

MINUTES OF A MEETING OF THE
EXECUTIVE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD
ON TUESDAY 1 MARCH 2005 AT
4.00 PM

PRESENT: Councillor M G Carver (Leader/Chairman).
Councillors M R Alexander, N Burdett, D Clark,
A P Jackson, T Milner and N C Poulton.

ALSO IN ATTENDANCE:

Councillors W Ashley, A L Burlton, J Demonti,
D A A Peek and M Wood.

OFFICERS IN ATTENDANCE:

Rachel Stopard	- Executive Director
Simon Drinkwater	- Assistant Director (Law and Control)
Martin Ibrahim	- Senior Democratic Services Officer
Lorraine Kirk	- Senior Communications Officer
Mary Orton	- Assistant Director (Policy and Performance)
Bryan Thomsett	- Head of Environmental Planning
David Tweedie	- Assistant Director (Financial Services)

617 APOLOGIES

Apologies for absence were submitted on behalf of
Councillors H G S Banks and R L Parker.

618 DECLARATIONS OF INTEREST

In response to a Member's query, the Assistant Director (Law and Control) advised that Executive Members, who were also members of the Development Control Committee, were not required to declare an interest in the matter referred at Minute 622 – Supporting People Strategy, in so far as it related to Hurst Close, Bishop's Stortford, which was subject of a planning application at the next Development Control Committee meeting. The consideration of the Supporting People Strategy related only to sheltered housing provision and was a separate decision to the planning matter to be considered by the Development Control Committee.

RECOMMENDED ITEMS

ACTION

619 LOCAL DEVELOPMENT SCHEME

The Leader submitted a report on the Local Development Scheme (LDS). This was an important new document required by the Planning and Compulsory Purchase Act 2004, which made a public statement of East Herts Council's programme for the production of forward planning documents. This included the Local Plan Second Review, currently in progress under the 'transitional arrangements', new Development Plan Documents (DPDs), which would eventually replace the Local Plan, and Supplementary Planning Documents (SPDs), which would eventually replace Supplementary Planning Guidance. The LDS would also provide a key point of reference for the local community and stakeholders to find out what documents the Council would be producing in order to plan for the future of East Herts.

In order to involve the community and stakeholders in the production of the LDS, Council undertook an informal consultation from September to November 2004. The responses received and how the Council

had used these comments to improve the LDS were set out in the Consultation Statement attached as Appendix 'A6' of the report now submitted. The Executive recommended that the Council's responses now detailed, be approved.

Council was currently progressing with the Local Plan Second Review under the 'transitional arrangements'. Following the end of the Local Plan Second Review Inquiry in 2006, Council would start producing the new Development Plan Documents. The LDS set out the timetable for the remaining stages of the Local Plan process up to its Adoption in 2007.

The Leader detailed the vast array of documents that would need to be produced to make up the Local Development Framework. Also, he referred to the Glossary within the report now submitted, which showed the relationship between the various documents within the Local Development Framework.

In response to a Member's question, the Leader referred to the officer time that would be involved in producing all of the required documents. He stated that the new planning regime would be more complicated and less accessible for the public. He did not envisage front-line services being affected, however, costs associated with planning policy work, were likely to increase.

An important component of the new system was the Statement of Community Involvement (SCI). This would be the first document to be produced and would set out the Council's policy for involving the community and stakeholders in the preparation and revision of Local Development Documents (LDDs), as well as Development Control consultation procedures. The SCI would undergo thorough consultation and examination.

In response to a Member's question on community involvement, officers advised that Government had issued a Good Practice Guide, which would enable the Council to build on existing processes.

The Executive agreed to recommend that the LDS be agreed for submission to the Secretary of State for approval.

RECOMMENDED – that (A) the representations submitted in respect of the draft Local Development Scheme (September 2004), as detailed at Appendix 'A6' to this report be received and considered, and the recommended Council responses be agreed;

(B) the Local Development Scheme (LDS), as detailed in Appendix 'B6' of this report, be approved for submission to the Secretary of State for approval, in March 2005; and **APP**

(C) once approved by the Secretary of State, the Local Development Scheme be published as the Council's timetable and programme for the production of planning documents required by the Planning and Compulsory Purchase Act 2004. **APP**

**620 JACKSON SQUARE, BISHOP'S STORTFORD
AFFORDABLE HOUSING PROVISION**

The Executive Members for Community and Finance submitted a joint report seeking approval for funding the provision of affordable housing at Jackson Square, Bishop's Stortford.

