

21 January 2026

Our Ref Council 29 January 2026
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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 GARDEN CITY, SG6 3JF**

on

THURSDAY, 29TH JANUARY, 2026

at

7.30 PM

Yours sincerely,

Isabelle Alajooz
Director – Governance

****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

Item		Page
1.	APOLOGIES FOR ABSENCE	
2.	MINUTES - 4 DECEMBER 2025 To take as read and approve as a true record the minutes of the meeting of the Committee held on the 4 December 2025.	7 - 16
3.	NOTIFICATION OF OTHER BUSINESS 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.	
4.	CHAIR'S ANNOUNCEMENTS <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>Ecological Emergency</u> The Council has declared an ecological emergency and is committed to addressing the ecological emergency and nature recovery by identifying appropriate areas for habitat restoration and biodiversity net gain whilst ensuring that development limits impact on existing habitats in its process.	

The Council has set out to do that by a) setting measurable targets and standards for biodiversity increase, in both species and quantities, seeking to increase community engagement, b) to work with our partners to establish a Local Nature Partnership for Hertfordshire and to develop Nature Recovery Networks and Nature Recovery Strategy for Hertfordshire and c) to investigate new approaches to nature recovery such as habitat banking that deliver biodiversity objectives and provide new investment opportunities.

Declarations of Interest

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

17 - 24

6A) Standards Committee – Adoption of Updated Advice to Councillors on Outside Bodies – **to be considered with Item 13.**

6B) Standards Committee – Adoption of the Monitoring Officer Protocol – **to be considered with Item 14.**

6C) Finance, Audit and Risk Committee – Updated Financial Regulations – **to be considered with Item 8.**

Any other items referred to this meeting will be published as a supplementary document.

7. SECOND QUARTER TREASURY MANAGEMENT REVIEW 2025/26 REPORT OF THE DIRECTOR – RESOURCES

25 - 46

To update Cabinet on progress with delivering the treasury strategy for 2025/26, as at the end of September 2025.

8. UPDATED FINANCIAL REGULATIONS REPORT OF THE DIRECTOR – RESOURCES

47 - 92

The last full review of the Council's financial regulations took place in 2018. There have been partial changes made that have resulted from organisational changes. They have also been kept under review for the need for any significant changes over that period, but none have been required.

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| 9. | THE COUNCIL TAX REDUCTION SCHEME (EFFECTIVENESS AND PROPOSALS FOR 2026/27)
REPORT OF THE DIRECTOR – RESOURCES | 93 - 112 |
| | This report sets out the context of Council Tax support, including the introduction of local schemes for working aged people from 2013. | |
| 10. | ELECTORAL SERVICES - SCALE OF FEES 2026/27
REPORT OF THE DIRECTOR – RESOURCES | 113 -
122 |
| | To agree the Scale of Fees for electoral events held during 2026/27. | |
| 11. | INTERIM REVIEW OF POLLING DISTRICT, POLLING PLACES AND POLLING STATIONS
REPORT OF THE DEMOCRATIC SERVICES MANAGER | 123 -
170 |
| | To detail the outcome of the interim review of Polling Districts, Polling Places and Polling Stations following the Community Governance Review in 2025. | |
| 12. | APPOINTMENT OF REPLACEMENT RESERVE INDEPENDENT PERSON
REPORT OF DIRECTOR – GOVERNANCE AND MONITORING OFFICER | 171 -
178 |
| | The report seeks approval to appoint a replacement Reserve Independent Person with effect from the 29 January 2026 for a period of up to 4 years. | |
| 13. | ADOPTION OF UPDATED GUIDANCE TO COUNCILLORS ON OUTSIDE BODIES
REPORT OF THE DIRECTOR - GOVERNANCE AND MONITORING OFFICER | 179 -
190 |
| | To provide Members with an updated guidance document on the duties, obligations and liabilities that Councillor's will have if they are appointed to (or are on) an outside body, highlighting the main changes to the previous guidance. | |
| 14. | ADOPTION OF THE MONITORING OFFICER PROTOCOL
REPORT OF THE DIRECTOR - GOVERNANCE AND MONITORING OFFICER | 191 -
220 |
| | To provide Members with a proposed Monitoring Officer protocol and to note the recent guidance document on the Golden Triangle. | |
| 15. | APPOINTMENT OF SUBSTITUTE, MEMBER, CHAIR AND VICE CHAIR OF THE FINANCE, AUDIT AND RISK COMMITTEE (AND NOTING THE APPOINTMENT OF THE DEPUTY LEADER OF COUNCIL, APPOINTMENT OF A NEW EXECUTIVE MEMBER FOR CUSTOMER EXPERIENCE AND APPOINTMENT TO OUTSIDE ORGANISATIONS)
REPORT OF THE DEMOCRATIC SERVICES MANAGER | 221 -
226 |
| | To confirm the appointment of a new / replacement Member, Substitute Member/s, Chair and Vice Chair to the Finance, Audit and Risk Committee. | |
| 16. | QUESTIONS FROM MEMBERS
To consider any questions submitted by Members of the Council, in accordance with Standing Order 4.8.11 (b). | |

17.	NOTICE OF MOTIONS	227 -
	To consider any motions, due notice of which have been given in accordance with Standing Order 4.8.12.	232