

North Herts Council

Corporate Cumulative Equality Impact Assessment

2023/24

Summary

This report sets out the approach taken to consider the cumulative equality impact of North Herts Council's decision-making processes in the civic year 2023/2024.

The report is based on council and committee reports that have been considered throughout the civic year. This includes those council and committee reports that required an equality impact analysis and those council and committee reports that did not require an equality impact analysis but demonstrated consideration of impacts on protected characteristics, and where necessary, identified mitigating action to avoid discriminatory practices or treating one aspect of the community more favourably than another.

A number of reports were either merely for information only or seeking approval from council to pursue a certain course of action. Therefore, some of these proposals and projects were in the early stages and as such may need further equality analysis. The process for Equality Impact Analysis is an evolving one and proportionate, with assessments updated as projects develop.

The Equality Act 2010 guidance states that all policies must be analysed for their impact on equality, whether these are current and proposed policies or whether they are informal customs or practices. North Herts Council sets out guidance and support for staff on taking a proportional and meaningful approach to paying due regard to equality duties in the following areas that the Council are responsible for. This involves making a wide range of decisions, including decisions about overarching policies and setting budgets, to day-to-day decisions, which affect specific individuals or specific groups. The approach agreed for North Herts Council decision makers is that the following areas would be targeted for Equality Analysis Assessments:

- Key decisions - i.e. those over £50,000.00 value or which have a considerable potential impact on the community and across the 'protected characteristics'. (NB. Contractual arrangements, such as contracts for energy, will be exempt from review as whilst they are of sufficient monetary value, the 'equality' impact on the community is nil).
- Major budget implications - i.e. efficiencies and investments such as those proposed within the corporate business planning process
- Major Service provision revision - i.e. restructure proposals, changes to working practices and especially those with greatest impact on external customers.

In 2019/20, the SIAS conducted an audit of Equality and Diversity and provided an overall **good assurance** level for this. Officers have continued to adhere to these processes. This was the most recently completed Equality and Diversity of council processes.

The Public Sector Equality Duty also requires the local authority to eliminate discrimination, foster good relations and promote equality of opportunity between those with a protected characteristic and others. This work is implicit in all our services.

The table below summarises the equality impact analysis of key council decisions in the last civic year. Individual equality impact assessments for key policy decisions will be included within this report under the completed Equality Analysis Template section. The table of review dates for these completed Analysis' can be found in Appendix A.

1. Cabinet and Council Reports

1a. Potential equality impacts identified by Cabinet and Council reports and the mitigating action either carried out or proposed, where appropriate.

1b. Potential equality impacts identified by Cabinet and Council reports that may appear in future along the course of the project and will be considered where they arise.

1c. Cabinet and Council reports identifying no equality impacts.

Cumulative Assessment Findings

- Out of **85** decisions from Cabinet and Council, a total of **19** noted potential equality implications and the mitigating action either carried out or proposed, of these 19 decisions, **5** Equality Analysis Templates were completed.
- **45** decisions noted potential future equality implications however at the time of reporting, did not require action or completion of an Equality Analysis.
- **21** decisions highlighted no direct implications.

Contents

1a. Cabinet Decisions	10
Agenda Item 9:	10
THE ALLOCATION OF DLUHC’S HOMELESSNESS PREVENTION GRANT AND DOMESTIC ABUSE FUNDING AWARDS FOR 2023/24 AND 2024/25	10
REPORT OF: SERVICE DIRECTOR - REGULATORY.....	10
Agenda Item 11:	10
Local Cycling and Walking Infrastructure Plan (LCWIP) update and consultation report..	10
REPORT OF: Service Director - Regulatory	10
Agenda Item 12:	11
ACTIVE NORTH HERTS STRATEGY	11
REPORT OF: THE SERVICE DIRECTOR - PLACE	11
Agenda Item 10:	12
STATEMENT OF COMMUNITY INVOLVEMENT – ADOPTION.....	12
REPORT OF THE SERVICE DIRECTOR - REGULATORY.....	12
Agenda Item 12: Hitchin, Letchworth, and Royston Business Improvement Districts (BIDs) Renewal	12
REPORT OF: The Economic Development Officer	12
Agenda Item 7:	12
ALLOCATION OF (ADDITIONAL) HOMELESSNESS PREVENTION GRANT	12
REPORT OF SERVICE DIRECTOR – HOUSING AND ENVIRONMENTAL HEALTH.....	12
Agenda Item 12:	13

WASTE, RECYCLING AND STREET CLEANSING CONTRACT SERVICE DESIGN (Part 1).....	13
REPORT OF: SHARED SERVICE MANAGER – WASTE MANAGEMENT	13
Agenda Item 8:	14
WASTE, RECYCLING AND STREET CLEANSING CONTRACT SERVICE DESIGN	14
REPORT OF: SHARED SERVICE MANAGER – WASTE MANAGEMENT	14
Agenda Item 11:	14
LEISURE MANAGEMENT CONTRACT AWARD	14
REPORT OF: THE SERVICE DIRECTOR - PLACE	14
Agenda Item 16:	15
COUNCIL TAX REDUCTION SCHEME 2024/2025	15
REPORT OF: SERVICE DIRECTOR CUSTOMERS	15
Agenda Item 6:	15
UPDATE TO THE COMMON HOUSING ALLOCATION SCHEME	15
REPORT OF: SERVICE DIRECTOR – HOUSING AND ENVIRONMENTAL HEALTH.....	15
Agenda Item 7: Empty Homes Strategy 2024-29.....	16
REPORT OF: Frank Harrison, Environmental Health Manager.....	16
Agenda Item 7: ADOPTION OF A NEW HOUSING STRATEGY (2024-2029).....	16
REPORT OF SERVICE DIRECTOR – HOUSING AND ENVIRONMENTAL HEALTH.....	16
1a. Council Decisions.....	17
Agenda Item 11:	17
ANNUAL REPORT OF THE STANDARDS COMMITTEE.....	17
REPORT OF MONITORING OFFICER	17
Agenda Item 9:	17
REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS.....	17
REPORT OF: Democratic Services Manager/(Acting) Returning Officer/Electoral Registration Officer.....	17
Agenda Item 9: REVIEW OF MEMBERS’ ALLOWANCES SCHEME 2024/25.....	18
REPORT OF: DEMOCRATIC SERVICES MANAGER	18
Agenda Item 10: COUNCIL TAX REDUCTION SCHEME 2024/2025	18
REPORT OF: SERVICE DIRECTOR CUSTOMERS	18
Agenda Item 9: COUNCIL TAX PREMIUMS ON EMPTY PROPERTIES AND SECOND HOMES PREMIUMS	18
REPORT OF: SERVICE DIRECTOR - CUSTOMERS	18
Agenda Item 11: COUNCIL TAX RESOLUTION 2024/25	19
REPORT OF: THE SERVICE DIRECTOR - RESOURCES	19
Completed Equality Analysis Templates	19

THE ALLOCATION OF DLUHC’S HOMELESSNESS PREVENTION GRANT AND DOMESTIC ABUSE FUNDING AWARDS FOR 2023/24 AND 2024/25	19
Statement of Community Involvement for the Planning Service.....	26
Empty Homes Strategy.....	31
ADOPTION OF A NEW HOUSING STRATEGY (2024-2029)	36
Update to the Common Housing Allocation Scheme.....	44
1b. Cabinet Decisions	56
Agenda Item 10: LOCAL AUTHORITY HOUSING FUND – ROUND TWO	56
REPORT OF: MANAGING DIRECTOR.....	56
Agenda Item 13: STRATEGIC PLANNING MATTERS.....	56
REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY	56
Agenda Item 14: North Herts Place Narrative	56
REPORT OF: Service Director – Place.....	56
Agenda Item 15: Waste Shared Service: Client team and Corporate Support Arrangement	57
REPORT OF: Shared Service Manager – Chloe Hipwood.....	57
Agenda Item 18: COUNCIL DELIVERY PLAN 2022-23 (QUARTER 4 UPDATE)	57
REPORT OF: REPORT OF THE SERVICE DIRECTOR - RESOURCES	57
Agenda Item 19: REVENUE BUDGET OUTTURN 2022/23	58
REPORT OF: THE SERVICE DIRECTOR - RESOURCES	58
Agenda Item 20: INVESTMENT STRATEGY (CAPITAL AND TREASURY) END OF YEAR REVIEW 2022/23	58
REPORT OF: SERVICE DIRECTOR - RESOURCES	58
Agenda Item 21: ANNUAL REPORT ON RISK MANAGEMENT GOVERNANCE.....	59
REPORT OF: THE SERVICE DIRECTOR - RESOURCES	59
Agenda Item 7: DLUHC’S SINGLE HOMELESSNESS ACCOMMODATION PROGRAMME	59
REPORT OF SERVICE DIRECTOR – HOUSING & ENVIRONMENTAL HEALTH	59
Agenda Item 8: REFUGEE RESETTLEMENT AND HOME OFFICE FUNDING UPDATE.....	60
REPORT OF SERVICE DIRECTOR – HOUSING & ENVIRONMENTAL HEALTH	60
Agenda Item 13: FIRST QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24	60
REPORT OF: SERVICE DIRECTOR - RESOURCES	60
Agenda Item 14: FIRST QUARTER REVENUE BUDGET MONITORING 2023/24.....	61
REPORT OF: THE SERVICE DIRECTOR - RESOURCES	61
Agenda Item 15: COUNCIL DELIVERY PLAN 2023-24 (QUARTER 1 UPDATE)	61
REPORT OF: REPORT OF THE SERVICE DIRECTOR - RESOURCES	61
Agenda Item 8: STRATEGIC PLANNING MATTERS.....	62
REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY	62

Agenda Item 9: MEDIUM TERM FINANCIAL STRATEGY	62
REPORT OF: Service Director – Resources.....	62
Agenda item 5: DRAFT SUSTAINABILITY SPD	63
REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY	63
Agenda Item 7: 2024 – 2028 Marketing and Communications Strategy.....	63
REPORT OF: Service Director – Place.....	63
Agenda Item 8: Community Survey results (March – June 2023)	64
REPORT OF: Service Director – Place.....	64
Agenda Item 9: Local Plan Review	64
REPORT OF: Ian Fullstone, Service Director - Regulatory	64
Agenda Item 10: STRATEGIC PLANNING MATTERS.....	64
REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY	64
Agenda Item 11: COUNCIL DELIVERY PLAN 2023-24 (QUARTER 2 UPDATE).....	65
REPORT OF: SERVICE DIRECTOR - RESOURCES	65
Agenda Item 12: SECOND QUARTER REVENUE BUDGET MONITORING 2023/24.....	65
REPORT OF: THE SERVICE DIRECTOR - RESOURCES	65
Agenda Item 13: SECOND QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24	66
REPORT OF: SERVICE DIRECTOR - RESOURCES	66
Agenda Item 14: MID-YEAR REPORT ON RISK MANAGEMENT GOVERNANCE.....	66
REPORT OF: THE SERVICE DIRECTOR - RESOURCES	66
Agenda Item 15: DRAFT BUDGET 2024/25	67
REPORT OF: SERVICE DIRECTOR – RESOURCES.....	67
Agenda Item 17: ICKLEFORD NEIGHBOURHOOD PLAN – EXAMINERS REPORT	67
REPORT OF: SERVICE DIRECTOR - REGULATORY.....	67
Agenda Item 18: WALLINGTON NEIGHBOURHOOD PLAN – EXAMINERS REPORT...	67
REPORT OF: SERVICE DIRECTOR - REGULATORY.....	67
Agenda Item 8: NORTH HERTS COUNCIL DIGITAL STRATEGY	68
REPORT OF: SERVICE DIRECTOR CUSTOMERS	68
Agenda Item 9: COUNCIL TAX PREMIUMS ON EMPTY PROPERTIES AND SECOND HOMES PREMIUMS	68
REPORT OF: SERVICE DIRECTOR - CUSTOMERS	68
Agenda Item 10: REVENUE BUDGET 2024/25.....	68
REPORT OF: THE SERVICE DIRECTOR - RESOURCES	68
Agenda Item 9: Shared Prosperity Fund process and proposed allocation for 2024/5 spend	69
REPORT OF: The Enterprise Manager.....	69
Agenda Item 10: Strategic Planning Matters.....	69

REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY	69
Agenda Item 11: COUNCIL DELIVERY PLAN – Q3 UPDATE FOR 2023/24 AND PROJECTS FOR 2024/25	70
REPORT OF THE SERVICE DIRECTOR - RESOURCES	70
Agenda Item 12: THIRD QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24	70
REPORT OF: SERVICE DIRECTOR - RESOURCES	70
Agenda Item 13: THIRD QUARTER REVENUE BUDGET MONITORING 2023/24	71
REPORT OF: THE SERVICE DIRECTOR - RESOURCES	71
1b. Council Decisions.....	71
Agenda Item 7:	72
NOTING THE APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL, MEMBERS OF THE CABINET AND DEPUTY EXECUTIVE MEMBERS FOR 2023/24...	72
REPORT OF THE DEMOCRATIC SERVICES MANAGER.....	72
Agenda Item 8:	72
APPOINTMENT OF MEMBERS OF COMMITTEES, JOINT COMMITTEES AND PANELS FOR 2023/24.....	72
REPORT OF THE DEMOCRATIC SERVICES MANAGER.....	72
Agenda Item 9:	72
APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES FOR 2023/24	72
REPORT OF THE DEMOCRATIC SERVICES MANAGER.....	72
Agenda Item 11:	72
KEY DECISIONS - ANNUAL REPORT ON CASES OF SPECIAL URGENCY	72
REPORT OF THE LEADER OF THE COUNCIL.....	72
Agenda Item 13:	73
NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2023/24	73
REPORT OF THE DEMOCRATIC SERVICES MANAGER.....	73
Agenda item 11: MEDIUM TERM FINANCIAL STRATEGY 2024-29	73
REPORT OF: Service Director: Resources.....	73
Agenda Item 11:	74
SECOND QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24	74
REPORT OF: SERVICE DIRECTOR - RESOURCES	74
Agenda Item 8:	74
REVENUE BUDGET 2024/25.....	74
REPORT OF: THE SERVICE DIRECTOR – RESOURCES.....	74
Agenda Item 10:	75
INVESTMENT STRATEGY (INTEGRATED CAPITAL AND TREASURY)	75

