

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, 16th June, 2026 at 7.30 pm

1 APOLOGIES FOR ABSENCE

There were no apologies for absence received. Councillor Tamsin Thomas had advised the Chair of her late arrival to the meeting.

2 MINUTES - 14 APRIL 2026

RESOLVED: That the Minutes of the Meeting of the Committee held on 14 April 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) The Chair advised of a change to the order of the Agenda where Item 11 and Items 18 to 21 would be taken following Agenda Item 24.

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 the Finance, Audit and Risk Committee would be taken with the respective items on the Agenda.

7 STRATEGIC PLANNING MATTERS REPORT

RESOLVED: That Cabinet:

- (1) Noted the report on strategic planning matters.
- (2) Noted the response in Appendix A.

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

8 DEVELOPER CONTRIBUTIONS SPD

RESOLVED: That Cabinet:

- (1) Adopted the Developer Contribution SPD, attached as Appendix 1.
- (2) Revoked the 2023 Developer Contributions SPD.
- (3) Delegated authority to the Director – Place in consultation with the Executive Member for Place, to make any minor non-material corrections (including but not limited to cosmetic additions or presentational alterations) to the adopted Developer Contributions SPD as considered necessary for publication and publicity in accordance with the relevant regulations.

REASON FOR DECISIONS: To allow the updated Developer Contributions SPD to be adopted to support delivery of the policies in the adopted Local Plan and ensure that developer contributions for development schemes are secured appropriately where they are necessary.

9 NORTH HERTS DESIGN CODE SPD

RESOLVED: That Cabinet:

- (1) Noted the outcomes of the consultation on the draft Design Code SPD, as contained in the Statement of Consultation at Appendix A.
- (2) Adopted the Design Code SPD, attached as Appendix B.
- (3) Revoked the 2011 Design Supplementary Planning Document.
- (4) Granted delegated authority to the Director: Place, in consultation with the Executive Member for Place, to make any minor non-material corrections to the Design Code SPD as considered necessary for publication and publicity in accordance with the relevant regulations.

REASONS FOR DECISIONS:

- (1) To allow the Design Code SPD to be adopted to support delivery of the policies in the adopted Local Plan and ensure that developer contributions for development schemes are secured appropriately where they are necessary.
- (2) To ensure the SPD is presented in advance of the Government's final cut-off of 30 June 2026 for any SPDs to be adopted under the outgoing legacy planning system.

10 WASTE VEHICLES FUEL ARRANGEMENTS

RESOLVED: That Cabinet approved use of a HVO mix for the Council's large waste vehicles, that limits the additional cost to the Council (of using HVO over diesel) to approximately £5,000 per month from 1 July 2026 to 31 March 2027. This would be subject to a minimum HVO use of 20%, unless it became impossible to obtain HVO fuel.

REASONS FOR DECISION:

- (1) The Council set a budget in January 2025 to use Hydrotreated Vegetable Oil in the vehicles (above 3.5 tonnes) in the waste and street cleansing contract. The budget set aside at the time (£40k per year ongoing) was expected to be sufficient to use 100% HVO in those vehicles, although the budget decision did reference that it would be possible to use incremental levels of HVO depending on cost. Inflation added to the budget means that £40k budget is now £42k (for 2026/27).
- (2) Global events have increased the cost of fuel, with an even more substantial increase in the cost of HVO. This recommendation manages the cost impact on the Council during this period of uncertainty. Overall, the Council remains committed to its Sustainability Strategy and the carbon emission targets set within that strategy.

12 FUNDING FOR LOCAL GOVERNMENT REORGANISATION (LGR)

RESOLVED: That Cabinet:

- (1) Approved that up to £1 million of the available funding be allocated to county-wide costs. Any contribution will be based on a fair share from each Council and can be approved by the Chief Executive, in consultation with the Executive Member for Devolution and Local Government Reorganisation and Executive Member for Resources.
- (2) Approved that up to £1 million of the available funding be allocated to additional staffing costs, noting that £450k has already been allocated. Any spend can be approved by the Chief Executive in consultation with the Leader of the Council, Executive Member for Resources, Chair of the Overview and Scrutiny Committee and political Group Leaders, except where the Constitution already requires different approval processes.
- (3) Approved that up to £200k of the available funding can be spent on additional training costs. Any spend can be approved by the Chief Executive in consultation with the Leader of the Council and Executive Member for Resources.
- (4) Approved that any spend is subject to cap of £1 million in 2026/27 and £2 million overall.

