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Chairman and Members of the Council.

Your contact: Peter Mannings
Extn: 2174
Date: 29 September 2014

cc. All other recipients of the Council agenda.

Dear Councillor,

COUNCIL – 1 OCTOBER 2014

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

13. Development Management Committee – 17 September 2014
(Pages 3 – 46).

Chairman: Councillor Mrs R Cheswright

14. Community Scrutiny Committee: Minutes – 23 September 2014
(Pages 47 – 58).

Chairman: Councillor Mrs D Hollebon

15. Audit Committee: Minutes – 24 September 2014
(Pages 59 – 68).

Chairman: Councillor J Ranger

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

Yours faithfully,

Peter Mannings
Democratic Services Officer
East Herts Council
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MEETING : COUNCIL
VENUE : COUNCIL CHAMBER, WALLFIELDS, HERTFORD
DATE : WEDNESDAY 1 OCTOBER 2014
TIME : 7.00 PM

MINUTES OF A MEETING OF THE
DEVELOPMENT MANAGEMENT
COMMITTEE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
WEDNESDAY 17 SEPTEMBER 2014, AT
7.00 PM

PRESENT: Councillor Mrs R Cheswright (Chairman).
Councillors M Alexander, D Andrews,
E Bedford, K Crofton, G Jones, J Jones,
G Lawrence, P Moore, M Newman,
N Symonds and G Williamson.

ALSO PRESENT:

Councillors W Ashley, S Bull and M Pope.

OFFICERS IN ATTENDANCE:

Liz Aston	- Development Team Manager (East)
Christopher Barnes	- Planning Enforcement Compliance Officer
Glyn Day	- 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

ALSO IN ATTENDANCE:

Bethan Clemence	- Hertfordshire County Council
Andrea Gilmour	- Hertfordshire County Council
Phil Marshall	- JMP Consultants

227 APOLOGY

An apology for absence was submitted on behalf of Councillor P Ruffles. It was noted that Councillor G Lawrence was substituting for Councillor Ruffles.

228 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised Members that the Principal Planning Enforcement Officer was retiring after 13 years with the Authority. On behalf of the Committee, she wished the Officer a long and peaceful retirement.

229 DECLARATIONS OF INTEREST

Councillors D Andrews, Mrs R Cheswright, K Crofton and G Williamson declared disclosable pecuniary interests in applications 3/14/0528/FP and 3/14/0531/FP, on the grounds that they belonged to an organisation where a leading Officer of the applicant had a degree of control. They left the room during consideration of these matters and the Vice-Chairman chaired the meeting during consideration of these applications.

230 MINUTES – 20 AUGUST 2014

RESOLVED – that the Minutes of the meeting held on 20 August 2014 be confirmed as a correct record and signed by the Chairman, subject to the following amendment:

Minute 189 – 3/13/2223/FP – Demolition of The Bungalow, The Stables and Hazelwood Farm and

the erection of 57 residential units together with access and associated ancillary works at High Road, rear of North Drive, High Cross, SG11 1AD for David Wilson Homes, North London.

Insert the following as additional reasons for deferral in the 14th paragraph and the resolution – ‘.....highways access, overdevelopment and materials of construction’.

231 3/13/1925/OP – OUTLINE PERMISSION FOR THE DEMOLITION OF FORMER DEPOT AND DEVELOPMENT OF MIXED USE SCHEME COMPRISING 316 DWELLINGS OF MIXED SIZE AND TENURE (ALL MATTERS RESERVED WITH THE EXCEPTION OF ACCESS, LAYOUT AND SCALE DWELLINGS), 2HA. OF LAND FOR EMPLOYMENT PURPOSES INCLUDING DEVELOPMENT WITHIN B1(C) (LIGHT INDUSTRY), B1(A) (OFFICES) AND/OR D1 (NON-RESIDENTIAL INSTITUTION) (ALL MATTERS RESERVED WITH THE EXCEPTION OF ACCESS) WITH ANCILLARY PARKING, PUBLIC OPEN SPACE AND LANDSCAPING INCLUDING NEW VEHICULAR ACCESS FROM LONDON ROAD; RETENTION OF SPORTS CLUB INCLUDING CLUB HOUSE AND SPORTS PITCHES. AT THE FORMER SAINSBURY'S DISTRIBUTION DEPOT, LONDON ROAD, BUNTINGFORD, SG9 9JR FOR FAIRVIEW NEW HOMES

Mr Gough addressed the Committee in support of the application.

The Director of Neighbourhood Services recommended that, subject to the applicant or successor in title entering into a legal obligation pursuant to Section 106 of the Town and Country Planning Act 1990, in respect of application 3/13/1925/OP, planning permission be granted.

Councillor S Bull, as the local ward Member, expressed concern over the proposed 3 storey buildings in Buntingford. He stated that he would have liked to see one and two bedroom bungalows as part of this

application. He also commented on whether there was any plan from Hertfordshire Highways to widen the A10 as the 3 mile section between Buntingford and Westmill was often congested and there were two dangerous summits.

The Director referred Members to the additional representations summary for the conditions and the detail of the Section 106 legal agreement.

Members were also advised that Officers had added a third recommendation that the Head of Planning and Building Control, in consultation with the Chairman of the Committee and a minimum of one of the two local ward Members (whilst informing both ward Members at all stages of any relevant action or decision), be authorised to make amendments to the heads of terms and all relevant matters in relation to the legal agreement and to add or remove conditions and directives and make such changes to the wording or them as maybe necessary to secure a satisfactory development.

The Director also referred to the constrained nature of the A10 to the south of Buntingford. Members were advised that this was an issue that had been identified as a possible barrier to employment development in the town in the employment report relating to Buntingford.

Councillor J Jones stated that the former depot was an eyesore in need of improvement. He commented that it was a pity that the distribution depot had not come to fruition as employment was a big issue in Buntingford. He emphasised that this was a Brownfield site identified in the emerging District Plan and he was disappointed that the much needed care home had been removed from the scheme.

Councillor J Jones stated that this was a cramped development at 37 dwellings per hectare. He stressed that there would be insufficient play provision as part of the application and this needed to be addressed. He

welcomed the Section 106 contributions for the safer access for pedestrians onto London Road and the improvements to the bus service.

Councillor J Jones concluded that he was supportive of this outline application. He expressed concerns that a 30 year lease on the Bury play area was insufficient and the £80,000 for refurbishment of this area was also insufficient.

The Director advised that the applicant would be moving towards a firmer agreement with the occupier of the Bury should the application be approved. This was an outline application and the developer was unwilling to consider swapping an element of the proposed employment use for a care home following an appropriate marketing exercise for employment uses. In this way, the proposals did not close off the potential for flexibility with regard to the final implemented uses.

Councillor G Jones stated that the sustainability of the infrastructure in terms of education and employment was a concern although there was a potential for this site to assist with the employment provision and there was a contribution towards a study regarding a first school. He was comforted that the scale of the scheme would not be significant until there was absolute certainty over education provision.

In response to a query from Councillor M Newman regarding the delays to transport modelling, the Director advised that that were some infrastructure issues relating to employment, education and highways matters. Members were advised that, in terms of the highways matters, there was an unknown element in that the point at which the traffic generated by additional development would lead to significant highway difficulties had not been clearly identified.

The Director advised that Hertfordshire Highways had acknowledged this risk in relation to highways impact.

Members were advised that Officers were of the view that the scale of the risk were unlikely to be so great as to mean that modelling had to take place prior to the commencement of this development. The Highways Officers had adopted an approach that was supported by the policies of the NPPF. The Director stated that he hoped that modelling work would take place quickly and he considered that a phased approach, in advance of this work, was a reasonable way forward.

The Director advised that the education authority had fully briefed Officers in that there was an element of risk that, at some future point, there would be inadequate education capacity at first school level. Officers were again advocating a phased approach that enabled the risks to be investigated early and limits being imposed on the number of units that could be implemented before the risks were identified with certainty and steps taken, such as the identification of a further first school site.

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

RESOLVED – that (A) subject to the applicant or successor in title entering into a legal obligation pursuant to Section 106 of the Town and Country Planning Act 1990 to cover the following matters:

- A financial contribution towards Nursery, First, Middle and Upper Education, Childcare, Youth and Library services to Hertfordshire County Council in accordance with the residential type and mix as approved in any subsequent planning application and the Planning Obligations Guidance – Toolkit for Hertfordshire 2008;
- A financial contribution of up to £10,000 towards a study into the availability of sites for the delivery of a 2FE First school, and no

more than 174 dwellings shall be occupied prior to the identification of a suitable and available First school site;

- A financial contribution of £213,000 towards Sustainable Transport;
- A financial contribution of up to £25,000 to fund additional transport modelling commissioning, scope and timescales for completion to be agreed. No more than 100 dwellings shall be occupied prior to completion of the modelling, and if the modelling identifies the need for further transport infrastructure works or contributions towards other measures, contributions towards these will be sought through any subsequent planning applications;
- A financial contribution towards Outdoor Sports facilities to East Herts Council in accordance with the residential type and mix as approved in any subsequent planning application and the Planning Obligations Supplementary Planning Document 2008;
- A financial contribution of £621 per dwelling towards general medical services;
- The provision of 22% affordable housing - 76% to be social rented and 24% to be shared ownership. Reassessment of viability appraisal and the percentage of affordable housing (not to decrease below 22%) shall be undertaken in accordance with a timescale to be submitted and agreed;
- The submission of a Business and Employment Strategy to include delivery timescales, type of units, marketing plan and implementation plan;

- Monitoring fee.

in respect of application 3/13/1925/OP, planning permission be granted subject to the following conditions:

1. Outline permission time limit (1T03)
2. Phasing of Development (1T11)
3. Details of the appearance and landscaping (hereinafter called 'the reserved matters') of the residential element of the development shall be submitted to and approved in writing by the local planning authority before any development begins (excluding demolition and site clearance) and the development shall be carried out as approved.