REPORT OF: SERVICE DIRECTOR - RESOURCES	75
Agenda Item 13: Sale of Land at Hitchin Road, Weston known as The Snipe.	75
REPORT OF: Paul Quin - Interim Estates Surveyor / Philip Doggett – Principal Estates Surveyor.....	75
1c. Cabinet Decisions	76
Agenda Item 7:.....	76
CORPORATE PEER CHALLENGE REPORT & ACTION PLAN.....	76
Report of: SERVICE DIRECTOR LEGAL & COMMUNITY	76
Agenda Item 8:.....	76
PEER SUPPORT ACTION PLAN (FINANCE, AUDIT AND RISK COMMITTEE)	76
Report of: Service Director - Resources	76
Agenda Item 16:	77
ASHWELL CONSERVATION AREA	77
REPORT OF: SERVICE DIRECTOR - REGULATORY.....	77
Agenda Item 17:	77
PIRTON CONSERVATION AREA.....	77
REPORT OF: SERVICE DIRECTOR - REGULATORY.....	77
Agenda Item 9:.....	77
PROPOSED OFF-STREET CAR PARKING TARIFFS FOR 2023/24	77
REPORT OF: SERVICE DIRECTOR - REGULATORY.....	77
Agenda Item 11:	78
CHESFIELD CONSERVATION AREA	78
REPORT OF: SERVICE DIRECTOR – REGULATORY	78
Agenda Item 16:	78
FINANCIAL SYSTEM BUDGET	78
REPORT OF SERVICE DIRECTOR - RESOURCES	78
Agenda Item 8: EXPANSION OF THE SOFT PLASTICS COLLECTION TRIAL	78
REPORT OF: SHARED SERVICE MANAGER – WASTE MANAGEMENT	78
1c. Council Decisions.....	79
Agenda Item 12:	79
APPROVE A PROGRAMME OF ORDINARY MEETINGS FOR THE COUNCIL FOR THE CIVIC YEAR 2023/24	79
REPORT OF THE DEMOCRATIC SERVICES MANAGER.....	79
Agenda Item 9:	79
ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2022/2023.....	79
REPORT OF: THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE 2022/2023	79
Agenda Item 10:	79

FINANCE, AUDIT AND RISK COMMITTEE ANNUAL REPORT 2022- 23	79
REPORT OF: SERVICE DIRECTOR: RESOURCES	79
Agenda Item 12: Amendments to the Hertfordshire Growth Board Standing Orders in relation to the appointment of the Chair & Vice Chair, & pre-emptively seeking authority to amend Service Director: Regulatory’s delegations.....	80
REPORT OF: MONITORING OFFICER - SERVICE DIRECTOR – LEGAL & COMMUNITIES.....	80
Agenda Item 8:.....	80
FINANCIAL SYSTEM BUDGET	80
REPORT OF: SERVICE DIRECTOR: RESOURCES	80
Agenda Item 11: NEW PENSION ADMISSION AGREEMENT FOR SETTLE GROUP	81
REPORT OF: Service Director: Resources.....	81
Agenda Item 10: CONSTITUTIONAL AMENDMENT REPORT	81
REPORT OF: THE SERVICE DIRECTOR LEGAL AND COMMUNITY & MONITORING OFFICER	81
Agenda Item 12: USE OF URGENCY IN RELATION TO CALL-IN FOR DECISION ON BUSINESS RATE POOLING	81
REPORT OF: Service Director - Resources	81
Agenda Item 13: ELECTORAL SERVICES – SCALE OF FEES 2024/25	82
REPORT OF: Service Director - Resources	82
Agenda Item 12: CONSTITUTIONAL AMENDMENT REPORT	82
REPORT OF: THE SERVICE DIRECTOR LEGAL AND COMMUNITY & MONITORING OFFICER	82
Agenda Item 12: PAY POLICY STATEMENT 2024/25	83
REPORT OF: SERVICE DIRECTOR - RESOURCES	83
Agenda Item 9: CONSTITUTIONAL AMENDMENT REPORT	83
REPORT OF: THE SERVICE DIRECTOR LEGAL AND COMMUNITY & MONITORING OFFICER	83

1a. Cabinet Decisions	
27th June 2023	
	Equality Implications
<p>Agenda Item 9: THE ALLOCATION OF DLUHC'S HOMELESSNESS PREVENTION GRANT AND DOMESTIC ABUSE FUNDING AWARDS FOR 2023/24 AND 2024/25 REPORT OF: SERVICE DIRECTOR - REGULATORY</p>	
<p>1.1 Demand for the Council's homelessness services remains high with the need to secure provision for accommodation and support services for single homeless people, especially those with complex support needs, particularly pressing. 1.2. The Council has received Homelessness Prevention Grant funding from the Department for Levelling Up, Housing and Communities (DLUHC), totalling £746k over the two-year period 2023/24 – 2024/25. In order to help it meet its duties under the Domestic Abuse Act 2021, the Council has also received additional Homelessness Prevention Grant funding totalling £71k over 2023/24-2024/25. 1.3. This report details proposals for the allocation of this funding for specialist homelessness services for local people.</p>	<p>An Equality Impact Assessment has been completed and is attached as Appendix 1. The assessment notes the potential positive impacts this decision will have for some of the most vulnerable members of the community in North Hertfordshire</p>
<p>Agenda Item 11: Local Cycling and Walking Infrastructure Plan (LCWIP) update and consultation report REPORT OF: Service Director - Regulatory</p>	
<p>Following public consultation of the draft North Herts Local Cycling and Walking Infrastructure Plan (LCWIP) in the autumn of 2022, Hertfordshire County Council (HCC) has analysed the feedback</p>	<p>HCC is undertaking an Equality Impact Assessment (EqIA), which is expected to conclude that some positive and minimal negative equality impacts are likely to result from the North Hertfordshire LCWIP being</p>

<p>and produced the attached LCWIP Consultation Report. HCC and North Herts Council (NHDC) officers have met with local groups and visited sites to discuss and review suggestions made through the consultation. All of this has informed some significant changes to the LCWIP, which are outlined in the attached LCWIP Changes Summary Report. The next step will be for HCC officers to prepare a final draft of the LCWIP to present to HCC Highways and Transport Cabinet Panel. It is expected that this will be in September 2023 and that HCC will formally adopt the Plan shortly thereafter.</p>	<p>adopted. The full EqIA will be reported to the HCC Highways & Transport Cabinet Panel. Each scheme that is developed will be assessed in detail for its equality impacts and any necessary mitigations.</p>
<p>Agenda Item 12: ACTIVE NORTH HERTS STRATEGY REPORT OF: THE SERVICE DIRECTOR - PLACE</p>	
<p>This report seeks Cabinet’s approval to adopt the new Active North Herts Strategy, attached as Appendix 1 his report seeks Cabinet’s approval to adopt the new Active North Herts Strategy, attached as Appendix 1.</p>	<p>The Strategy has a key focus on the reduction of health inequalities and recognises that certain groups, including those who are disabled or have a long-term health condition, those from minority ethnic groups, and those on lower incomes are typically less active. Tackling these inequalities is a core theme of the Strategy. One of the key Strategic Outputs is Physical activity making a greater contribution to the reduction of health inequalities, while enabling actions include developing a diverse and inclusive programme of targeted activities that are co-designed with local people; supporting our partners to deliver physical activity opportunities particularly for those from less active groups; enhancing opportunities for active play through youth provision and digital tools; and working with our partners to develop and deliver activities that appeal to a wider audience. The Strategy will therefore contribute towards efforts to reduce health inequalities across the district. An Equality Impact Assessment has been conducted to highlight the groups that are most likely to be positively impacted.</p>
<p>19th September 2023</p>	

<p>Agenda Item 10: STATEMENT OF COMMUNITY INVOLVEMENT – ADOPTION REPORT OF THE SERVICE DIRECTOR - REGULATORY</p>	
<p>To consider the responses received on the draft of the Statement of Community Involvement (SCI) during public consultation and approve the subsequent amendments to the Statement of Community Involvement.</p>	<p>An Equalities Impact Assessment has been undertaken and is attached as Appendix B. The SCI has identified a number of groups within the community which tend not to engage with local planning issues and consultations. These groups include working age people, people with disabilities, black and ethnic minority groups, young people and gypsy and traveller communities. Work will continue with the Policy and Community Engagement Team to encourage these groups to participate in planning consultations.</p>
<p>Agenda Item 12: Hitchin, Letchworth, and Royston Business Improvement Districts (BIDs) Renewal REPORT OF: The Economic Development Officer</p>	
<p>To obtain Cabinet’s endorsement of proposals to progress to renewal ballots for the Business Improvement Districts (BIDs) for Hitchin, Letchworth Garden City and Royston.</p>	<p>The areas over which the BID companies seek to levy this additional rate is determined by them in consultation with local businesses, and does include all sizes and types of businesses, from multi-nationals to sole traders. The exclusion of certain premises, including those used for faith purposes, removes any additional burden which could be incurred by them, especially as it is questionable what additional benefits they could secure by additional footfall or use of the town in the evening. The BID initiatives seek to indirectly support the aim to foster good relations between those who share a protected characteristic and those that do not</p>
<p>14th November 2023</p>	
<p>Agenda Item 7: ALLOCATION OF (ADDITIONAL) HOMELESSNESS PREVENTION GRANT REPORT OF SERVICE DIRECTOR – HOUSING AND ENVIRONMENTAL HEALTH</p>	
<p>1.1 As a local housing authority, the Council has various legal duties to assist households who are homeless or threatened with</p>	<p>An Equality Impact Assessment accompanied the proposals approved by Cabinet on 27 June 2023 which noted the potential positive impacts the approved allocations of funding would have for some of the most</p>

<p>homelessness, including accommodation duties towards those who are in priority need and unintentionally homeless.</p> <p>1.2 The Council receives Homelessness Prevention Grant (HPG) funding from the Department for Levelling Up, Housing and Communities (DLUHC) to support delivery of these services. HPG is ring-fenced for the delivery of services to prevent and tackle homelessness.</p> <p>1.3 The Council has received an additional in-year allocation of £199.9k of DLUHC's Homelessness Prevention Grant (HPG) funding for 2023/24, to support Ukrainian households and wider homelessness pressures. This report outlines two proposals for the allocation of this funding.</p>	<p>vulnerable residents of North Herts. The proposals contained in this report will support the provision of these services</p>
<p>Agenda Item 12: WASTE, RECYCLING AND STREET CLEANSING CONTRACT SERVICE DESIGN (Part 1) REPORT OF: SHARED SERVICE MANAGER – WASTE MANAGEMENT</p>	
<p>Cabinet agreed the service design for the new waste, recycling and street cleansing contract on 25 October 2022, along with new aims and principles of the Shared Service, based around delivering services which are both financially and environmentally sustainable. Officers are currently undergoing a competitive dialogue procurement and are seeking a decision from Cabinet on further service design options that can be considered in order to achieve the long-term financial sustainability of the service and the Council.</p>	<p>An Equalities Impact Assessment was completed in October 2022 based on the current proposed service specification for the waste contract from 2025. Households producing large quantities of child or adult nappies will be supported by the provision of policies allowing for these properties to remain on fortnightly residual waste collections. A further assessment will need to be carried out depending on the nature of the final service specification options taken forward prior to contract award.</p>
<p>12th December 2023</p>	

<p>Agenda Item 8: WASTE, RECYCLING AND STREET CLEANSING CONTRACT SERVICE DESIGN REPORT OF: SHARED SERVICE MANAGER – WASTE MANAGEMENT</p>	
<p>Cabinet agreed the service design for the new waste, recycling and street cleansing contract on 25 October 2022, along with new aims and principles of the Shared Service, based around delivering services which are both financially and environmentally sustainable. Officers are currently undergoing a competitive dialogue procurement and are seeking a decision from Cabinet on further service design options that will be taken forward with the intention of supporting the long-term financial sustainability of the service and the Council.</p>	<p>An Equalities Impact Assessment was completed in October 2022 based on the current proposed service specification for the waste contract from 2025. Households producing large quantities of child or adult nappies will be supported by the provision of policies allowing for these properties to remain on fortnightly residual waste collections. A further assessment will need to be carried out depending on the nature of the final service specification options taken forward prior to contract award.</p>
<p>Agenda Item 11: LEISURE MANAGEMENT CONTRACT AWARD REPORT OF: THE SERVICE DIRECTOR - PLACE</p>	
<p>This report seeks approval to award the Leisure and Active Communities Contract, due to commence on 1 April 2024.</p>	<p>At the Self Selection Questionnaire (SSQ) stage of the leisure procurement candidates were asked to self-certify they have an equal opportunities policy in place. This was to demonstrate the procurement candidates complied with their statutory obligations under the Equality Act 2010 and the Equality Act 2006. Candidates were also asked to confirm any finding of unlawful discrimination by the employment tribunal, the employment appeal tribunal, or any court or in comparable proceedings in any other Page 172 jurisdiction. In addition, they were asked to confirm that they have in place policies for ‘Safeguarding Children’ and ‘Safeguarding Adults at Risk’ that meet the requirements of the Hertfordshire Safeguarding Children Partnership (HSCP) and Hertfordshire Safeguarding Adults Board (HSAB). The council is an extended partner of both the Partnership and Board sharing the vision to safeguard and promote the welfare and well-being of adults and risk and children and young people. At preferred bidder stage, the Council will carry out diligence checks with the preferred bidder to ensure they</p>

	meet expected standards and comply with their relevant statutory obligations.
16th January 2024	
Agenda Item 16: COUNCIL TAX REDUCTION SCHEME 2024/2025 REPORT OF: SERVICE DIRECTOR CUSTOMERS	
Each year the Council is required to review its Council Tax Reduction Scheme in accordance with the requirements of the schedule 1A of the Local Government Finance Act 1992 and to either maintain the scheme, revise the scheme, or replace it. 1.2 The Council carried out a full review of its Council Tax Reduction Scheme. The review was one of the Councils key projects for 2022/23 included in the Council Delivery Plan and resulted in the introduction of a banded scheme from 2023/2024. The new scheme is now in its first year.	An equalities impact assessment was completed on the current scheme before it was implemented. As there are no changes being proposed for 23/24 another assessment is not required.
6th February 2024	
Agenda Item 6: UPDATE TO THE COMMON HOUSING ALLOCATION SCHEME REPORT OF: SERVICE DIRECTOR – HOUSING AND ENVIRONMENTAL HEALTH	
The Council and settle Group share a Common Housing Allocation Scheme (CHAS), which sets out who can apply for affordable housing in the district and how it is allocated. This report details proposed changes to the CHAS, which are primarily intended to ensure that scarce affordable housing continues to be prioritised for those who need it the most, but also to update the CHAS where necessary, following changes to the policy environment and working practices.	An Equality Impact Assessment is included at Appendix 3. This illustrates that the changes are broadly viewed as positive for those with protected characteristics.

