

Public Document Pack

EAST HERTFORDSHIRE DISTRICT COUNCIL

NOTICE IS HEREBY GIVEN that a meeting of East Hertfordshire District Council will be held in the Council Chamber, Wallfields, Hertford on Wednesday 27th January, 2016 at 7.00 pm, for the purpose of transacting the business set out in the Agenda below, and you are hereby summoned to attend.

Dated this 15th day of January 2016

Jeff Hughes
Head of Democratic and
Legal Support Services

Note: Prayers will be said before the meeting commences. Those Members who do not wish to participate will be invited to enter the Chamber at their conclusion

AGENDA

1. Chairman's Announcements

To receive any announcements.

2. Minutes (Pages 7 - 20)

To approve as a correct record and authorise the Chairman to sign the Minutes of the Council meeting held on 16 December 2015.

3. Declarations of Interest

To receive any Members' declarations of interest.

4. Petitions

To receive any petitions.

5. Public Questions

To receive any public questions.

6. Members' questions

To receive any Members' questions.

7. Executive Report - 5 January 2016 (Pages 21 - 26)

To receive a report from the Leader of the Council and to consider recommendations on the matters below:

(A) Community Infrastructure Levy (CIL)

Minute 487 refers

(B) Village Hierarchy Study (December 2015)

Minute 488 refers

(C) Authority Monitoring Report (AMR) 2014/15

Minute 489 refers

Note – Members are asked to bring their copy of the Executive agendas to the meeting.

8. Development Management Committee: Minutes - 6 January 2016 (Pages 27 - 32)

Chairman: Councillor D Andrews

9. Human Resources Committee: Minutes - 13 January 2016

Chairman: Councillor C Woodward (to follow)

10. Joint Meeting of Scrutiny Committees: Minutes - 19 January 2016

To follow

11. Audit Committee: Minutes - 20 January 2016

Chairman: Councillor W Mortimer (to follow)

12. National Non Domestic Rates Calculation 2016/17

To consider a report (to follow) of the Executive Member for Finance and Support Services.

13. Motions on Notice

To receive Motions on Notice.

DISCLOSABLE PECUNIARY INTERESTS

1. A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:
 - must not participate in any discussion of the matter at the meeting;
 - must not participate in any vote taken on the matter at the meeting;
 - must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
 - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
 - must leave the room while any discussion or voting takes place.

2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.

3. The Authority may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI.

4. It is a criminal offence to:

- fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register;
- fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
- participate in any discussion or vote on a matter in which a Member has a DPI;
- knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a DPI or in disclosing such interest to a meeting.

(Note: The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale and disqualification from being a councillor for up to 5 years.)

Audio/Visual Recording of meetings

Everyone is welcome to record meetings of the Council and its Committees using whatever, non-disruptive, methods you think are suitable, which may include social media of any kind, such as tweeting, blogging or Facebook. However, oral reporting or commentary is prohibited. If you have any questions about this please contact Democratic Services (members of the press should contact the Press Office). Please note that the Chairman of the meeting has the discretion to halt any recording for a number of reasons, including disruption caused by the filming or the nature of the business being conducted. Anyone filming a meeting should focus only on those actively participating and be sensitive to the rights of minors, vulnerable adults and those members of the public who have not consented to being filmed.

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MINUTES OF A MEETING OF THE
COUNCIL HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
WEDNESDAY 16 DECEMBER 2015, AT
7.00 PM

PRESENT: Councillor P Moore (Chairman).
Councillors D Abbott, A Alder, D Andrews,
P Ballam, R Brunton, K Brush,
E Buckmaster, S Bull, J Cartwright, M Casey,
Mrs R Cheswright, S Cousins, K Crofton,
B Deering, I Devonshire, H Drake,
M Freeman, J Goodeve, B Harris-Quinney,
L Haysey, R Henson, A Jackson, G Jones,
J Jones, J Kaye, P Kenealy, G McAndrew,
M McMullen, W Mortimer, D Oldridge,
M Pope, S Reed, P Ruffles, S Rutland-
Barsby, S Stainsby, M Stevenson,
N Symonds, J Taylor, K Warnell,
G Williamson, C Woodward and J Wyllie.

