

MINUTES OF A MEETING OF THE
EXECUTIVE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD
ON TUESDAY 21 JUNE 2005 AT
4.00 PM

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

ALSO IN ATTENDANCE:

Councillors H G S Banks, J Demonti,
M P A McMullen, P A Ruffles, J D Thornton,
J P Warren, M Wood.

OFFICERS IN ATTENDANCE:

Simon Drinkwater	- Acting Executive Director
Simon Chancellor	- Head of Accountancy Services
Tracy Ferguson	- Head of Environmental Health
Paul Harris	- Head of Direct Services
Declan Hoare	- Interim Assistant Director (Direct and Contract Services)
Neal Hodgson	- Director of Regulatory Services
Martin Ibrahim	- Senior Democratic Services Officer
Lorraine Kirk	- Senior Communications Officer
Mary Orton	- Director of Policy and Performance
Bernard Perry	- Director of Direct and Contract Services
Claire Sime	- Development Plans Manager

- | | |
|-------------|---|
| Jan Spong | - Head of Community Protection |
| Paul Thomas | - Environmental Health Manager (Commercial) |

102 APOLOGY

An apology for absence was submitted on behalf of Councillor R L Parker.

103 LEADER'S ANNOUNCEMENTS

The Leader referred to the additional report that had been circulated on a supplementary agenda relating to car parking arrangements, which he had agreed to accept onto the agenda as an urgent matter, in order to facilitate amendments to the operational arrangements without undue delay.

He also drew attention to additional papers that had been tabled in respect of open space standards within the Local Plan and completed information in respect of the Best Value Performance Plan. These papers contained information that was not available at the time the agenda was despatched.

The Leader also referred to the recent issue of the Examination in Public papers for the East of England Plan. He commented that representations would be made by the Council.

Finally, the Leader informed Members that Councillor T K H Robertson had resigned from the Authority due to personal health reasons.

RECOMMENDED ITEMS**ACTION****104 PARISH BOUNDARY CHANGE:
BUNTINGFORD/ASPENDEN**

The Executive Member for Public Engagement submitted a report outlining a request that had been received from Buntingford Town Council for a change to part of the existing boundary between the parishes of Buntingford and Aspenden.

The Executive Member detailed the statutory framework in which a District Council could review a part of its area and recommend a change to parish boundaries. He also advised on the reasons for the request which were:

- The area under consideration was on the extreme north eastern boundary of Aspenden Parish and had no impact on their environs.
- The area was immediately adjacent to the settlement boundary of Buntingford and had a direct impact on the visual amenities of the Town.
- The recent development had been named "The Buntingford Business Park" and would appear logical to be within the Buntingford boundary.
- The area also contained the original Buntingford Water Pumping Station which was of historical interest to the Town but of little, if any, to Aspenden.

ACTION

The Executive Member outlined the factors that would need to be taken into consideration if the Council agreed to the request. Also, he referred to Government guidance which advised that boundaries should be easily identifiable. The costs of a review were anticipated to be in the region of £2,500.

The Executive Member stated that he had considered the issues and had concluded that there would be no tangible benefits to residents, Buntingford Town Council, Aspenden Parish Council or East Herts Council. He had concluded that the A10 formed a natural boundary and, therefore, recommended that the request be refused.

The Executive supported the recommendation as now detailed.

RECOMMENDED - that the request detailed in the report now submitted by Buntingford Town Council for a parish boundary review, be refused.

DCG

105 FOOD SAFETY SERVICE PLAN FOR 2004/05 REVIEW AND FOOD SAFETY SERVICE PLAN FOR 2005/06

The Executive Member for Community Safety submitted a report on the Food Safety Service Plan for 2004/2005, which contained details for each of the food service activities undertaken by the Environmental Health Service. She also submitted the proposed Food Safety Service Plan for 2005/6 for approval.

The Executive Member stated that despite continued high levels of reactive work, such as complaints, requests for service, accident notifications, licensing, etc, the various actions specified within the Food Safety Service Plan for 2004/5 had been achieved. This included achieving 95% of high risk food

ACTION

premises inspections and 84% for other lower risk food premises inspections. The Food Safety Service had been well managed during 2004/5, ensuring that resources were directed towards areas of most risk and which afforded maximum public protection. Therefore, no action plan was required.

The proposed Food Safety Service Plan 2005/6, contained details of all relevant activities planned for 2005/6, and was set out in the report now submitted.

Members commented that the staff involved should be commended for their efforts in achieving such good performance.

The Executive supported recommendations as now detailed.

RECOMMENDED - that (A) the review of the Food Safety Service Plan 2004/5 and the Food Safety Service Plan for 2005/6, an now submitted, be approved, and

DRS

(B) the inspection targets of 95% for high risk food premises inspections and 84% for other lower risk food premises inspections having regard for Appendix 'B7' of the report now submitted within the 2005/2006 service plan be approved.