The Executive Member for Finance stated that the proposals now detailed would secure the provision of 60 units of affordable housing on the Jackson Square development in return for 100% nomination rights at

first letting and 75% thereafter.

The Executive Member detailed the funding proposal, which would provide for a tenure mix of 29 shared ownership and intermediate rental units and 31 rental units.

This capital grant of £370,000 would assist Paradigm Housing Association with the initial cost of acquiring the contract to supply the total 60 units but would be set against the 29 shared ownership and intermediate rental units. The association would seek the additional funding for the 31 rented units from The Housing Corporation. Should Paradigm's bid to The Housing Corporation be unsuccessful, then it was likely that the tenure mix on the rest of the site would be amended in favour of a switch of some or all of the rented units to shared ownership fixed equity. In the event that the bid to the Corporation failed, a further report outlining options for funding the shortfall or agreeing to change the tenure mix would be submitted to the Executive for consultation.

The Executive noted that the Capital Strategy Group had recommended this scheme, and that provision for this scheme could be made from within the capital programme.

The Executive supported the proposals as now detailed.

RECOMMENDED - that the allocation of £370k from the 2004/05 Capital Programme in respect of the funding of a proportion of the affordable housing provision at the Jackson Square project in Bishop's Stortford, be approved, subject to the completion of the site sale to Wilson Bowden and the acquisition of the Affordable Housing Site by Paradigm Housing Association.

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RESOLVED ITEMS

621 MINUTES

RESOLVED – that the Minutes of the Executive meeting held on 15 February 2005 be confirmed as a correct record and signed by the Leader.

622 SUPPORTING PEOPLE STRATEGY

The Deputy Leader of the Council submitted a report seeking the Executive's endorsement of the Supporting People Strategy for Hertfordshire 2005/10.

The Executive noted that the Supporting People programme was a central government funded, nationwide programme implemented on 1 April 2003, to deliver and monitor housing-related support. Previously, there had been two main sources of revenue funding; housing benefit and the Housing Corporation. The new regime had introduced a single central source, administered in two tier authority areas, by County Councils (Adult Care Services) and managed by county wide commissioning bodies consisting of District/Borough authorities, the County Council, Probation and the Health Authority/Primary Care Trusts. East Herts Council's representatives were the Deputy Leader and the Head of Housing and Community Planning.

The Strategy mapped out all the services provided through the Supporting People fund. The largest single client group, were elderly people living in sheltered housing schemes. In East Herts, the fund also provided for schemes for people with learning disabilities, mental health, young vulnerable people, victims of domestic violence, Vale House stabilisation move-on, homeless people in temporary accommodation and Papworth's home improvement and advice service.

The Strategy acknowledged that the central issue was how to best manage the provision of services in the context of a reduced overall budget. The budget cut across Hertfordshire for 2005/06, was £1.2m from £22.5m to £21.3m. The Commissioning Body had agreed that it would review all existing services to ensure best value for money was being achieved. New services would only be commissioned from within the existing budget, the implication being that new services would only be funded through existing service cost improvements or decommissioning.

The Executive noted the implications of this position for the East Herts area. Details were set out in the report now submitted.

The Executive endorsed the Strategy as now detailed.

RESOLVED – that the Hertfordshire Supporting People Strategy for 2005/10, be endorsed.

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623 STANSTED AREA HOUSING PARTNERSHIP

The Executive Member for Community submitted a report on an opportunity to secure an exclusive offer of capital match funding from the Stansted Area Housing Partnership (SAHP) for affordable housing on the Herts and Essex Hospital and Anchor Street sites, Bishop's Stortford, in return for participation in an innovative cross local authority boundary nominations arrangement.

The Executive recalled that, as a result of the permission granted by Uttlesford District Council to BAA Stansted to increase passenger throughput to 25million, the related s.106 agreement required BAA Stansted to provide £2.2million towards the funding of affordable housing within a ten mile radius of the airport. The SAHP had been established to maximise the benefit of this input. This partnership comprised the four local authorities with land within that ten mile radius: Uttlesford District Council, East

Herts Council, Braintree Council and Harlow Council, together with the Housing Corporation and, after a competitive selection process, two registered social landlords (RSLs), Anglia Housing Group and Moat Housing Society. The SAHP had drawn up a draft strategy that aspired to cover a ten-year period.

