

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

Service Directorate	Description of Proposal	Statutory Service?	Implications of not investing
Customers	Careline Service staffing costs. Increase in management and administrative capacity through the replacement of provision for two admin officer roles with provision for two senior administrator posts. The investment will both enhance business resilience and facilitate the expansion of the service as it takes on new clients from outside of Hertfordshire, with the associated additional administration involved.	No	Limits the ability to extend the service to support more clients and generate income.  The spend is offset partly by the £35k additional income (reference E1).
Customers	Maintenance and support costs associated with the capital proposal to purchase 25 laptops that are outside of the Windows environment for disaster recovery (DR) purposes. This may be replaced by an option to lease the equipment if a DR event that affects IT access takes place.	Yes	In the event of a successful cyber attack, would slow down how quickly we could start at least providing some services (with focus on statutory services).
Enterprise	Economic Development Officer. Budget is requested for the shared post with East Herts District Council to continue in 2025/26 to deliver work associated with the new Commercial Strategy, which aims to support economic growth and engagement across the District, and the oversight of the Shared Prosperity Funding stream.	No	Would significantly limit the delivery of the Commercial Strategy. Oversight of the UK SPF would have to be picked up by another Officer, and risk that wouldn't effectively use all the funding available.
Housing & Environmental Health	Reinstatement of the part time posts of Empty Homes Officer (0.5 FTE) and Housing Grants Officer (0.5FTE) and the full time Air Quality Officer position to the Council's permanent staffing establishment. These posts were deleted as part of a restructure in 2023/24 to release resource to meet other urgent staffing priorities. The requested reinstatement of these roles will enable the delivery of essential work to address empty homes in the district and to develop and support an air quality strategy in line with our climate emergency and the upcoming challenges to be faced regarding the proposed Luton Airport expansion.	No	The work detailed could not take place.

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

<p>Housing &amp; Environmental Health</p>	<p>Creation of a part-time (0.5 FTE) Private Water Supply Officer (PWSO) post for the Environmental Health Commercial Team. The PWSO would support the existing Private Water Supply Scientific Officer in delivering the increased workload caused by the imposed changes to statutory guidance and water quality requirements and would also increase service resilience in this area.</p>	<p>Yes</p>	<p>Would not be able to deliver the service to the required statutory level.</p>
<p>Housing &amp; Environmental Health</p>	<p>Recruitment of an additional fully qualified Environmental Health Regulatory Officer into the Environmental Protection &amp; Housing Team on a 4 year fixed-term contract to provide senior experience and higher competency whilst the technical officers progress through their training. The post will also provide cover/resilience for the other Senior Officer in this service in the event of unplanned additional work, as has been the case with the Baldock Industrial Estate fire, funeral homes inspections, and health and safety accidents/incidents.</p>	<p>Yes</p>	<p>Would not be able to deliver the service to the required statutory level.</p>
<p>Housing &amp; Environmental Health</p>	<p>Recruitment of an additional Senior Environmental Health / Food Officer in the Commercial Team, on a 4 year fixed-term contract, to accommodate the increased pro and reactive workload, including the additional food inspections required, and the additional Health &amp; Safety interventions necessary for the service to achieve and maintain this legally required competency.</p>	<p>Yes</p>	<p>Would not be able to deliver the service to the required statutory level.</p>
<p>Housing &amp; Environmental Health</p>	<p>Permanent budget provision for an additional Environmental Health Regulatory Officer in the Commercial Team, initially at a junior level to support the senior officers in undertaking essential roles, including the food sampling programme and the assessment of those food businesses classed as lower concern. The officer would also provide advice to new businesses following the increase in new food registrations seen over recent years.</p>	<p>Yes</p>	<p>Would not be able to deliver the service to the required statutory level.</p>