DRS

**106 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 3 (HOUSING) – RESPONSES TO THE RE-
DEPOSIT CONSULTATION AND PRE-INQUIRY
CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 3 (Housing) – Responses to the Re-Deposit Consultation and Pre-

ACTION**Inquiry Changes.**

RECOMMENDED - that (A) the representations submitted in respect of Chapter 3 (Housing) of the East Hertfordshire Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendix 'A5' to the report now submitted, be received and considered;

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'A5' to the report now submitted, be agreed, subject to the minor typographical errors being corrected; and

DPP

(C) the Pre-Inquiry changes relating to Chapter 3 (Housing), as detailed at Appendices 'B5 and 'C5' to the report now submitted, be agreed.

DPP

**107 EAST HERTS LOCAL PLAN SECOND REVIEW:
APPENDIX 1a (HOUSING STRATEGY BACKGROUND) -
RESPONSES TO THE RE-DEPOSIT CONSULTATION**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Appendix 1a (Housing Strategy Background) – Responses to the Re-Deposit Consultation.

RECOMMENDED - that (A) the representations submitted in respect of Appendix 1a (Housing Strategy Background) of the East Hertfordshire Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendix 'A6' to the report now submitted, be received and considered; and

DPP

ACTION

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'A6' to the report now submitted, be agreed.

DPP

**108 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 7 (SHOPPING AND TOWN CENTRES) -
RESPONSES TO THE RE-DEPOSIT CONSULTATION
AND PRE-INQUIRY CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 7 (Shopping and Town Centres) – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes.

RECOMMENDED - that (A) the representations submitted in respect of Chapter 7 (Shopping and Town Centres) of the East Herts Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendix 'A7' to the report now submitted, be received and considered;

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'A7' to the report now submitted, be agreed, subject to the minor typographical errors being corrected; and

DPP

(C) the Pre-Inquiry changes relating to Chapter 7 (Shopping and Town Centres), as detailed at Appendices 'B7' and 'C7' to the report now submitted, be agreed.

DPP

ACTION

**109 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 8 (ENVIRONMENT AND DESIGN) -
RESPONSES TO THE RE-DEPOSIT CONSULTATION
AND PRE-INQUIRY CHANGES IN RESPECT
OF SCOUT HUT, SPRINGHALL ROAD**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 8 (Environment and Design) – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes in respect of Scout Hut, Springhall Road.

RECOMMENDED - that (A) the representations submitted in respect of Chapter 8 (Environment and Design) of the East Herts Local Plan Second Review Re-Deposit version (November 2004), in relation to land adjoining the Scout Hut on Springhall Road in Sawbridgeworth, as detailed at Appendix ‘A8’ to the report now submitted, be received and considered; and

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix ‘A8’ to the report now submitted, be agreed.

DPP

**110 EAST HERTS COUNCIL PPG17 AUDIT AND
ASSESSMENT OF THE DISTRICT (MAY 2005)**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of East Herts Council PPG17 Audit and Assessment of the District (May 2005).

ACTION

Councillor M Wood commented that the proposed standards for amenity green space and children's play areas were well below the national standards. He referred to areas of the District, particularly in his ward, where there was a huge deficit that would not be addressed by section 106 agreements, as there were no forthcoming developments. He also drew attention to the lack of community access to outdoor facilities managed by some schools.

The Leader acknowledged that there was a deficit in some parts of the District. However, he stated that the national standard could not be applied to every specific area within such a large, mainly rural, District. The proposed standard would act as a benchmark and could be reappraised as part of the Local Development Framework process. In respect of community access to schools' facilities, he referred to the role of the Local Strategic Partnership in encouraging greater community spirit.

RECOMMENDED - that the PPG17 audit and assessment of the District (May 2005), carried out on behalf of the Council by PMP, should be approved and published, as a technical study for the purpose of informing the Local Plan Second Review process and future decisions regarding open space, sport and recreation in the District.

DPP

**111 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 10 (LEISURE, RECREATION AND
COMMUNITY FACILITIES) - RESPONSES TO THE RE-
DEPOSIT CONSULTATION AND PRE-INQUIRY
CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 10 (Leisure, Recreation and Community Facilities) – Responses to

ACTION

the Re-Deposit Consultation and Pre-Inquiry Changes.

RECOMMENDED - that (A) the representations submitted in respect of Chapter 10 (Leisure, Recreation and Community Facilities) of the East Hertfordshire Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendix 'A10' to the report now submitted, be received and considered; **DPP**

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'A10' to the report now submitted, be agreed, and **DPP**

(C) the Pre-Inquiry changes relating to Chapter 10 (Leisure, Recreation and Community Facilities), as detailed at Appendices 'B10', 'C10' and 'D10' to the report now submitted, be agreed, subject to the minor typographical errors being corrected. **DPP**

**112 EAST HERTS LOCAL PLAN SECOND REVIEW:
APPENDIX IV (RECREATIONAL REQUIREMENTS IN
NEW RESIDENTIAL DEVELOPMENT) – RESPONSES
TO THE RE-DEPOSIT CONSULTATION AND PRE-
INQUIRY CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Appendix IV (Recreational Requirements in New Residential Development) – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes.