Reason: To comply with the provisions of Article 4 of the Town and Country Planning (Development Management Procedure) Order 2010.

4. Details of the appearance, landscaping, layout and scale (hereinafter called 'the reserved matters') of the employment element of the development shall be submitted to and approved in writing by the local planning authority before any development begins (excluding demolition and site clearance) and the development shall be carried out as approved.

Reason: To comply with the provisions of Article 4 of the Town and Country Planning (Development Management Procedure) Order 2010.

5. Programme of archaeological work (2E02)
Amended to include '(excluding demolition)'
6. Levels (2E05)
Amended to include 'of the residential element of the development (excluding demolition or site clearance)'
7. Boundary walls and fences (2E07)
8. Approved plans (2E10)
Insert 'FNH407/P/101; 061312-FAIR-P-01 Rev B; 061312-FAIR-P-02 Rev C; 061312-FAIR-P-03 Rev B; 061312-FAIR-P-05 Rev B; PL13/19/07-200 Rev P1; FNH407 OFF-SITE 01 Rev A; 130947/A/09 Rev B.
9. Materials arising from demolition (2E32)
10. Prior to the first occupation of any part of the development hereby approved, details of the layout of each play space and the play equipment to be provided including a timetable for the implementation of the agreed details, shall be submitted to and approved in writing by the Local Planning Authority. Thereafter the development shall be implemented in accordance with the agreed details and the areas shall not be used for any purpose other than as a play area.

Reason: To ensure adequate provision of play space within the estate, in accordance with policy LRC3 and Appendix 4 of the East Herts Local Plan Second Review April 2007.
11. Bats (2E41)
Amended to include 'Bat Mitigation Strategy September 2013 (RT-MME-114778-02)'

12. Prior to the commencement of the development hereby approved, the site should be resurveyed for evidence of badgers and reptiles, and the results of those surveys shall be submitted to and approved in writing by the Local Planning Authority, and any mitigation measures shall be implemented in accordance with the agreed details.

Reason: To protect the habitats of existing wildlife, and in accordance with Policy ENV16 of the East Herts Local Plan Second Review April 2007.

13. No removal of trees, scrub or hedges, shall be carried out on site between 1 March and 31 August inclusive in any year, unless searched beforehand by a suitably qualified ecologist and confirmed absent from nesting activity.

Reason: To protect the habitats of existing wildlife, and in accordance with Policy ENV16 of the East Herts Local Plan Second Review April 2007.

14. Sustainable drainage – surface water management (2E43)

15. Prior to the commencement of the development (excluding demolition) hereby approved, a scheme that includes the following measures to deal with the risks associated with the contamination of the site shall be submitted to and approved in writing by the Local Planning Authority:

1. A site investigation scheme, based on the details contained in the submitted Geotechnical and Geoenvironmental interpretative report and remediation strategy (ref. CG/08376A) October 2013,

to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site;

2. The results of the site investigation and detailed risk assessment referred to in 1. And, based on these, an options appraisal and remediation strategy giving full details of the remediation strategy giving full details of the remediation measures required and how they are to be undertaken;
3. A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy 2. are complete and identifying any requirements for longer term monitoring of pollutants linkages, maintenance and arrangements for contingency action.
4. Thereafter the scheme shall be implemented in accordance with the details submitted to and agreed by the Local Planning Authority.

Reason: To minimise and prevent pollution of the land and the water environment and in accordance with national planning policy guidance set out in section 11 of the National Planning Policy Framework.

16. No occupation of any part of the permitted development shall take place until a verification report demonstrating completion of the works set out in the approved remediation strategy and the effectiveness of the remediation shall be submitted to and approved, in writing, by the local planning

authority. The report shall include results of sampling and monitoring carried out in accordance with the approved verification plan to demonstrate that the site remediation criteria have been met. It shall also include any plan (a "long-term monitoring and maintenance plan") for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action, as identified in the verification plan. The long-term monitoring and maintenance plan shall be implemented as approved.

Reason: To minimise and prevent pollution of the land and the water environment and in accordance with national planning policy guidance set out in section 11 of the National Planning Policy Framework.

17. If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this unsuspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.

Reason: To minimise and prevent pollution of the land and the water environment and in accordance with national planning policy guidance set out in section 11 of the National Planning Policy Framework.

18. Piling or any other foundation designs using penetrative methods shall not be permitted other than with the express written consent of

the Local Planning Authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to groundwater. The development shall be carried out in accordance with the approved details.

Reason: To minimise and prevent pollution of the land and the water environment and in accordance with national planning policy guidance set out in section 11 of the National Planning Policy Framework.

19. The development hereby permitted (excluding demolition and site clearance) shall not be commenced until such time as a scheme to dispose of foul and surface water has been submitted to, and approved in writing by, the local planning authority. The scheme shall be implemented as approved.

Reason: To minimise and prevent pollution of the land and the water environment and in accordance with national planning policy guidance set out in section 11 of the National Planning Policy Framework.

20. Tree/hedge Protection (4P05)
21. Tree/natural feature protection: fencing (4P07)
22. Tree Protection: excavations (4P09)
Amended to include '(excluding demolition or site clearance)'
23. Tree Protection: Earthworks (4P10)
24. Construction hours of working – plant and machinery (6N07)
25. No development shall take place, including any works of demolition and site clearance,

until a Demolition Method Statement has been submitted to, and approved in writing by, the local planning authority. The approved Statement shall be adhered to throughout the demolition period. The Statement shall provide for:

1. details of vehicle movements and vehicle access arrangements in association with the demolition;
2. the parking of vehicles of site operatives and visitors;
3. loading and unloading of plant and materials;
4. storage of plant and materials used in the demolition of the existing buildings;
5. the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
6. wheel washing facilities;
7. measures to control the emission of dust and dirt during demolition;
8. a scheme for recycling/disposing of waste resulting from demolition works.

Reason: In the interests of neighbour amenity and highway safety in accordance with policy ENV1 of the East Herts Local Plan Second Review April 2007.

26. Prior to commencement of the development hereby approved, a Construction Management Plan shall be submitted to and agreed in writing by the Local Planning Authority. The

Construction Management Plan must set out:

- the phasing of construction and construction programme;
- the hours of operation and delivery and storage of materials within the site including: proposed hours in which vehicles will arrive and depart; numbers of daily construction vehicles; vehicle sizes, routing, access and parking arrangements for all construction related vehicles within the site;
- details of any highway works necessary to enable construction to take place;
- parking and loading arrangements;
- details of any hoardings;
- details of how pedestrian and cyclist safety will be maintained;
- management of traffic to reduce congestion;
- control of dirt and dust on the public highway;
- provision for addressing any abnormal wear and tear to the highway;
- details of consultation with local businesses or neighbours;
- details of any other Construction Sites in the local area;
- waste management proposals.

- Thereafter, the development shall accord with the approved Construction Management Plan.

Reason: In the interests of neighbour amenity and highway safety in accordance with policy ENV1 of the East Herts Local Plan Second Review April 2007.

27. Pedestrian and vehicular access to the sports fields to the south of the site shall be maintained at all times, both during construction and operation of the site.

Reason: To ensure the continued access to the sport and recreation land to the south of the site.

28. Prior to the construction of plots nos. 256-259, 317-321, 324-327 and the pumping station as shown on plan ref. 061312-FAIR-P-03 Rev B, a scheme of ball protection for the dwellings and buildings adjoining the football ground, including details of protective measures that are to be utilised in the construction of the buildings to protect the structure and occupants from ball damage, shall be submitted to and approved in writing by the Local Planning Authority. Thereafter, the development shall accord with the approved scheme which shall be implemented prior to the first occupation of any dwellings in Phase 4 of the development.

Reason: In the interests of the safety of the occupant of the proposed dwellings.

29. Prior to the commencement of the residential element of the development (excluding demolition and site clearance), detailed plans of the roads, footways, cycleways, and foul

and surface water drainage shall be submitted to and approved in writing by the Local Planning Authority in consultation with the Highway Authority. Thereafter the development shall accord with the approved details.

Reason: To ensure satisfactory development of the site and a satisfactory standard of highway design and construction.

30. Prior to the commencement of the development hereby approved (excluding demolition and site clearance) a phasing plan for the development and associated highway works shall be submitted to and approved in writing by the Local Planning Authority, in consultation with the Highway Authority. Thereafter the development shall accord with the approved phasing schedule.

Reason: In order to ensure that the approved development takes place in a coordinated manner having regard to highway safety and accessibility.

