Overview & Scrutiny s106 Task & Finish – update

The table below updates on the T&F recommendations. Although, as above, these are yet to be formally approved, there are areas where relevant work is progressing under 'business as usual' or other, approved workstreams. Matters directly related to the April 2026 Cabinet debate that require progress or resolution before any future report back are highlighted.

T&F Recommendation	Update – November 2026	Action(s)
Recommendation 1: Development of 'Community Infrastructure Priorities' • Parish Councils within North Hertfordshire develop a list of Community Infrastructure Priorities. • In unparished areas of the District, we recommend Community Forums assume responsibility for developing these priorities. • Recommend work is undertaken to investigate the feasibility of formalising this process as part of the updated North Hertfordshire Local Plan.	Initial scoping consultation on the Local Plan completed Spring 2026. This set out information on process and key consultees – including Parish Councils and was also presented to Community Forums. The ongoing Local Plan 'Content and Evidence' consultation asks more detailed questions and provides a means of continuing to promote this approach. Sessions were held in October 2026 with Parish Councils grouped by broad geography. The Council will have to set out infrastructure needs to support the Local Plan in any event and this will be prepared in a way that allows it to be viewed by area.	• Continue to engage with Parish Councils on an ongoing basis through Local Plan – including consideration of any responses to contents & evidence consultation • Progress infrastructure planning for the Local Plan in a way which allows area-based presentation of information • Consultation with Area Forum chairs (in the round and once approach to recommendation 2 is more resolved)
Recommendation 2: Utilisation of Community Partnership Officers • Community Partnership Officers are trained and utilised to support Parishes in the completion of the Section 106 consultation form and act as a bridge	Request for additional officer resource to sit within the Policy & Community service is being progressed through the budget setting cycle for 2027/8.	• Continue to progress through budget process including Member input through workshops prior to formal committees.

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between Parish Councils and the District Council as the Planning Authority	There will need to be a clear separation between the roles of existing officers who support partnership working, signpost community groups and facilitate engagement as opposed to providing technical Planning advice on S106 that this proposed role seeks to do. The proposed role will also have a wider remit to support other directorates including Environment & Commercial on work and projects with planning implications or overlaps.	
Recommendation 3: S106 Training for Parish Councils • In unparished areas, Community Partnership Officers work with the Chair and Members of Community Forums to complete the Section 106 consultation form. • As part of the annual planning training offered to Parish Councils, greater emphasis is placed on S106 process and how Parishes can fully engage with the consultation.	First part of the recommendation is linked to consideration of Recommendation 2. Parish Council information sessions were held in October 2026 to update on planning matters, including the new Local Plan and planning for community needs.	• As above • Continue to ensure co-ordinated approach to consultations, briefings and meetings
Recommendation 4: Improvement of Communication and Reporting • North Hertfordshire District Council Section 106 webpage is updated to include, but not limited to, details of what community projects have been delivered	As per original report, information is more regularly published on the website. It is acknowledged that this can be 'dry' or difficult to find and better signposting or wayfinding within the Council website would be beneficial.	• Add case studies of projects delivered with s106 funding to reporting or on website • Understand scope to update or amend website in terms of general structure and navigation

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and where, frequently asked questions, an overview of the process and the timeframes which should be expected, restrictions on what Section 106 contributions cannot be spent or and a named contact for more information on Section 106 in North Hertfordshire. • Reinstatement of the Section 106 report for each area of the District (Southern Rural, Hitchin, Letchworth Garden City, Baldock and Villages and Royston and Villages).	The Director: Place response to the second element of the recommendation was that the increased transparency and publication of information on the website should allow interested parties to 'self serve' relevant information. Awaiting Cabinet re-consideration of the task & finish recommendations before proceeding.	principles (subject to resource) with relevant teams
Recommendation 5: Improvement of County Councillor Engagement • That the Executive Member for Place in conjunction with the Chair of the Task and Finish Group, write to Hertfordshire County Council to request that their practices for Section 106 funding for developments in North Hertfordshire include engagement with the relevant County Councillor for the division impacted. **Recommendation 6: Circulation of Hertfordshire County Council Infrastructure Prospectus** • That the Executive Member for Place in conjunction with the Chair of the Task and Finish group, write to Hertfordshire	Hertfordshire County Council participated in the task and finish group and were aware of 'direction of travel' and recommendations. These recommendations require formal approval by Cabinet which, if resolved, would trigger a letter from the Executive Member and Chair of the T&F Group requesting a review of processes (presumably on a county-wide basis for consistency). HCC Officers have advised they intend to begin publishing the Infrastructure Prospectus before the end of 2026. This is intended as a web-based resource which will be updated iteratively.	

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County Council to request that the distribution of the Infrastructure Prospectus includes relevant Members and Officers at North Hertfordshire District Council		
Recommendation 7: Developer Engagement with Communities • There is an expectation that developers engage and consult with the community as early in the planning process as possible, including at the pre-application stage, and following this engagement developers should clearly demonstrate to the District Council either as part of a planning application or supplementary document, the feedback received from the community and the amendments, if any, that have been made in response to this feedback. We also recommend this expectation is formalised as part of the updated North Hertfordshire Local Plan.	The Director: Place response identified that Local Plans cannot set formal requirements for pre-application engagement as this is a 'process' matter that isn't legislated for. The September 2026 meeting of Cabinet approved a Communications & Engagement Strategy for the new Local Plan. The Cabinet report sets out an approach to retaining residual guidance which remains of relevance on, for example, Development Management and Neighbourhood Plans etc.	• Implement Cabinet recommendations around engagement following conclusion of current Local Plan consultation exercise
Recommendation 8: Developer Contributions paid for 9 properties or less • That as part of the updated North Hertfordshire Local Plan, a mechanism is developed to ensure developers are liable to pay a contribution towards community infrastructure and/or improvements for those developments of 9 homes or less.	This continues to be progressed through the Local Plan. Viability work has been commissioned.	• Communicate outcomes with Members as Local Plan work progresses