OFFICERS IN ATTENDANCE:

Simon Drinkwater	- Director of Neighbourhood Services
Lisa Gazeley	- Communications Officer
Jeff Hughes	- Head of Democratic and Legal Support Services
Martin Ibrahim	- Democratic Services Team Leader
Adele Taylor	- Director of Finance and Support Services
Liz Watts	- Chief Executive

462 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded Members that the meeting was being webcast. She advised that, following a draw, Councillor D Andrews and herself had been selected to represent the Authority at a Royal Garden Party in 2016.

The Chairman also advised that this was the last Council meeting that Simon Drinkwater would be attending before his retirement in January 2016. At the Chairman's invitation, the Leader of the Council thanked Mr Drinkwater for his 40 years of local government service, 27 of which were in East Herts. She wished him well in his retirement.

The Ambassador and Executive Member for Shared Services also thanked Mr Drinkwater for his service and wise counsel, particularly at the time of the establishment of the executive arrangements and in supporting his time as Leader. Simon Drinkwater thanked Members and spoke of his enjoyment at East Herts. He wished everyone well for the future.

The Chairman referred to the events she had attended recently and highlighted a visit to a conference on Mental Health in Liverpool. She spoke of the profound impact of mental health issues in society and urged Members to sign the pledge in the chamber tonight.

She also advised Members of progress being made in the East Herts Got Talent competition. Finally, she invited everyone to join her after the meeting for some light refreshments

463 MINUTES

RESOLVED – that the Minutes of the Council meeting held on 28 October 2015, be approved as a correct record and signed by the Chairman.

464 MEMBERS' QUESTIONS

Question 1

Councillor J Goodeve stated that access to primary care was under increasing pressure due to the combination of an ageing population, GPs taking early retirement due to pension changes, failure to attract GPs who preferred to work in modern health centres rather than the converted old houses in the District and significant numbers of new properties being built adding to patient numbers. She also understood that, given doctors now had significant student debt to deal with as well as the struggle to buy a home, they were understandably reluctant to take on further debt to buy into a GP practice. The GPs were struggling to cope and there were queues in the cold and rain in one area where appointments were rarely available in advance. She asked the Executive Member for Health and Wellbeing what the Council was doing by way of liaising with the relevant authorities to ensure appropriate provision going forward for residents, especially given the pressure to provide significant further numbers of new homes.

In reply, the Executive Member for Health and Wellbeing commented on the complexity of this issue. He reminded Members that the Council had no direct control over GPs, but could influence health professionals through a variety of channels, such as patient participation groups, the Health and Wellbeing Board, the Local Strategic Partnership and the County Council's Health and Wellbeing Scrutiny Committee. In respect of potential housing growth, the Planning Policy team engaged with NHS England, Clinical Commissioning Groups (CCGs) and the County Council.

The Executive Member spoke of the challenges facing health providers and did not believe that there was lack an inclination among GPs to change and improve their services. However, they operated as individual business entities with premises possibly restricted by mortgages and limited opportunity for expansion. The Executive Member spoke of his engagement with East and North Herts CCG and believed Members had a role as community champions to facilitate change. Such change could involve using premises more effectively, having different or longer opening hours and developing travel plans that would increase patient accessibility. The Executive Member concluded by referring to the motions for debate

elsewhere on the agenda, which he believed demonstrated the Council's commitment to seek improvements.

465 EXECUTIVE REPORT - 3 NOVEMBER 2015

RESOLVED – that the Minutes of the Executive meeting held on 3 November 2015 be received.

(see also Minutes 466 – 469)

466 WEST ESSEX AND EAST HERTFORDSHIRE STRATEGIC HOUSING MARKET ASSESSMENT (SHMA), SEPTEMBER 2015

RESOLVED – that the West Essex and East Hertfordshire Strategic Housing Market Assessment (SHMA), September 2015, be agreed as part of the evidence base to inform and support preparation of the East Herts District Plan, and for housing strategy purposes.

(see also Minute 465)

467 ECONOMIC EVIDENCE TO SUPPORT THE DEVELOPMENT OF THE OAHN FOR WEST ESSEX AND EAST HERTS, SEPTEMBER 2015

RESOLVED – that the Economic Evidence to Support the Development of the OAHN for West Essex and East Herts, September 2015, be agreed as part of the evidence base to inform and support preparation of the East Herts District Plan.