In addition to BAA Stansted's contribution, funding of the SAHP would be sourced from the Housing Corporation (£5million over first two years 2004/06), local authority capital contributions (to be established on a site by site basis), and private finance to be raised by the RSLs. It was noted that the Housing Corporation's input was ring fenced to the Partnership and represented additional resources to that already allocated through the mainstream allocations for 2004/06. The Housing Corporation had indicated its long-term commitment to the partnership as an example of best practice in sub regional co-operation. The Executive noted that, it was anticipated that in the near future, the Regional Housing Board would be making all new housing capital allocations at a sub regional level.

It was emphasised that only sites identified specifically by each of the four local authorities would be subject to the cross nomination rights. At present, only two section 106 sites in East Herts were identified: the Herts and Essex Hospital Site and Anchor Street – both in Bishop's Stortford. Other very substantial sites, such as, the Goods Yard site, Bishop's Stortford were not included. The Executive noted that only sites that were being developed by either Anglia or Moat would be considered for inclusion.

The Executive noted that the funding arrangements for these two sites were subject of a separate report (see Minute 624).

The Executive further noted the details of the nominations agreement, which were set out in the report now submitted. Due to the relative funding contributions of each partner, East Herts had negotiated a 60:40 nominations ratio.

The Executive approved the proposals as now detailed.

RESOLVED - that the BAA Stansted Area Partnership arrangements relating only to the funding of the Herts and Essex Hospital and Anchor Street sites, as set out in the report now submitted, be supported.

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624 HERTS AND ESSEX HOSPITAL AND ANCHOR STREET SITES – AFFORDABLE HOUSING PROVISION

The Executive Members for Community and Finance submitted a report seeking to secure the provision of 81 units of affordable housing on the Herts and Essex Hospital site, and a further 63 units of affordable housing on the Anchor Street site in Bishop's Stortford, in return for nomination rights to be established in relation to the decision on the subject of the Stansted Area Housing Partnership (see Minute 623).

The Executive recalled that, in July 2004, Council had agreed to underwrite an allocation of £2,724,960 capital grant to the Anglia Housing Group for the provision of 81 units of affordable housing on the Herts and Essex Hospital site, in return for 100% nomination rights to first lettings and 75% thereafter. The actual amount allocated to the scheme was dependent on the outcome of negotiations with the Housing Corporation and the BAA Stansted Local Authority Consortium (now known as BAA Stansted Area Housing Partnership (SAHP)).

Further negotiations had been held around the actual funding required for the hospital site, and officers met with Anglia Housing Group and suggested that East Herts Council should contribute the £2.75m for both the 81 units at the hospital site and a further 63 units at the Anchor Street site. Other negotiations had been commenced with GO-East, whereby a contribution of around £540,000 might be made available to assist in the funding for the hospital site. The Housing Corporation had also approached the

Council suggesting it might match fund or top up the shortfall.

It was proposed that the allocation, which had a profile spend of £2.18million by 31 March 2005 and the remaining £545,000 in 2005/06 set against the hospital site, be re-profiled. An allocation of £1,532,790 be made to Herts and Essex Hospital site at an overall allocation of £18,923.33 per unit, to be profiled as £1,226,232 (80% of the total representing the traditional proportions used by the Housing Corporation for Acquisition and Start on site), to be spent by 31 March 2005, and the remaining £306,558 in 2005/06. An allocation of £1,192,170 be made to the Anchor Street site at an overall allocation of £18,923.33 per unit, to be profiled as £953,736 (80% of the total representing the traditional proportions used by the Housing Corporation for Acquisition and Start on site), to be spent by 31 March 2005, with the remaining £238,434 in 2005/06.

The Executive noted the proposed tenure and accommodation mix on both sites, as detailed in the report now submitted.

It was anticipated that the shortfall in funding for both projects would be achieved through the efforts of Anglia Housing Group and were expected to be provided by other sources. East Herts Council would not be expected to fund either project any further. By extending the original allocation across two sites the Council had achieved much greater value for money and a greater volume of affordable housing, which met the local need as identified in the recent Housing Need Survey 2004, both in terms of tenure mix and accommodation mix.

The Executive approved the proposals as now detailed.