31. Prior to the commencement of each phase of the development as outlined in the phasing plan agreed by condition 29, detailed plans of all proposed new highway infrastructure or modifications to existing highway infrastructure shall be submitted to and approved in writing by the Local Planning Authority, in consultation with the Highway Authority. This includes, but is not limited to, the following, both within and outside the site:
- i) Roads, footways, cycleways;
 - ii) Foul and surface water drainage;
 - iii) All new and modified junctions and access arrangements, including visibility

- splay information;
- iv) Parking provision/layouts in accordance with adopted standards;
- v) Loading areas;
- vi) Turning areas;
- vii) Internal bus stops to be fully DDA compliant.

Designs must be compliant with Hertfordshire County Council's Roads in Hertfordshire - Highway Design Guide.

Reason: To ensure that all highway works and internal roads are built to Highway Authority standards and requirements.

32. No part of the development shall be occupied until the approved access arrangements from the public highway have been fully implemented, and each phase of the development (as agreed by condition 29) shall not be occupied until the other relevant road works both within and outside the site as agreed by condition 30 have been implemented. This includes (but is not limited to) physical mitigation measures and internal access roads, forecourts, garages, carports and external parking spaces.

Reason: In the interests of highway safety and accessibility.

33. Prior to the commencement (excluding demolition and site clearance) of each phase (agreed by condition 29) of the residential element of the development hereby approved, details of all materials to be used for hard surfaced areas within the site, including roads, drainage details, driveways and car parking areas shall be submitted to the Local Planning Authority for approval in writing. Thereafter

the development shall accord with the approved details.

Reason: To ensure that internal roads, drainage and parking areas are built to Highway Authority standards and requirements.

34. Wheel washing facilities (3V25)
35. Prior to the commencement of the development hereby approved (excluding demolition and site clearance) a plan detailing the proposed new highway boundary(ies) shall be submitted to and agreed in writing by the Local Planning Authority.

Reason: To clarify the extent of the highway and prevent structures being erected within the highway boundary.

36. Prior to the first occupation of any part of the development hereby approved, a Travel Plan shall be submitted to and approved in writing by the Local Planning Authority in consultation with the Highway Authority, together with a timetable for its implementation. Such a Travel Plan shall accord with Hertfordshire County Council's document 'Hertfordshire's Travel Plan Guidance for Business and Residential Development'

Reason: To promote the use of non car modes of transport in accordance with national guidance in section 4 of the National Planning Policy Framework and policy TR4 of East Herts Local Plan Second Review April 2007.

37. Prior to commencement of the development hereby approved (excluding demolition and site clearance) details of the existing watercourse/drainage ditch and proposals for accommodating this feature within the design of the priority access junction on to London Road shall be submitted to and agreed in writing by the Local Planning Authority in consultation with the Highway Authority. Thereafter the development shall accord with the approved details.

Reason: To ensure construction of a satisfactory access and in the interests of highway safety.

38. No part of the development hereby approved shall be occupied until the permitted visibility splays measuring 4.5 x 90 metres are secured and protected via appropriate waiting restrictions on each side of the proposed priority access junction on London Road. The splays must be maintained at all times, free from any obstruction between the heights of 600mm and 2m above the level of the adjacent carriageway.

Reason: In the interests of highway safety.

39. Prior to the first occupation of any part of the development hereby approved, details and arrangements for a gated emergency access to the site shall be submitted to and approved in writing by the Local Planning Authority, and thereafter the development shall accord with the approved details.

Reason: To secure a satisfactory emergency access appropriate to the development, in the interest of public safety and convenience.

Directives:

1. Highway Works (06FC2)
2. Planning Obligation (08PC)
3. Street Naming and Numbering (19SN)
4. Bats (32BA)
5. Unsuspected Contamination (33UC)
6. Protected Species (36PS)
7. The applicant is advised that the storage of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence. Further information is available via the website:

<http://www.hertsdirect.org/services/transtreets/highways/> or by telephoning 0300 1234047
8. Obstruction of public highway land: It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence. Further information is available via the website:

<http://www.hertsdirect.org/services/transtreets/highways/> or by telephoning 0300 1234047.

9. Prior to commencement of relevant highway works the applicant shall promote and obtain all necessary permanent and temporary Traffic Regulation Orders. This is to ensure adequate safety measures are provided during construction and use of the development.
10. Before commencement of the development the applicant shall submit to the relevant road and foul drainage authorities, details of the design, construction and adoption of the proposed drainage systems. This is to ensure that the development's drainage is built to the appropriate standards and legislation.
11. It is an offence under section 148 of the Highways Act 1980 to deposit mud or other debris on the public highway, and section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible. Therefore, best practical means shall be taken at all times to ensure that all vehicles leaving the site during construction of the development are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available via the website:

<http://www.hertsdirect.org/services/transtreets/highways/> or by telephoning 0300 1234047.

12. Where works are required within the public highway to facilitate the new vehicle access, the Highway Authority require the construction of such works to be undertaken to their

satisfaction and specification, and by a contractor who is authorised to work in the public highway. Before works commence the applicant will need to apply to Hertfordshire County Council Highways team to obtain their permission and requirements. Their address is County Hall, Pegs Lane, Hertford, Hertfordshire, SG13 8DN. The telephone number is 0300 1234047.

13. The applicant is advised that in order to comply with this permission it will be necessary for the developer of the site to enter into an agreement with Hertfordshire County Council as Highway Authority under Section 278 of the Highways Act 1980 to ensure the satisfactory completion of the access and associated road improvements. The construction of such works must be undertaken to the satisfaction and specification of the Highway Authority, and by a contractor who is authorised to work in the public highway. Before works commence the applicant will need to apply to the Highway Authority to obtain their permission and requirements. Further information is available via the website:

<http://www.hertsdirect.org/services/transtreets/highways/> or by telephoning 0300 1234047.

14. The applicant is advised that the internal layout of this development will remain unadopted and the developer should put in place a permanent arrangement for long term maintenance. At the entrance of the new estate the road name plate should indicate that it is a private road to inform purchasers of their future maintenance liabilities. Further information is available via the website:

<http://www.hertsdirect.org/services/transtreets/highways/> or by telephoning 0300 1234047.

15. In respect of highway design, the applicant will need to contact the Safety Engineering Team, and the street lighting team at Hertfordshire County Council to obtain their requirements. These teams are based at County Hall, Pegs Lane, Hertford, Herts, SG13 8DN (Telephone: 0300 1234047).
16. In respect of the required Travel Plan, the applicant will need to contact the Travel Plan Team to obtain their requirements, based at County Hall, Pegs Lane, Hertford, Herts, SG13 8DN (Telephone: 0300 1234047).
17. The attention of the applicant is drawn to the Control of Pollution Act 1974 relating to the control of noise on construction and demolition sites.
18. Prior to works commencing the applicant is recommended to carry out a survey to identify the presence of any asbestos on the site, either bonded with cement or unbounded. If asbestos cement is found it should be dismantled carefully, using water to dampen down, and removed from the site. If unbounded asbestos is found the health and Safety Executive should be contacted and the asbestos shall be removed by a licensed contractor.
19. Waste materials generated as a result of the proposed demolition and/or construction operations shall be disposed of with following the proper duty of care and should not be burnt on the site. Only where there are no suitable alternative methods such as the burning of infested woods should burning be

permitted.

20. Under the terms of the Water Resources Act 1991, and the Thames Land Drainage Byelaws 1981, the prior consent of the Environment Agency is required for any proposed works or structures, in, under, over or within eight meters of the top of the bank of Hayley Hall Ditch, designated a 'main river'.

(B) That the Head of Planning and Building Control, in consultation with the Chairman of the Committee and a minimum of one of the two local ward Members (whilst informing both ward members at all stages of any relevant action or decision) be authorised to make amendments to the heads of terms and all related matters in relation to the legal agreement and to add or remove conditions and directives and make such changes to the wording of them as may be necessary to ensure a satisfactory development.

Summary of Reasons for Decision

East Herts Council has considered the applicant's proposal in a positive and proactive manner with regard to the policies of the Development Plan (Minerals Local Plan, Waste Core Strategy and Development Management Policies DPD 2012 and the 'saved' policies of the East Herts Local Plan Second Review April 2007); the National Planning Policy Framework and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2012 (as amended). The balance of the considerations having regard to those policies is that permission should be granted.

- 232 I) 3/14/0528/OP – OUTLINE APPLICATION FOR APPROXIMATELY 100 HOUSES. ALL MATTERS RESERVED EXCEPT FOR ACCESS AT AREA 2, LAND SOUTH OF HARE STREET ROAD, BUNTINGFORD, SG9 9JQ FOR WHEATLEY HOMES LTD. II) 3/14/0531/OP - OUTLINE APPLICATION FOR APPROXIMATELY 80 HOUSES. ALL MATTERS RESERVED EXCEPT FOR ACCESS AT AREA 3, LAND SOUTH OF HARE STREET ROAD, BUNTINGFORD, SG9 9JQ FOR WHEATLEY HOMES LTD
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Mr Waite addressed the Committee in objection to the application.

The Director of Neighbourhood Services recommended that, in respect of applications 3/14/0528/OP and 3/14/0531/OP, were the Authority in a position to determine the applications, the Council would be minded to grant planning permission without the caveats detailed in the report now submitted.

