for Regulatory in accordance with the provisions of the Council's Constitution.

REASON FOR DECISIONS: The reason for recommending the approval of this Policy is to enable the Council to clearly state how it intends to meet its obligations under the Act, whilst putting in place limitations against the unreasonable use of public funds and to protect the reputation of the Council and the officers involved.

10 LEASE ON LETCHWORTH MULTI STOREY CAR PARK

RESOLVED: That Cabinet:

- (1) Approved the surrender of the lease for the Letchworth Multi Storey Car Park.
- (2) Granted delegated authority to the Director of Enterprise in consultation with the Executive Member for Enterprise to negotiate and approve the details of any surrender in line with the broad principles in this report.

REASON FOR DECISIONS: After undertaking a review of the current operation and long-term needs of this car park, the surrender of this lease provides a positive outcome to the Council and the conditions that have been negotiated ensures there will be improvements to the car park which will benefit the public and economic vitality of the town centre.

11 REGULATION OF INVESTIGATORY POWERS ACT (RIPA) UPDATE AND ANNUAL REVIEW

RESOLVED: That Cabinet:

- (1) Noted the content of the report; and
- (2) Resolved to adopt the amended RIPA Policy (Appendix A).

REASON FOR DECISIONS: The Council is required to ensure it has an up-to-date, compliant and operationally usable RIPA framework that reflects current legislation and codes of practice and supports effective governance and assurance. 3.2. Approval of the updated policy reduces legal, regulatory and reputational risk, supports lawful enforcement activity where required, and strengthens transparency and democratic oversight.

12 SECTION 106 TASK AND FINISH GROUP REPORT 2026

RESOLVED: That Cabinet:

- (1) Noted the report.
- (2) Tasked the Executive Member for Place and the Executive Member for Governance, together with relevant Officers, to further consider the recommendations and develop proposals for report to a future meeting of Cabinet.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee the opportunity to scrutinise the s106 Task and Finish Group report and recommendations.

13 COUNCIL DELIVERY PLAN 2025-26 (QUARTER 3 UPDATE)

RESOLVED: That Cabinet noted progress against Council projects and performance indicators, as set out in the Council Delivery Plan (Appendix A), and approved new milestones and changes to milestones.

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

14 **THIRD QUARTER TREASURY MANAGEMENT REVIEW 2025/26**

RESOLVED: That Cabinet noted the position of Treasury Management activity as at the end of December 2025.

REASON FOR DECISION: 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.

15 **THIRD QUARTER CAPITAL BUDGET MONITORING REVIEW 2025/26**

RESOLVED: That Cabinet:

- (1) Noted the forecast expenditure of £23.350M in 2025/26 on the capital programme, paragraph 8.3 refers.
- (2) Approved the adjustments to the capital programme for 2026/27, as a result of the revised timetable of schemes detailed in table 2 and 3, increasing the estimated spend by £3.011M.
- (3) Approved a change of scope to the Priory Gardens Bandstand project from renovation to rebuild and an increase of the budget in 2026/27 by £0.025M.
- (4) Noted the position of the availability of capital resources, as detailed in table 4 paragraph 8.6 and the requirement to keep the capital programme under review for affordability.

REASON FOR DECISIONS: Cabinet is required to approve adjustments to the capital programme and ensure the capital programme is fully funded.

16 **THIRD QUARTER REVENUE BUDGET MONITORING 2025/26**

RESOLVED: That Cabinet:

- (1) Noted this report.
- (2) Approved the changes to the 2025/26 General Fund budget, as identified in table 3 and paragraph 8.2, a £902k decrease in net expenditure.
- (3) Approved the changes to the 2026/27 General Fund budget, as identified in table 3 and paragraph 8.2, a total £201k increase in net expenditure.

REASON FOR DECISIONS: 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.