ACTION

RECOMMENDED - that (A) the representations submitted in respect of Appendix IV (Recreational Requirements in New Residential Development) of the East Herts Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendix 'A11' to the report now submitted, be received and considered;

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'A11' to the report now submitted, be agreed; and

DPP

(C) the Pre-Inquiry changes relating to Appendix IV (Recreational Requirements in New Residential Development), as detailed at Appendices 'B11' and 'C11' to the report now submitted (as now amended), be agreed for consultation.

DPP

**113 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 11 (BISHOP'S STORTFORD) - RESPONSES
TO THE RE-DEPOSIT CONSULTATION AND PRE-
INQUIRY CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 11 (Bishop's Stortford) – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes.

RECOMMENDED - that (A) the Summary of Appraisal of Potential Housing Sites in Bishop's Stortford, together with the representations submitted in respect of Chapter 11 (Bishop's Stortford) of the East Herts Local Plan Second Review Re-Deposit Version (November 2004), as detailed at

DPP

ACTION

Appendices 'A12' and 'B12' respectively to the report now submitted, be received and considered;

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'B12' to the report now submitted, be agreed; and

DPP

(C) the Pre-Inquiry changes relating to Chapter 11 (Bishop's Stortford), as detailed at Appendices 'C12' and 'D12' to the report now submitted, be agreed, subject to the minor typographical errors being corrected and standardised wording to stress the nature conservation element of protecting local rivers.

DPP

**114 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 12 (HERTFORD) - RESPONSES TO THE RE-
DEPOSIT - CONSULTATION AND PRE-INQUIRY
CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 12 (Hertford) – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes.

RECOMMENDED - that (A) the Summary of Appraisal of Potential Housing Sites in Hertford, together with the representations submitted in respect of Chapter 12 (Hertford) of the East Herts Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendices 'A13' and 'B13' respectively to the report now submitted, be received and considered;

ACTION

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'B13' to the report now submitted, be agreed; and

(C) the Pre-Inquiry changes relating to Chapter 12 (Hertford), as detailed at Appendices 'C13' and 'D13' to the report now submitted, be agreed, subject to the minor typographical errors being corrected and standardised wording to stress the nature conservation element of protecting local rivers.

**115 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 13 (WARE) - RESPONSES TO THE RE-
DEPOSIT CONSULTATION AND PRE-INQUIRY
CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 13 (Ware) – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes.

RECOMMENDED - that (A) the Summary of Appraisal of Potential Housing Sites in Ware, together with the representations submitted in respect of Chapter 13 (Ware) of the East Herts Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendices 'A14' and 'B14' respectively to the report now submitted, be received and considered;

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'B14' to the report now submitted, be agreed; and

DPP

ACTION

(C) the Pre-Inquiry changes relating to Chapter 13 (Ware), as detailed at Appendices 'C14', 'D14' and 'E14' to the report now submitted, be agreed, subject to the minor typographical errors being corrected and standardised wording to stress the nature conservation element of protecting local rivers.

DPP

**116 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 14 (SAWBRIDGEWORTH) - RESPONSES
TO THE RE-DEPOSIT - CONSULTATION AND PRE-
INQUIRY CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 14 (Sawbridgeworth) – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes.

RECOMMENDED - that (A) the Summary of Appraisal of Potential Housing Sites in Sawbridgeworth, together with the representations submitted in respect of Chapter 14 (Sawbridgeworth) of the East Herts Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendices 'A15' and 'B15' respectively to the report now submitted, be received and considered;

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'B15' to the report now submitted, be agreed; and

DPP

(C) the Pre-Inquiry changes relating to Chapter 14 (Sawbridgeworth), as detailed at Appendices 'C15' and 'D15' to the report now submitted, be agreed.

DPP

ACTION

**117 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 15 (STANSTEAD ABBOTTS AND ST
MARGARETS) - RESPONSES TO THE RE-DEPOSIT
CONSULTATION**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 15 (Stanstead Abbots and St Margarets) – Responses to the Re-Deposit Consultation.

RECOMMENDED - that (A) the Summary of Appraisal of Potential Housing Sites in Stanstead Abbots and St Margarets, together with the representations submitted in respect of Chapter 15 (Stanstead Abbots and St Margarets) of the East Herts Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendices 'A16' and 'B16' respectively to the report now submitted, be received and considered, subject to the minor typographical errors being corrected and standardised wording to stress the nature conservation element of protecting local rivers, and

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'B16' to the report now submitted, be agreed.