The Director also recommended that, in respect of applications 3/14/0528/OP and 3/14/0531/OP, the Head of Planning and Building Control, Planning and Legal Services Officers be authorized to further engage with the appellants, in consultation with the Chairman of the Committee and a minimum of one of the two local ward Members (whilst informing both ward Members at all stages of any relevant action or decision) and that, subject to that consultation, Officers be given delegated authority to formulate, alter, amend and update the Council's statements and evidence (including appropriate legal agreement matters and conditions), to be submitted to the appeal inquiry in accordance with the relevant timescales.

Councillor S Bull, as the local ward Member, stated that, even without the proposed developments, Buntingford had experienced a 50% growth since 2011. He reminded the Committee that 1021 dwellings had already been built or had been approved since 2011 and an appeal

inspector had stated that over 800 additional dwellings was unsustainable without increased employment.

Councillor Bull commented that employment land did not necessarily mean employment would be taken up. He concluded that roads were becoming congested and transport was poor at best and schools and doctor's surgeries were also full. He urged the Committee not to inflict further housing development on Buntingford.

In response to a query from the Vice-Chairman, the Director advised that the applicant had appealed non-determination on the basis that the Council had not made a decision on the applications within the statutory timescale. A public inquiry had been called and would commence in January 2015. The associated evidence was due for submission in October and November.

Members were reminded that the Council's position was currently unclear as the Committee had not determined these applications. Members were being asked to establish that position at this meeting. The Committee was referred to a significant amount of additional information in the additional representations schedule.

Members were advised that the three main issues were employment, education provision and highways matters and, subsequent to the dispatch of the Committee report, the appellant had agreed to the provision of £6000 funding towards a school site search exercise and a phasing restriction preventing Area 3 (3/14/0531/OP) coming forward for development prior to the identification of a first school site, subject to a long stop date.

The appellant had also agreed to funding provision of £15,000 towards highway modelling and funding provision towards an employment provision fund with the amount to be agreed. Finally, the appellant had agreed to funding of £75,000 towards the establishment of a local Hopper bus service, paid prior to the occupation of more than 10 dwellings in Area 2, in addition to the sustainable

transport contributions.

In response to a further query from the Vice–Chairman, the Director confirmed that the Authority and the appellant were expected to narrow down any areas of difference to ensure that these were as narrow and concise as possible. If acceptable compromises were reached on all outstanding matters and further work on conditions and a legal agreement was completed satisfactorily, then it would be highly likely that the appeals would not proceed.

Councillor J Jones, as a local ward Member, referred to the applications that had been improved for Buntingford since 2011 with no infrastructure improvements. He stated that this constituted a 50% increase and Buntingford had no greenbelt protection and no train station. Councillor J Jones stated that the Wyddial Plateau would be severely damaged by this application and lowering the level of the development a few metres would not avoid such damage. He referred to the concerns of the fire service and also the unsatisfactory access and egress onto London Road.

Councillor J Jones concluded that Buntingford had taken far above its fair share of the District's housing allocation and any further development was unsustainable and was contrary to policies GBC2 and GBC3, GBR1 and GRB2 and ENV1.

Councillors N Symonds stated that this application was a step too far Buntingford and the town could not cope with this level of development. Councillor P Moore commented that, in principle, the applications were acceptable until the infrastructure elements were taken in account.

Councillor G Jones referred back to the points he had made at a previous meeting of the Committee in respect of employment and education. He highlighted the importance of the timing of the infrastructure facilities for education and employment. He stated that these

applications went against the principles of sustainable development and he was unable to support them.

The Director advised that the level of 800 units, quoted by the Inspector who dealt with the previous appeals at Hare Street Road, was not a threshold beyond which development in the town could not go. The Inspector had based this comment on the availability of employment. There was now the possibility of additional employment provision. Members were urged to scrutinise the infrastructure issues very carefully.

The Committee was advised that if all the 1010 units, already with planning permission or proposed, were implemented, then there would be an acknowledged shortfall of 0.5 forms of entry of education provision at first school level. The appellant had accepted a phasing restriction to ensure further first school education capacity was explored and a site identified before further development could proceed, subject to a long stop date.

The Director emphasised that the health providers had undertaken work to demonstrate to Officers that additional accommodation could be provided at the Health Centre, utilising Section 106 funding once the development was implemented.

The Director advised that a figure of 131 additional units did not represent a 50% increase in dwellings. That amount would represent a 6% increase, based on the 2011 census. In response to a query from the Vice-Chairman, the Director updated Members on the numbers of dwellings approved in Buntingford since 2009.

In response to queries from Councillor N Symonds, an Officer from Hertfordshire County Council advised that middle and upper schools, including Freman College, had the potential to expand. Councillor G Jones emphasised that there must be certainty on education provision before additional housing became a certainty in Buntingford.

Members were advised however that first school provision capacity was not as great and the County Council was seeking the provision of an additional 2 forms of entry (FE) first school site. Members were also advised that the admissions rules were such that, as demand for middle and upper education increased in Buntingford, there would be less of an inflow permitted from outside the town.

In response to a query from Councillor N Symonds regarding health provision for GPs, Officers confirmed that the funding for capital infrastructure provision, for example a new or expanded GP surgery, could be sought via Section 106 funding. However, the revenue costs, such as GP and other health worker salaries were costs that are funded via the national tax base. Those funding arrangements take into account the patient numbers covered by each service.

After being put to the meeting and a vote taken, in respect of applications 3/14/0528/OP and 3/14/0531/OP, Members agreed that were the Authority in a position to reach a decision on the proposals, the Council would not have been minded to grant planning permission. The Council's position was formulated on the following basis:

Education – that the undertaking of a site search exercise in relation to the provision of additional first school capacity was insufficient. This work needed to be undertaken and the outcome known prior to establishing phasing controls in relation to any subsequent development. Further clarity in relation to the willingness of the middle and upper schools to implement expansion was also required.

Employment – uncertainty in relation to the delivery of employment needs to be resolved before the development proposals can be supported.

Highways – greater certainty was required in relation to the potential outcome of highway modelling before further development proposals can be supported.

After being put to the meeting and a vote taken, in respect of application 3/14/0528/OP, the Head of Planning and Building Control, Planning and Legal Services Officers be authorized to further engage with the appellants in relation to the matters detailed in the report now submitted, in consultation with the Chairman of the Committee and a minimum of one of the two local ward Members (whilst informing both ward Members at all stages of any relevant action or decision) and that, subject to that consultation, Officers be given delegated authority to formulate, alter, amend and update the Council's statements and evidence (including appropriate legal agreement matters and conditions), to be submitted to the appeal inquiry in accordance with the relevant timescales.

After being put to the meeting and a vote taken, there being an equality of votes, the Vice-Chairman exercised his casting vote and in respect of application 3/14/0531/OP, the Head of Planning and Building Control, Planning and Legal Services Officers be authorized to further engage with the appellants in relation to the matters detailed in the report now submitted, in consultation with the Chairman of the Committee and a minimum of one of the two local ward Members (whilst informing both ward Members at all stages of any relevant action or decision) and that, subject to that consultation, Officers be given delegated authority to formulate, alter, amend and update the Council's statements and evidence (including appropriate legal agreement matters and conditions), to be submitted to the appeal inquiry in accordance with the relevant timescales.

RESOLVED – that (A), in respect of applications 3/14/0528/OP and 3/14/0531/OP, were the Authority in a position to reach a decision on the proposals, the Council would not have been minded to grant planning permission and the Council's position be formulated on the following basis:

Education – that the undertaking of a site search exercise in relation to the provision of additional first school capacity was insufficient. This work needed to be undertaken and the outcome known prior to establishing phasing controls in relation to any subsequent development. Further clarity in relation to the willingness of the middle and upper schools to implement expansion was also required.

Employment – uncertainty in relation to the delivery of employment needs to be resolved before the development proposals can be supported.

Highways – greater certainty was required in relation to the potential outcome of highway modelling before further development proposals can be supported.

(B) in respect of applications 3/14/0528/OP and 3/14/0531/OP, the Head of Planning and Building Control, Planning and Legal Services Officers be authorized to further engage with the appellants in relation to the matters detailed in the report now submitted, in consultation with the Chairman of the Committee and a minimum of one of the two local ward Members (whilst informing both ward Members at all stages of any relevant action or decision) and that, subject to that consultation, Officers be given delegated authority to formulate, alter, amend and update the Council's statements and evidence (including appropriate legal agreement matters and conditions), to be submitted to the appeal inquiry in accordance with the relevant timescales.

233 3/13/2223/FP – HIGH ROAD/NORTH DRIVE, HIGH CROSS -
DEMOLITION OF THE BUNGALOW, THE STABLES AND
HAZELWOOD FARM AND THE ERECTION OF 57
RESIDENTIAL UNITS TOGETHER WITH ACCESS AND
ASSOCIATED ANCILLARY WORKS AT HIGH ROAD, REAR
OF NORTH DRIVE, HIGH CROSS, SG11 1AD FOR DAVID
WILSON HOMES NORTH LONDON

Mr Hallman addressed the Committee in objection to the application. Mr Thorn spoke for the application.

The Director of Neighbourhood Services recommended that, subject to the applicant or successor in title entering into a legal agreement pursuant to Section 106 of the Town and Country Planning Act 1990, in respect of application 3/14/2223/FP, planning permission be granted subject to the conditions detailed in the report now submitted.