(see also Minute 465)

468 DISTRICT PLAN TRANSPORTATION – A414, HERTFORD

RESOLVED – that (A) the contents of the letter dated 27 July 2015 from Hertfordshire County Council Highways Development Management in respect of transportation issues identified on the A414, Hertford, be noted; and

(B) Hertfordshire County Council be urged to give highest priority to expediting the completion of its COMET transportation model and publication of its emerging Transportation Vision and that East Herts Council was most willing to assist this process, if considered appropriate.

(see also Minute 465)

469 DELIVERY STUDY, SEPTEMBER 2015

RESOLVED – that the Delivery Study, September 2015, be agreed as part of the evidence base to inform and support preparation of the East Herts District Plan.

(see also Minute 465)

470 EXECUTIVE REPORT - 1 DECEMBER 2015

RESOLVED – that the Minutes of the Executive meeting held on 1 December 2015 be received.

(see also Minutes 471 – 472)

471 COUNCIL TAX SUPPORT SCHEME

RESOLVED – that (A) the forecasted financial implications arising from the recommended scheme for the Council Tax Reduction Scheme (CTS) with effect from 1 April 2016 and the risks and assumptions attached to these, be received; and

(B) the CTS scheme detailed within the report submitted, be approved.

(see also Minute 470)

472 CHARRINGTON'S HOUSE, BISHOP'S STORTFORD
CAPITAL BID

RESOLVED - that the proposed addition to the capital

programme for the proposed refurbishment of a vacant office suite at Charrington's House, Bishop's Stortford, as now submitted, be approved.

(see also Minute 470)

473 ENVIRONMENT SCRUTINY COMMITTEE: MINUTES - 10 NOVEMBER 2015

RESOLVED – that the Minutes of the Environment Scrutiny Committee meeting held on 10 November 2015, be received.

474 DEVELOPMENT MANAGEMENT COMMITTEE: MINUTES - 11 NOVEMBER 2015

RESOLVED – that the Minutes of the Development Management Committee meeting held on 11 November 2015, be received.

475 COMMUNITY SCRUTINY COMMITTEE: MINUTES - 17 NOVEMBER 2015

RESOLVED – that the Minutes of the Community Scrutiny Committee meeting held on 17 November 2015, be received.

476 LICENSING COMMITTEE: MINUTES - 19 NOVEMBER 2015

RESOLVED – that the Minutes of the Licensing Committee meeting held on 19 November 2015, be received.

(see also Minute 477)

477 DRAFT GAMBLING POLICY 2016-19

RESOLVED – that (A) the report be received; and
(B) the revised Statement of Principles under the Gambling Act 2005, as now submitted, be approved.

(see also Minute 476)

478 CORPORATE BUSINESS SCRUTINY COMMITTEE:
MINUTES - 24 NOVEMBER 2015

RESOLVED – that the Minutes of the Corporate Business Scrutiny Committee meeting held on 24 November 2015, be received.

479 AUDIT COMMITTEE: MINUTES - 25 NOVEMBER 2015

RESOLVED – that the Minutes of the Audit Committee meeting held on 25 November 2015, be received.

480 HEALTH AND WELLBEING SCRUTINY COMMITTEE:
MINUTES - 8 DECEMBER 2015

RESOLVED – that the Minutes of the Health and Wellbeing Scrutiny Committee meeting held on 8 December 2015, be received.

481 DEVELOPMENT MANAGEMENT COMMITTEE: MINUTES -
9 DECEMBER 2015

RESOLVED – that the Minutes of the Development Management Committee meeting held on 9 December 2015, be received.

482 COMMUNITY GOVERNANCE REVIEW REQUEST –
BISHOP'S STORTFORD TOWN COUNCIL

Council considered a report detailing a request from Bishop's Stortford Town Council for a Community Governance Review (CGR) of its electoral arrangements. Under provisions of the Local Government and Public Involvement Act 2007, Council had the power to review and make changes to community governance within its area. The Head of Democratic and Legal Support Services outlined the options available to Council in dealing with the request, namely to undertake a review of the governance arrangements in Bishop's Stortford only, to review the governance arrangements across the

whole District or to reject the request.

Various Members spoke in support of accepting the request to review the governance arrangements in Bishop's Stortford only. A couple of Members believed that governance arrangements in Buntingford needed to be reviewed, given the current and projected housing growth.

In response to Members' questions, Officers advised that although the costs of any review were difficult to quantify, it would be time consuming and that potentially, additional resources might be necessary.

