

# Agenda

## Cabinet

Date: **Thursday 28 September 2023**

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Time: **2.30 pm**

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Place: **Herefordshire Council Offices, Plough Lane, Hereford,  
HR4 0LE**

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Notes: Please note the time, date and venue of the meeting.

For any further information please contact:

**Samantha Walmsley, Democratic Services Officer**

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If you would like help to understand this document, or would like it in another format, please call Samantha Walmsley, Democratic Services Officer on (01432) 260176 or e-mail [samantha.walmsley2@herefordshire.gov.uk](mailto:samantha.walmsley2@herefordshire.gov.uk) in advance of the meeting.

# **Agenda for the meeting of Cabinet**

## **Membership**

**Chairperson**            **Councillor Jonathan Lester, Leader of the Council**  
**Vice-Chairperson**    **Councillor Elissa Swinglehurst, Deputy Leader of the Council**

**Councillor Graham Biggs**  
**Councillor Harry Bramer**  
**Councillor Barry Durkin**  
**Councillor Carole Gandy**  
**Councillor Ivan Powell**  
**Councillor Philip Price**  
**Councillor Pete Stoddart**

## Agenda

		Pages
1.	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
2.	<p><b>DECLARATIONS OF INTEREST</b></p> <p>To receive declarations of interests in respect of Schedule 1, Schedule 2 or Other Interests from members of the committee in respect of items on the agenda.</p>	
3.	<p><b>MINUTES</b></p> <p>To approve and sign the minutes of the meeting held on 20 July 2023.</p>	11 - 16
<p><b>HOW TO SUBMIT QUESTIONS</b></p> <p><i>The deadline for submission of questions for this meeting is:</i></p> <p><i>9:30am on Monday 25 September 2023.</i></p> <p><i>Questions must be submitted to <a href="mailto:councillorservices@herefordshire.gov.uk">councillorservices@herefordshire.gov.uk</a>. Questions sent to any other address may not be accepted.</i></p> <p><i>Accepted questions and the response to them will be published as a supplement to the agenda papers prior to the meeting. Further information and guidance is available at <a href="https://www.herefordshire.gov.uk/getinvolved">https://www.herefordshire.gov.uk/getinvolved</a></i></p>		
4.	<p><b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b></p> <p>To receive questions from members of the public.</p>	
5.	<p><b>QUESTIONS FROM COUNCILLORS</b></p> <p>To receive questions from councillors.</p>	
6.	<p><b>REPORTS FROM SCRUTINY COMMITTEES</b></p> <p>To receive reports from the Council's scrutiny committees on any recommendations to the Cabinet arising from recent scrutiny committee meetings.</p>	
7.	<p><b>Q1 BUDGET AND PERFORMANCE REPORT</b></p> <p>To review performance for Quarter 1 2023/24 and to report the forecast position for 2023/24, including explanation and analysis of the drivers for the material budget variances, and outline current and planned recovery activity to reduce the forecast overspend.</p> <p>To provide assurance that progress has been made towards delivery of the agreed revenue budget and service delivery targets, and that the reasons for major variances or potential under-performance are understood and are being addressed to the cabinet's satisfaction.</p>	17 - 76
8.	<p><b>HOUSING BENEFIT RISK BASED VERIFICATION POLICY</b></p>	77 - 90

To approve the adoption of the Risk Based Verification Policy in determining evidence requirements for the assessment of Housing Benefit and Council Tax Benefit claims.

**9. MARCHES FORWARD PARTNERSHIP MEMORANDUM OF UNDERSTANDING** 91 - 104

This report seeks approval for the council to sign a Memorandum of Understanding (MOU) between Herefordshire Council, Shropshire Council and Monmouthshire and Powys County Councils for collaboration as a Marches Forward Partnership.

**10. HIGH NEEDS CAPITAL GRANT: HAMPTON DENE PRIMARY SCHOOL, EXTENSION OF LEARNING COMMUNICATION CENTRE** 105 - 114

To approve spend from the High Needs Provision Capital Grant to extend Hampton Dene Primary School's Language and Communication Centre.