The Director referred Members to the additional representations schedule for a typographical error regarding condition 12. Members were also referred to the schedule regarding the inclusion in the Section 106 agreement of a management company in respect of the landscaped and play areas on the site.

Councillor G Williamson expressed concerns that, amongst the issues on which Members based a deferral of the application at the August 2014 meeting of the Committee, only one of these had been addressed in this revised application. He commented that what was now on offer in terms of play equipment was pretty insignificant and he had at least hoped for a decent open space play area large enough for children to kick a ball around in.

Councillor Williamson stated that, whilst he had sympathy with residents whose homes had been flooded, he did not believe that building 57 dwellings was the right approach to address this issue. He stated that the weight given to the mitigation factors regarding this application had been

inappropriate.

Councillor D Andrews stated that it was sad to see that the applicant had not given significant attention to addressing the issues raised by Members as shortcomings. He commented that he was disappointed that there would not be open sustainable drainage solutions rather than closed systems.

Councillor Andrews stated that he would like to see a half metre ransom strip adjacent to North Drive provided as part of this application. He was also very concerned regarding the access to the site via North Drive. The Director stated that, if there were issues that Members felt that Officers had not picked up from the deferral at the August 2014 meeting, a further deferral would allow Officers to address these outstanding matters.

The Director reminded Members that the Authority was a landowner at North Drive and therefore, in addition to the planning controls, it was in a position to directly control access. Officers were of the view that this was not an issue where further steps could be taken.

Councillor Andrews stated that he had significant highways concerns and stated that he used the main road by car and by bike and he stressed that, due to the chicanes, this could be a frightening experience.

Councillor J Jones stated that the applicant had proposed some pretty insignificant play equipment and there was no other play provision in High Cross. He maintained that the applicant should reduce the number of units to make way for a proper dedicated play area.

Councillors K Crofton and D Andrews emphasised that Hertfordshire Highways needed to reconsider the access for this application site due to the proximity of the chicanes. Councillor Andrews commented that when there were problems on the A10 or the M11, the route through High Cross effectively became the A10 and could

also be the sole North to South or East to West route through East Herts.

The Director confirmed that Highways Officers had indicated that they would not be minded to relocate or remove the chicanes and assessments were always based on the normal operation of the highway, i.e. unusual circumstances would not be taken into account.

Members were advised that the site was located within the settlement boundary of the village and this had to be taken account when considering the principle of the development and any concern that is represented overdevelopment. In respect of policy LRC3, The Director commented that the application did include a degree of amenity space and the modest scheme for informal play did conform with the policy requirements of the Authority.

Councillor G Williamson proposed and Councillor D Andrews seconded, a motion that application 3/13/2223/FP be refused on the grounds that the application constituted overdevelopment in a category one village and there were insufficient recreational requirements and the application was therefore contrary to policies OSV1 and LRC3 of the East Herts Local Plan Second Review April 2007.

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

Councillor K Crofton proposed and Councillor P Moore seconded, a motion that application 3/13/2223/FP be deferred to enable further consideration in respect of the density of the proposal; access to the site; the provision of adequate play space and prevention of access onto North Drive via the provision of a ransom strip.

After being put to the meeting and a vote taken, this motion was declared CARRIED. The Committee rejected the recommendation of the Director of Neighbourhood

Services as now submitted.

RESOLVED – that, in respect of application 3/13/2223/FP, planning permission be deferred to enable further consideration in respect of the density of the proposal; access to the site; the provision of adequate play space and prevention of access onto North Drive via the provision of a ransom strip.

234 3/14/0607/FP – 2 AND 3 STOREY HOTEL WITH RESTAURANT, PARKING, REPLACEMENT HERTS CC YOUTH CONNEXIONS CENTRE, WORKSHOP AND FENCED RECREATIONAL AREAS WITH REVISED ACCESS FROM MARSH LANE AT LAND AT THE JUNCTION OF VIADUCT ROAD AND MARSH LANE, WARE, HERTS FOR PREMIER INN, MARSH LANE WARE

Mr Brooker addressed the Committee in support of the application.

The Director of Neighbourhood Services recommended that subject to the applicant or successor in title entering into a legal agreement pursuant to Section 106 of the Town and Country Planning Act 1990, in respect of application 3/14/0607/FP, planning permission be granted subject to the conditions detailed in the report now submitted.

Councillor M Alexander congratulated the applicant and Officers for the improved design which was much more sympathetic to the area. After being put to the meeting and a vote taken, the Committee supported the recommendation of the Director of Neighbourhood Services as now submitted.

RESOLVED – that subject to the applicant or successor in title entering into a legal obligation pursuant to Section 106 of the Town and Country Planning Act 1990, in respect of application 3/14/0607/FP, planning permission be granted

subject to the conditions detailed in the report now submitted.

235 3/14/0992/FO – VARIATION OF CONDITION 16 (OPENING HOURS) OF PLANNING PERMISSION REF 3/10/2047/FO TO READ "THE RETAIL STORE HEREBY PERMITTED SHALL ONLY BE OPEN FOR CUSTOMERS BETWEEN THE 07:00 AND 22:00 HOURS MONDAYS TO SATURDAYS, 07:00 AND 22:00 HOURS ON BANK HOLIDAYS AND FOR NO MORE SIX HOURS BETWEEN 07:00 AND 22:00 ON SUNDAYS" AT MCMULLEN'S BREWERY SITE, HARTHAM LANE, HERTFORD, HERTFORDSHIRE, SG14 1QN FOR SAINSBURY'S SUPERMARKET LTD

The Director of Neighbourhood Services recommended that subject to the applicant entering into a legal agreement or providing a Unilateral Undertaking pursuant to Section 106 of the Town and Country Planning Act 1990, in respect of application 3/14/0992/FO, planning permission be granted subject to the conditions detailed in the report now submitted.

In response to a query from the Chairman, the Director advised that the application proposed to extend the opening hours of the store from 6 to 15 hours on Bank Holidays only, between 7 am and 10 pm, which were the usual weekday/ non holiday opening hours for the store. Members were advised that there was no proposed change to Sunday trading hours.

The Director also reported that the applicant considered that they were currently at a trading disadvantage compared to their main local competitor in Hertford. Members were advised that there were a number of additional conditions detailed in the late representations summary.

In response to a query from Councillor N Symonds, the Director advised that the condition had been set by an appeal inspector to protect the amenity of nearby residential properties. Members were advised that no

concerns had been raised in respect of Highways or Environmental Health issues.

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

RESOLVED – that subject to the applicant entering into a legal obligation, or providing an acceptable Unilateral Undertaking pursuant to Section 106 of the Town and Country Planning Act 1990, in respect of application 3/14/0992/FO, planning permission be granted subject to the conditions detailed in the report now submitted.

236 3/14/1121/FP – CHANGE OF USE OF STORAGE LAND AND DEMOLITION OF EXISTING BUILDINGS. ERECTION OF 1 NO. FOUR BEDROOM HOUSE WITH DETACHED GARAGE AND WORKSHOP AT BURYHOLME, HUNSDONBURY LANE, HUNSDON, WARE, HERTFORDSHIRE, SG12 8PW FOR MR AND MRS P DIXON

Mr Dixon addressed the Committee in support of the application.

The Director of Neighbourhood Services recommended that, in respect of application 3/14/1121/FP, planning permission be refused for the reasons detailed in the report now submitted.

Councillor M Newman emphasised that approving this scheme would deliver half of the required provision that Hunsdon had to provide each year under the obligations of the emerging District Plan.

Councillor Newman stated that this application required a subjective balancing of all of the considerations and he was of the view that Hunsdon would be better off with this new dwelling rather than four redundant derelict buildings.

Councillor J Jones commented on the attractive design of

the proposed development which, in his view, would enhance the village.

The Director stated that this application was against policy GBC3 in the rural area beyond the Green Belt. Members were advised that new residential dwellings were inappropriate in such situations.

The Director advised that, should this application be approved, the height of the house at 7.4 metres would be higher than the existing buildings at 6.7 metres. The proposed development was therefore significant in height and scale in comparison to the existing buildings.

The Director reminded Members that an application had been refused in 2007 for two dwellings on a site immediately to the south of this location. Members maybe of the view that the circumstances were comparable or worse due to the commercial element of the refused application, which had been dismissed on appeal.

Councillor M Newman proposed and Councillor J Jones seconded, a motion that application 3/14/1121/FP be approved and the conditions be formulated in consultation with the local ward Member.

After being put to the meeting and a vote taken, this motion was declared CARRIED. The Committee rejected the recommendation of the Director of Neighbourhood Services as now submitted.

RESOLVED – that, in respect of application 3/14/1121/FP, planning permission be granted subject to conditions to be drafted and agreed in consultation with the local ward Member.

At this point (9.45 pm), the Committee passed a resolution that the meeting should continue until the completion of the remaining business on the agenda.

- 237 3/14/0928/FP – DEMOLITION OF EXISTING DWELLING AND ERECTION OF DETACHED REPLACEMENT DWELLING WITH 4 FRONT ROOFLIGHTS AND 4 REAR DORMERS, A BASEMENT, A GLAZED LINK, TRIPLE GARAGE AND COVERED SWIMMING POOL AT HEDGE GROVE FARM, PEMBRIDGE LANE, BRICKENDON, BROXBORNE, HERTS EN10 7QR FOR MR L WILLIAMSON
-

The Director of Neighbourhood Services recommended that, in respect of application 3/14/0928/FP, planning permission be granted subject to the conditions detailed in the report now submitted.