Councillor G Jones moved, and Councillor D Andrews seconded, a motion that a Community Governance Review of the electoral arrangements of Bishop's Stortford Town Council (including its town boundary) be undertaken.

After being put to the meeting, and a vote taken, the motion was declared carried.

RESOLVED – that a Community Governance Review of the electoral arrangements of Bishop's Stortford Town Council (including its town boundary) be undertaken, with the detailed terms of reference for, and the timing of, the review to be determined by the Chief Executive.

483 STATUTORY OFFICER APPOINTMENTS

The Leader of the Council submitted a report proposing the appointment of Officers to statutory positions. The Chief Executive and the Head of Democratic and Legal Support Services left the chamber whilst this matter was considered.

The Leader advised that, given the impending retirement of the Director of Neighbourhood Services, the Council needed to review its statutory officer arrangements.

Council approved the proposals now detailed.

RESOLVED – that the (A) Chief Executive be appointed under the provisions of the Representation

of the People Act 1983 to be the Returning Officer for the election of district and parish/town councillors, and to be the Electoral Registration Officer for the (parliamentary) constituencies either wholly or partly, within East Hertfordshire with effect from 1 January 2016; and

(B) Head of Democratic and Legal Support Services be designated as (acting) Monitoring Officer for the Authority pursuant to the provisions of Section 5 of the Local Government and Housing Act 1989 on the basis detailed in the report now submitted.

484 CALCULATION OF COUNCIL TAX BASE 2016/17

The Executive Member for Finance and Support Services submitted a report recommending the calculation of the council tax base for the whole District and for each parish and town council for 2016/17.

Council approved the recommendations as now detailed.

RESOLVED – that (A) the calculation of the Council's tax base for the whole District, and for the parish areas, for 2016/17 be approved; and

(B) pursuant to the report and in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by East Hertfordshire District Council as its council tax base for the whole area for 2016/17 shall be 57254.9 and for the parish areas 2016/17 as listed in the report now submitted.

485 MOTION ON NOTICE - MENTAL HEALTH

Councillor N Symonds moved, and Councillor P Moore seconded a motion as follows:

This Council notes:

- 1 in 4 people will experience a mental health problem

in any given year.

- The World Health Organisation predicts that depression will be the second most common health condition worldwide by 2020.
- Mental ill health costs some £105 billion each year in England alone.
- People with a severe mental illness die up to 20 years younger than their peers in the UK.
- There is often a circular relationship between mental health and issues such as housing, employment, family problems or debt.

This Council believes:

- As a local authority we have a crucial role to play in improving the mental health of everyone in our community and tackling some of the widest and most entrenched inequalities in health.
- Mental health should be a priority across all the local authority's areas of responsibility, including housing, community safety and planning.
- All councillors, whether members of the Executive or Scrutiny and in our community and casework roles, can play a positive role in championing mental health on an individual and strategic basis.

This Council resolves:

- To sign the Local Authorities' Mental Health Challenge run by Centre for Mental Health, Mental Health Foundation, Mental Health Providers Forum, Mind, Rethink Mental Illness, Royal College of Psychiatrists and YoungMinds.
- To commit to appoint an elected member as 'mental health champion' across the Council.
- To seek to identify a member of staff within the Council to act as 'lead officer' for mental health.

The Council will also:

- Support positive mental health in our community, including in local schools, neighbourhoods and

workplaces.

- Work to reduce inequalities in mental health in our community.
- Work with local partners to promote effective support for people with mental health needs.
- Use its powers of influence to help tackle discrimination on the grounds of mental health in our community.
- Proactively listen to people of all ages and backgrounds about what they need for better mental health.

Councillors N Symonds and P Moore both referred to the wide ranging issues in society that exacerbated the mental health problems faced by many residents. They both urged Members to sign the Mental Health pledge.

Various Members spoke in support of the motion.

After being put to the meeting, and a vote taken, the motion was declared CARRIED.

RESOLVED – that the following motion be approved:

This Council notes:

- 1 in 4 people will experience a mental health problem in any given year.
- The World Health Organisation predicts that depression will be the second most common health condition worldwide by 2020.
- Mental ill health costs some £105 billion each year in England alone.
- People with a severe mental illness die up to 20 years younger than their peers in the UK.
- There is often a circular relationship between mental health and issues such as housing, employment, family problems or debt.