DPP

**118 EAST HERTS LOCAL PLAN SECOND REVIEW:
CHAPTER 16 (BUNTINGFORD) - RESPONSES TO THE
RE-DEPOSIT CONSULTATION**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 16

ACTION**(Buntingford) – Responses to the Re-Deposit Consultation.**

RECOMMENDED - that (A) the Summary of Appraisal of Potential Housing Sites in Buntingford, together with the representations submitted in respect of Chapter 16 (Buntingford) of the East Herts Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendices 'A17' and 'B17' respectively to the report now submitted, be received and considered, subject to standardised wording to stress the nature conservation element of protecting local rivers, and

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'B17' to the report now submitted, be agreed.

DPP

119 EAST HERTS LOCAL PLAN SECOND REVIEW: CHAPTER 17 (OTHER SETTLEMENTS – THE VILLAGES) - RESPONSES TO THE RE-DEPOSIT CONSULTATION AND PRE-INQUIRY CHANGES

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 17 (Other Settlements – The Villages) – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes.

RECOMMENDED - that (A) the Summary of Appraisal of Potential Housing Sites in the Villages, together with the representations submitted in respect of Chapter 17 (Other Settlements – The Villages) of the East Herts Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendices 'A17' and 'B17' respectively to the report now

DPP

ACTION

submitted, be received and considered;

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'B18' to the report now submitted, be agreed; and

DPP

(C) the Pre-Inquiry changes relating to Chapter 17 (Other Settlements – The Villages), as detailed at Appendices 'C18' and 'D18' to the report now submitted, be agreed.

DPP

**120 EAST HERTS LOCAL PLAN SECOND REVIEW:
APPENDIX I (VEHICLE PARKING STANDARDS) -
RESPONSES TO THE RE-DEPOSIT CONSULTATION
- FURTHER REPORT**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Appendix I (Vehicle Parking Standards) – Responses to the Re-Deposit Consultation – Further Report.

RECOMMENDED - that (A) the representation submitted in respect of Appendix I (Vehicle parking Standards) of the East Herts Local Plan Second Review Re-Deposit version (November 2004, as detailed at Appendix 'A19' to the report now submitted, be received and considered; and

DPP

(B) the Officer comments made in response to the representation referred to in (A) above, as detailed in Appendix 'A19' to the report now submitted, be agreed.

DPP

ACTION

**121 EAST HERTS LOCAL PLAN SECOND REVIEW:
APPENDIX V (GLOSSARY) - RESPONSES TO THE RE-
DEPOSIT CONSULTATION AND PRE-INQUIRY
CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Appendix V (Glossary) – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes.

RECOMMENDED - that (A) the representations submitted in respect of Appendix V (Glossary) of the East Hertfordshire Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendix ‘A20’ of the report now submitted, be received and considered;

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix ‘A20’ to the report now submitted, be agreed, and

DPP

(C) the Pre-Inquiry changes relating to Appendix V (Glossary), as detailed at Appendices ‘B20’ and ‘C20’ to the report now submitted, be agreed, subject to the minor typographical errors being corrected.

DPP

**122 EAST HERTS LOCAL PLAN SECOND REVIEW:
PROPOSALS MAPS - RESPONSES TO THE RE-
DEPOSIT CONSULTATION AND PRE-INQUIRY
CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Proposals Maps – Responses to the Re-Deposit Consultation and Pre-

ACTION**Inquiry Changes.**

RECOMMENDED - that (A) the representations submitted in respect of the East Hertfordshire Local Plan Second Review Re-Deposit Version (November 2004) Proposal Map, as detailed at Appendix 'A21' of the report now submitted, be received and considered;

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'A21' to the report now submitted, be agreed, and

DPP

(C) the Pre-Inquiry changes relating to the Proposals Map, as detailed at Appendices 'B21' and 'C21' to the report now submitted, be agreed.

DPP

**123 EAST HERTS LOCAL PLAN SECOND REVIEW:
MISCELLANEOUS - RESPONSES TO THE RE-
DEPOSIT CONSULTATION**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Miscellaneous – Responses to the Re-Deposit Consultation.

RECOMMENDED - that (A) the miscellaneous representations submitted in respect of the East Herts Local Plan Second Review Re-Deposit version (November 2004), as detailed at Appendix 'A22' to the report now submitted, be received and considered; and

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix 'A22' to the report now submitted, be agreed.

DPP

ACTION

**124 EAST HERTS LOCAL PLAN SECOND REVIEW:
SUSTAINABILITY REPORT - RESPONSES TO THE RE-
DEPOSIT CONSULTATION AND PRE-INQUIRY
CHANGES**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Sustainability Report – Responses to the Re-Deposit Consultation and Pre-Inquiry Changes.