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

<p>Housing &amp; Environmental Health</p>	<p>Year 4 funding for the Environmental Health Apprentice, which is a fixed term four-year post. Unspent salary budget (due to grant funding received) of £100k was identified at the end of 2023/24 and earmarked to cover the costs of the first three years of the apprenticeship. This request is for year 4 funding for the apprentice to complete the four year course.</p>	<p>No</p>	<p>This budget helps to future-proof the service as part of “grow our own” strategy.</p>
<p>Housing &amp; Environmental Health</p>	<p>Environmental Health service staffing costs. In light of recruitment issues in this service area and to facilitate the strategy agreed earlier this year, it is proposed to standardise the six existing technical officer posts to a career graded Environmental Health Regulatory Officer job profile. The plan is to recruit unqualified individuals and develop them into fully qualified officers over time. The additional investment reflects the higher than existing pay grades officers can progress through to as they complete their training and gain professional accreditation. While the maximum additional annual cost from this proposal is estimated at £86k, investment values reflect the anticipated additional cost over the next five years based on the current staffing position.</p>	<p>No</p>	<p>This budget helps to future-proof the service as part of “grow our own” strategy. Without this budget it is unlikely that we will keep our trainees and even if they stay, they will not be qualified to perform the statutory role.</p>
<p>Housing &amp; Environmental Health</p>	<p>Environmental Health service training costs. To support the development of the proposed Environmental Health Regulatory Officers, the provision of additional dedicated training and development budget. The budget will cover annual training costs of approximately £3,000 per officer.</p>	<p>Yes</p>	<p>May not keep up with statutory requirements and best practice.</p>
<p>Housing &amp; Environmental Health</p>	<p>Housing Service staffing expenditure. Replacement of the existing fixed term contract for the Housing Register and Accommodation Officer (Refugee Support) with a permanent contract of employment, with the post added to the permanent staffing establishment. The balance held in the refugee project earmarked reserve can support this post for at least the next seven years, at which point the housing team structure will be reviewed. In the meantime this proposal will offer more security to both the employee and the housing team.</p>	<p>Yes</p>	<p>Post is less attractive as a fixed term contract, current postholder may leave and could be difficult to recruit a replacement.</p>

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

<p>Housing &amp; Environmental Health</p>	<p>Community safety expenditure. Introduction of a crime prevention budget to contribute to, and attract, matched funding from community safety partnership partners such as the police, housing providers and the county council. It is anticipated that the resource will allow small scale, upstream interventions to prevent antisocial behaviour and crime from escalating.</p>	<p>No</p>	<p>Lose the opportunity to target issues early, and get the benefits of match funding. May escalate to longer term issues.</p>
<p>Legal &amp; Community</p>	<p>Healthy Hub project expenditure. Budget is requested to cover the shortfall on the salary cost of the Health &amp; Wellbeing Hub Coordinator in 2025/26 and 2026/27 and to ensure effective community wellbeing interventions continue to be delivered across the district tackling food poverty, poor emotional wellbeing, low levels of physical activity, social isolation and loneliness. Herts County Council have part funded the North Herts Healthy Hub since 2019. The current MOU ends in March 2025 and HCC have announced £35k of funding for 25/26 and 26/27. <b>Forecast shortfall in 25/26 proposed to be funded from the carry forward of unspent staffing cost budget in 2024/25</b></p>	<p>No</p>	<p>May lose the Officers that provide this service if not able to provide any certainty over funding. Mostly funded by HCC, although scope of that funding is changing to focus on covering their statutory service requirements.</p> <p>Provides positive early intervention.</p>
<p>Legal &amp; Community</p>	<p>Introduction of a permanent career graded Policy and Strategy Officer post to replace the existing fixed term trainee role, which has to date been part funded from contributions from the Climate Change earmarked reserve. Grade progression would be dependent on completion of relevant training at first diploma and then degree level. The proposal will increase the scope, range, and ability of the Policy &amp; Strategy team to support NHC officers, North Hertfordshire residents and district wide partnerships. The Team is becoming involved in more partnership work across the district (e.g., Herts Climate Change and Sustainability Partnership and associated subgroups, Equality and Diversity Networks) and corporate governance matters (the production of the Annual Governance Statement, associated Local Code of Governance and cumulative equality and environmental impact assessments). The permanence of this role will ensure that these obligations can be discharged to a consistent standard. Investment value reflects the maximum additional cost of this proposal and includes the removal of the</p>	<p>Partly</p>	<p>Would limit the ability of the team to provide the wide range of support that is described. Some of that support is a statutory requirement.</p>

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

	budgeted contribution from reserve when the reserve balance reduces to zero.		
Managing Director	Leadership team restructure. Make permanent the seventh Service Director post, with realignment of responsibilities across the seven roles. This would be subject to consultation with affected staff and separate Full Council approval of the revised structure. This can in effect be part funded by the salary inflation provision for 2024/25 that wasn't all required.	Partly	Limits the ability to provide strategic leadership and support the delivery of our services. The additional capacity includes a focus on some statutory service areas.
Place	Permanent budget provision for the Climate Change and Sustainability Manager role, which is currently funded on a fixed term basis until September 2026. The post will be necessary to help the Council make progress on its sustainability priority and net zero targets in future years.	No	Would significantly limit our ability to deliver on our Climate Change strategy and sustainability priority.