This Council believes:

- As a local authority we have a crucial role to play in improving the mental health of everyone

in our community and tackling some of the widest and most entrenched inequalities in health.

- Mental health should be a priority across all the local authority's areas of responsibility, including housing, community safety and planning.
- All councillors, whether members of the Executive or Scrutiny and in our community and casework roles, can play a positive role in championing mental health on an individual and strategic basis.

This Council resolves:

- To sign the Local Authorities' Mental Health Challenge run by Centre for Mental Health, Mental Health Foundation, Mental Health Providers Forum, Mind, Rethink Mental Illness, Royal College of Psychiatrists and YoungMinds.
- To commit to appoint an elected member as 'mental health champion' across the Council.
- To seek to identify a member of staff within the Council to act as 'lead officer' for mental health.

The Council will also:

- Support positive mental health in our community, including in local schools, neighbourhoods and workplaces.
- Work to reduce inequalities in mental health in our community.
- Work with local partners to promote effective support for people with mental health needs.
- Use its powers of influence to help tackle discrimination on the grounds of mental health in our community.
- Proactively listen to people of all ages and backgrounds about what they need for better mental health.

486 MOTION ON NOTICE - PRINCESS ALEXANDRA HOSPITAL

The Leader moved, and the Executive Member for Health and Wellbeing seconded, a motion as follows:

This Council notes with extreme concern recent press articles on the financial state of Princess Alexandra Hospital, comments from the hospital's Chairman and Chief Executive that the hospital is not sustainable in the medium term and the increasing likelihood of cuts to hospital services for the communities it serves. It also notes that the West Essex health system has been excluded from the NHS Essex Success Regime despite the severe financial challenges it faces. Given the growing need for acute and other health services for the communities of Harlow and the surrounding areas as they continue to grow, this Council resolves to urge the Government to:

1. Urgently address the significant funding and systemic issues at the Princess Alexandra Hospital and in the West Essex health system to ensure adequate and accessible health service provision to the residents of Harlow and the surrounding areas for the short and medium terms.
2. Develop, in consultation with the Councils of West Essex and East Hertfordshire, a longer term plan to secure financially sustainable, appropriate and sufficient access to health services for the communities served by the Princess Alexandra Hospital and the West Essex CCG.

The Leader referred to the systemic problems at the hospital and recent meetings she had attended with representatives of Uttlesford, Epping Forest and Harlow Councils. They had all recognised the growing difficulties and had written to the Secretary of State for Health seeking greater support and funding. The Executive Member for Health and Wellbeing also referred to the need for greater strategic support from the government.

Councillor J Wyllie suggested an amendment at the end of the

first paragraph by inserting “East Herts” before “Harlow”. This was accepted by the Leader.

After being put to the meeting and a vote taken, the amended motion was declared CARRIED.

RESOLVED – that the following motion be approved:

This Council notes with extreme concern recent press articles on the financial state of Princess Alexandra Hospital, comments from the hospital’s Chairman and Chief Executive that the hospital is not sustainable in the medium term and the increasing likelihood of cuts to hospital services for the communities it serves. It also notes that the West Essex health system has been excluded from the NHS Essex Success Regime despite the severe financial challenges it faces. Given the growing need for acute and other health services for the communities of East Herts, Harlow and the surrounding areas as they continue to grow, this Council resolves to urge the Government to:

1. Urgently address the significant funding and systemic issues at the Princess Alexandra Hospital and in the West Essex health system to ensure adequate and accessible health service provision to the residents of Harlow and the surrounding areas for the short and medium terms.
2. Develop, in consultation with the Councils of West Essex and East Hertfordshire, a longer term plan to secure financially sustainable, appropriate and sufficient access to health services for the communities served by the Princess Alexandra Hospital and the West Essex CCG.

The meeting closed at 8.17 pm

MINUTES OF A MEETING OF THE
EXECUTIVE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
TUESDAY 5 JANUARY 2016, AT 7.00 PM

PRESENT: Councillor L Haysey (Chairman/Leader)
Councillors E Buckmaster, A Jackson,
G Jones, G McAndrew, S Rutland-Barsby
and G Williamson.

ALSO PRESENT:

Councillors D Andrews, P Ballam, S Bull,
M Freeman, J Goodeve, J Jones,
M McMullen, M Pope and P Ruffles.