<p>Agenda Item 7: Empty Homes Strategy 2024-29 REPORT OF: Frank Harrison, Environmental Health Manager</p>	
<p>This strategy states the objectives North Herts Council (the Council) has set itself so as to endeavour to bring as many long-term vacant homes back into occupation as is practicable. Whilst short-term empty homes are inevitable when linked to house sales, or where the occupier may need to be care elsewhere, these homes pose little or no concern to the local communities, and quickly return to occupation. However, a small but significant number of houses remain vacant for protracted period, and it is these that tend to have a negative impact on their area, and are also the target of this strategy. The Council intends to work with the owners of these premises to initially understand their reasons for keeping them vacant, but to then work with as many owners as possible, to allow this unused resource to better serve the communities, mitigate the negative impact they have, and provide an increased opportunity to meet the Councils housing needs, without the need to build so additional new homes. This strategy sets out the intention and the outline processes to allow the Council to achieve this objective.</p>	<p>Given that this policy targets empty homes, and seeks to bring them back into occupation, the status of the owners of these is not taken into consideration, and as such, in regard to this aspect, there are no negative equalities implications.</p> <p>It is however, recognised that some owners of empty homes keep their homes vacant for personal, psychological or emotional reasons, and where this may be the reason, this strategy highlights the intention to work with current owners to understand their reasoning and for them to bring the property back into occupation willingly.</p> <p>The benefit of having a greater number of homes available for occupation, including via a reduction in the number of empty homes, is that more people, including those currently homeless will have a greater opportunity for their own home. This strategy therefore has positive implications for this aspect of equalities.</p> <p>To highlight the equalities impact of this strategy, an equalities assessment is included as an appendix.</p>
<p>19th March 2024</p>	
<p>Agenda Item 7: ADOPTION OF A NEW HOUSING STRATEGY (2024-2029) REPORT OF SERVICE DIRECTOR – HOUSING AND ENVIRONMENTAL HEALTH</p>	
<p>1.1 As the local housing authority, the Council has statutory responsibilities to consider the housing needs of the district, to oversee and enforce housing standards and to prevent and manage homelessness.</p> <p>1.2. The proposed Housing Strategy (2024-2029) provides a strategic framework for the Council to undertake these functions and succeeds the previous Housing Strategy (2019- 2024).</p>	<p>A high-level Equality Impact Assessment has been undertaken and is included at Appendix 3. The requirement for more detailed assessments will be considered in advance of the implementation of any specific policies.</p>

1.3. A new Homelessness and Rough Sleeping Strategy for the district is also incorporated within the proposed Housing Strategy.	
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1a. Council Decisions

13th July 2023

Agenda Item 11: ANNUAL REPORT OF THE STANDARDS COMMITTEE REPORT OF MONITORING OFFICER	Good governance and high ethical standards of conduct ensure that local government decisions are taken in the public interest.
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This is the Annual Report in relation to ethical standards for the last year. It covers the work of the Committee as well as the issues that have arisen locally and nationally on ethical standards matters.	
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23rd November 2023

Agenda Item 9: REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS REPORT OF: Democratic Services Manager/(Acting) Returning Officer/Electoral Registration Officer	
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To outline and report on the outcome of the Review of Polling Districts, Polling Places and Polling Stations consultation, following a review required by the Electoral Registration and Administration Act 2013.	As part of the review the Council must: <ul style="list-style-type: none"> • Seek to ensure that all electors in a constituency in the local authority area have such reasonable facilities for voting as are practicable in the circumstances. • Seek to ensure that so far as is reasonable and practicable every polling place is accessible to electors who are disabled. The consultation clearly sets out the rationale for the locations of the polling places/stations with clear consideration of accessibility.
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25th January 2023

<p>Agenda Item 9: REVIEW OF MEMBERS' ALLOWANCES SCHEME 2024/25 REPORT OF: DEMOCRATIC SERVICES MANAGER</p>	
<p>To agree the Member's Allowances Scheme 2024/2025 having taken into account the recommendations of the Independent Remuneration Panel ('IRP').</p>	<p>The inclusion of the dependent carers and childcare allowance continues to aid Councillors' to fulfil their responsibilities and provide recompense to them as noted at 8.9, which is important to avoid disadvantaging those with commitments.</p>
<p>Agenda Item 10: COUNCIL TAX REDUCTION SCHEME 2024/2025 REPORT OF: SERVICE DIRECTOR CUSTOMERS</p>	
<p>Each year the Council is required to review its Council Tax Reduction Scheme in accordance with the requirements of the schedule 1A of the Local Government Finance Act 1992 and to either maintain the scheme, revise the scheme, or replace it. The Council carried out a full review of its Council Tax Reduction Scheme. The review was one of the Councils key projects for 2022/23 included in the Council Delivery Plan and resulted in the introduction of a banded scheme from 2023/2024. The new scheme is now in its first year.</p>	<p>It should be noted that this scheme only applies to and impacts a specific age group: working-age claimants. The new scheme aims to improve accessibility to the scheme for all claimants through a simplified process; and improve the support available to those that are on the lowest incomes. An equalities impact assessment was completed on the current scheme before it was implemented. As there are no changes being proposed for 23/24 another assessment is not required.</p>
<p>29th February 2024</p>	
<p>Agenda Item 9: COUNCIL TAX PREMIUMS ON EMPTY PROPERTIES AND SECOND HOMES PREMIUMS REPORT OF: SERVICE DIRECTOR - CUSTOMERS</p>	
<p>To consider whether to increase the level of Council Tax Premiums payable and include a Council Tax Premium charge for properties determined as second homes.</p>	<p>Owners of long-term empty properties come from a wide range of backgrounds and are not restricted to property owning landlords, the table at 8.17 shows the liability parties for current long-term empty properties. Properties may have been inherited in poor condition and the owners are making efforts to bring these up to an acceptable standard to bring them back into occupation with limited resources. The Equality assessment for the Council's Empty Home strategy set out the positive impacts that the wider community Page 69 might benefit from. (enhance community inclusion, potential increase of social mobility and potential reduction in homelessness).</p>

Agenda Item 11: COUNCIL TAX RESOLUTION 2024/25 REPORT OF: THE SERVICE DIRECTOR - RESOURCES	
<p>The purpose of this report is to obtain approval for the Council Tax requirement and the overall Council Tax rates for the district of North Hertfordshire for 2024/25.</p>	<p>The review and setting of Council Tax is a statutory responsibility of this Council. A balance must be considered and demonstrated by the Council when setting the level of Council Tax and any rise or fall in tax. This said balance is between the ability of the individual residents' to pay the required Council Tax and the Council's need to have sufficient base budget to deliver key services across the District. The recommendation to provide a grant of £38,885 to the District's Town and Parish Councils will mitigate the impact of the Council Tax Reduction Scheme. This action reflects some of the considerations made in reaching this balance.</p>

Completed Equality Analysis Templates

Equality Analysis Template

THE ALLOCATION OF DLUHC'S HOMELESSNESS PREVENTION GRANT AND DOMESTIC ABUSE FUNDING AWARDS FOR 2023/24 AND 2024/25

1. Name of activity:	Provision of specialist homelessness services for North Herts residents (allocation of DLUHC Homelessness Prevention Grant 2023/24 – 2024/25)
2. Main purpose of activity:	<ul style="list-style-type: none"> • To provide accommodation-based support to single homeless people, especially those with complex needs, with the ultimate aim of assisting clients into independent living. • To provide specialist advice, support and emergency accommodation services to victims of domestic abuse.
3. List the information, data or evidence used in this assessment:	<p>NHC Locata database of housing advice and homelessness approaches. NHC assessment of single homelessness in the district, submitted as part of our bid to Rough Sleeping Initiative round 5 (RSI5). Information note to 21 June 2022 Cabinet: update on the demand for accommodation and support services for single homeless people. DLUHC Ending Rough Sleeping for Good Shelter analysis homelessness and BAME community</p>

		Centrepoint LGBTQplus safe spaces ONS statistics Deaths of homeless people in England and Wales		
4. Assessment				
Characteristics	Neutral (x)	Negative (x)	Positive (x)	Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?
Community considerations (i.e. applying across communities or associated with rural living or Human Rights)	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive The single homeless pathway provides support and accommodation for local people in need across the district. The Council also funds an outreach service which pro-actively seeks to engage with rough sleepers, wherever they are identified across the district. The specialist domestic abuse service provided by SADA for the district includes work in the community to improve engagement, awareness and works with partners including schools and police.
A person living with a disability	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive

				<p>A significant proportion of the single homeless cohort have support needs. These include poor mental health (over half of the cohort in 2021/22), physical ill health (one-third) and substance dependency (one-quarter). Additional funding for the pathway will enable the provision of intensive support for those with the most complex needs, many of whom would not be accommodated otherwise (and who have previously been refused access to or evicted from supported housing schemes due to poor behaviour and/or unmet support needs).</p> <p>Accessible accommodation is provided for within the pathway (although, generally, supply is a challenge because of the extreme scarcity of affordable accommodation in the district).</p>
A person of a particular race	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive
	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative

A person of a gay, lesbian or bisexual sexual orientation				Positive National evidence points to LGBTQ+ people being more at risk of homelessness however local data suggests a very small number of LGBTQ+ people applying as homeless in the district (19 in 2022/23, although a significant proportion – 20% - of applicants chose not to provide this information).
A person of a particular sex, male or female, including issues around pregnancy and maternity	☐	☐	x	Negative Positive The vast majority of victims of domestic abuse are women, many of whom will have children and with some forced to flee their home for fear of violence. The specialist domestic abuse services funded by the Council are open to both women and men but service users will be predominantly women. Proposed extensions to the services will therefore particularly benefit this cohort.
A person of a particular religion or belief	x	☐	☐	Negative Positive
A person of a particular age	☐	☐	x	Negative Positive

				<p>Young people are more likely to be faced with homelessness and rough sleeping (under 25s made up 19% of those owed a homelessness duty by the Council for assistance this year). Additional funding for homelessness services is therefore likely to particularly benefit younger applicants although decisions as to support and accommodation offered to applicants will always be determined by homelessness legislation and statutory guidance (as in all cases).</p> <p>Note that national evidence shows that life expectancy of rough sleepers is far shorter than for the population as a whole so interventions aimed at this cohort as a whole will promote positive health outcomes.</p>
Transgender	<input type="checkbox"/>	<input type="checkbox"/>	x	Negative
				Positive
				National evidence points to LGBTQ+ people being more at risk of homelessness however local data suggests a very small number of people applying as homeless in the district are of a different gender to their sex at birth (2 in 2022/23 although non-response rate of over one-third).
5 Results				
	Yes	No		
Were positive impacts identified?	x	<input type="checkbox"/>		Additional funding for the single homeless pathway and domestic abuse services will stabilise provision in the

			district for the next 2 years. Service users include some of the most vulnerable people in the district who, without assistance, will continue to face ongoing barriers to positive life outcomes (including repeated homelessness, exclusion from society, poverty and ill health) and lack of opportunity to address support needs.
Are some people benefiting more than others? If so explain who and why.	x	<input type="checkbox"/>	These interventions are aimed at those with the most complex support needs, including those with mental health issues, poor physical health, substance misuse and victims of domestic abuse (most likely to be women). Young people, ethnic minority groups and LGBTQ+ people are more likely to experience homelessness, therefore these groups may also benefit more than others. Service providers on the pathway will be required to monitor and report on key measures of performance including outcomes by protected characteristics.
Were negative impacts identified (what actions were taken)	<input type="checkbox"/>	x	

6. Consultation, decisions and actions

If High or very high range results were identified who was consulted and what recommendations were given?

Consultation has taken place through the planning approvals process and through routine channels of communication with ward councillors, service providers and other specialist agencies in the local homelessness sector.

Describe the decision on this activity

See [Planning decisions](#) . Earlier delegated decisions relating to funding of services were taken on [18 May 2021](#), [13 August 2021](#), [25 January 2022](#) and at Cabinet on [13 December 2022](#).

List all actions identified to address/mitigate negative impact or promote positively		
Action	Responsible person	Completion due date
Regular and close working with service providers through formal and informal contacts will highlight any issues in a timely way.	Contract managers	ongoing
When, how and by whom will these actions be monitored?		
Ongoing and regular dialogue with service providers; formal monitoring and reporting as per contractual agreements. Separate DLUHC monitoring and reporting requirements of NHC for DLUHC funded interventions. Also regular internal monitoring of housing and homelessness activity, published in MIS.		
7. Signatures		
Assessor		
Name: Tiranan Straughan	Signature** T F Straughan	
Validated by		
Name: Martin Lawrence	Signature** M S Lawrence	
Forward to the Corporate Policy Team		
Signature** G R CHAPMAN		
Assessment date: 06/06/23	Review date: 01/06/24	

**** Please type your name to allow forms to be sent electronically.**

A copy of this form should be forwarded to the corporate policy team and duplicate filed on the council's report system alongside any report proposing a decision on policy or service change.

Equality Analysis Template

Statement of Community Involvement for the Planning Service

1. Name of activity:	Planning consultations			
2. Main purpose of activity:	The Statement of Community Involvement for Planning (SCI) sets out how consultations will be conducted during the preparation of masterplans for the allocated strategic sites, supplementary planning documents, the review of the local plan or in determining planning applications. It also sets out how the Council will conduct public consultation for those stages in neighbourhood planning for which it is responsible.			
3. List the information, data or evidence used in this assessment:	<p>The preparation of the SCI is required in the Planning and Compulsory Purchase Act 2004 and there is a requirement to review the SCI every 5 years starting from the date of adoption. The latest version of the SCI was adopted on 21 July 2020.</p> <p>The 2023 consultation version of the SCI has been prepared following the adoption of the Local Plan in November 2022. There will be a change in focus in the SCI away from Local Plan preparation to masterplanning for the allocated strategic sites and preparing additional guidance in the form of supplementary planning documents.</p>			
4. Assessment				
Characteristics	Neutral (x)	Negative (x)	Positive (x)	Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?
Community considerations (i.e. applying across communities or associated	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Negative
				Positive

with rural living or Human Rights)				The SCI includes details about the types of community groups which will be consulted and recognises that there are particular groups whose voices are less often heard or who may engage to a lesser degree in planning consultations. These groups include: People with disabilities; Black and ethnic minority groups; Working age people; Young people; and Gypsy and traveller communities. The SCI also sets out steps to help capture feedback and engage with these groups, including working with the Policy and Community Partnerships Team who have already developed links and networks with a number of these communities.
A person living with a disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a gay, lesbian or bisexual sexual orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative

A person of a particular sex, male or female, including issues around pregnancy and maternity				
				Positive
A person of a particular religion or belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
Transgender	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
5 Results				
	Yes	No		
Were positive impacts identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Consideration is being paid to reaching and engaging with a wide and diverse section of the North Herts community. This will be done by working with the Policy and Community Partnerships team who have established links with diverse communities.	