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

Place	Swimming pool tiling repairs at North Herts Leisure Centre. Annual underwater pool surveys are carried out to identify repair works and ensure they meet current Health & Safety legislation. Recent surveys carried out by Everyone Active have identified extensive grout works within the pool tanks required to ensure they remain in good condition. Investment value reflects current estimated cost of repairs required.	No	Failure to meet Health & Safety requirements. May lead to pool closures which would reduce management fee income.
Place	Swimming pool tiling repairs at Hitchin Swim Centre. Annual underwater pool surveys are carried out to identify repair works and ensure they meet current Health & Safety legislation. Recent surveys carried out by Everyone Active have identified extensive grout works within the pool tanks required to ensure they remain in good condition. Investment value reflects current estimated cost of repairs required.	No	Failure to meet Health & Safety requirements. May lead to pool closures which would reduce management fee income.
Place	Swimming pool tiling repairs at Royston Leisure Centre. Annual underwater pool surveys are carried out to identify repair works and ensure they meet current Health & Safety legislation. Recent surveys carried out by Everyone Active have identified extensive grout works within the pool tanks required to ensure they remain in good condition. Investment value reflects current estimated cost of repairs required.	No	Failure to meet Health & Safety requirements. May lead to pool closures which would reduce management fee income.
Place	Repairs and maintenance at Ransoms Rec, Hitchin. Following receipt of a number of complaints about the lighting and condition of this busy footway, repairs to the lighting and footpaths are required to ensure continued public safety.	No	More complaints over the condition and impact on public safety. May eventually become dangerous and require greater repairs at a later date.
Place	Repair and maintenance of Letchworth War Memorial. Current condition of the existing memorial is tired and in need of refurbishment.	No	Condition would get worse over time.

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

Place	Repair of the balancing pond at Purwell Meadows, Hitchin. The balancing pond on the local nature reserve is now silted up and does not function as it should.	Yes	May contribute to flooding and as landowner we have a responsibility to prevent flooding.
Place	Waste contract client team staffing expenditure. Net cost of recruitment of two temporary full-time Mobilisation Contract Officers (one of which will be funded by East Herts DC) to support the mobilisation of the new waste and recycling services for up to 6 months, as originally proposed in the report to Cabinet in October 2022.	Yes	Likely to cause issues with implementing the new contract and associated service changes.
Place	Addition of a new part-time (0.5 FTE) Commercial Waste Officer post to the Council's permanent staffing establishment. As originally proposed in the report to Cabinet in October 2022, the new role would support the implementation of Commercial Food Waste Collections, commercial clinical waste collections and evolve and develop the Commercial Waste and Recycling business. Half of the cost of the post will be funded by East Herts, with the aim for this post to be self-funding within 3 years.	Yes	May not be able to deliver the new requirements for commercial waste collections. May miss out on income as a chargeable service.
Place	Net cost (after East Herts 50% contribution) of recruitment to a six month temporary full time post that will be responsible for fixing issues which arise with containers, as detailed in the report to Cabinet in December 2023. This staff member would be issued with a van and would assist with container swaps, delivery of ad hoc missing containers, stickering containers and resident run throughs to help residents adjusting to the change. Investment estimate includes box van vehicle hire costs for 4 months.	Yes	Likely to cause issues with implementing the new contract and associated service changes.