OFFICERS IN ATTENDANCE:

- | | |
|------------------|---|
| Simon Drinkwater | - Director of
Neighbourhood
Services |
| Martin Ibrahim | - Democratic
Services Team
Leader |
| Brian Simmonds | - Head of
Community Safety
and Health
Services |
| Adele Taylor | - Director of Finance
and Support
Services |
| Liz Watts | - Chief Executive |

487 **COMMUNITY INFRASTRUCTURE LEVY (CIL)**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 17 December 2015, on the Community Infrastructure Levy.

RECOMMENDED – that (A) the information contained in the report on the Community Infrastructure Levy be noted; and

(B) further analysis of CIL issues be undertaken, using additional resources if required.

(see also Minute 494)

488 **VILLAGE HIERARCHY STUDY (DECEMBER 2015)**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 17 December 2015, on the Village Hierarchy Study (December 2015).

RECOMMENDED – that the Interim Village Hierarchy Study be noted, with a decision on the final Study deferred until further consultation with relevant Parish Councils has taken place.

(see also Minute 494)

489 **AUTHORITY MONITORING REPORT (AMR) 2014/15**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 17 December 2015, on the Authority Monitoring Report 2014/15.

RECOMMENDED – that the Authority Monitoring Report (AMR) 2014/2015 contained at Essential Reference Paper ‘B’ and ‘C’ to the report submitted, be agreed for publication.

(see also Minute 494)

490 **LEADER'S ANNOUNCEMENTS**

The Leader welcomed Members to the meeting and wished everyone a happy new year. She reminded Members that the

meeting was being webcast.

The Leader referred to Simon Drinkwater's impending retirement and thanked him for his service to the Council.

491 MINUTES

RESOLVED – that the Minutes of the Executive meeting held on 1 December 2015, be approved as a correct record and signed by the Leader.

492 REVIEW OF EMPTY HOMES STRATEGY

The Executive Member for Health and Wellbeing submitted a report proposing the revised Empty Homes Strategy and Action Plan for the period 2016 – 2020. He sought to identify the targets and actions that could be achieved based on the current level of resource and the additional elements that could be targeted with increased resources.

The Executive Member referred to the targets achieved under the previous strategy with the resources currently available. He suggested that a target of 10 properties returned to use each year with two enforcement cases formally initiated could be achieved.

However, an additional Empty Homes Officer (0.5 FTE) and an increase in the Assistant Empty Homes Officer from 0.2 to 0.4 FTE would allow the target to be increased to 14 properties brought back to use each year with up to 4 enforcement cases formally initiated. As a two year trial to demonstrate the increase in properties brought back into use, the financial implication for this would be £21,400 per annum to be funded from the transformation reserve. The Executive Member advised that this sum would likely be offset by increased New Homes Bonus funding arising from the return of the empty properties.

The Executive approved the recommendation now detailed.

RESOLVED – that the revised Empty Homes Strategy

and Action Plan be approved with the increased resources as now detailed, to allow for the increased target and additional elements.

493 WAYTEMORE CASTLE IMPROVEMENT PROJECT HLF BID

The Executive Member for Environment and the Public Space submitted a report detailing the outcome of a bid that had been made for Heritage Lottery Funding for restoration and improvements to Waytemore Castle Gardens, Bishop's Stortford. The purpose of the project was to conserve and enhance the heritage of Waytemore Castle Gardens, including Sworders Field and improve the park facilities to provide a wider range of activities, events and opportunities for community involvement.

The Executive Member explained that, although the bid had been unsuccessful on this occasion, there was every reason to believe that a resubmitted bid in August 2016 would be successful. He thanked Officers for their efforts in the bid submission process.

The Executive approved the recommendations now detailed.

RESOLVED - that (A) the terms and conditions of the grant be accepted; and

(B) the proposals to fund the project be approved and submitted for inclusion in the Council's Capital Programme for 2017/18.

494 DISTRICT PLANNING EXECUTIVE PANEL: MINUTES - 17 DECEMBER 2015

RESOLVED – that the Minutes of the District Planning Executive Panel held on 17 December 2015 be received.