RECOMMENDED - that (A) the representations submitted in respect of the Sustainability Appraisal of the East Herts Local Plan Second Review Re-Deposit version (November 2004), as detailed at Appendix ‘A23’ to the report now submitted, be received and considered; and

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix ‘A23’ to the report now submitted, be agreed.

DPP

**125 EAST HERTS LOCAL PLAN SECOND REVIEW:
HANDLING OMISSION SITES IN TRANSITIONAL
PLANS**

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Handling Omission Sites in Transitional Plans.

RECOMMENDED - that (A) the ODPM guidance on handling omission sites in Plans being prepared under the transitional arrangements, as detailed in Appendix ‘A24’ of the report now submitted, be noted, and

DPP

ACTION

(B) the list of omission sites attached at Appendix 'B24' of the report now submitted (as amended) be agreed for the purpose of public consultation for a six week period, in accordance with advice from the ODPM.

DPP

126 EAST HERTS LOCAL PLAN – SECOND REVIEW – CHAPTER 18 – (IMPLEMENTATION) – RESPONSES TO THE RE-DEPOSIT CONSULTATION – FURTHER REPORT

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East Herts Local Plan Second Review: Chapter 18 – (Implementation) – Responses to the Re-Deposit Consultation – Further Report.

RECOMMENDED - that (A) the further representation submitted in respect of Chapter 18 (Implementation) of the East Hertfordshire Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendix 'A25' to the report now submitted, be received and considered, and

DPP

(B) the Officer comments made in response to the representation referred to in (A) above, as detailed in Appendix 'A25' to the report now submitted, be agreed.

DPP

127 EAST HERTS LOCAL PLAN – SECOND REVIEW – CHAPTER 8 – (ENVIRONMENT AND DESIGN) – RESPONSES TO THE RE-DEPOSIT CONSULTATION – FURTHER REPORT

The Executive received and supported the recommendations of the Local Plan Executive Panel meeting held on 7 June 2005, in respect of the East

ACTION

Herts Local Plan Second Review: Chapter 8 – (Environment and Design) – Responses to the Re-Deposit Consultation – Further Report.

RECOMMENDED - that (A) the further representations submitted in respect of Chapter 8 (Environment and Design) of the East Hertfordshire Local Plan Second Review Re-Deposit Version (November 2004), as detailed at Appendix ‘A26’ to the report now submitted, be received and considered, and

DPP

(B) the Officer comments made in response to the representations referred to in (A) above, as detailed in Appendix ‘A26’ to the report now submitted, be agreed.

DPP

128 BEST VALUE PERFORMANCE PLAN 2005

The Executive Member for Finance submitted a report which introduced the Best Value Performance Plan for 2005. This was a statutory plan that had to be published by the end of June each year.

He presented the proposed draft text for the 2005 Best Value Performance Plan and the current outturn position for 2004/05, and detailed the production and distribution arrangements. In addition to the statutory information, it was proposed that information on the following was provided to give a further overview and context:

- **The community and the Council’s priorities;**
- **Performance management;**
- **East Herts Council’s priorities; and**
- **CPA, Best Value and External Inspection.**

ACTION

The Executive noted that the production of this statutory document was, inevitably, a complex process. In previous years, last minute guidance from the Government and the Council's external auditor had led to changes having to be made to the text and information presented, right up to the deadline for printing. Therefore, it was recommended that the Executive Director (Head of Paid Service) be authorised to publish the Best Value Performance Plan by the Government deadline of 30 June 2005, and to make any additional changes to the text appended to the report now submitted, as required, to satisfy Government and audit requirements.

The Executive Member also referred to the additional papers that had been tabled, which provided information that had not been available at the time of the despatch of the agenda.

The Executive supported the recommendations as now detailed.

RECOMMENDED - that (A) the proposed format and content of the Best Value Performance Plan for 2005, as detailed in the report now submitted, be approved, and

DPP

(B) the Executive Director (Head of Paid Service) be authorised to publish the Best Value Performance Plan by the Government deadline of 30 June 2005, and to make any additional changes to the text appended to the report now submitted, as required, to satisfy Government and audit requirements.

ED(HPS)

129 **CASTLE HALL DEVELOPMENT PROPOSALS**

The Executive Member for Community Development submitted a report outlining a choice of potential development opportunities designed to enhance the

ACTION

effectiveness of Castle Hall and to improve its budgetary position. He also recommended that management of these development opportunities be market tested.

The Executive noted that Members had asked Officers to look at Castle Hall and consider how it could become a facility which more people would want to go to and enjoy the performing and visual arts, whilst maintaining its links with current theatre and musical providers. They had also requested that these proposals should also look at reducing the cost to existing council taxpayers. Members had expressed a desire to move Castle Hall from a Civic Hall for hire to a vibrant venue for the arts, increasing its use for the performing and visual arts and improving its access as a community resource. They wished it to develop an identity as a centre of excellence for professional theatrical and musical companies and actively support amateur productions and local and emerging talent in order to promote an attractive and diverse programme of events.