Are some people benefiting more than others? If so explain who and why.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Were negative impacts identified (what actions were taken)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6. Consultation, decisions and actions			
If High or very high range results were identified who was consulted and what recommendations were given?			
<p>Once public consultation for supplementary planning or local plan documents, neighbourhood plans and planning applications has been completed, officers consider all the responses and make recommendations as to how a consultation document should be amended or a decision is made in the case of a planning application.</p> <p>In terms of consultations on the strategic site masterplans, officers will expect the developer, landowner or their representatives to consider all of the responses and make recommendations as how those masterplans may be amended before a planning application is submitted to the local planning authority.</p>			
Describe the decision on this activity			
A report is prepared for Members to consider and either approve or reject an officer recommendation, through Cabinet or the Planning Control Committee.			
List all actions identified to address/mitigate negative impact or promote positively			
Action	Responsible person		Completion due date
The SCI sets out how consultations will take place & it has identified a number of groups which have been "seldom heard" in previous consultations. The use of different consultation techniques will be considered to try and broaden the groups who participate in the consultations. The use of monitoring forms will be considered to assess the effectiveness of future consultations reaching all areas of the community.	Nigel Smith		31 Dec 2023

When, how and by whom will these actions be monitored?	
The Strategic Planning and the Strategic Infrastructure and Projects teams will review future public consultations after each consultation period and consider whether all groups within the community have been represented.	
7. Signatures	
Assessor	
Name: Clare Skeels	Signature** <i>Clare Skeels</i>
Validated by	
Name: Nigel Smith	Signature** <i>Nigel Smith</i>
Forward to the Corporate Policy Team	
Signature** G R CHAPMAN	
Assessment date: 25/08/23	Review date: 05/01/24

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A copy of this form should be forwarded to the corporate policy team and duplicate filed on the council's report system alongside any report proposing a decision on policy or service change.

Empty Homes Strategy

1. Name of activity:	Empty Homes Strategy			
2. Main purpose of activity:	The Empty Homes Strategy supports the Council's Housing Strategy, and sets out the Council's plans for bringing empty homes in the District back into use over the next 5 years. By understanding the reasons why homes remain empty within North Herts, we will work with owners to encourage and assist them to bring empty homes back into use, to help support the housing needs of the District.			
3. List the information, data or evidence used in this assessment:	Council Tax data on long-term empty homes in the District, included in the Strategy focused on the property rather than the owner. Analysis of enquiries and complaints about empty homes in the District. 25 requests for service were recorded from 5/2017 to 5/2023: most were from near neighbours, and mostly recorded as concerning vermin/pests or accumulations, and 4 recorded merely as Empty Homes. Whilst there was no data as to protected characteristics of those affected, it would seem likely that these reflect the profiles of the District at large, and hence action to alleviate those concerns is likely to be beneficial to residents.			
4. Assessment				
Characteristics	Neutral (x)	Negative (x)	Positive (x)	Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be negatively or positively affected. Negative: What are the risks? Positive: What are the benefits?
Community considerations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Negative

(i.e. applying across communities or associated with rural living or Human Rights)				Positive
				Although owners are the focus, implementation of the Strategy will benefit the wider community as a sustainable way of increasing the overall supply of housing, and reducing the negative impact that neglected empty homes can have on communities such as crime and antisocial behaviour. Occupying empty homes will benefit neighbouring homes as demonstrated in the environmental implications sections due to the reduced need to heat homes next to an occupied home. Increasing the availability of homes will allow a reduction in homeless residents and benefit those in need of permanent accommodation and may increase the social mobility of vulnerable individuals. As this strategy is rolled out, consideration will need to be made as the process in which this is advanced. Processes are in place to assist those who need additional support in communicating with the council. Alternative methods of communication methods (such as translator services, braille transcription and large print facilities), will assist those who require it.
A person living with a disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Negative
				Positive
				The Strategy is inclusive to people with protected characteristics but is not specific to them. Returning accessible homes, such as bungalows, or homes suitable to alteration into use will be beneficial to those with a

				physical disability, or those with potential mobility issues due to increased availability in this type of home.
A person of a particular race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	Negative
				Positive
A person of a gay, lesbian or bisexual sexual orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular sex, male or female, including issues around pregnancy and maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular religion or belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
A person of a particular age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Negative
				Positive Returning accessible homes, such as bungalows/homes suitable for adaptations, into use will be beneficial to those with age

				related mobility issues due to increased availability in this type of home.
Transgender	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Negative
				Positive
5 Results				
	Yes	No		
Were positive impacts identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		The strategy aims to increase the supply of housing in a sustainable way and tackle the negative impacts of empty homes on communities.
Are some people benefiting more than others? If so explain who and why.	<input type="checkbox"/>	<input checked="" type="checkbox"/>		The Strategy is inclusive to people with protected characteristics but is not specific to them.
Were negative impacts identified (what actions were taken)	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
6. Consultation, decisions and actions				
If High or very high range results were identified who was consulted and what recommendations were given?				
N/A				
Describe the decision on this activity				
N/A				
List all actions identified to address/mitigate negative impact or promote positively				
Action	Responsible person		Completion due date	

<p>As highlighted in section 8.6 of the strategy, success in numbers of houses brought back into use will be dependent on the staffing resources available. The greater the resource, the greater number of homes brought into use. For example the possibility of bringing a bungalow or adaptable house into use may be lower than a normal house without the necessary accessibility for someone with a need as identified in the above analysis. Consideration will be made to each of the addressed protected characteristics. Mitigations will be put in place to demonstrate that the council has shown due regard through the process of putting empty homes into use.</p>	<p>Frank Harrison</p>	<p>5 years after implementation of the Strategy.</p>
<p>When, how and by whom will these actions be monitored?</p>		
<p>N/A</p>		
<p>7. Signatures</p>		
<p>Assessor</p>		
<p>Name: Sheila Winterburn</p>	<p>Signature** Sheila Winterburn</p>	
<p>Validated by</p>		
<p>Name: Frank Harrison</p>	<p>Signature** Frank Harrison</p>	
<p>Forward to the Policy & Strategy Team</p>		
<p>Signature** E A Hollingsworth</p>		
<p>Assessment date: 30/10/2023</p>	<p>Review date: 30/10/2024</p>	
<p></p>		

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A copy of this form should be forwarded to the corporate policy team and duplicate filed on the council's report system alongside any report proposing a decision on policy or service change.

ADOPTION OF A NEW HOUSING STRATEGY (2024-2029)

1. Name of activity:	NHC Housing Strategy (2024 – 2029)			
2. Main purpose of activity:	To provide a strategic framework to enable the Council to undertake its statutory housing functions and to set high level priorities for the next five years. Work will focus on three key areas: (i) maximising delivery of genuinely affordable homes; (ii) ensuring high standards of housing; and (iii) preventing and managing homelessness. This Strategy replaces the previous Housing Strategy for 2019-2024.			
3. List the information, data or evidence used in this assessment:	The Housing Strategy is evidenced by a wide range of sources including: the Council’s Review of Homelessness in North Hertfordshire; the district’s Strategic Housing Market Assessment (to be published shortly); published housing market data (including house prices, rents, local housing allowance levels); Council data on affordable housing and allocations . See also Trying Times: how people living in poor quality housing have fared during the cost of living crisis (Resolution Foundation, 2023), Young people’s future health and the private rented sector (Chartered Institute of Housing, 2019), Homelessness in the countryside: a hidden crisis (University of Kent & University of Southampton, 2023), Costly differences: living standards for working-age people with disabilities (Resolution Foundation, 2023)			
4. Assessment				

Characteristics	Neutral (x)	Negative (x)	Positive (x)	<p>Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be negatively or positively affected.</p> <p>Negative: What are the risks?</p> <p>Positive: What are the benefits?</p>
<p>Community considerations (i.e. applying across communities or associated with rural living or Human Rights)</p>			x	<p>Negative</p>
				<p>Positive</p>
				<p>There are unique challenges around the provision of affordable housing in our rural areas, where affordability is often the most challenging and homes scarce. Young people in particular are often unable to afford to continue living in villages in which they were brought up, with implications for viability and sustainability of rural communities. The Housing Strategy includes measures to bring forward new housing in rural areas, working with local communities, where need is identified.</p>

A person living with a disability			x	Negative
				Positive
				The Housing Strategy identifies as a priority the need to help people to remain in their homes for longer, where they wish to do so. This includes provision of Disabled Facilities Grants for those needing adaptations to make their properties suitable for disabled living. For those requiring alternative accommodation and who are unable to meet their own needs, the Housing Strategy includes measures to ensure that scarce affordable housing continues to be prioritised for those who need it the most (which will include disabled households) and measures to maximise the supply of new affordable housing.
A person of a particular race	x			Negative
				Positive

A person of a gay, lesbian or bisexual sexual orientation	x			Negative
				Positive
A person of a particular sex, male or female, including issues around pregnancy and maternity	x			Negative
				Positive
A person of a particular religion or belief	x			Negative
				Positive
A person of a particular age			x	Negative
				Positive
				The Housing Strategy also identifies the housing needs of older people as a specific area of focus, given the ageing population of the district (by 2031, people aged over 65 will account for

				<p>23% of the district’s projected population). It includes provision for new build older persons housing (in line with the district’s Local Plan 2011-2031), help for those who wish to stay independent in their own homes and collaborative work with Hertfordshire County Council which is responsible for the provision of supported housing for those with support needs.</p> <p>Younger people may also positively benefit from measures to increase the delivery of affordable housing as it is typically young people who find it most difficult to afford housing of their own.</p>
Transgender	x			Negative
				Positive
5 Results				
	Yes	No		
Were positive impacts identified?	x			The Housing Strategy includes measures to meet a wide range of housing needs in North Herts. Many of these measures cover statutory functions,

			<p>particularly those around homelessness and housing standards.</p> <p>Some of these measures will benefit a wide tranche of residents, such as improving delivery of affordable housing and measures to bring empty homes back into use. The majority of interventions however will benefit (indeed are targeted at) the most vulnerable of our residents, including those who are homeless and rough sleeping, those who are living in poverty in hazardous housing conditions, people fleeing domestic abuse and those with multiple support needs. Much of this is governed by the legislative framework which e.g. sets eligibility criteria for services/assistance.</p>
<p>Are some people benefiting more than others?</p> <p>If so explain who and why.</p>	x		<p>The Council's statutory housing functions, as framed in the Housing Strategy, are directed at assisting those in greatest housing need.</p>
<p>Were negative impacts identified (what actions were taken)</p>		x	
6. Consultation, decisions and actions			
<p>If High or very high range results were identified who was consulted and what recommendations were given?</p>			

<p>Public consultation took place over January/February advertised through the Council’s website and social media channels. Over 450 completed responses to a consultation survey were submitted, with a majority being in favour of each of the priorities identified in the Strategy. Many useful additional comments were provided and some of these have been included in the Strategy whilst others will be taken up in the annual action plan.</p>		
<p>Describe the decision on this activity</p>		
<p>No negative impacts identified and therefore no changes required to be made.</p>		
<p>List all actions identified to address/mitigate negative impact or promote positively</p>		
<p>Action</p>	<p>Responsible person</p>	<p>Completion due date</p>
<p>We will publish the new Housing Strategy on our website. Annual action plans will also be published with information on priorities for the forthcoming year and progress over the year.</p>	<p>Strategic Housing Manager</p>	<p>Strategy to be published by 1 April 2024. Action plans to be published annually.</p>
<p>When, how and by whom will these actions be monitored?</p>		
<p>Actions to be monitored by the Strategic Housing Manager, with reporting of performance indicators at corporate level as relevant.</p>		
<p>7. Signatures</p>		
<p>Assessor</p>		

Name: Tiranan Straughan	Signature** T F Straughan
Validated by	
Name: Martin Lawrence	Signature** M S Lawrence
Forward to the Corporate Policy Team with policy for quality check: eira@dsfire.gov.uk	
Signature** G R Chapman	
Assessment date: 23/02/2024	Review date: 23/02/2024

Update to the Common Housing Allocation Scheme

1. Name of activity:	Update to the Common Housing Allocation Scheme			
2. Main purpose of activity:	<p>The Common Housing Allocation Scheme (CHAS) sets out who can apply to join the Common Housing Register of affordable housing in the district and how affordable housing is prioritised and allocated.</p> <p>We have reviewed the CHAS and propose a number of changes to qualification criteria and preference (priority) awarded to households to ensure that the CHAS continues to prioritise scarce affordable housing for those households who need it the most.</p>			
3. List the information, data or evidence used in this assessment:	<p>NHC summary statistics: Common Housing Register 2022/23</p> <p>Equality and Human Rights Commission, Housing and Disabled People (2018)</p> <p>House of Commons Library, Disabled People in Employment (2023)</p> <p>Runnymede, Falling Faster Amidst a Cost-of-Living Crisis (2022)</p> <p>Shelter analysis homelessness and BAME community</p> <p>NHC analysis of case level data for households on the Common Housing Register, December 2023</p>			
4. Assessment				

Characteristics	Neutral (x)	Negative (x)	Positive (x)	<p>Describe the person you are assessing the impact on, including identifying: community member or employee, details of the characteristic if relevant, e.g. mobility problems/particular religion and why and how they might be negatively or positively affected.</p> <p>Negative: What are the risks?</p> <p>Positive: What are the benefits?</p>
<p>Community considerations (i.e. applying across communities or associated with rural living or Human Rights)</p>			x	Negative
				Positive
				<p>Affordable housing is in high demand in the district. There are currently around 2,500 households on the Common Housing Register for affordable housing and waits for a home can be long, between 3-5 years for properties in most demand. The private rented sector is small in North Herts and often unaffordable to many local households particularly in rural areas, which means that affordable housing is the only viable option for many. Households on the Register have a range of housing needs, including urgent medical needs</p>