(see also Minutes 487 – 489)

495 TAXI CONVICTIONS POLICY

The Executive Member for Environment and the Public Space submitted a report reviewing the Taxi Licensing Conviction Policy following the findings of the Report of Inspection of Rotherham Council 2015 from the investigation into child sexual abuse. He explained that the policy update accompanied recent taxi licensing training for the Licensing Committee and was intended to ensure that the Council’s standards were set at an appropriate level and would stand up to external scrutiny.

In view of the Director of Neighbourhood Services’ impending retirement, it was suggested that the recommendation be amended to delegate authority to the Chief Executive instead. The revised policy would be subject to consultation with the taxi trade and unless there were substantial comments, the policy would be approved by the Chief Executive, in consultation with the Executive Member for Environment and the Public Space, for implementation without delay.

The Executive approved the recommendations as amended and now detailed.

RESOLVED - that (A) the Taxi Licensing Conviction Policy as now submitted, be approved in principle for the purposes of trade consultation; and

(B) subject to consultation, the final version of the policy in (A) above be approved by the Chief Executive, in consultation with the Executive Member for Environment and the Public Space, for implementation without delay.

The meeting closed at 7.19 pm

Chairman
Date

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MINUTES OF A MEETING OF THE
DEVELOPMENT MANAGEMENT
COMMITTEE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
WEDNESDAY 6 JANUARY 2016, AT 7.00
PM

PRESENT: Councillor D Andrews (Chairman).
Councillors M Allen, R Brunton, K Brush,
M Casey, M Freeman, J Goodeve, J Jones,
J Kaye, D Oldridge, P Ruffles and K Warnell.

ALSO PRESENT:

Councillors S Bull, J Cartwright, L Haysey,
P Moore and S Rutland-Barsby.

OFFICERS IN ATTENDANCE:

Paul Dean	- Principal Planning Enforcement Officer
Simon Drinkwater	- Director of Neighbourhood Services
Peter Mannings	- Democratic Services Officer
Kevin Steptoe	- Head of Planning and Building Control Services
Alison Young	- Development Manager

496 APOLOGY

An apology for absence was submitted on behalf of Councillor T Page. It was noted that Councillor J Goodeve was substituting for Councillor T Page.

497 CHAIRMAN'S ANNOUNCEMENTS

Members joined the Chairman and the Executive Member for Development Management and Council Support in thanking Simon Drinkwater for his many years of local government service and for his particular support to the Development Management Committee. Members wished him well in his retirement. Simon Drinkwater thanked Members for their support and wished everyone well for the future.

498 DECLARATIONS OF INTEREST

Councillor K Brush declared a disclosable pecuniary interest in application 3/15/2235/VAR, in that his partner lived in the other block of the development. He left the room whilst this matter was considered.

499 MINUTES – 9 DECEMBER 2015

RESOLVED – that the Minutes of the meeting held on 9 December 2015 be confirmed as a correct record and signed by the Chairman.

500 3/15/2235/VAR – REMOVAL OF CONDITION 14 (PROVISION OF ON-SITE CHILDREN'S PLAY AREA) OF PLANNING PERMISSION REF: 3/10/1147/FN (DEMOLITION OF EXISTING LIGHT INDUSTRIAL BUILDINGS AND CONSTRUCTION OF 182 NEW RESIDENTIAL UNITS) AND VARIATION OF SECTION 106 FOR FUNDING OF OFF-SITE PLAY PROVISION AT HARTHAM COMMON LAND AT MARSHGATE TRADING ESTATE, MARSHGATE DRIVE, HERTFORD, SG13 7AQ FOR WESTON HOMES PLC

The Director of Neighbourhood Services recommended that in respect of application 3/15/2235/VAR, subject to the variation of the Section 106 legal agreement, planning permission be granted subject to the conditions detailed in the report now submitted.

The Director summarised the application and detailed the

relevant planning history. Members were advised that the accepted separation distances between play space and residential development were not met in this case. The constrained nature of the site placed a limitation on the range of play facilities that could be provided.

The Director emphasised that the variation was for the necessary arrangements to facilitate the off-site provision of play facilities as part of a more formalised arrangement at Hartham Common. He stated that the sum of £8,935 referred to in the report was in addition to a similar amount included as part of the original application.

In response to a number of comments from the Committee, the Director stressed that there was never an expectation that one development would provide a full range of facilities that would serve a wider area. Members were reminded that in an appeal scenario, the planning inspectorate might not apply the same standards as the Local Planning Authority.