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 3/14/0928/FP, planning permission be granted subject to the conditions detailed in the report now submitted.

- 238 3/14/1183/FP – CREATION OF FIRST FLOOR INCLUDING 8 NO. DORMER WINDOWS AND FRONT PORCH AT ASHLEIGH, PATMORE HEATH, ALBURY, WARE, SG11 2LX FOR MRS A LOCKWOOD
-

Mr Lockwood addressed the Committee in support of the application.

The Director of Neighbourhood Services recommended that, in respect of application 3/14/1183/FP, planning permission be granted subject to the conditions detailed in the report now submitted.

Councillor P Moore concurred with the public speaker that this was the most beautiful location and this property was the most unattractive home in that location. She stated that all the plots were very substantial and commented that the proposed development would not result in

overlooking as Ashleigh was not in close proximity to any other site.

Councillor M Newman emphasised that a lot of thought had gone into the aesthetics of the proposed development and the application would markedly improve the appearance of the dwelling.

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 3/14/1183/FP, planning permission be granted subject to the conditions detailed in the report now submitted.

239 3/14/1090/FP – SINGLE STOREY REAR EXTENSION AT 2 PELHAM GROVE, GINNS ROAD, STOCKING PELHAM SG9 0HZ FOR MR P DODD

Mrs Badger addressed the Committee in objection to the application. Mr Dodd spoke for the application.

The Director of Neighbourhood Services recommended that, in respect of application 3/14/1090/FP, planning permission be granted subject to the conditions detailed in the report now submitted.

Councillor J Jones stated that the objecting speakers' patio and sun lounge was a cramped area and he had some sympathy in respect of her concerns. He commented that her photographs had given an interesting perspective regarding the impact of this 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 3/14/1090/FP, planning permission be granted

subject to the conditions detailed in the report now submitted.

240 E/12/0238/B – UNAUTHORISED LAYING OF GRAVEL PATHS/TRACKS THROUGH WOODLAND AND CREATION OF A VEHICULAR ACCESS ON TO AN UNCLASSIFIED ROAD AT SACOMBE CORNER WOOD, FROGMORE HILL, ASTON, HERTS, SG14 3RS

The Director of Neighbourhood Services recommended that, in respect of the site relating to E/12/0238/B, enforcement action be authorised on the basis now detailed.

Councillor M Alexander thanked the Principal Planning Enforcement Officer for his valued contributions over the last 13 years and wished him a long and happy retirement. The Principal Planning Enforcement Officer thanked Members for their support.

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/12/0238/B on the basis now detailed.

RESOLVED – that, in respect of E/12/0238/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.

241 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;
- (C) Planning Appeals: Inquiry and Informal

Hearing dates; and
(D) Planning Statistics.

The meeting closed at 10.02 pm

Chairman
Date

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MINUTES OF A MEETING OF THE
COMMUNITY SCRUTINY COMMITTEE
HELD IN THE COUNCIL CHAMBER,
WALLFIELDS, HERTFORD ON TUESDAY
23 SEPTEMBER 2014, AT 7.00 PM

PRESENT: Councillor Mrs D Hollebon (Chairman).
Councillors S Bull, G Cutting, J Mayes,
N Symonds and M Wood.

ALSO PRESENT:

Councillors D Andrews, L Haysey, P Ruffles
and S Rutland-Barsby.

OFFICERS IN ATTENDANCE:

Claire Bennett	- Manager of Housing Services
Ben Cannell	- Front of House Manager
Louise Harris	- Housing Strategy and Development Manager
Marian Langley	- Scrutiny Officer
Peter Mannings	- Democratic Services Officer
Emma Parlow	- Marketing and Audience Development Manager
Will O'Neill	- Head of Communications, Engagement and Cultural Services
Mekhola Ray	- Community Projects Team Manager
George A Robertson	- Chief Executive and Director of Customer and

Rhys Thomas

Community
Services
- Arts and
Entertainment
Programme
Director

242 APOLOGIES

Apologies for absence were submitted on behalf of Councillors J Jones, P Moore, K Warnell and J Wyllie.

243 MINUTES – 26 JUNE 2014

RESOLVED – that the Minutes of the meeting held on 26 June 2014 be confirmed as a correct record and signed by the Chairman.

244 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Ben Cannell, Emma Parlow and Rhys Thomas from Hertford Theatre to the meeting. She also welcomed Louise Harris, Housing Strategy and Development Manager, to her first meeting of Community Scrutiny Committee.

245 HEALTH AND WELLBEING PANEL

The Chairman of the Health and Wellbeing Panel provided Members with an update on the work of the Panel. Councillor Symonds asked that the issue of debt remain with the Panel for the time being. She stated that the issue would be discussed with the Citizens' Advice Bureau (EHCAS) at their visit to the Panel in February 2015.

Councillor Symonds stated that there had been no meetings to feed back on at Hertfordshire County Council. She reported that the County Council would be giving the authority a 'District Offer' of £100,000 per annum for two years to support the work of Public Health delivery in the

District. The Panel would be scrutinising all the bids to ensure that funding was used for its intended purpose.

Councillor Symonds advised that she had attended a useful East and North Herts NHS Trust AGM meeting and she had met speakers who might address the Panel in future. She referred to the recent Bishop's Stortford GPs Survey, the results of which were being submitted to NHS England tomorrow.

Councillor Symonds advised that she would be attending a Health Scrutiny meeting at Watford General Hospital on the 21 October 2014. She also referred to a meeting she hoped to attend on the 17 October 2014 relating to ambulance response times.

RESOLVED – that (A) the verbal report be received; and

(B) the Minutes of the Health and Wellbeing Panel meeting held on 17 June 2014 be noted.

246 HERTFORD THEATRE – ANNUAL REPORT

The Executive Member for Health, Housing and Community Support submitted a report on the annual performance of Hertford Theatre for the Financial Year 2013/14, the detail of which was set out in the report now submitted and the Essential Reference Papers.

Members were advised that this was the fourth annual report and Officers were pleased to advise that the business of the Theatre continued to grow. The Head of Communications, Engagement and Cultural Services invited the Hertford Theatre management team to update Members in more detail in respect of the Theatre's business.

The Director of Hertford Theatre advised that there had been several well attended shows and some very strong family audiences at the Theatre. A particular highlight

had been “Billy Goats Gruff” in association with the Hertfordshire Children’s Book Festival.

Members were advised that the Theatre had established a relationship with the Royal Shakespeare Company (RSC) and live broadcasts of their work had been shown at Hertford Theatre. There was also an ongoing good relationship with the National Theatre. The Theatre Director emphasised however that priority was always given to local groups such as the Ware Operatic Society and the Hertford Symphony Orchestra.

The Theatre Director concluded that there was a long standing working relationship with Hertford Regional College and Hertford Theatre.

The Marketing Manager updated Members in respect of the new website, which had been enhanced by the display of video content as well as a wide range of helpful information for visitors. She stated that the Theatre now had more information on social media sites such as Twitter and Facebook. Members were also advised that all of the Hertford Schools had now engaged with Hertford Theatre.

The Front of House Manager referred to the sense of community at the venue. He stated that the Theatre worked well with local businesses in attracting new audiences. He also referred to the 80 people who assisted the venue as part of its volunteer programme. Members were advised that the Theatre received consistently good feedback and the staff who worked there had got to know the audience very well.

Councillor J Mayes stated that she was very pleased by the report and that she endorsed the work of the volunteers at Hertford Theatre. She also praised the good, all-round achievements of everyone who worked at the venue. Councillor N Symonds referred to a young student from Bishop’s Stortford who had spoken very positively about the acting training she was receiving at

Hertford Theatre as part of her course.

Councillor M Wood congratulated Hertford Theatre for the all-round good news. He praised the venue for the figures relating to the performance of its cinema programme. He congratulated the venue on its new seating and queried whether the pantomime budget was in surplus or deficit.

The Theatre's Director advised that the Pantomime business of the Theatre had delivered a surplus of £18,000. In response to a query from Councillor Wood, the Front of House Manager explained that, where possible, he tried to give the volunteers the shows they had requested on the basis that they supported the venue at other events as required.

Councillor Wood commented that the comedy shows seemed to be doing particularly well at Hertford Theatre. He stated that straight drama appeared to be more of a challenge for the venue. The Theatre's Director acknowledged that, as with most venues, drama had proved to be a 'hard sell'. He stated that he had identified a company which had agreed to work with local schools to create drama productions. The company would then tour the subsequently created work.

Members received the Annual Report on Hertford Theatre for the year 2013/14 and congratulated and thanked the cohort of volunteers for their contribution to the success of the venue. Members also thanked the Officers who worked for the Theatre and requested a further annual report be submitted in 2015.

RESOLVED – that (A) the Annual Report on Hertford Theatre for the year 2013/14 be received;

(B) the cohort of volunteers and Officers who worked for Hertford Theatre be congratulated and thanked for their contribution to the success of the venue; and

(C) Officers submit a further annual report in respect of Hertford Theatre to Community Scrutiny Committee in 2015.