				<p>to move, households living in overcrowded or poor condition accommodation and those who are homeless.</p> <p>Updating the CHAS by introducing the changes proposed in the report will ensure that affordable housing continues to be prioritised for households most in need.</p> <p>We are currently developing a new Housing Strategy for the district, which will detail how we will address wider housing needs in the district, including maximising delivery of affordable homes, ensuring high standards of housing and preventing homelessness.</p>
A person living with a disability			x	Negative
				Positive
				People with a disability that is adversely affected by their current housing (e.g. a wheelchair-user living in accommodation without an accessible bathroom) will likely have a high priority on the Housing Register and will not be

				<p>directly affected by the proposed changes.</p> <p>However, evidence suggests that disabled adults experience poverty at more than twice the rate of non-disabled adults (e.g. employment rate for disabled people is 52% compared to 81% for those without a disability). Whilst the proposed changes to the qualification criteria are unlikely to have direct implications for disabled households (in that there is no impact on the preference they will be awarded), they will restrict qualification for the Housing Register to those in most need, thereby potentially reducing wait times for those on the Register including people with disabilities. It is however acknowledged that the supply of accessible or adaptable properties in particular is a particular challenge. Planning obligations do however include requirements for the delivery of accessible properties on new affordable housing developments.</p> <p>Note that assistance in making an application and with making bids will be provided, free of charge, to ensure that</p>
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				potentially disadvantaged applicants do not incur any detriment.
A person of a particular race			x	Negative
				Positive
				Minority ethnic groups are over twice as likely to be in deep poverty than white households and are also more likely to experience poor housing conditions, overcrowding and homelessness. The proposals contained in this report could therefore positively benefit minority ethnic households indirectly, by removing qualification for and preference on the Register for households who are able to resolve their own housing needs and/or who have relatively lower housing needs.
A person of a gay, lesbian or bisexual sexual orientation	x			Negative
				Positive
		x		Negative

<p>A person of a particular sex, male or female, including issues around pregnancy and maternity</p>				<p>Around 70 families are likely to be impacted by the removal of preference for living above the ground floor and/or having no garden with young children and will no longer be deemed to have a housing need so will be removed from the Housing Register. Just under 60% of these families are headed by single mothers. Whilst it would be desirable for all families to have private access to a garden and possibly not to live in flatted accommodation (although in more built up areas, many families do live in flats), in an area where affordable housing is in scarce supply and in high demand, it is a legitimate policy aim to seek to prioritise affordable housing for those with the highest needs. The district is fortunate to have plentiful, accessible outdoor spaces.</p> <p>The vast majority of families who would be affected by the proposed change already live in social housing.</p>
				<p>Positive</p>
				<p>Negative</p>
	x			

<p>A person of a particular religion or belief</p>				<p>Positive</p>
<p>A person of a particular age</p>		<p>x</p>	<p>x</p>	<p>Negative</p> <p>See comments above under sex – there will be some households with young children who will no longer be deemed to have a housing need. However affordable housing is in high demand in North Herts and therefore it is a legitimate policy aim to seek to prioritise affordable housing for those with the highest needs.</p> <p>Positive</p> <p>Young people are more likely to be faced with homelessness and rough sleeping (under 25s made up 19% of those owed a homelessness duty by the Council for assistance this year). Those accepted as owed a full housing (homelessness) duty receive medium preference on the Housing Register and may indirectly benefit from these proposals, which will restrict access to social housing to those in most need.</p>

				<p>Homeless young people aged under 18 are assisted outside of the Council's regular housing pathways, in accordance with the Hertfordshire Joint Housing Protocol, an agreement between Hertfordshire County Council and the ten district/borough councils.</p> <p>Note that assistance in making an application and with making bids will be provided, free of charge, to ensure that potentially disadvantaged applicants do not incur any detriment.</p>
Transgender			x	Negative
				Positive
				<p>National evidence points to LGBTQ+ people being more at risk of homelessness however local data suggests a very small number of LGBTQ+ people applying as homeless in the district (4 in 2022/23 although large non-response rates). Those accepted as owed a full housing duty will receive a medium preference on the Housing Register. There are currently 3 applicants on the Housing Register who</p>

			are transgender, although data is incomplete for older applications.
5 Results			
	Yes	No	
Were positive impacts identified?	x		The proposed changes to the Common Housing Allocation Scheme will prioritise scarce affordable housing for those who need it the most. This includes disabled households and those with the least resources to resolve their own housing needs, including ethnic minorities and young and transgender people facing homelessness and rough sleeping.
Are some people benefiting more than others? If so explain who and why.	x		The proposed changes have the intention of restricting access to the Common Housing Register to those households in the greatest housing need and who are unable to resolve their needs themselves. Affordable housing in the district is in high demand and of scarce supply so prioritising affordable housing in this way is a legitimate policy aim. The proposed changes should potentially reduce wait times for those on the Housing Register (although note that a choice based bidding system operates, which gives applicants the freedom to bid on properties of their choosing, in their own time and this will also influence wait times). The proposed changes will not directly benefit any particular group.

<p>Were negative impacts identified (what actions were taken)</p>	<p>x</p>	<p>Two of the proposed changes (to remove preference for those with young children living in above ground floor accommodation and without access to a secure garden) will mean that some families will no longer be deemed to have a housing need and will be removed from the Housing Register. Just under 60% of these families are headed by a single mother. However, as stated above, with affordable housing in the district scarce and in high demand, policy decisions have to be made to prioritise it for those in most need.</p> <p>The Council's Housing Strategy looks to address wider housing needs, including increasing the supply of affordable housing in the district and ensuring that high standards of housing are maintained, including in the private rented sector.</p>
<p>6. Consultation, decisions and actions</p>		
<p>If High or very high range results were identified who was consulted and what recommendations were given?</p>		
<p>The CHAS is jointly managed by the Council and settle. A public consultation has taken place, advertised through the Council's website and social media channels. Households on the Housing Register were contacted directly as were partners and stakeholders including local housing providers, health services, the police and the North Herts Homeless Forum. Over 600 completed responses of a consultation survey were submitted, with a majority being in favour of each of the proposals.</p>		

Describe the decision on this activity		
The current version of the CHAS was approved by Cabinet at its meeting on 26th July 2016 with further minor amendments made under delegated authority.		
List all actions identified to address/mitigate negative impact or promote positively		
Action	Responsible person	Completion due date
<p>Households currently on the CHR and who will be adversely affected by the proposed changes will be able to access housing advice from the Council if required. The proposed changes will be publicised on the Housing webpages where housing options advice is also available.</p> <p>More widely, our new Housing Strategy for 2024-2029 will include priorities to maximise delivery of affordable housing and ensure high standards of housing including in the private rented sector, helping to improve access to other affordable housing options.</p>	<p>Housing Register and Accommodation Manager</p> <p>Strategic Housing Manager</p>	<p>Spring 2024</p> <p>Strategy to be delivered April 2024</p>
When, how and by whom will these actions be monitored?		
The CHAS is monitored (including the annual publication of monitoring reports) via analysis of household level equalities data and outcomes to ensure that no groups are unfairly disadvantaged by the operation of the policy. Applicants to the CHR also have the right to request a review of decisions, set out in paragraph 14 of the CHAS.		

An annual plan will accompany the Housing Strategy each year, detailing how high level priorities will be achieved and setting out monitoring and reporting arrangements.	
7. Signatures	
Assessor	
Name: Tiranan Straughan	Signature** T F Straughan
Validated by	
Name: Jo Doggett	Signature** J Doggett
Forward to the Corporate Policy Team	
Signature** G R Chapman	
Assessment date: 23/01/2024	Review date: 23/01/2025

1b. Cabinet Decisions	
27th June 2023	
	Equality Implications
Agenda Item 10: LOCAL AUTHORITY HOUSING FUND – ROUND TWO REPORT OF: MANAGING DIRECTOR	
1.1 Following the first round of the Local Authority Housing Fund (LAHF), considered by Cabinet at its meetings on 31 January 2023 and 14 March 2023, the Government has recently announced a second round of funding and has provided an allocation to North Herts Council. 1.2 This report briefly updates on progress with the first round allocation and Cabinet is asked to consider and decide upon the Council’s response to the second round allocation.	In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not. Any property delivered through this scheme will be let in accordance with our usual approach.
Agenda Item 13: STRATEGIC PLANNING MATTERS REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY	
This report identifies the latest position on key planning and transport issues affecting the District.	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.
Agenda Item 14: North Herts Place Narrative REPORT OF: Service Director – Place	
To outline the Council’s proposed Place Narrative for North Herts	The North Herts Place Narrative is a shared vision of how communities across the district have and will continue to shape our future.

	<p>Our shared place vision is the result of discussions with residents, businesses, housing associations, charities, community groups, students, senior leaders and politicians from across North Herts. Our Place Narrative is a way of helping North Herts unite as a place around a sense of shared pride and a set of common goals. To recognise not just our strengths, but our challenges too, and to bring people and partners together to celebrate our strengths and meet those challenges.</p>
<p>Agenda Item 15: Waste Shared Service: Client team and Corporate Support Arrangement REPORT OF: Shared Service Manager – Chloe Hipwood</p>	
<p>The report is based on outcomes from the Member lead joint working group between East Herts Council (EHC) and North Herts Council (NHDC) and workshops held for senior managers. It identifies the approach considered necessary to corporate support arrangements affecting the waste contract administration and management. The key drivers for the changes are to enhance the customer experience in line with transformation programmes by improving the efficiency and effectiveness of processes to support this. The report follows on from previous reports provided to overview and scrutiny and the Executive regarding the future management of waste.</p>	<p>With an increased push towards digital services there is a risk of digital exclusion for some residents. However, one of the primary focuses of the digitisation project is to ensure that phone lines are available for customers who are not able or confident enough to use online services.</p>
<p>Agenda Item 18: COUNCIL DELIVERY PLAN 2022-23 (QUARTER 4 UPDATE) REPORT OF: REPORT OF THE SERVICE DIRECTOR - RESOURCES</p>	
<p>This report presents progress on delivering the Council Delivery Plan for 22-23 at the end of Quarter 4, which includes: • Progress against the completion of Council projects and milestones • Requests to change milestone dates • New milestones • Commentary on progress made and any new issues, risks, or opportunities</p>	<p>Performance reporting provides a means to monitor whether the Council is meeting the stated outcomes of the district priorities, its targets or delivering accessible and appropriated services to the Community to meet different people’s needs. 12.3 As projects progress, Equality Implications will be considered, and Equality Impact Assessments conducted where relevant.</p>

<p>Agenda Item 19: REVENUE BUDGET OUTTURN 2022/23 REPORT OF: THE SERVICE DIRECTOR - RESOURCES</p>	
<p>The purpose of this report is to inform Cabinet of the summary position on revenue income and expenditure as at the end of the financial year 2022/23. The net outturn of £15.818million represents a £920k decrease from the net working budget of £16.738 million. The significant variances are detailed and explained in table 4. There are corresponding requests to carry forward £184k of unspent budget to fund specific projects that will now take place in 2023/24. There is a further forecast impact on the 2023/24 base budget of a £231k decrease.</p>	<p>For any individual new revenue investment proposal of £50k or more, or affecting more than two wards, a brief equality analysis is required to be carried out to demonstrate that the authority has taken full account of any negative, or positive, equalities implications; this will take place following agreement of the investment.</p>
<p>Agenda Item 20: INVESTMENT STRATEGY (CAPITAL AND TREASURY) END OF YEAR REVIEW 2022/23 REPORT OF: SERVICE DIRECTOR - RESOURCES</p>	
<p>As at the end of financial year 2022/23, there is a reduction in Capital spend compared to quarter 3 of £1.447million. The majority of this change is due to revisions to the profile of planned project spend, with £1.222million that will now instead be incurred in 2023/24.</p> <p>1.2 During the year the Council has generated £1.310million of interest from its investments. This is more than the budgeted total of £1.277million at Quarter 3, and significantly more than the original budget of £0.119million.</p> <p>1.3 The Council has repaid £0.019million of borrowing during the year as it has matured. The Council has £0.367million of remaining borrowing. This borrowing is at a fixed rate for a fixed period. The premium incurred from repaying this borrowing early means that it is not worthwhile to do so.</p> <p>1.4 The Council complied with its legislative and regulatory requirements throughout the year.</p>	<p>There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2022/23 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal.</p>

<p>Agenda Item 21: ANNUAL REPORT ON RISK MANAGEMENT GOVERNANCE</p> <p>REPORT OF: THE SERVICE DIRECTOR - RESOURCES</p>	
<p>To provide the Committee with an update on the effectiveness of the Risk Management Governance arrangements at North Herts Council. <i>(FAR report presented to Cabinet)</i></p>	<p>Reporting on the management of risk provides a means to monitor whether the Council are meeting the stated outcomes of the district priorities, its targets or delivering accessible and appropriate services to the community to meet different people’s needs. The risks of NHDC failing in its Public Sector Equality Duty are recorded on the Risk Register. The Councils risk management approach is holistic, taking account of commercial and physical risks. It should also consider the risk of not delivering a service in an equitable, accessible manner, and especially to its most vulnerable residents, such as those who are homeless</p>
<p>19th September 2023</p>	
<p>Agenda Item 7: DLUHC’S SINGLE HOMELESSNESS ACCOMMODATION PROGRAMME</p> <p>REPORT OF SERVICE DIRECTOR – HOUSING & ENVIRONMENTAL HEALTH</p>	
<p>1.1 North Herts Council has been invited by the Department for Levelling Up, Housing and Communities (DLUHC) to submit a bid to its Single Homelessness Accommodation Programme (SHAP).</p> <p>1.2. The Council is co-producing a bid with Hertfordshire County Council to seek funding for a new accommodation-based support scheme in the district for vulnerable young people who are experiencing or are at risk of rough sleeping. OneYMCA has been selected, following a comprehensive selection process, as the delivery partner and, should the bid be successful, would be responsible for the build and management of the scheme.</p> <p>1.3. At the time of writing, OneYMCA are pursuing potential site options for the proposed scheme. The deadline for bid submission is 10 November 2023.</p>	<p>Should the Council’s bid be successful, the proposed scheme would specifically benefit vulnerable young people aged 18-25 as stipulated by the SHAP funding criteria, in order to meet existing gaps in provision. This cohort includes young people with multiple disadvantages including those leaving the care system, those with histories of repeated homelessness and unstable housing and those with mental and physical health needs.</p>