The Executive noted that the report brought together the findings from a number of sources, including the review commissioned from Arts Marketing East, Ovation Productions, Bluefin Marketing, previous Member reviews relating to Castle Hall, financial analysis of recent performance, consultation with booking agents and a comparison undertaken with other venues.

The development proposals, which had been identified, were as follows:-

- Adoption of an artistic policy;
- more flexibility of the venue by introducing rake seating and projection equipment; and

ACTION

- **opportunities to expand provision and related service areas.**

In respect of the Artistic Policy, a Member referred to the local desire for a cinema and suggested that the policy be amended to reflect this. The Executive supported the proposed policy as amended.

As far as the flexibility of the venue was concerned, it was proposed that rake seating be introduced, in order that expanded provision in programming could be pursued. Approximate costings indicated that £150,000 would be required to fund this provision.

It was also proposed that improved projection equipment, at an estimated cost of £7,000, be provided. This would facilitate the marketing of the venue as a conference or seminar facility. The same equipment could also be used for a limited cinema programme.

In respect of opportunities to expand provision and related service provision, the Executive noted the potential in the areas of food and beverages and cinema provision. The options for developing these areas were set out in the report now submitted, as a framework to form part of a wider market test of the facility as a whole. This market test would identify experienced commercial partners who would be able to identify options they would be prepared to support both in capital and revenue terms.

Other issues that had been identified included:

- **One Stop Shop/Welcome facility**
- **Foyer redesign**
- **Accessibility**

ACTION

- **Services for Deaf and Hearing impaired users**
- **Priority programming**
- **Christmas productions**
- **Hosting**
- **Resident Theatre Company**
- **Youth Theatre or Theatre School**
- **Food and beverages**
- **Film screening**

The opportunities to expand provision and related service areas in the above areas implied significant potential capital and revenue investment in the Castle Hall venue. Although the developments proposed were underpinned significantly by external reviews of the service, it was difficult to develop a compelling and robust business case for such a high level of investment without the robust market information that would clearly identify the risks and benefits to which the Council would be exposed. Therefore, it was recommended that an open two stage market testing exercise be initiated, to identify commercial partners and to examine the options for the development of Castle Hall in design and programming terms. Details of this process and timetable were set out in the report now submitted.

The Executive also considered various charging issues, as detailed in the report now submitted. It was recommended that, pending the market test exercise, the charging arrangements for Castle Hall be reviewed by introducing two sets of hire charges for Castle Hall; for charity and not for profit organisations which reflected the Council's priorities

ACTION

attracting a non-commercial rate; and, all other uses a Commercial Rate. A policy on such charges would need to be submitted and agreed by Council as part of the budget setting process.

In advance of the longer-term proposal outlined in the report now submitted, it was proposed that a new marketing strategy should be developed and implemented immediately. The primary objective of this strategy would be to enhance the financial viability of the facility with specific objectives of increasing footfall by 10% and revenue by 23%. Details of the proposed strategy were set out in the report now submitted. Work to develop this strategy would be led by a corporate partnership of Leisure and Communications professionals and would also draw on the experience and existing knowledge of private sector marketing companies. It was not anticipated that there would be additional costs for the new approach, as it would be delivered through a more effective use of existing marketing resources.

The Executive noted the significant interest in the venue amongst a number of Members. Therefore, it was proposed that a Member and Officer Working Party be convened to consider the policy details and the implementation of the proposals, reporting to Policy Development Scrutiny Committee and the Executive.

A Member commented that in order to allay the fears of existing users, regular information on the timetabling of possible works would need to be provided. The Executive accepted this comment and agreed that the Working Party would need to take this comment on board.

The Executive supported the recommendations as now detailed.

ACTION

- | | |
|--|----------------------|
| <u>RECOMMENDED</u> - that (A) the artistic policy set out in the Appendix to the report now submitted, as amended, be adopted, | DDCS |
| (B) a sum of £157,000 be included in the Council's Capital Programme for rake seating and projection equipment subject to a business case report to Capital Strategy Group for final decision by the Executive, | DDCS/DR |
| (C) a consultant be commissioned for a sum of up to £25,000 to: | DDCS |
| <p style="padding-left: 40px;">(1) seek proposals from the market on options for the future development and management of Castle Hall, including the venue design, production programming hosting and resident theatre company, food and beverages and film screening, and</p> <p style="padding-left: 40px;">(2) develop and manage a procurement process to achieve the most effective and efficient future development of Castle Hall as set out in the report now submitted,</p> | |
| (D) the charging structure for the hire of Castle Hall be streamlined by introducing Commercial and Non Commercial rates for community not for profit organisations which reflect the Council's priorities, | DDCS |
| (E) a marketing strategy, in order to enhance the financial viability of the facility in the short term, be established and implemented, | DDCS/
DOD |
| (F) in order to involve Members in the development of these proposals, a Member and Officer Working Party be convened to consider | DDCS/
DCG |

ACTION

the policy details and the implementation of the proposals, reporting to Policy Development Scrutiny Committee and the Executive.

