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Leader and Members
of the Executive

Your contact: Martin Ibrahim
Ext: 2173
Date: 6 December
2013

cc. All other recipients of the
Executive agenda

Dear Councillor

EXECUTIVE - 9 DECEMBER 2013: SUPPLEMENTARY AGENDA NO 1

Please find attached the following reports which were marked "to follow" on the agenda for the above meeting:

5. Issues Arising From Scrutiny (Pages 3 - 8)

11. District Planning Executive Panel: Minutes - 3 December 2013 (Pages 9 - 16)

To consider recommendations on the following matters:

(A) Transport Update Report and Modelling Results

Minute 26 refers

(B) East Herts Green Belt Review – Parts 2 to 6 (December 2013)

Minute 27 refers

(C) Duty to Co-operate – Update Report

Minute 28 refers

(D) District Plan Update Report and Supporting Document Chapter 6

Minute 29 refers

(E) Local Development Scheme (LDS) Version 5 (December 2013)

Minute 30 refers

Please bring these papers with you to the meeting next Monday.

Yours faithfully

Martin Ibrahim
Democratic Services Team Leader
Democratic Services
martin.ibrahim@eastherts.gov.uk

MEETING : EXECUTIVE
VENUE : COUNCIL CHAMBER, WALLFIELDS, HERTFORD
DATE : MONDAY 9 DECEMBER 2013
TIME : 7.00 PM

EAST HERTS COUNCIL

EXECUTIVE – 9 DECEMBER 2013

REPORT BY SCRUTINY COMMITTEE CHAIRMEN

ISSUES ARISING FROM SCRUTINY

WARD(S) AFFECTED: All

Purpose/Summary of Report

- This report details the comments and recommendations made by the Scrutiny Committees since the last meeting of the Executive and should be read in conjunction with reports of the Executive Members found elsewhere on the agenda.

<u>RECOMMENDATION FOR DECISION:</u>
(A) That the report be received.

1.0 Background

1.1 Scrutiny meetings have been held recently as follows:

Environment Scrutiny Committee – 12 November 2013

Community Scrutiny Committee – 19 November 2013

Corporate Business Scrutiny Committee – 26 November 2013

2.0 Report

2.1 **Council Tax Support Scheme 2014/15** **(Agenda Item 7)**

Corporate Business Scrutiny Committee supported the current scheme being continued for 2014/15.

3.0 Other Issues

3.1 Corporate Business Scrutiny Committee considered a report on **Webcasting** and in valuing the openness and transparency

afforded by the Webcasting facility, considered the current arrangements to be acceptable and had no desire to extend the arrangements beyond the current status quo.

- 3.2 Corporate Business Scrutiny Committee also considered a report on the **East Herts Improvement Plan Monitoring** and, in respect of Action 26 (Hold an Open Day in the Planning Department to raise members; awareness of the planning process), the Committee noted that although the Open Day did not take place, eight other training events linked to planning had taken place this civic year with more than 121 attendees. The Committee further noted that five other events were scheduled to be held before the end of the civic year. The Committee wished to advise the Executive that Members supported the inclusion of these events in the evidence for the progress report.
- 3.3 In respect of a report on the **Quarterly Healthcheck**, the Corporate Business Scrutiny Committee expressed concern with the capital underspend on Social Housing Schemes and asked that the variance be spent promptly for the benefit of residents.
- 3.4 Community Scrutiny received the first six-month report on the implementation of the adopted **East Herts Housing Register Policy** as requested by the Executive at its meeting on 5 March 2013 (Minute Ref 629).
- 3.5 At its November meeting, Community Scrutiny Members felt there had been too few cases so far on which to make any evidenced based recommendations for change. Community Scrutiny therefore, recommended that the salary threshold for qualification to the Housing Register be held at £48,000 and the Village Connection Policy should remain as detailed in the adopted Housing Register and Allocations Policy.