<p>Agenda Item 8: REFUGEE RESETTLEMENT AND HOME OFFICE FUNDING UPDATE</p> <p>REPORT OF SERVICE DIRECTOR – HOUSING & ENVIRONMENTAL HEALTH</p>	
<p>1.1. The Council has successfully housed 70 refugees in direct response to government resettlement schemes over recent years. As the general demands from the public for housing assistance continue to grow, this includes refugees from places such as Afghanistan and Ukraine.</p> <p>1.2. The Home Office has provided multi-year funding for local authorities for its direct resettlement schemes (where specific allocations were agreed) and it continues to do so to ensure the growing demands from refugees can be met.</p> <p>1.3. This report seeks to update the Cabinet on the current position regarding refugees and to provide a flexible approach to meeting increased housing demands whilst also ensuring appropriate support is provided to refugees</p>	<p>This resettlement scheme seeks to support vulnerable refugees into the district. As paragraph 8.3 notes, specific support is required to ensure effective integration and therefore the fostering of good relations between existing and new communities.</p>
<p>Agenda Item 13: FIRST QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24</p> <p>REPORT OF: SERVICE DIRECTOR - RESOURCES</p>	
<p>1.1 To update Cabinet on progress with delivering the capital and treasury strategy for 2023/24, as at the end of June 2023.</p> <p>1.2 To update Cabinet on the impact upon the approved capital programme for 2023/24 – 2032/33. The current estimate is a decrease in spend in 2023/24 of £0.853M and an increase in spend in 2024/25 of £0.686M and £0.585M in the following years of the capital programme. The most significant individual changes to the spend in 2023/24 relate to an increase of £0.385M funding for addition social housing and decreases of £0.385M Property Improvements, £0.315M Grounds Maintenance Vehicles & Machinery and £0.300M Walsworth Common Pavilion which have been reprofiled into 2024/25 and beyond.</p>	<p>There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2023/24 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal.</p>

<p>1.3 To inform Cabinet of the Treasury Management activities in the first three months of 2023/24. The current forecast is that the amount of investment interest expected to be generated during the year is £2.602M. This is an increase of £1.0M on the original estimate.</p>	
<p>Agenda Item 14: FIRST QUARTER REVENUE BUDGET MONITORING 2023/24 REPORT OF: THE SERVICE DIRECTOR - RESOURCES</p>	
<p>The purpose of this report is to inform Cabinet of the summary position on revenue income and expenditure forecasts for the financial year 2023/24, as at the end of the first quarter. The forecast variance is a £1.119million decrease in the net working budget of £18.998million, with an ongoing impact in future years of a £260k increase, and a request to carry forward £10k of unspent budget to fund a specific project in 2024/25. The forecast decrease in spend in the current year is mainly due to the anticipated interest returns from treasury investments this year exceeding the assumption in the original budget estimate. Further detail on this, and explanations for all other budget areas with more significant variances, is included in table 3.</p>	<p>For any individual new revenue investment proposal of £50k or more, or affecting more than two wards, a brief equality analysis is required to be carried out to demonstrate that the authority has taken full account of any negative, or positive, equalities implications; this will take place following agreement of the investment.</p>
<p>Agenda Item 15: COUNCIL DELIVERY PLAN 2023-24 (QUARTER 1 UPDATE) REPORT OF: REPORT OF THE SERVICE DIRECTOR - RESOURCES</p>	
<p>This report presents progress on delivering the Council Delivery Plan for 23-24 at the end of Quarter 1, which includes: • Progress against the completion of Council projects and milestones • Requests to change milestone dates. • Commentary on progress made and any new issues, risks, or opportunities. • The addition of new projects • The setting of key Council projects</p>	<p>Performance reporting provides a means to monitor whether the Council is meeting the stated outcomes of the district priorities, its targets or delivering accessible and appropriated services to the Community to meet different people's needs. As projects progress, Equality Implications will be considered, and Equality Impact Assessments conducted where relevant.</p>
<p>14th November 2023</p>	

<p>Agenda Item 8: STRATEGIC PLANNING MATTERS REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY</p>	
<p>This report identifies the latest position on key planning and transport issues affecting the District.</p>	<p>There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.</p>
<p>Agenda Item 9: MEDIUM TERM FINANCIAL STRATEGY REPORT OF: Service Director – Resources</p>	
<p>This report recommends the Medium Term Financial Strategy (MTFS) for 2024/25 to 2028/29 to guide and inform the Council's Business Planning Process. The focus is primarily on setting a budget for 2024/25, as well as determining the actions that will be necessary in setting a longer term budget following on from that. It reflects on the many uncertainties that the Council faces.. Whilst it recommends a five year budget strategy, there will be a need to amend the strategy over time as further information becomes available. The MTFS supports and is supported by the Council Plan. This reflects that the Council can only deliver priorities and projects that it can afford and should prioritise its spending around delivering its priorities.</p>	<p>The MTFS attempts to align resources to the delivery of the Council Plan, which sets the corporate objectives. Through its corporate objectives the Council is seeking to address equality implications in the services it provides and through the remainder of the Corporate Business Planning Process will carry out Equalities Impact Assessments for relevant Efficiency or Investment options.</p>
<p>12th December 2023</p>	

<p>Agenda item 5: DRAFT SUSTAINABILITY SPD REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY</p>	
<p>We are preparing a Sustainability Supplementary Planning Document (SPD) to provide additional detail and clarity to Local Plan Policy SP1 (Sustainable Development in North Hertfordshire) and other relevant policies in the Plan. The SPD will provide information as to our sustainability expectations for development in North Herts and offer good practice guidance to residents and developers when developing proposals and policy advice to case officers when determining planning applications. This SPD follows the Developer Contributions SPD (adopted February 2023) and is the first of three planned SPD's that will address overarching sustainability in North Herts; it is presently planned that this SPD will be followed by Biodiversity and Design SPD's.</p>	<p>There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.</p>
<p>16th January 2024</p>	
<p>Agenda Item 7: 2024 – 2028 Marketing and Communications Strategy REPORT OF: Service Director – Place</p>	
<p>To outline the Council's proposed approach to Marketing and Communications for the five-year period from 2024 – 2028. To inform our residents on how we will communicate with them in the future.</p>	<p>While females typically engage more than males, whatever the channel used, our channels are open to everyone, and all marketing and communication is widespread so there is a channel suitable for all to keep up to date with the Council's activities. Should future resources allow, consideration could be given to trialling targeting male residents specifically to see if that increases engagement levels.</p>

<p>Agenda Item 8: Community Survey results (March – June 2023) REPORT OF: Service Director – Place</p>	
<p>To advise Cabinet of the key findings from the Community Survey results (March – June 2023).</p>	<p>The returned sample of those surveyed was matched to the 2021 Census ethnicity, age and gender distribution of North Herts and rake-weighting applied to ensure no demographic group was over or underrepresented in the results. This ensured that the results are broadly representative of the population of North Hertfordshire</p>
<p>Agenda Item 9: Local Plan Review REPORT OF: Ian Fullstone, Service Director - Regulatory</p>	
<p>The current North Hertfordshire Local Plan 2011-2031 (NHLP) was adopted in November 2022. Notwithstanding the statutory five-year period for carrying out a review of a local plan to determine whether an update is required, the NHLP contains Policy IMR2 which committed the Council to determine whether the Plan needs to be updated in part or in whole by the end of 2023. 1.2 A review of the policies of the NHLP has now been carried out which has concluded that there is a need for a full update of the Local Plan (Appendix A). This is supported by a completed Planning Advisory Service (PAS) toolkit assessment which reaches a similar conclusion (Appendix B). Cabinet is requested to note the review of the policies and agree to undertake the full update of the NHLP.</p>	<p>There are no direct equality, diversity, or inclusion implications in this report. An Equalities Impact Assessment (EqIA) will be carried out for the NHLP update in accordance with The Equality Act 2010.</p>
<p>Agenda Item 10: STRATEGIC PLANNING MATTERS REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY</p>	
<p>This report identifies the latest position on key planning and transport issues affecting the District.</p>	<p>There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic.</p>

<p>Agenda Item 11: COUNCIL DELIVERY PLAN 2023-24 (QUARTER 2 UPDATE)</p> <p>REPORT OF: SERVICE DIRECTOR - RESOURCES</p>	
<p>This report presents progress on delivering the Council Delivery Plan for 23-24 at the end of Quarter 2, which includes: • Progress against the completion of Council projects and milestones • Requests to change milestone dates. • Commentary on progress made and any new issues, risks, or opportunities. • The addition of new projects.</p>	<p>Performance reporting provides a means to monitor whether the Council is meeting the stated outcomes of the district priorities, its targets or delivering accessible and appropriated services to the Community to meet different people’s needs. As projects progress, Equality Implications will be considered, and Equality Impact Assessments conducted where relevant.</p>
<p>Agenda Item 12: SECOND QUARTER REVENUE BUDGET MONITORING 2023/24</p> <p>REPORT OF: THE SERVICE DIRECTOR - RESOURCES</p>	
<p>The purpose of this report is to inform Cabinet of the summary position on revenue income and expenditure forecasts for the financial year 2023/24, as at the end of the second quarter. The forecast variance is a £475k decrease in the net working budget of £17.879million, with an ongoing impact in future years of a £346k increase, and a request to carry forward £453k of unspent budget to fund specific projects and activities in 2024/25. The most significant adverse variances relate to the provision of car parking, with a forecast increase of £392k in the net cost of operating the car parks partially offset by the release of the corresponding Covid-19 contingency budget (-£160k), and a total increase of £222k in the forecast net spend on recycling services. These have been offset by in-year changes to staffing spend (-£192k) and treasury investment interest income (-£413k), and underspends on Planning Services projects (-£255k). It is requested that the Planning Services projects underspend is carried forward to be spent in the next financial year. Explanations for these and all other significant variances are provided in table 3.</p>	<p>For any individual new revenue investment proposal of £50k or more, or affecting more than two wards, a brief equality analysis is required to be carried out to demonstrate that the authority has taken full account of any negative, or positive, equalities implications; this will take place following agreement of the investment.</p>

<p>Agenda Item 13: SECOND QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24 REPORT OF: SERVICE DIRECTOR - RESOURCES</p>	
<p>To update Cabinet on progress with delivering the capital and treasury strategy for 2023/24, as at the end of September 2023.</p> <p>To update Cabinet on the impact upon the approved capital programme for 2023/24 – 2032/33. The current estimate is a decrease in spend in 2023/24 of £2.413M and an increase in spend in 2024/25 of £1.789M and £2.109M in the following years of the capital programme. The most significant individual changes to the forecast spend in 2023/24 relate to the reprofiling into future years of £2.000M Museum Storage unit and £1.096M Development of John Barker Place, and an increase of £1.424M Local Authority Housing Fund Round 2.</p> <p>To inform Cabinet of the Treasury Management activities in the first six months of 2023/24. The current forecast is that the amount of investment interest expected to be generated during the year is £3.014M. This is an increase of £0.412M on the estimate reported in the 1st quarter report.</p>	<p>There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2023/24 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal.</p>
<p>Agenda Item 14: MID-YEAR REPORT ON RISK MANAGEMENT GOVERNANCE REPORT OF: THE SERVICE DIRECTOR - RESOURCES</p>	
<p>To provide the Committee with an update on the effectiveness of the Risk Management Governance arrangements at North Herts Council.</p>	<p>Reporting on the management of risk provides a means to monitor whether the Council is meeting the stated outcomes of the district priorities, its targets and delivering accessible and appropriate services to the community to meet different people’s needs. The Council’s risk management approach is holistic, taking account of commercial and physical risks. It should also consider the risk of not delivering a service in an equitable, accessible manner, and</p>

	especially to its most vulnerable residents, such as those who are homeless.
Agenda Item 15: DRAFT BUDGET 2024/25 REPORT OF: SERVICE DIRECTOR – RESOURCES	
Cabinet is asked to consider the latest information in relation to funding, income and expenditure in relation to the revenue budget for 2024/25. Cabinet are asked to consider the savings and investment proposals that were presented to the budget workshops. This should consider the feedback from those workshops. Cabinet are asked to consider the capital project proposals that were presented to the budget workshops. This should consider the feedback from those workshops, as well as considering the forecast revenue impact of capital expenditure.	For any individual proposal comprising either £50k growth or efficiency, or affecting more than two wards, an equality analysis is required to be carried out; this has either taken place or will take place following agreement of efficiencies or growth.
Agenda Item 17: ICKLEFORD NEIGHBOURHOOD PLAN – EXAMINERS REPORT REPORT OF: SERVICE DIRECTOR - REGULATORY	
To consider the examiner’s report and the proposed modifications to the Ickleford Neighbourhood Plan and to agree that officers make arrangements to conduct a referendum within the designated neighbourhood planning area for Ickleford.	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic
Agenda Item 18: WALLINGTON NEIGHBOURHOOD PLAN – EXAMINERS REPORT REPORT OF: SERVICE DIRECTOR - REGULATORY	
To consider the examiner’s report and the proposed modifications to the Wallington Neighbourhood Plan and to agree that officers make arrangements to conduct a referendum within the designated neighbourhood planning area for Wallington.	There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic

6th February 2024

<p>Agenda Item 8: NORTH HERTS COUNCIL DIGITAL STRATEGY REPORT OF: SERVICE DIRECTOR CUSTOMERS</p>	
<p>This report proposes a new Digital Strategy covering 2024-2027. The strategy sets out our vision and aims for progressing our digital transformation journey and links our work in this area to other key corporate strategies including the Council Plan, the Customer Service strategy, and the Medium-Term Financial Strategy</p>	<p>The digital strategy whilst taking a digital first approach, references the need to continue to provide traditional contact methods for those who need them to ensure that we continue to be accessible to all.</p>
<p>Agenda Item 9: COUNCIL TAX PREMIUMS ON EMPTY PROPERTIES AND SECOND HOMES PREMIUMS REPORT OF: SERVICE DIRECTOR - CUSTOMERS</p>	
<p>That in accordance with Section 11B and 11C of the Local Government Finance Act 1992 as amended by Section 2 of the Rating (Properties in Common Occupation) & Council Tax (Empty Dwellings) Act 2018 and the Levelling Up and Regeneration Act 2023, Cabinet considers increasing the council tax premiums on empty homes and introducing a new premium on second homes in a phased approach as follows:</p>	<p>Owners of long-term empty properties come from a wide range of backgrounds and are not restricted to property owning landlords, the table at 8.17 shows the liability parties for current long-term empty properties. Properties may have been inherited in poor condition and the owners are making efforts to bring these up to an acceptable standard to bring them back into occupation with limited resources. The Equality assessment for the Council's Empty Home strategy set out the positive impacts that the wider community might benefit from. (enhance community inclusion, potential increase of social mobility and potential reduction in homelessness).</p>
<p>Agenda Item 10: REVENUE BUDGET 2024/25 REPORT OF: THE SERVICE DIRECTOR - RESOURCES</p>	
<p>Cabinet are asked to recommend a budget for 2024/25 to Council for their consideration and approval. The budget considers the following:</p> <ul style="list-style-type: none"> • The funding that the Council should expect to receive in 2024/25 and an estimate of future years funding • The forecast net spend required to enable the continued delivery of the Council services in 2024/25 and beyond • The other risks in relation to the budget (e.g. higher spend or lower income) and providing reasonable financial protection against those risks • The implications of all the above on 	<p>For any individual proposal comprising either £50k growth or efficiency, or affecting more than two wards, an equality analysis is required to be carried out; this has either taken place or will take place following agreement of efficiencies or growth.</p>