130 IMPLEMENTATION OF PARK AND RIDE FOR SHOPPERS IN BISHOP'S STORTFORD AND AMENDMENT TO THE PARKING PLACES ORDER FOR NORTHGATE END, LINK ROAD AND CROWN TERRACE

The Executive Member for Community Development submitted a report informing Members of the progress made in extending the Business Park and Ride facility to allow shoppers to use the service to access Bishop's Stortford Town Centre, and to allow short stay parking on Saturdays in three long stay car parks. The proposals attempted to respond to requests from local traders, the Town Centre Management Board, the Chamber of Commerce and the local MP.

The Executive recalled that the business park and ride at Woodside, Bishop's Stortford had opened in January 2005 and users had to be in possession of a season ticket (minimum one month), available to purchase from East Herts Council offices in Bishop's Stortford. Subsequently, Development Control Committee had approved Saturday parking from 7am to 7pm and a service for four weeks leading up to Christmas for shoppers. The Development Control Committee, at its meeting held on 25 May 2005, had agreed a variation to allow the park and ride service to operate for shoppers, Monday to Friday.

It was proposed that the park and ride arrangements be altered to allow shoppers to use the service as now permitted by the latest variation to the planning permission.

ACTION

In addition, Officers were also requesting authorisation to publicise an amendment to the existing Parking Places Order, which would allow short-stay users to use the long-stay car parks at Northgate End, Link Road and Crown Terrace in Bishop's Stortford on Saturdays only.

The Executive noted that these proposed changes to the town centre car parks could negate the need for the park and ride service to be extended to a Saturday service. By allowing shoppers to park in long stay car parks on Saturdays, this would affect the financial viability of running a Saturday park and ride, which could be exacerbated in the Christmas period.

The Executive noted the operational changes, as detailed in the report now submitted, that would now be necessary. In respect of the ticketing arrangements, the Executive noted the proposed charges that would be in place in the short-term. The site operator was responsible for the pricing structure in agreement with this Authority. It was further noted that the site operator had implemented an initial 'free of charge' period.

The Executive noted that, in order to implement the proposals, the Council would need to publish an amendment to the Parking Places Order, change the tariff boards, amend the software in the pay and display machines, and make any necessary alterations to signage in and around the car park. It would take six to eight weeks to implement these changes.

The Executive supported the proposals as now detailed.

RECOMMENDED - that Officers be instructed to:

ACTION

(A) finalise the appropriate legal/financial agreements to enable the Business Park and Ride service in Bishop's Stortford to be extended to allow short stay parking for shoppers on Monday to Friday as soon as possible, and

**DDCS/
DCG**

(B) authorise the publication of an amended Parking Places Order to enable shoppers to use the Park and Ride and the public car parks in Northgate End, Link Road, and Crown Terrace for short stay parking on a Saturday.

DCG

RESOLVED ITEMS131 MINUTES

RESOLVED - that the Minutes of the Executive meeting held on 24 May 2005, be confirmed as a correct record and signed by the Chairman, subject to the amendment of the last sentence of Minute 19 – Declarations of Interest as follows:

Delete the word 'accept' and replace with the words 'agree with'.

132 EMERGENCY PLANNING SUPPORT BY
HERTFORDSHIRE COUNTY COUNCIL

The Executive Member for Community Safety submitted a report advising on the new Civil Contingencies Act and seeking approval for Hertfordshire County Council (HCC) to provide further support to the Council in order to effectively discharge its responsibilities.

The Executive noted that the Civil Contingencies Act 2004 provided a framework for civil protection to meet the challenges of the twenty first century. The Executive Member outlined the duties placed upon the Authority as a Category 1 responder in an emergency.

ACTION

The Hertfordshire Local Authorities Chief Executives had agreed to the principle of Hertfordshire County Council (HCC) managing a pool of emergency planning expertise, which could provide a level of support to both the County Council and Hertfordshire Borough and District Councils. Eight out of the ten Borough and District Councils had provisionally indicated their 'in principle' support for such a proposal, including East Herts Council.

The Leader expressed his disappointment that not all ten Borough and District Councils were on board. He undertook to continue to encourage all authorities to participate in the proposed arrangement.

It was anticipated that half a post for East Herts Council would provide sufficient support from HCC together with the current district employed resources to meet the duties of the Act. The half post would be employed and line managed by HCC. The Executive Member detailed the nature of the support that would be given under this arrangement, which it was hoped, would commence in August 2005.