4.0 Implications/Consultations

- 4.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

None

Contact Members: Councillor D Andrews, Chairman, Corporate Business Scrutiny Committee
david.andrews@eastherts.gov.uk

Councillor D Abbott, Chairman, Environment Scrutiny Committee
daniel.abbott@eastherts.gov.uk

Councillor Mrs D Hollebon, Chairman, Community Scrutiny Committee
diane.hollebon@eastherts.gov.uk

Contact Officer: Jeff Hughes – Head of Democratic and Legal Support Services, Extn: 2170
jeff.hughes@eastherts.gov.uk

Report Authors: Martin Ibrahim - Democratic Services Team Leader
martin.ibrahim@eastherts.gov.uk

Marian Langley – Scrutiny Officer
marian.langley@eastherts.gov.uk

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATION

Contribution to the Council's Corporate Priorities/ Objectives:	This report seeks to summarise scrutiny activities, which in general terms, support all of the Council's objectives.
Consultation:	This report assists the wider consultation process in reporting issues arising from scrutiny to the Executive.
Legal:	The Constitution provides for issues arising from Scrutiny to be reported to the Executive.
Financial:	None
Human Resource:	None
Risk Management:	None

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MINUTES OF A MEETING OF THE
DISTRICT PLANNING EXECUTIVE PANEL
HELD IN THE COUNCIL CHAMBER,
WALLFIELDS, HERTFORD ON TUESDAY 3
DECEMBER 2013, AT 7.00 PM

PRESENT: Councillor M Carver (Chairman)
Councillors L Haysey and S Rutland-Barsby.

ALSO PRESENT:

Councillors D Andrews, E Buckmaster,
S Bull, A Jackson, G Lawrence, M McMullen,
P Moore, M Newman, T Page, M Pope,
J Ranger, P Ruffles, N Symonds, K Warnell
and J Wing.

OFFICERS IN ATTENDANCE:

Martin Ibrahim	- Democratic Services Team Leader
Kay Mead	- Senior Planning Officer
Martin Paine	- Senior Planning Officer
Laura Pattison	- Assistant Planning Officer
Jenny Pierce	- Senior Planning Officer
Claire Sime	- Planning Policy Team Leader
Katie Simpson	- Planning Policy Officer
Brendan Starkey	- Assistant Planning Officer
Kevin Steptoe	- Head of Planning and Building Control Services
Bryan Thomsett	- Planning Policy Manager

ALSO IN ATTENDANCE:

Paul Chappell	- Hertfordshire County Council
Sue Jackson	- Hertfordshire County Council

26 TRANSPORT UPDATE REPORT AND MODELLING RESULTS

The Executive Member for Strategic Planning and Transport submitted a report on the November 2013 Transport Update prepared by Hertfordshire County Council as part of the evidence base to inform the emerging East Herts District Plan. The report also explained that further transport assessment would be needed following agreement of the Draft District Plan, to assess the feasibility and viability of transport and highways mitigation measures. The Executive Member also set out ATLAS advice that the extended process of evidence gathering would go beyond the District Plan itself and into further plan-making and planning application stages of the end-to-end development process.

The Panel Chairman welcomed Paul Chappell and Sue Jackson from Hertfordshire County Council, who were in attendance to answer Members' questions.

A number of questions were asked by Members. Some of these concerned the level of congestion in town centres and how transport infrastructure improvements could be funded. Paul Chappell explained that developers would be expected to contribute to such improvements as and when large applications came through. He acknowledged that new developments added pressures and the purpose of the study had been to identify the pressure points. He reassured the meeting that ringfenced section 106 funds for specific areas were applied as identified in the

agreement.

Sue Jackson also commented on sustainable transport solutions for shorter trips and the need to encourage a modal shift away from the motor car, given the limitations on road capacity. She also detailed the work undertaken with neighbouring Authorities.

The Panel supported the proposals as now detailed.

RECOMMENDED – that Hertfordshire County Council’s Transport Update November 2013, informed by transport modelling, be noted and agreed as part of the technical evidence base to inform the preparation of the District Plan.

27 **EAST HERTS GREEN BELT REVIEW – PARTS 2 TO 6
(DECEMBER 2013)**

The Panel considered a report summarising the findings of the East Herts Green Belt Review – Parts 2 to 6 (December 2013), which sought endorsement to use the Review to inform the preparation of the East Herts District Plan.

The Panel recalled that the Review had been split into two parts, with the first part having been considered by the Panel, at its meeting held on 3 October 2013. Part 1 of the Review had informed the Detailed Site Assessments undertaken in Part 2 of the Review, the subject of this report. The purpose of Part 2 had been to undertake a detailed assessment of the Green Belt for the shortlisted areas of search remaining at the end of Chapter 4 of the Supporting Document. This report also contained Parts 3 to 6, which included more information on the approach towards Major Developed Sites in the Green Belt, minor boundary amendments necessary as a result of digital mapping improvements, new or compensatory Green Belt and the approach towards safeguarding Green Belt land for future development beyond the emerging Plan period.