<p>future years and ensuring that actions are in place to deliver a balanced budget in the medium term. Cabinet are also asked to approve adjustments to the 2023/24 revenue budget as a result of the revised forecasts contained within this report. Finance, Audit and Risk Committee are asked to comment on the proposed budget through an in-depth analysis of policy issues pertaining to finance, audit and risk.</p>	
<p>19th March 2024</p>	
<p>Agenda Item 9: Shared Prosperity Fund process and proposed allocation for 2024/5 spend REPORT OF: The Enterprise Manager</p>	
<p>A report to set out the delegated approval (for Executive Members and Service Directors) process for the UK Shared Prosperity Fund allocation. This report also sets out the proposed remaining plans for the 2024/2025 UK Shared Prosperity spend. We are seeking Cabinet’s endorsement of the outline proposals in preparation for the 2024/2025 allocation.</p>	<p>In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not. The proposed projects in this report will benefit all members of the community (including those with protected characteristics) and will help improve equality as well as community facilities, community participation and inclusion and support for both individuals and businesses. They demonstrate positive impact on the community as well as foster good relations. As projects progress, Equality Implications will be considered, and Equality Impact Assessments conducted where relevant.</p>
<p>Agenda Item 10: Strategic Planning Matters REPORT OF: IAN FULLSTONE, SERVICE DIRECTOR - REGULATORY</p>	
<p>This report identifies the latest position on key planning and transport issues affecting the District.</p>	<p>In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.</p>

	<p>There are not considered to be any direct equality issues arising from this report. Future individual schemes or considerations may well be subject to appropriate review to ensure they comply with latest equality legislative need. Any risks and opportunities identified will also be subject to assessment for impact on those that share a protected characteristic</p>
<p>Agenda Item 11: COUNCIL DELIVERY PLAN – Q3 UPDATE FOR 2023/24 AND PROJECTS FOR 2024/25 REPORT OF THE SERVICE DIRECTOR - RESOURCES</p>	
<p>This report presents progress on delivering the Council Delivery Plan for 23-24 at the end of Quarter 3, which includes:</p> <ul style="list-style-type: none"> • Progress against the completion of Council projects and milestones. • Requests to change milestone dates. • Commentary on progress made and any new issues, risks, or opportunities. • The addition of new projects. <p>It also makes recommendations on the 24-25 Council Delivery Plan, including:</p> <ul style="list-style-type: none"> • The initial projects to be included. • Over-arching risks • Approach to performance indicators 	<p>In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.</p> <p>Performance reporting provides a means to monitor whether the Council is meeting the stated outcomes of the district priorities, its targets or delivering accessible and appropriated services to the Community to meet different people’s needs.</p> <p>As projects progress, Equality Implications will be considered, and Equality Impact Assessments conducted where relevant.</p>
<p>Agenda Item 12: THIRD QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24 REPORT OF: SERVICE DIRECTOR - RESOURCES</p>	
<p>To update Cabinet on progress with delivering the capital and treasury strategy for 2023/24, as at the end of December 2023.</p> <p>To update Cabinet on the impact upon the approved capital programme for 2023/24 – 2033/34. The current estimate is a decrease in spend in 2023/24 of £0.969M and an increase in spend in 2024/25 of £0.960M. The most significant individual changes to</p>	<p>In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not. 12.2 There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2023/24 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than</p>

<p>the forecast spend in 2023/24 relate to the reprofiling into 2024/25 of £0.320M Oughtonhead Common Weir and £0.249M Renovate Skate Park King George V.</p> <p>To inform Cabinet of the Treasury Management activities in the first nine months of 2023/24. The current forecast is that the amount of investment interest expected to be generated during the year is £2.940M. This is a decrease of £0.074M on the estimate reported in the 2nd quarter report.</p>	<p>two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal.</p>
<p>Agenda Item 13: THIRD QUARTER REVENUE BUDGET MONITORING 2023/24 REPORT OF: THE SERVICE DIRECTOR - RESOURCES</p>	
<p>The purpose of this report is to inform Cabinet of the summary position on revenue income and expenditure forecasts for the financial year 2023/24, as at the end of the third quarter. The forecast variance is a £415k decrease in the net working budget of £17.103million, with an ongoing impact in future years of a £68k increase, and requests to carry forward unspent budget totalling £343k to fund specific projects and activities in 2024/25. Explanations for all significant variances are provided in table 3.</p>	<p>in line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.</p> <p>For any individual new revenue investment proposal of £50k or more, or affecting more than two wards, a brief equality analysis is required to be carried out to demonstrate that the authority has taken full account of any negative, or positive, equalities implications; this will take place following agreement of the investment.</p>

1b. Council Decisions	
25th May 2023	
	Equality Implications

<p>Agenda Item 7: NOTING THE APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL, MEMBERS OF THE CABINET AND DEPUTY EXECUTIVE MEMBERS FOR 2023/24 REPORT OF THE DEMOCRATIC SERVICES MANAGER</p>	
<p>The purpose of this report is to inform the Council of the Leader’s appointment of members of the Cabinet for 2023/24.</p>	<p>There are no direct equalities implications arising from this report. However, equalities implications from the individual recommendations will continue to be considered and assessed during the decision-making process.</p>
<p>Agenda Item 8: APPOINTMENT OF MEMBERS OF COMMITTEES, JOINT COMMITTEES AND PANELS FOR 2023/24 REPORT OF THE DEMOCRATIC SERVICES MANAGER</p>	
<p>The purpose of this report is to inform the Council of the appointment of Members of Committees for 2023/24.</p>	<p>There are no direct equalities implications arising from this report. However, equalities implications from the individual recommendations will continue to be considered and assessed during the decision-making process</p>
<p>Agenda Item 9: APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES FOR 2023/24 REPORT OF THE DEMOCRATIC SERVICES MANAGER</p>	
<p>The purpose of this report is to inform the Council of the appointment of Chairs and Vice-Chairs of Committees (except Area Forums) for 2023/24</p>	<p>There are no direct equalities implications arising from this report. However, equalities implications from the individual recommendations will continue to be considered and assessed during the decision-making process.</p>
<p>Agenda Item 11: KEY DECISIONS - ANNUAL REPORT ON CASES OF SPECIAL URGENCY REPORT OF THE LEADER OF THE COUNCIL</p>	
<p>The purpose of this report is to inform the Council of any occasions over the past year where the provisions relating to “Special Urgency” have been used in connection with the publication of an intention to make a Key Decision, as required by legislation.</p>	<p>This is a noting report, the intention of which is to ensure transparency of decision making. Considerations with regards to equalities implications, in relation to each decision, will have been set out in the</p>

	reports concerned. There are no direct equalities implications arising from this report.
Agenda Item 13: NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2023/24 REPORT OF THE DEMOCRATIC SERVICES MANAGER	
The purpose of this report is to present a list setting out the nomination of representatives on Outside Organisations and Other Bodies for 2023/24.	There are no direct equalities implications arising from this report. However, equalities implications from the individual recommendations will continue to be considered and assessed during the decision-making process.
23rd November 2023	
Agenda item 11: MEDIUM TERM FINANCIAL STRATEGY 2024-29 REPORT OF: Service Director: Resources	
This report recommends the Medium Term Financial Strategy (MTFS) for 2024/25 to 2028/29 to guide and inform the Council's Business Planning Process. The focus is primarily on setting a budget for 2024/25, as well as determining the actions that will be necessary in setting a longer term budget following on from that. It reflects on the many uncertainties that the Council faces. Whilst it recommends a five year budget strategy, there will be a need to amend the strategy over time as further information becomes available. The MTFS supports and is supported by the Council Plan. This reflects that the Council can only deliver priorities and projects that it can afford and should prioritise its spending around delivering its priorities.	The MTFS attempts to align resources to the delivery of the Council Plan, which sets the corporate objectives. Through its corporate objectives the Council is seeking to address equality implications in the services it provides and through the remainder of the Corporate Business Planning Process will carry out Equalities Impact Assessments for relevant Efficiency or Investment options
25th January 2024	

<p>Agenda Item 11: SECOND QUARTER INVESTMENT STRATEGY (CAPITAL AND TREASURY) REVIEW 2023/24 REPORT OF: SERVICE DIRECTOR - RESOURCES</p>	
<p>To update Cabinet on progress with delivering the capital and treasury strategy for 2023/24, as at the end of September 2023. To update Cabinet on the impact upon the approved capital programme for 2023/24 – 2032/33. The current estimate is a decrease in spend in 2023/24 of £2.413M and an increase in spend in 2024/25 of £1.789M and £2.109M in the following years of the capital programme. The most significant individual changes to the forecast spend in 2023/24 relate to the reprofiling into future years of £2.000M Museum Storage unit and £1.096M Development of John Barker Place, and an increase of £1.424M Local Authority Housing Fund Round 2. To inform Cabinet of the Treasury Management activities in the first six months of 2023/24. The current forecast is that the amount of investment interest expected to be generated during the year is £3.014M. This is an increase of £0.412M on the estimate reported in the 1st quarter report.</p>	<p>There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2023/24 onwards. For any individual new capital investment proposal of £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal.</p>
<p>29th February 2024</p>	
<p>Agenda Item 8: REVENUE BUDGET 2024/25 REPORT OF: THE SERVICE DIRECTOR – RESOURCES</p>	
<p>Cabinet have recommended a budget for 2024/25 to Council for their consideration and approval. The budget considers the following: • The funding that the Council should expect to receive in 2024/25 and an estimate of future years funding • The forecast net spend required to enable the continued delivery of the Council services in 2024/25 and beyond • The risks in relation to the budget (e.g. higher spend or lower income) and providing reasonable financial protection against those risks • The implications of all the above on future years</p>	<p>For any individual proposal comprising either £50k growth or efficiency, or affecting more than two wards, an equality analysis is required to be carried out; this has either taken place or will take place following agreement of efficiencies or growth.</p>

<p>and ensuring that actions are in place to deliver a balanced budget in the medium term. There have been some changes to the version of the report that was considered by Cabinet and these changes are detailed in paragraph 7.3. There has also been a subsequent change in relation to energy costs for our leisure centres which is detailed at paragraph 8.4.</p>	
<p>Agenda Item 10: INVESTMENT STRATEGY (INTEGRATED CAPITAL AND TREASURY) REPORT OF: SERVICE DIRECTOR - RESOURCES</p>	
<p>The Investment Strategy provides the following key information: • A capital programme of £22.633m in 2024/25 and £24.405m for the period 2025/26 to 2028/29. • Recommendations on the Prudential and other Treasury indicators that will be monitored and reported on during the year (2024/25) • As the Council has identified a need to borrow for capital purposes, a borrowing and Minimum Revenue Provision (MRP) policy. • The scope of treasury investments where the Council will invest any surplus cash.</p>	<p>There are no direct equalities implications directly arising from the adoption of the Capital Programme for 2024/25 onwards. For any individual new capital investment proposal of Page 88 £50k or more, or affecting more than two wards, an equality analysis is required to be carried out. This will take place following agreement of the investment proposal. 12.3 The inclusion of banks on our counter-party list will consider the Country that they are in and an objective analysis of the approach to equalities in that Country. This will be in addition to any sovereign (Country) and institution credit rating.</p>
<p>18th April 2024</p>	
<p>Agenda Item 13: Sale of Land at Hitchin Road, Weston known as The Snipe. REPORT OF: Paul Quin - Interim Estates Surveyor / Philip Doggett – Principal Estates Surveyor</p>	
<p>Report seeking approval of the sale of North Hertfordshire District Council's (NHDC's) freehold interest in land at The Snipe, Hitchin Road, Weston based on terms negotiated following Cabinet's resolution on 15th December 2020 (minute number 14). The land is an allocated housing site in the adopted North Herts Local Plan. The commercially sensitive terms are set out in the Part 2 report.</p>	<p>There are not considered to be any direct negative equality issues arising from this report. The offers received for sale of the land were dealt with in a fair and consistent manner leading to recommendations set out in 2.1- 2.3. The development resulting from the sale of the land will include 40% affordable housing units which will likely have positive impacts that the wider community might benefit from such as enhanced community inclusion, access to affordable housing, potential increase of social mobility and potential reduction in homelessness.</p>

1c. Cabinet Decisions

27th June 2023

**Agenda Item 7:
CORPORATE PEER CHALLENGE REPORT & ACTION PLAN
Report of: SERVICE DIRECTOR LEGAL & COMMUNITY**

In 2020 the LGA Corporate Peer Challenge (CPC) undertook a review, the review report and Action Plan were agreed through Cabinet on 24 March 2020 and 23 June 2020, respectively. A follow up review was undertaken by (different) LGA CPC Peers during 2022 and a further LGA Peer Committee Support report was issued in January 2023 (Appendix A). This concentrated on the Overview & Scrutiny and Finance, Audit and Risk Committees and a number of further recommendations have been made. These have been separated out into the Action Plan (Appendix B) with response and proposed actions for the Committees consideration and recommendations to Cabinet.

There are no known equalities implications that apply to this report. Individual actions on the plan may require equalities impact assessments in due course as solutions are developed.

**Agenda Item 8:
PEER SUPPORT ACTION PLAN (FINANCE, AUDIT AND RISK COMMITTEE)
Report of: Service Director - Resources**

The Council commissioned the Local Government Association to provide peer support in relation to the impact and effectiveness of the Overview and Scrutiny Committee and the Finance, Audit and Risk Committee. The peer support process took place during 2022 and was a combination of a desktop review, watching meeting videos and talking to relevant Members and Officers. A report was provided to the Council in January 2023 with their findings and recommendations. This report considers the recommendations in relation to the Finance, Audit and Risk Committee.

There are no known equalities implications that apply to this report. Individual actions on the plan may require equalities impact assessments in due course as solutions are developed.