REASON FOR DECISIONS: This is intended to provide a practical framework for agreeing LGR costs. It aims to allow timely reactions in what will need to be a fast-moving project.

13 2025-26 Q4 COUNCIL PLAN UPDATE

RESOLVED: That Cabinet:

- (1) Noted the progress against projects as set out in the Council Delivery Plan and approved the changes to the milestones (Appendix 1).
- (2) Noted the performance against the Key Performance Indicators and confirms the actions for those with a red or amber status.
- (3) Approved the Key Performance Indicators and targets for 2026/27 (Appendix 2).

- (4) Approved that the existing incomplete projects on the Council Delivery Plan are carried forward into 2026/27, and that the Royston Learner Pool project is added.

REASON FOR DECISIONS: The Council Delivery Plan (CDP) report provides Cabinet with the opportunity to monitor progress against the key Council projects and KPIs, including any overall trends. This end of year report also sets the scope (projects and KPIs) for 2026/27 monitoring. Overview and Scrutiny can use these reports to help with setting their work programme.

14 2025-26 YEAR END REPORT OF RISK MANAGEMENT GOVERNANCE

RESOLVED: That Cabinet noted the report.

RECOMMENDED TO COUNCIL: That it:

- (1) Note the report.

REASON FOR RECOMMENDATION: To provide assurance that the Council is effectively managing risk. The Council's Risk Management Strategy details that this annual review should be presented to Council. Cabinet have responsibility for the management of risk.

15 REVENUE BUDGET OUTTURN 2025/26 (FINAL)

RESOLVED: That Cabinet:

- (1) Noted this report.
- (2) Approved a decrease of £1.385million in the 2025/26 net General Fund expenditure, as identified in section 8, to a total of £21.400million.
- (3) Approved the changes to the 2026/27 General Fund budget, as identified in table 4 and paragraph 8.3, a total £651k increase in net expenditure

RECOMMENDED TO COUNCIL: That it:

- (1) Approves the net transfer from earmarked reserves, as identified in table 9, of £4.925million.

REASONS FOR RECOMMENDATIONS:

- (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.

16 TREASURY MANAGEMENT END OF YEAR REVIEW 2025/26

RESOLVED: That Cabinet noted the position of Treasury Management activity as at the end of March 2026.

RECOMMEND TO COUNCIL: That it:

- (1) Approves the actual 2025/26 prudential and treasury indicators as detailed in Appendix B.
- (2) Notes the annual Treasury Management Review for 2025/26 (Appendix B).

REASON FOR RECOMMENDATIONS: 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.

17 CAPITAL END OF YEAR REVIEW 2025/26

RESOLVED: That Cabinet:

- (1) Noted expenditure of £22.002million 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 and other adjustments detailed in table 2, increasing the estimated spend by £1.950million.
- (3) 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) Approved the application of £1.057million of capital receipts/set aside towards the 2025/26 capital programme, paragraph 8.7 refers.

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

22 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act (as amended).

23 ALLOCATION OF MHCLG HOMELESSNESS GRANT - PART 2

Details of decisions taken on this item are restricted due to the disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of Section 200A(4) of the Local Government Act 1972.

24 ALLOCATION OF MHCLG HOMELESSNESS GRANT - PART 1

RESOLVED: That Cabinet approved the funding proposals for the allocation of Homelessness, Rough Sleeping and Domestic Abuse Grant received from the MHCLG as outlined in Table 4 in paragraph 8.11.

REASON FOR DECISION: There is a need to secure housing services for homeless households in the district, including key existing services on the single homeless pathway. Adopting the recommendation at 2.1 secures the provision of high-quality local services to help those in need, which is also consistent with the priorities set out in the Council's Housing Strategy (2024 – 2029).