RESOLVED - that a revision in the funding profile for the affordable housing at Herts and Essex Hospital site to allow an option for re-allocating the approved funding for this site of £2.75million, from within the capital programme 2005/06, to include the affordable

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housing on the Anchor Street site in Bishop's Stortford, be approved, subject to approval of the proposals relating to the Stansted Area Housing Partnership (see Minute 623).

625 FORWARD PLAN – APRIL 2005

The Executive Member for Corporate Facilities submitted a report seeking approval for the publication of the Forward Plan for the period April - July 2005.

The Executive agreed that the Forward Plan, as now detailed, be approved.

RESOLVED - that the Forward Plan for April - July 2005, as set out at Appendix 'A' to these Minutes, be approved for publication.

ALC

The meeting closed at 4.49 pm

Chairman
Date



Forward Plan

Published for April 2005

**FORWARD PLAN
(Council and Executive)**

No	Subject	Decision Maker (Date)	Consultation (who will be consulted and by what method)	Contact Executive Member	Contact Lead Officer
1.	Best Value Health and Living Support Receipt of Final Report	Executive – 26 April 2005	Performance Scrutiny Committee – 5 April 2005	Cllr Tony Jackson	Mary Orton
2.	Best Value Development Control Receipt of final report	Executive – 26 April 2005	Performance Scrutiny Committee – 8 March 2005 Development Control Committee – 20 January 2005	Cllr Tony Jackson	Mary Orton
3.	Bury Green Farm Development Brief Report on responses to consultation	Council – 20 April 2005 on recommendation from Executive – 29 March 2005	Executive on 14 September 2004 agreed the draft brief for the purposes of consultation.	Cllr Mike Carver	Neal Hodgson

No	Subject	Decision Maker (Date)	Consultation (who will be consulted and by what method)	Contact Executive Member	Contact Lead Officer
4.	Community Safety Strategy	Council – 20 April 2005 on recommendation from Executive – 29 March 2005	Responsible Authorities Group, Community Safety Partnership, Local Strategic Partnership, Policy Scrutiny Committee	Cllr Hedley Banks	Mary Orton
5.	Food Safety Service Plan	Council – June 2005 on recommendation from Executive		Executive Member for Corporate Facilities	Neal Hodgson
6.	Best Value Performance Plan	Council – June 2005 on recommendation from Executive – June 2005	Performance Scrutiny Committee – 25 May 2005	Executive Member for Finance	Mary Orton
7.	Housing Options Service Policies and Protocols	Executive – 26 April 2005	Registered Social Landlords	Cllr Bob Parker	Mary Orton

No	Subject	Decision Maker (Date)	Consultation (who will be consulted and by what method)	Contact Executive Member	Contact Lead Officer
8.	Health and Safety Service Plan	Council – July 2005 on recommendation from Executive		Executive Member for Corporate Facilities	Neal Hodgson

SCRUTINY WORK PROGRAMME

No.	Subject	Committee (Date)	Contact Member	Relevant Portfolio Holder	Support Officer
1.	Performance Indicators Quarterly Monitoring report (January – March 2005)	Performance Scrutiny – May 2005	Cllr Diane Hollebon	Executive Member for Corporate Facilities	Mary Orton

No.	Subject	Committee (Date)	Contact Member	Relevant Portfolio Holder	Support Officer
2.	Best Value Review Action Plans Monitoring (October 2004 – March 2005)	Performance Scrutiny Committee – May 2005	Cllr Diane Hollebon	Executive Member for Finance	Mary Orton
3.	Comprehensive Performance Assessment Improvement Plan Progress report (October 2004 – March 2005)	Performance Scrutiny – May 2005	Cllr Diane Hollebon	Cllr Mike Carver	Rachel Stopard
4.	Internal Audit Additional activity in 2004/05 (October 2004 – March 2005)	Performance Scrutiny – May 2005	Cllr Diane Hollebon	Executive Member for Corporate Facilities	
5.	2005/06 Audit Plan and Three Year Strategic Plan	Performance Scrutiny – May 2005	Cllr Diane Hollebon	Executive Member for Corporate Facilities	Mary Orton

No.	Subject	Committee (Date)	Contact Member	Relevant Portfolio Holder	Support Officer
6.	Empty Homes Presentation	Performance Scrutiny – 5 April 2005	Cllr Diane Hollebon	Cllr Malcolm Alexander	
7.	Best Value Performance Plan – Text and 2004/05 Outturn	Performance Scrutiny – May 2005	Cllr Diane Hollebon	Executive Member for Finance	Mary Orton