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

Place	Provision of Hydrogenated Vegetable Oil (HVO) fuel for the waste, recycling and street cleansing service vehicles. Based on the annual requirement for 280,000 litres, the additional cost is anticipated to be 12% higher than diesel and this cost is outside the provision of the waste contract. The use of HVO reduces CO2 emissions by approximately 90% in comparison to diesel, thus significantly reducing the carbon impact of the service. Investment value is based on the provision of 100% HVO, but HVO can be blended in proportions of 10% increments with diesel and this provides directly proportionate cost impacts and carbon savings (e.g. opting for 50% HVO would halve both the investment value and the carbon emission saving).	No	Would require use of diesel instead which has higher carbon emissions.
Place	Commissioning of a waste compositional analysis (WCA). The last was completed in 2021 and is periodically completed to inform the Council of the effectiveness of recycling services. WCA will be a requirement of the data provision from Extended Producer Responsibility Funding (EPR) and undertaking a composition in late 25/26 will allow us to assess the effectiveness of the new services in comparison to the previous composition in 2021. The Hertfordshire Waste Partnership will collectively procure on behalf of the districts and boroughs to provide a wider Hertfordshire analysis for comparison.	Yes	Failure to meet the EPR requirements. Would not have the information we need to target our campaigns to improve recycling rates.
Place	Provision of a comprehensive communications plan to support the roll out of waste and recycling service changes, as detailed in the previous Cabinet report of 9 July 2024. Costs are estimates and will vary depending on the number of collection day changes and the confirmation of costs following procurement.	Yes	Likely to cause issues with implementing the new contract and associated service changes.
Place	Provision of a mobile application for residents to support the waste and recycling service provision. The app would provide service and collection updates via push notifications to those residents subscribed to the app, as well as look up functionality regarding collection days and options for recycling. The additional 'reporting' functionality via the app would also support the CRM. The app would	No	Resident may not know what bins to put out each week.



Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

	have capabilities to be expanded to a wider range of council services including planning.		
Place	Storage of wheeled bins during mobilisation of new waste and recycling services. This will be required for a period of around 3 months. Site security and or rental may be required during this period once a site has been identified.	Yes	Likely to cause issues with implementing the new contract and associated service changes.
Regulatory	Permanent budget provision for the Principal Planning Officer and career graded planning officer posts. Fixed term budget provision of five years for these posts was previously approved by Council to lead and support work on the Local Plan review. Cabinet resolved in January 2024 that the review of the Local Plan should be undertaken and initial work is ongoing. A further report to Cabinet in January 2025 will set out a proposed timetable for the key stages. Following the change of Government there is uncertainty over the regulatory framework and timeframe over which the Review will be undertaken. It is already anticipated that it will extend beyond the period for which these posts are funded, with funding for the Principle Planning officer ending in June 2027 and the funding for the Planning Officer post ending in July 2028. These posts are also involved in delivering a range of other planning activities which will continue regardless of, and beyond, the Review programme including Neighbourhood Planning, monitoring, supporting strategies, the Chilterns National Landscape Review and joint strategic planning work with neighbouring authorities.	Yes	Would not be able to carry out the Local Plan review within the timetable adopted by Cabinet. Other work streams as detailed would also be delayed.

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

Regulatory	<p>Planning service staffing expenditure. Increase in management and oversight capacity through the uplifting of one existing post into a team leader role. There are currently 46 planning posts arranged under three service managers and five team leader / principal roles. Some team leaders are now responsible for a large number of staff working across a wide range of disciplines, complex professional projects and / or substantial case loads.</p>	Yes	<p>May increase number of leavers if roles are felt to be undeliverable. These posts are hard to fill due to national shortages and ability to move to private sector.</p>
Regulatory	<p>Recruitment of an additional Transport Officer for a fixed term of five years to; assist the Senior Transport Officer with the delivery of various transport projects emerging from the adopted Local Plan, the Growth Transport Plan and the Local Cycling and Walking Infrastructure Plan; to assist with the review of transport policies relating to the Local Plan review; to allow the Senior Transport officer to lead and input on transport initiatives associated with masterplanning for strategic site allocations in the Local Plan and to focus on key strategic transport projects working together with Herts County Council.</p>	No	<p>Would deliver fewer transport projects in line with the Council Plan each year as current capacity is not sufficient. May also increase the risk of retention given the current existing officer capacity</p>
Regulatory	<p>Planning Control IT expenditure. The procurement of Agile AI, an Artificial Intelligence Planning Validator System which operates as an interface between the national Planning Portal and Council IT systems to reduce the manual workload with the checking and validation of planning applications. It reduces validation timescales by up to 65% leaving officer time to concentrate on other matters and improve planning performance. County-wide procurement currently being investigated under the guidance of HIPP and the Growth Board. Costs may be recoverable through planning fees if there was the ability to set fees at a break-even level.</p>	No	<p>Would not be able to take advantage of the efficiency and increased customer service that could be achieved.</p>