The Executive Member for Finance stated that the cost for this financial year was approximately £11,000 which would, initially, be funded from the contingency set aside for Emergency Planning. HCC had indicated that the full financial year costs would be approximately £23,000. Future years funding would be subject to a growth bid, as part of the Council's usual budgetary processes.

The Executive approved the proposals as now detailed.

RESOLVED - that (A) Hertfordshire County Council provide emergency planning support to this Authority as detailed in the report now submitted, and

DRS

(B) the costs for the current year associated with emergency planning support be met from the

DRS/DR

ACTION

emergency plan contingency.

133 FORWARD PLAN: AUGUST – NOVEMBER 2005

The Executive Member for Environmental Management submitted a report seeking approval for the publication of the Forward Plan for the period August - November 2005.

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

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

DCG

134 LOCAL PLAN EXECUTIVE PANEL

The Executive agreed to receive the Minutes of the Local Plan Executive Panel meeting held on 7 June 2005.

RESOLVED – that the Minutes of the Local Plan Executive Panel meeting held on 7 June 2005, be received.

(see also Minutes 106 – 127 above)

135 EAST HERTS COUNCIL AND HERTFORDSHIRE COUNTY COUNCIL HIGHWAYS JOINT MEMBER PANEL

The Executive agreed to receive the Minutes of the East Herts Council and Hertfordshire County Council Highways Joint Member Panel meeting held on 25 April 2005.

RESOLVED – that the Minutes of the East Herts Council and Hertfordshire County Council Highways Joint Member Panel meeting held on 25 April 2005, be received.

ACTION136 LOCAL JOINT PANEL

The Executive agreed to receive the Minutes of the Local Joint Panel meeting held on 25 April 2005.

RESOLVED – that the Minutes of the Local Joint Panel meeting held on 25 April 2005, be received.

137 CAPITAL PAYMENTS AND FINANCING 2004/05

The Executive Member for Finance submitted a report informing Members of the actual capital expenditure during the last financial year and how this compared with the approved estimates. He advised Members of the intended financing arrangement to be adopted and the items of slippage which should be carried forward into the 2005/06 programme.

The overall outturn for 2004/05 was £7.01M, which represented a spend of just under 85% of the Original Estimate (£8.25M) and 75% of the Probable Estimate (£9.36M). The Executive welcomed this performance and continued improvement.

In respect of the areas of slippage, the Executive noted that the Capital Strategy Group had scrutinised these items and amended the Capital Programme accordingly.

The Executive agreed to receive the report.

RESOLVED - that (A) the actual Capital Payments in 2004/05 be noted,

(B) the method of financing the Capital Programme 2004/05 be noted, and

(C) the items of “slippage” identified in the appendix to the report now submitted, which had been agreed by the Capital Strategy Group, be

ACTION

noted.

138 LONG-TERM VISION FOR LEISURE FACILITIES

The Executive Member for Community Development submitted a report seeking the approval of the Executive to a programme of work to identify and evaluate options for the long-term provision of indoor wet and dry sports facilities in the District.

The Council had recently undertaken an audit of parks, gardens, open space and recreational facilities, in accordance with Planning Policy Guidance 17. As part of that study, an audit of both outdoor and indoor sports facilities had been conducted. This work had provided the Council with a comprehensive picture of the facilities that existed in the District. Further work was now required to analyse and understand this information, and to identify surpluses and/or gaps in provision across the District's communities.

It was proposed that a Working Group be established, comprising Executive Member representatives, local Members from all five towns and Officers to review in detail, the evidence gathered in this audit, with delivery partners (i.e. Enfield Leisure Ltd, Hertfordshire County Council and the three schools involved in the joint-use pool facilities) involved as consultees where appropriate.

It was also proposed that two further pieces of work be undertaken, and reported to the working group:

- A study of the planning constraints and opportunities for the development, modernisation and expansion of the two public swimming pool facilities serving Bishop's Stortford and Hertford/Ware.
- A detailed programme of consultation and investigation to explore the opportunities that exist to improve the community use of the three joint-use

ACTION

pools in Ware, Sawbridgeworth and Buntingford.

The first study would be commissioned from external consultants, and would investigate whether adequate opportunities existed to improve the pool facilities on their existing sites, or whether alternative location(s) in the town provided more promising opportunities.

The second study, which would be undertaken in-house through the Council's community projects team, would seek to engage and involve local sports clubs, community groups and residents, as well as the host schools, in identifying a long-term vision for each of the smaller towns.

The Executive agreed the proposals as now detailed.

RESOLVED - that (A) this report be received.

(B) that the establishment of a Working Group comprising Members, Officers and service delivery partners, to undertake a detailed assessment and appraisal of options for the long-term provision of indoor wet and dry sports facilities in the District, to report back to the Executive in December 2005 be approved.

DPP

The meeting closed at 5.16 pm

nps\executive\21 june 2005\minutes 21 june 2005

Chairman
Date