11 GA2 ACCESS LAND

RESOLVED: That Cabinet:

- (1) Noted that the proposals to appropriate open space for planning purposes and dispose of the open space land has been publicly advertised in compliance with the requirements of s122 and s123 of the Local Government Act 1972.
- (2) Appropriated for planning purposes, pursuant to s122 of the Local Government Act 1972, the land that is the subject of the transaction for the purposes of facilitating the development of the GA2 site including the provision of a new access road and associated works and infrastructure.
- (3) Delegated authority to the Director: Resources, in consultation with the Executive Member for Resources, to finalise, complete, sign and seal all necessary documentation associated with the transaction, subject to receipt of valuation advice confirming compliance with the Council's duty under section 123 of the Local Government Act 1972 to obtain best consideration reasonably obtainable.

REASONS FOR DECISIONS:

- (1) Public notices as required by s122 & s123 of the LGA 1972 have been published and no objections or representations have been received by the deadline of 5pm on 15th May.
- (2) The recommendations are made to ensure that access is available to facilitate the development of GA2, a Strategic Housing site allocated in the Local Plan, which will Page 369 Agenda Item 11 assist in the delivery of circa 600 new homes and associated facilities including affordable homes.
- (3) Completion of the sale is also expected to generate a capital receipt.

18 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 3 and 4 of Part 1 of Schedule 12A of the said Act (as amended).

19 PART 2 MINUTES - 19 NOVEMBER 2025

RESOLVED: That the Part 2 Minutes of the Meeting of the Committee held on 19 November 2025 be approved as a true record of the proceedings and be signed by the Chair.

20 CHURCHGATE REGENERATION PROJECT UPDATE AND NEXT STEPS - PART 2

Details of the decision taken on this item are restricted due to the disclosure of exempt information as defined in Paragraphs 3 and 4 of Part 1 of Schedule 12A of Section 200A(4) of the Local Government Act 1972 (as amended).

21 **CHURCHGATE REGENERATION PROJECT UPDATE & NEXT STEPS - PART 1**

RESOLVED: That Cabinet:

RECOMMEND TO COUNCIL: That it:

- (1) Approves the additional capital / revenue funding set out in the Part 2 report to support the next phase of the Churchgate Regeneration Project.
- (2) Instructs officers to undertake a review of the Council's external communications approach, with a specific focus on improving transparency, accessibility, and the visibility of key decision-making information.

REASONS FOR RECOMMENDATION:

- (1) Since the last Full Council update in July 2025, and subsequent Overview & Scrutiny Committee discussions in February 2026, the Churchgate Regeneration Project has progressed significantly and moved into a substantially more mature and evidence-led phase.
- (2) Over the past year, the Council has undertaken an extensive programme of work to respond directly to key matters raised by Members and stakeholders, including viability, parking, public realm, market provision, delivery options, governance and long-term town centre sustainability. This has included financial analysis, specialist technical work, Project Board workshops and Member briefings.
- (3) This work has enabled the Council to move from high-level vision setting into a more informed, evidence-led and delivery-focused phase.
- (4) Alongside this, the Council has also undertaken early engagement with the development and investment sector to inform future procurement, delivery and partnership decisions. Feedback from this work has demonstrated strong market interest in Hitchin and increased confidence in both the credibility of the opportunity and the Council's commitment to delivering a high-quality regeneration programme for the town centre.
- (5) The recommendations within this report therefore represent a logical progression from the work completed to date and are intended to ensure that future decisions regarding the regeneration of the site are informed, evidence-led and commercially robust.
- (6) The proposed next stage of work is materially different from earlier strategic and visioning exercises. The Council is now seeking to appoint specialist regeneration and development expertise to work alongside the project team in refining a deliverable scheme, testing assumptions in greater detail, reducing uncertainty and supporting the transition from strategic visioning into delivery planning and implementation.
- (7) This phased approach enables the Council to retain control of the project as it develops, whilst ensuring that investment and risk remain proportionate to the level of certainty and information available at each stage.
- (8) The proposed next phase reflects the consistent feedback received through market engagement and specialist advice: that the appropriate next step is a structured feasibility and delivery-planning phase focused on shaping a viable, deliverable and investment-ready regeneration scheme for Hitchin town centre.