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

Regulatory	<p>Planning Control IT expenditure. The installation of Idox Insights, a Uniform add-on that allows real-time access to information that would enable the Development &amp; Conservation Manager to view performance to ensure alignment with performance targets for applications and appeals and gain access to data to enable more reliable and insightful decision-making. It will enable Team Leaders to review in real time the caseload and capacity of officers, easily identify bottlenecks that require attention and thereby improve performance. It allows case officers to prioritise effectively and handle workload efficiently through reducing the burden of administration. Costs may be recoverable through planning fees if there was the ability to set fees at a break-even level.</p>	Yes	<p>Would not be able to use the information to help support improved performance.</p>
Regulatory	<p>Additional budget provision for specialist planning advice. The planning service requires specialist, qualified technical advice on key disciplines to inform decisions, the assessment of heritage impacts of development relating to matters such as archaeology, scheduled monuments and other heritage assets as well as reviews of conservation areas. The advice might take the form of an additional establishment post and most of the funding would come from the overspend that has already been reported from increase in fees from HCC to undertake some of this work.</p>	Yes	<p>Would not be able to carry out all the required work in relation to planning applications. May have to use consultants which would cost more.</p>
Customers	<p>Two factor authentication to allow access to Staff and Councillors to access our IT environment. Previously a capital cost but has been moved to revenue as amount is now much lower.</p>	No	<p>Failure to protect our IT environment increases the chance of successful cyber attacks.</p>
Place	<p>Mobilisation of the new waste contract. All tenders were asked to provide separate costs for the mobilisation of the contract and implementation of service changes. These were evaluated as part of the contract award. These costs will be met from the waste reserve, so no General Fund impact. The remainder of the reserve will be a contribution towards the vehicle costs.</p>	Yes	<p>This was part of the bid from the contractor that provided the most economically advantageous tender, so we are required to honour it.</p>

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

<p>Housing &amp; Environmental Health</p>	<p>Local Authority Domestic Abuse Duty. The Domestic Abuse Act 2021 placed new duties on local authorities across England to ensure that victims of domestic abuse and their children can access the right support in safe accommodation when they need it. The New Burdens grant funding received in 2023/24 and 2024/25 has now been rolled into the Settlement funding for 2025/26. The financing of this expenditure in 2025/26 is therefore included as an additional amount to the Council funding total.</p>	<p>Yes</p>	<p>Would fail to meet the Duty in the Domestic Abuse Act.</p>
<p>All</p>	<p>Changes to the Class 1 National Insurance Contributions Secondary Threshold and the Secondary Class 1 National Insurance contributions rate from 6 April 2025. The Secondary Threshold is currently set at £9,100 a year, and will be reduced to £5,000 a year with effect from 6 April 2025 until 5 April 2028. Thereafter the Secondary Threshold will be increased in line with Consumer Prices Index (CPI). In addition, the employer contribution rate for remuneration above the secondary threshold will increase from 13.8% to 15%. Pressure value represents estimated impact for Council payrolled staff only. The government confirmed £515 million in support for local authorities in England to mitigate the additional impact of the increase in employer National Insurance Contributions (NICs) on their budgets, with final allocations to local authorities to be published with the final local government finance settlement in early 2025.</p>	<p>Partly</p>	<p>Legislative requirement for higher National Insurance Costs.</p>
<p>Place</p>	<p>New waste and street cleansing contract expenditure. In last years budget there was a capital allocation for new vehicles. This has since been reduced. This pressure reflects the equivalent of the MRP reduction. This is reduced by the staffing cost for Customer Service staff that have TUPE transferred across to the Council (from the current contractor) that has already been incorporated in to staffing budgets. Overall this has zero net impact compared with last year,</p>	<p>Yes</p>	<p>The exact costs are still to be finalised, but not including this would make it less likely that there would be sufficient budget provision. We will need to pay the contractor in line with the contract.</p>

Appendix G: Revenue Investments: Details of Statutory Services and implications of not investing

<p>Managing Director</p>	<p>Revenue cost of internal borrowing required to finance the proposed capital programme 2024-2034. Amounts are additional to those estimated to finance the proposed capital programme 2024-2034. Value only reflects estimated Minimum Revenue Provision, as additional impact of lost interest income is included in the interest income projection.</p>	<p>Partly</p>	<p>Directly linked to the capital programme.</p>
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