247 UPDATE ON THE AGEING WELL INITIATIVE

The Executive Member for Health, Housing and Community Support submitted an update report in respect of the East Herts Local Strategic Partnership's (LSP) initiative on the District wide Ageing Well programme.

The Engagement and Partnerships Team Leader advised that a workshop had been held in June 2013 to explore how agencies could work together to promote the health and wellbeing and independence of older people so that they lived healthier lives that were free from disability and pain for as long as possible.

The list of agencies represented at the workshop was presented at Essential Reference Paper 'B' and the membership of the Ageing Well Steering Group was detailed at Essential Reference Paper 'C'.

Members were advised that two very successful eight week pilots of 'Fitsteps' had taken place in the Methodist Church in Bishop's Stortford and Ware Drill Hall in April and May 2014 respectively. The sessions had been subsidised by the Council's sports development fund and the objective was to recruit volunteers from within the group to carry on without an instructor once the volunteers were trained.

The Engagement and Partnerships Team Leader advised that there had been two awareness raising sessions run by the Alzheimer's society in respect of Dementia Friends for both Members and Staff in July 2014. The sessions had been very useful and well attended and a third session would take place on the 23 October 2014 in the Council Chamber, Wallfields. Members were advised of the possibility of developing Dementia Friendly Cafes and

outlets across East Herts.

Members were advised that a partnership had been developed to submit a bid to Sport England for £250,000 over 3 years with match funding from Public Health District offer money and the Council's sports development budget to enable the partnership to run a District wide rural programme aimed at increasing participation in sport and physical activity by the over 60s.

The Engagement and Partnerships Team Leader emphasised that initial feedback from Sport England was that the bid from East Herts would be stronger if there was a clear strategic context and Executive support.

Members received the report and endorsed the recommendations. Members also requested that an annual update report be submitted to the 22 September 2015 meeting of the Committee.

RESOLVED – that (A) the Sport England bid be supported and the progress being made by the multi-agency Ageing Well steering group be noted;

(B) the Executive be advised that the Executive Member for Health, Housing and Community Support should be invited to join the Project Steering Group to provide the necessary strategic input, as detailed at paragraph 2.19 of the report now submitted; and

(C) an annual update report be submitted to the 22 September 2015 meeting of the Committee in respect of further progress on Ageing Well projects.

248 ANNUAL PERFORMANCE REPORT FOR RIVERSMEAD AND CIRCLE HOUSING SOUTH ANGLIA HOUSING ASSOCIATIONS

The Executive Member for Health, Housing and

Community Support submitted a report on the progress made by the two large scale voluntary transfer housing associations on the three undertakings that remain following the end of the Delivery of Promises Programme in 2007, the detail of which was set out in the report now submitted.

The Housing Services Manager reminded Members that two housing associations managed the Council's housing stock as registered providers. Members were advised that the Stock Transfer Nomination Agreement stated that the two housing associations must give the Council 3 out of every 4 of their vacant homes for the Council to nominate to households on its Housing Register. The percentage nomination to vacant homes for both registered providers was currently 100% against a target of 75%.

The Housing Services Manager stated that the current spend on aids and adaptations was increasing each year in line with the retail prices index (RPI). Members were advised that there was a target of 40 homes per annum that should be sold under the preserved Right to Buy scheme. In 2013/14, Riversmead Housing Association had sold 7 properties and Circle Housing South Anglia had sold 4 properties, a total of 11.

Councillor M Wood commented on the East Herts Council input into the targets in respect of aids and adaptations. Members were advised that the Council had the ability to award Disabled Facilities grants in respect of larger extensions. Members received the performance report on Riversmead and Circle Housing South Anglia Housing Associations.

RESOLVED – that the report be received.

249 MONITORING AND REVIEW OF HOUSING STRATEGY
ACTION PLAN 2013 – 2016

The Executive Member for Health, Housing and

Community Support submitted a report in respect of the progress on the delivery of the Housing Strategy Action Plan 2013 – 2016 for consideration and comment, the detail of which was set out in the supporting Essential Reference Paper.

The Housing Strategy and Development Manager advised that the 2013 – 2016 Housing Strategy was a high level strategy and the action plan looked to aid the Strategic Objectives in order to maximize the delivery of new affordable homes whilst ensuring the best use of existing housing.

The Housing Strategy and Development Manager stated that Officers were working to support the 3 strategic objectives, in particular working with registered providers and Parish Councils. Officers had also been working with the Community Development Agency and there had been a lot of good work in respect of bringing empty properties back into use.

Members were advised that the strategy aimed to meet the needs of a growing elderly population as well as meeting the needs of vulnerable people and encouraging stronger communities. Officers hoped to report back to Members at a later date with a draft housing strategy.

Councillor J Mayes sought and was given a detailed breakdown of the flexi care scheme in operation at Carlton Court. Councillor N Symonds commented on whether similar schemes could be opened up across East Herts.

The Housing Strategy and Development Manager stated that this would have revenue implications for Hertfordshire County Council. East Herts Council was working strategically with the County Council to ensure that any future flexi care schemes were financially viable and were delivered in the right geographic locations, as they were very popular and a good accommodation model for older residents.

In response to a query from Councillor M Wood in respect of returning empty homes to use each year, the Executive Member for Health, Housing and Community Support advised that additional resources had been added to the empty homes team and an Officer was improving the data set and tracking progress year on year.

Members received the report and requested that a further report be submitted in 2015.

RESOLVED – the (A) progress made in respect of the Housing Strategy Action Plan 2013 – 2016 be noted; and

(B) the Housing Strategy Action Plan be submitted to Community Scrutiny Committee in 2015.

250 WORK PROGRAMME 2014/15

The Chairman submitted a report setting out the future work programme for Community Scrutiny Committee for 2014/15. The Scrutiny Officer asked Members if they were willing to accept a new agenda item for the 10 March 2015 meeting of the Committee, in respect of the implementation of the Anti Social Behaviour (ASB), Crime and Policing Act. The report would provide an outline of the new powers and report on their use since 20 October 2014. It would also provide four months of data for Members to scrutinise. The Scrutiny Officer stated that this would meet the requirements detailed at paragraph 2.2 of the report now submitted.

Members were also asked whether there were any additional topics they wished to put forward for inclusion on any future agenda.

The Scrutiny Officer stated that an annual update report in respect of the Ageing Well Initiative would be submitted to the 22 September 2015 meeting of the Committee.

RESOLVED – that the work programme, as amended, be approved.

251 COMMUNITY SCRUTINY CORPORATE HEALTHCHECK THROUGH TO JULY 2014

The Chief Executive and Director of Customer and Community Services submitted a report on the performance of key indicators relating to Community Scrutiny for the period May – July 2014.

Members were advised that, in respect of EHPI 3b – Usage: number of swims (16 – under 60 year olds), performance was ‘Red’ for Quarter 1 on the basis that the number of adult swims was below target. The Chief Executive and Director of Customer and Community Services advised that this downturn was believed to be partly due to an upturn in gym membership whose swim sessions were not recorded separately.

Members were advised that gym members were able to have a swim without this being recorded. Everyone Active was seeking to stem the decline by adding additional early morning swims at Grange Paddocks and were also looking at other promotional activities.

The Chief Executive and Director of Customer and Community Services advised that EHPI 11.1 and EHPI 11.2 had been introduced as requested. Members were advised that comparison data in respect of the rental income from traders and the number of producers at Hertford Farmers Market would, if possible, be presented at future meetings of Community Scrutiny Committee.

Members received the report.

RESOLVED – that performance figures for May to July 2014 as detailed in the report now submitted, be received.

The meeting closed at 7.55 pm

Chairman
Date

MINUTES OF A MEETING OF THE
AUDIT COMMITTEE HELD IN THE
COUNCIL CHAMBER, WALLFIELDS,
HERTFORD ON WEDNESDAY 24
SEPTEMBER 2014, AT 7.00 PM

PRESENT: Councillor J Ranger (Chairman).
Councillors D Andrews, M Pope, N Wilson
and J Wing.

OFFICERS IN ATTENDANCE:

Mandy Barton	- Accountancy Manager
Lorraine Blackburn	- Democratic Services Officer
Chris Gibson	- Manager of Corporate Risk
Adele Taylor	- Director of Finance and Support Services

ALSO IN ATTENDANCE:

Alan Cooper	- Shared Internal Audit Service
Sarah Ironmonger	- Grant Thornton

252 APOLOGIES

Apologies for absence were received from Councillors W
Mortimer and R Sharma.

253 MINUTES – 16 JULY 2014

RESOLVED – that the Minutes of the meeting held
on 16 July 2014 be confirmed as a correct record
and signed by the Chairman.

254 CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that the report on the Treasury Management Strategy for 2014/15 Mid Year Review had been deferred and would be considered at Audit Committee on 26 November 2014.

The Chairman stated that Member training was being offered in Stevenage on "Maximising the Value of Audit Meetings" on 3 October 2014. The attendance fee was £50. Further information was available via the Scrutiny Officer or Mr Alan Cooper, Principal Auditor (Shared Internal Audit Service). Members were advised to contact the Scrutiny Officer if they wished to attend.