Members noted a number of minor corrections to various figures, as detailed in the supplementary sheets tabled.

In response to Members' questions, Officers confirmed that the criteria and scoring used in the assessment were comparable to those used by other Authorities and reflected the local circumstances and relationships between East Herts towns and villages. In respect of some confusion on the hierarchy of the maps, Officers undertook to include cross-referencing that would benefit the public.

The Panel supported the recommendations as now detailed.

RECOMMENDED – that (A) the East Herts Green Belt Review – Parts 2 to 6, December 2013, be agreed as part of the evidence base to inform and support the East Herts District Plan; and

(B) the Head of Planning and Building Control, in consultation with the Executive Member for Strategic Planning and Transport, be authorised to make non-material, and typographical corrections to the Green Belt Review.

28 **DUTY TO CO-OPERATE – UPDATE REPORT**

Consideration was given to a report presenting the notes of the latest round of Member-level meetings with adjoining Local Planning Authorities. Officers updated the meeting on these and forthcoming meetings that were required as demonstrating the Council's engagement with neighbouring Authorities under the Duty to Co-operate.

The Panel noted the report.

RECOMMENDED – that the notes of recent Member-level meetings with Harlow and Uttlesford Councils, as now submitted, be noted.

29 **DISTRICT PLAN UPDATE REPORT AND SUPPORTING DOCUMENT CHAPTER 6**

The Panel considered a report presenting the final chapter of the District Plan Supporting Document, Chapter 6: Conclusions. This explained the revised scope of Chapter 6, and how the conclusions of the overall strategy selection process would be presented in the Strategy Report at the next meeting on 16 January 2014.

In response to Members' comments and questions, Officers explained that the various references to the outcome of an appeal at a joint inquiry in respect of a site near Buntingford, were factual statements correct at time of going to press. These statements could be reworded before the public consultation period, if the outcome of the appeal was known. Officers further advised that the Appeal Inspector had asked to be kept informed of the progress of the emerging Plan.

The Panel considered the chapter in detail and a number of corrections and typographical amendments were highlighted.

The Panel supported the recommendations as now detailed.

RECOMMENDED - that (A) the revised approach to the presentation of the strategy for the District Plan, set out at Essential Reference Paper 'B', be agreed; and

(B) Essential Reference Paper 'C', containing District Plan Supporting Document Chapter 6: Conclusions, be agreed.

30 **LOCAL DEVELOPMENT SCHEME (LDS) VERSION 5
(DECEMBER 2013)**

The Panel gave consideration to a report, which presented Version 5 of the Council's Local Development Scheme (LDS). This comprised a schedule and work programme that set out when and how the Council would prepare its Development Plan Documents (DPDs), namely the District Plan. It was proposed that this would replace Version 4 of the LDS (August 2012).

In response to Members' questions, Officers clarified the need to outline a 5 year land supply, as set out in the Annual Monitoring Report.

The Panel supported the recommendation as now detailed.

RECOMMENDED – that the Local Development Scheme (LDS) Version 5 – December 2013 be agreed, to take effect from 12 December 2013.

31 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed the press, public and Members to the meeting and reminded everyone that the meeting was being webcast.

The Panel Chairman provided a further reminder of the training session on 9 January 2014. He also reminded everyone of the meeting schedule in the next few weeks, which would culminate in the Council approving a draft District Plan for the purposes of public consultation on 29 January 2014. It was still anticipated that the consultation period would run for the full twelve weeks commencing in February 2014.

32 **MINUTES**

RESOLVED – that the Minutes of the Panel meeting held on 18 November 2013, be approved as a correct

record and signed by the Chairman.

33 DECLARATIONS OF INTERESTS

The Panel Chairman asked Members to note that he was the Chairman of Hertford Regional College and a board member of South Anglia Housing Association.

Councillor T Page asked Members to note that his wife was a member of Bishop’s Stortford Golf Club.

Councillor J Wing asked Members to note that his wife was the Vice Chairman of Hertford Regional College.

The meeting closed at 8.32 pm

Chairman
Date

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