The Director concluded that the balance of the considerations centred on the proximity of play facilities and the longer term quality of such provision. He stated that should the application be approved there would be a landscaped green space. He also stated that there would be a scheme for maintenance of the green space in accordance with the previous application.

After being put to the meeting and a vote taken, the Committee accepted the recommendations of the Director of Neighbourhood Services as now submitted.

RESOLVED – that in respect of application 3/15/2235/VAR, subject to the variation of the Section 106 legal agreement, planning permission be granted subject to the conditions detailed in the report now submitted.

501 3/15/1690/FUL – EXTENSION TO WAREHOUSE AT FISHPOOLS WAREHOUSE, FOXHOLES BUSINESS PARK, JOHN TATE ROAD, HERTFORD, SG1 7DT FOR FISHPOOLS LTD

The Director of Neighbourhood Services recommended that in respect of application 3/15/1690/FUL, planning permission be granted subject to the conditions detailed in the report now submitted. Members were advised that there was no objection, in principle, to the application, as this was for an extension to an existing warehouse in a designated employment area.

The Director stated that the reduction in parking spaces to 70 complied with the adopted parking standards and Hertfordshire Highways had not objected to the proposed development. Officers considered that, on balance, the scheme was acceptable.

In response to a question from Councillor M Allen regarding the height of commercial buildings, the Director confirmed that there were no specific guidelines and the planning merits were individual to each application.

After being put to the meeting and a vote taken, the Committee accepted the recommendation of the Director of Neighbourhood Services as now submitted.

RESOLVED – that in respect of application 3/15/1690/FUL, planning permission be granted subject to the conditions detailed in the report now submitted.

502 3/15/1909/FUL – EXTENSION TO CAR PORT TO PROVIDE SINGLE STOREY RESIDENTIAL ANNEX AT 24 DRURY LANE, HUNSDON FOR MR A HILL AND MISS C PEACOCK

The Director of Neighbourhood Services recommended that in respect of application 3/15/1909/FUL, planning permission be granted subject to the conditions detailed in the report now submitted.

The Director summarised the details of the application and advised that Hunsdon was a Category 1 village where limited infilling was considered to be acceptable. Members were advised there would be no harm to heritage assets and Officers considered the scheme to be acceptable due to the low key and simple design of the proposed development.

After being put to the meeting and a vote taken, the Committee accepted the recommendation of the Director of Neighbourhood Services as now submitted.

RESOLVED – that in respect of application 3/15/1909/FUL, planning permission be granted subject to the conditions detailed in the report now submitted.

503 E/13/0293/A – UNAUTHORISED INSTALLATION OF EXTRACTOR FLUE ON A GRADE II LISTED BUILDING AT THE STRAW HAT, HARLOW ROAD, SAWBRIDGEWORTH

The Director of Neighbourhood Services recommended that in respect of the site relating to E/13/0293/A, enforcement action be authorised on the basis now detailed.

The Director responded to a number of questions from Members. After being put to the meeting and a vote taken, the Committee accepted the Director's recommendation for enforcement action to be authorised in respect of the site relating to E/13/0293/A on the basis now detailed.

RESOLVED – that in respect of E/13/0293/A, the Director of Neighbourhood Services, in conjunction with the Director of Finance and Support Services, be authorised to take enforcement action on the basis now detailed.

504 E/14/0229/B – UNAUTHORISED SEPARATE RESIDENTIAL USE OF ANNEX AT WATERBRIDGE, FROGMORE HILL, WATTON AT STONE, HERTS, SG14 3RR

The Director of Neighbourhood Services recommended that in respect of the site relating to E/14/0229/B, enforcement action be authorised on the basis now detailed. The Director set out the reasons why Officers were seeking authority for enforcement action.

After being put to the meeting and a vote taken, the Committee accepted the Director’s recommendation for enforcement action to be authorised in respect of the site relating to E/14/0229/B on the basis now detailed.

RESOLVED – that in respect of E/14/0229/B, the Director of Neighbourhood Services, in conjunction with the Director of Finance and Support Services, be authorised to take enforcement action on the basis now detailed.

505 ITEMS FOR REPORTING AND NOTING

RESOLVED – that the following reports be noted:

- (A) Appeals against refusal of planning permission / non-determination;
- (B) Planning Appeals lodged; and
- (C) Planning Statistics.

The meeting closed at 7.45 pm

Chairman
Date