255 EXTERNAL AUDIT REPORT – AUDIT FINDINGS

The External Auditor submitted a report setting out key matters which had arisen following the audit for the year ended 31 March 2014. The External Auditor explained which areas were still being progressed, the detail of which was set out in the report. Subject to the completion of these areas, the External Auditor anticipated providing an unqualified opinion on the financial statements. Apart from a small number of presentational changes and typographical errors, key messages arising from the financial audit were:

- that the financial statements had been provided on time;
- of the need to consider "de-cluttering" of the accounts in future years; and
- of the need to consider updating asset revaluation procedures in the light of changes to the CIPFA Code.

The External Auditor provided Members with a summary of the report. It was noted that the External Auditor had received a question about the accounts which needed to be evidenced before the accounts could be closed. The

External Auditor confirmed that questions on the accounts could be raised as long as the accounts remained open.

In response to a query from Councillor M Pope regarding revaluations, the Director of Finance and Support Services advised that the Council would use their network of different authorities to gain advice and would seek as much guidance as possible from CIPFA. The External Auditor explained that clarification was needed from CIPFA on the definition of a "short period of time".

The External Auditor referred to the question of the Council's levels of reserves. The Director of Finance and Support Services explained that this question had been raised at a recent meeting of Corporate Business Scrutiny. The Director stated that this matter would be considered further by Members, before the Council set its budget in January 2015. The Director of Finance and Support Services advised Members that, had the Council not stated within its policy a maximum level of reserves, then the performance indicator would be showing in the report as "green" and not "amber".

In response to a query from Councillor D Andrews regarding the question raised by a member of the public and the publication of the accounts, the External Auditor explained that it was not usual to publish questions raised in the accounts.

The Chairman suggested that "de-cluttering" the accounts might be included on the work programme as a future training item. This was supported. Councillor M Pope was concerned that taking out too much information might be detrimental to understanding the accounts.

The Chairman thanked the External Auditor for their unqualified opinion, adding that it was comforting to know that the authority was so well run.

The Director of Finance and Support Services also thanked the External Auditor and the accountancy team

for their efforts in producing the accounts.

The Committee received the report.

RESOLVED – that (A) the report be received; and

(B) Officers be thanked for their help in co-ordinating the audit process.

256 TREASURY MANAGEMENT STRATEGY 2013/14 OUTTURN

The Executive Member for Finance submitted a report on the Council's Treasury Management activities for 2013/14 and identified the impact on the 2014/15 treasury management strategy. The latter would be considered by Members at the November meeting of Audit Committee.

The Director of Finance and Support Services provided Members with a summary of the Council's operation and the rates of interest achieved in terms of income. It was noted that in terms of dedicated officer support in the process, the role of managing the treasury had been vacant for some time and the Director was pleased to announce that an appointment had been made on a permanent basis.

The Director of Finance and Support Services provided clarification regarding issues around cash flows which, on one occasion was attributable to a substantial deposit, without notice, relating to a business rate relief payment which required the Council to take remedial action as detailed in the report now submitted. The Chairman commented on the need to consider cash flows more carefully with the help of the new officer.

In response to a query from Councillor M Pope, the Director of Finance and Support Service explained how the Council placed money with Goldman Sachs and the timescales involved.

In response to a query from Councillor J Wing regarding

the cost effectiveness of the new officer, the Director of Finance and Support Services explained that the individual had considerable experience with investing in money markets and anticipated that the appointee would make many times more money than their salary.

The Committee received the report.

RESOLVED – that (A) the treasury management activity for 2013/14 and prudential indicators be approved; and

(B) remedial action, as now detailed in the report to ensure that the group limit of £20 million for NatWest is consistently maintained, be noted.

257 STATEMENT OF ACCOUNTS 2013/14

The Executive Member for Finance submitted a report setting out the process in approving the Council's 2013/14 Statement of Accounts. The report as now submitted, set out changes in reporting requirements for 2012/13 together with comments on the key financial statements.

The Accountancy Manager explained that the accounts were substantially the same as those presented to Members in July 2014.

Councillor D Andrews drew Members' attention to an omission within the Explanatory Forward (4. Capital Expenditure and Financing) in that the word "bridge" had been omitted from the last line. Two further typographical errors were amended.

In response to a query from the Chairman, the External Auditor clarified the position regarding an outstanding question on the accounts which had been received and stated that unless there were any significant variations identified in the last tests being completed, the accounts could be signed off by the Chairman.

The Committee received the report.

RESOLVED – that (A) unless there were any significant variations identified in the last tests being completed, the Council's Statement of Accounts for the financial year 2013/14 be approved and signed by the Chairman; and

(B) the Letter of Representation be approved for signature by the Chairman and Director of Finance and Support Services.

258 ANNUAL GOVERNANCE STATEMENT 2013/14

The Leader of the Council submitted a report presenting the 2013/14 Annual Governance Statement and the 2014/15 Annual Governance Statement Action Plan as set out in the Essential Reference Papers. The Manager of Corporate Risk provided a summary of the report.

Councillor M Pope drew Members' attention to the fact that the FSA had been replaced by the FCA and an amendment was accepted.

The Committee agreed the Annual Governance Statement 2013/14 and the Action Plan for 2014/15.

RESOLVED – that the Annual Governance Statement 2013/14 and Action Plan 2014/15 be approved.

259 SHARED INTERNAL AUDIT SERVICE ANNUAL REPORT 2013/14

The Shared Internal Audit Services (SIAS) submitted a report highlighting the work of the partnership during its third year of activity. The Principal Auditor (SIAS), provided a summary of the key successes through the year and the performance of the partnership during 2013/14.

The Chairman referred to the “excellent” SIAS partnership initiative and thanked the SIAS for their easy to read reports.

The Committee noted the Shared Internal Audit Service Annual Report 2013/14.

RESOLVED – that the SIAS Annual Report 2013/14 be noted.

260 SHARED INTERNAL AUDIT SERVICES – AUDIT PLAN UPDATE REPORT

The Shared Internal Audit Service (SIAS) submitted a progress report in delivering the Council’s Annual Audit Plan for 2014/15; proposed amendments to the approved 2014/15 Audit Plan; the implementation status of previously agreed high priority audit recommendations and an update on performance management information as at 5 September 2014.

The Principal Auditor (SIAS), provided a summary of the key issues for Members’ consideration. It was noted that the performance indicator for “Planned Days” was 4% below target but that SIAS had discussed the timings of audits with appropriate staff and was confident that the target would be achieved. The Principal Auditor (SIAS) referred to older (ICT) recommendations and advised that Price Waterhouse Cooper (PwC) would be undertaking a business continuity audit to evaluate whether some of the recommendations were still relevant and of the appropriateness of the recommendations.

The Committee approved the report.

RESOLVED – that (A) the Internal Audit Progress Report be noted;

(B) the proposed amendments to the Audit Plan as at 5 September 2014 be approved; and

(C) already implemented high priority recommendations be removed from the outstanding recommendations template.

261 RISK MANAGEMENT MONITORING REPORT 1 APRIL 2014
TO 30 JUNE 2014

The Leader of the Council submitted a report on the action taken to mitigate and control strategic risks in the period April to June 2014.

The Manager of Corporate Risk referred to the difficulties in reporting this information in a more timely manner. He stated that the risk management monitoring report to Members on 26 November 2014 would cover the period up to 30 September 2014.

The Chairman raised the issue of "Universal Credit" and sought clarification on what progress was being made. The Director of Finance and Support Services explained that there was still very little information available and that pilot initiatives were ongoing in some areas. The Director stated that Universal Credit would be a very difficult system to administer because of the various caveats which had to be taken into account. The External Auditor confirmed that as yet, there was a lack of clarity around the system.

In response to a query from Councillor D Andrews regarding Universal Credit, its "mobility" and "transferring in", the Director of Finance and Support Services explained that Hertfordshire, as an area, was a very expensive place to live and it was unlikely that people moving into the area would already be in receipt of Universal Credit.

In response to a query from the Chairman and the suggestion of having to factor this into the 2015/2016, Medium Term Financial Plan (MTFP), the Director of Finance and Support Services explained that a prudent approach would be taken but that there was still

insufficient information about the system. The Director assured Members that information was reported and shared via the Joint Revenues and Benefits meetings. At those meetings the complexity of Universal Credit and its application was discussed and of the impact this might have in terms of data changes. The Chairman referred to the ongoing lobbying regarding the need only to record significant changes. The Director of Finance and Support Services confirmed that officers were also lobbying about this.

In response to a query from Councillor D Andrews regarding increased workload and its effect on the Council's "Front Desk", the Director of Finance and Support Services confirmed that additional funds had been allocated to customer services support for the last two years.

The Committee approved the report, as now detailed.

RESOLVED – that the actions taken to mitigate and control strategic risks, as now detailed, be approved.

262 WORK PROGRAMME

The Director of Finance and Support Services submitted a report detailing the proposed work programme for the civic year 2014/15.

The Manager for Corporate Risk sought Members' views on the inclusion of "de-cluttering" the Council's accounts as a training item at the November meeting. This was supported. It was also noted that the work programme be amended by the inclusion of the Treasury Management Strategy 2014/15 Mid Year Review which had been deferred for consideration at this meeting.

Members approved the work programme, as now amended.

RESOLVED – that the work programme, as now amended, be approved.

The meeting closed at 8.20 pm

Chairman
Date