<p>Agenda Item 16: ASHWELL CONSERVATION AREA REPORT OF: SERVICE DIRECTOR - REGULATORY</p>	
<p>The purpose of this report is to consider the representations made in response to the consultation on the draft Ashwell Conservation Area Appraisal and Management Plan (CAAMP) and the proposed boundary changes for the Ashwell Conservation Area.</p>	<p>There are not considered to be any direct equality implication issues arising from this report.</p>
<p>Agenda Item 17: PIRTON CONSERVATION AREA REPORT OF: SERVICE DIRECTOR - REGULATORY</p>	
<p>The purpose of this report is to consider the representations made in response to the consultation on the draft Pirton Conservation Area Appraisal and Management Plan (CAAMP) and the proposed boundary changes for the Pirton Conservation Area.</p>	<p>There are not considered to be any direct equality implication issues arising from this report</p>
<p>19th September 2023</p>	
<p>Agenda Item 9: PROPOSED OFF-STREET CAR PARKING TARIFFS FOR 2023/24 REPORT OF: SERVICE DIRECTOR - REGULATORY</p>	
<p>This report requests that Cabinet agrees:</p> <ul style="list-style-type: none"> (i) the proposed car parking tariffs in North Hertfordshire Council's off street car parks in order to effectively manage their use, and in accordance with the Council's fees and charges policy as set out in the Medium Term Financial Strategy (MTFS). (ii) the policy proposal that visitors parking in electric vehicle parking bays should pay for their parking session. (iii) for officers to implement parking subsidy and incentive schemes on a break even approach on request. 	<p>There are no direct equality issues arising from this report. There is a range of charging/payment options which will still remain available to cater for the widest needs of local car park users. The realignment of the tariffs seeks to improve turnover and usage throughout day thereby supporting the town centre businesses and benefit the economy of North Hertfordshire. Amidst the slight increases, season tickets in long stay car parks, resident permits, visitor permits, business permits or visitor tickets for resident permit zones remain the same and the after 3pm subsidy in Royston continues for their benefit.</p>

<p>Agenda Item 11: CHESFIELD CONSERVATION AREA REPORT OF: SERVICE DIRECTOR – REGULATORY</p>	
<p>The purpose of this report is to consider the representations made in response to the consultation on the draft Chesfield Conservation Area Appraisal and Management Plan (CAAMP) and the proposed designation of the Chesfield Conservation Area.</p>	<p>In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.</p>
<p>Agenda Item 16: FINANCIAL SYSTEM BUDGET REPORT OF SERVICE DIRECTOR - RESOURCES</p>	
<p>The Council has specialist software to enable it to record and manage payments, income and other financial transactions. This includes meeting statutory duties to ensure proper administration of financial affairs and making payments to suppliers within required timescales. The main elements of this are currently covered by two sets of software. Over Spring/ Summer this year, the Council has sought tenders for a more integrated solution. The most economically advantageous tender costs more than the currently available budget, and this report seeks approval for capital spend and the additional revenue budget. It is expected that the new software system will allow increased automation that will enable savings that will more than off-set the additional cost.</p>	<p>There are no known equalities implications relating to this decision.</p>
<p>19th March 2024</p>	
<p>Agenda Item 8: EXPANSION OF THE SOFT PLASTICS COLLECTION TRIAL REPORT OF: SHARED SERVICE MANAGER – WASTE MANAGEMENT</p>	
<p>This report seeks authority for the expansion of kerbside collections of plastic film and wrapping (soft plastics). A small trial has been running under delegated authority, in Knebworth, since November 2023 providing approximately 2,000 households with fortnightly soft plastics collections. This has been successful and is providing useful</p>	<p>All operational services are available to the trial area participants and will continue to receive standard services as usual. If any resident is designated as an assisted collection property, the trial materials will be collected under assisted collection contractual requirements, so all services provision remains the same.</p>

<p>data to Flexible Plastic Funds FlexCollect trial and the Shared Waste Service in advance of introducing collections more widely in 2025. An expansion to a further 7300 households is proposed across East and North Hertfordshire with the total number of households in North Herts anticipated to be 6,250.</p>	<p>There are no equalities implications.</p>

<p>1c. Council Decisions</p>	
<p style="text-align: center;">25th May 2023</p>	
<p>Agenda Item 12: APPROVE A PROGRAMME OF ORDINARY MEETINGS FOR THE COUNCIL FOR THE CIVIC YEAR 2023/24 REPORT OF THE DEMOCRATIC SERVICES MANAGER</p>	
<p>The purpose of this report is to seek approval to a programme of ordinary meetings of the Council for the Civic Year 2023/24</p>	<p>There are no equalities implications in this report.</p>
<p style="text-align: center;">13th July 2023</p>	
<p>Agenda Item 9: ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2022/2023 REPORT OF: THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE 2022/2023</p>	
<p>To consider the Annual report of the Overview and Scrutiny Committee regarding the 2022/2023 Civic Year.</p>	<p>There are no direct equalities implications arising from this report.</p>
<p>Agenda Item 10: FINANCE, AUDIT AND RISK COMMITTEE ANNUAL REPORT 2022- 23 REPORT OF: SERVICE DIRECTOR: RESOURCES</p>	
<p>To consider the Annual Report of the Finance, Audit and Risk Committee for the 2022/23 Civic Year.</p>	<p>There are no equalities implications arising from this report</p>

<p>Agenda Item 12: Amendments to the Hertfordshire Growth Board Standing Orders in relation to the appointment of the Chair & Vice Chair, & pre-emptively seeking authority to amend Service Director: Regulatory's delegations</p> <p>REPORT OF: MONITORING OFFICER - SERVICE DIRECTOR – LEGAL & COMMUNITIES</p>	
<p>The purpose of this report is to authorise amendments to Standing Order 4.2 of Appendix 1 Annex A of the Hertfordshire Growth Board (HGB) Standing Orders in relation to the appointment of the Chair & Vice Chair (in Section 11 of the Council's Constitution). It is also to seek pre-emptive permission to amend relevant sections of the Constitution, in relation to the Service Director: Regulatory's delegations (predominantly in sections 12 and 14) that relate to Housing & Environmental Health, and for the Monitoring Officer to do so if/ when the recruitment to the temporary post has been successful.</p>	<p>There are no direct equalities implications arising from this report.</p>
<p>28th September 2023</p>	
<p>Agenda Item 8:</p> <p>FINANCIAL SYSTEM BUDGET</p> <p>REPORT OF: SERVICE DIRECTOR: RESOURCES</p>	
<p>The Council has specialist software to enable it to record and manage payments, income and other financial transactions. This includes meeting statutory duties to ensure proper administration of financial affairs and making payments to suppliers within required timescales. The main elements of this are currently covered by two sets of software. Over Spring/ Summer this year, the Council has sought tenders for a more integrated solution. The most economically advantageous tender costs more than the currently available budget, and this report seeks approval for capital spend and the additional revenue budget. It is expected that the new software system will allow increased automation that will enable savings that will more than off-set the additional cost.</p>	<p>There are no known equalities implications relating to this decision.</p>

<p>Agenda Item 11: NEW PENSION ADMISSION AGREEMENT FOR SETTLE GROUP REPORT OF: Service Director: Resources</p>	
<p>As per Part 2</p>	
<p>23rd November 2023</p>	
<p>Agenda Item 10: CONSTITUTIONAL AMENDMENT REPORT REPORT OF: THE SERVICE DIRECTOR LEGAL AND COMMUNITY & MONITORING OFFICER</p>	
<p>Further to the report in July 2023, this report covers proposed: - changes to section 8 Planning Control Committee's Terms of Reference: - removal of Appendices 1-2 to Section 8, with these to be incorporated in a new Procedure document (Appendix A), with the aim of addressing issues that have arisen during the last year. - minor change to section 14 delegations for some Service Directors – regarding attestation of the Common seal. - Noting some minor changes to the Area Forums Terms of Reference (Appendix B) to include more specific language relating to Strategic Planning.</p>	<p>In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not. Otherwise, no specific equality issues identified.</p>
<p>Agenda Item 12: USE OF URGENCY IN RELATION TO CALL-IN FOR DECISION ON BUSINESS RATE POOLING REPORT OF: Service Director - Resources</p>	
<p>To notify Council that the urgency provisions in relation to call-in were applied to a delegated decision made by the Service Director: Resources (in consultation with the Executive Member for Finance and IT) in relation to Business Rate Pooling on 9 October 2023. This was due to the timing and availability of the information required to make the decision and the deadline for submitting the pooling application. Allowing for potential call-in would have made it impossible to meet the deadline set by Government of 10 October 2023. As per the Constitution, the Chair of the Council agreed to the decision being treated as a matter of urgency. The Constitution requires that use of this provision is reported to the next meeting of Council, together with the reasons for urgency. Provisions for the use</p>	<p>Equalities Implications from Delegated Decision Report 9th October 2023. 3. BR Pooling delegated decision for 2425 in Oct 23.docx (north-herts.gov.uk) There are no equalities implications arising from this decision.</p>

of call-in and urgency are set out in paragraph 6.3.11 (b) (i) of the Constitution	
Agenda Item 13: ELECTORAL SERVICES – SCALE OF FEES 2024/25 REPORT OF: Service Director - Resources	
To agree the Scale of Fees for electoral events held during 2024/25.	There are no equalities implications - in line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
25th January 2024	
Agenda Item 12: CONSTITUTIONAL AMENDMENT REPORT REPORT OF: THE SERVICE DIRECTOR LEGAL AND COMMUNITY & MONITORING OFFICER	
This report covers proposed: • Changes to section 8 Planning Control Committee’s Terms of Reference: • Removal of Appendices 1-2 to Section 8, with these to incorporated in a new Procedure document (Appendix A), with the aim of addressing issues that have arisen during the last year. • Minor change to section 14 delegations for some Service Directors – regarding attestation of the Common seal. <i>NB this item has been deferred from the Council meeting of 23 November 2023 (see 246) and subsequently the Area Forum recommendation 2.6, for noting, has been dealt with by Delegated Decision 6 December 2023 and therefore removed from this version of the earlier report.</i>	In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not. Otherwise, no specific equality issues identified.
29th February 2024	

<p>Agenda Item 12: PAY POLICY STATEMENT 2024/25 REPORT OF: SERVICE DIRECTOR - RESOURCES</p>	<p>The Pay Policy Statement reflects the practical arrangements that are in place to ensure all employees are remunerated in accordance with the requirements of the Equality Act and Public Sector Equality Duty and, in particular, through the application of a universal grading, flexible retirement scheme, and salary structure for all staff. The pay policy ensures consistency in regard to pay and remuneration in regard to individual roles, and therefore with no direct adverse impact on any single group with protected characteristics</p>
<p>This report sets out a draft Pay Policy Statement 2024/25 (Appendix 1) for Council's consideration and approval in accordance with the requirements of Section 38 of the Localism Act 2011 (the Act), associated guidance issued under Section 40 of the Act, the Local Government Transparency Code 2015 and any other relevant legislation. The Statement incorporates elements of existing policy and practice and is required to be agreed annually.</p>	
<p>18th April 2024</p>	
<p>Agenda Item 9: CONSTITUTIONAL AMENDMENT REPORT REPORT OF: THE SERVICE DIRECTOR LEGAL AND COMMUNITY & MONITORING OFFICER</p>	
<p>This report covers proposed wording changes in respect of the appointment of the Executive Leader following the North Hertfordshire (Electoral Changes) Order 2023, and the elections in 2024. This is to correspond with the factual and legislative change post Local Government Boundary Review and The North Hertfordshire (Electoral Changes) Order 2023 and terminology, to improve certainty.</p>	<p>In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not. Otherwise, no specific equality issues identified.</p>

3. Opportunities to foster good relations and advance equality of opportunity between people who share a protected characteristic and those who don't.

The Public Sector Equality Duty also requires local authorities to foster good relations and promote equality of opportunity between those with a protected characteristic and others. This work is implicit in all our services. Some examples of how this is enacted are provided below:

Most policy decisions involve increased community engagement in regard to public consultations. These can include focus groups and public meetings which would give the opportunity for the North Hertfordshire community to come together and get more involved in civic life. The recent [Housing Strategy 2024 - 2029](#) is an example of how public consultation was used to shape decision making and guide equality and accessibility considerations, as demonstrated in the relevant equality impact assessment.

[The Communications Strategy 2019 - 2023](#) states that our approach will always be inclusive and use a range of channels to reach as many residents as possible, whilst being positive and proactive and positioning ourselves as community champions, promoting and celebrating all that is good about North Hertfordshire, the people, community groups and businesses. A publication delivered to residents in the district, [Outlook](#), is our magazine for residents, with news and information about the council's services. It is delivered twice a year and is also available online.

[The Customer Services Strategy 2021 - 2027](#) commits North Herts Council to putting our customers at the heart of everything we do and providing appropriate support and assistance to those who need it, whilst ensuring customer experiences are easy, convenient, and effective. This strategy prioritises accessibility, stating that the Council will make it as easy as possible for customers to access our services, we will design our processes with all customers in mind, and consistently treat customers with fairness and respect.

[Community Forums](#) continue to take place, with the intention of increasing and encouraging community engagement throughout different areas of the council. These forums are an opportunity for residents to meet Councillors, find out about groups and events in your area and raise an issue or topic for discussion.

In 2021, the Council's values and behaviours were reviewed by the Leadership Team and the Shaping our Future Group. As a result, the organisational values have now been further developed to be more concise. The new values are as detailed below:

As an organisation we strive to be:

TOGETHER: We work together and support each other to deliver the best we can

LISTENING: We listen to and consider the views of each other, our partners and our customers

LEARNING: We learn from others and are open to change

ADAPTABLE: We are adaptable in finding solutions for each other, our partners and our customers

INCLUSIVE: We are inclusive and value diversity

In 2021, the council introduced a new initiative in the form of an Inclusion Group. The main purpose of this group is to drive the equality and diversity agenda forward within the organisation. The group aims to gain an understanding of the perspective of all employees, including the

experiences of minority, disadvantaged and vulnerable staff within the organisation. The group meets quarterly, with each meeting focussing on one of the protected characteristics and provides an opportunity for staff to discuss their experiences and issues.

4. An analysis of any potential cumulative impacts that spans services

The sustained pressure on the public sector to make savings, means that services may not be delivered in the same way. Against this context, any changes to service delivery may have compounded negative impacts for some equality groups within Hertfordshire. Any such impacts are identified by the completion of individual equality impact assessments (EqIAs). The early consideration of the potential impacts by use of the EqIAs identifies any impacts and corresponding mitigating actions where practicable.

The process uses relevant good practice from a number of national and local sources. This is applied to the individual equality impact assessments, to ensure that changes to services are delivered through efficiencies which have no identified adverse impact on service-users.