

Public Document Pack

EAST HERTFORDSHIRE DISTRICT COUNCIL

NOTICE IS HEREBY GIVEN that a meeting of East Hertfordshire District Council will be held in the Council Chamber, Wallfields, Hertford on Wednesday 19th October, 2016 at 7.00 pm, for the purpose of transacting the business set out in the Agenda below, and you are hereby summoned to attend.

Dated this 7th day of October 2016

Head of Legal and
Democratic Services

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

AGENDA

1. Chairman's Announcements

To receive any announcements.

2. Minutes (Pages 7 - 54)

To approve as a correct record and authorise the Chairman to sign the Minutes of the Council meetings held on 27 July and 22 September 2016.

3. Declarations of Interest

To receive any Members' declarations of interest.

4. Petitions

To receive any petitions.

5. Public Questions

To receive any public questions.

6. Members' questions

To receive any Members' questions.

7. Executive Report - 6 September 2016 (Pages 55 - 76)

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

(A) Hertingfordbury Conservation Area Appraisal and Management Plan

Minute 245 refers

(B) Medium Term Financial Strategy (2017/18 to 2020/21)

Minute 246 refers

Note – Members are asked to note that Minutes 221 – 244 were determined at the Extraordinary Council meeting held on 22 September 2016.

8. Corporate Business Scrutiny Committee: Minutes - 30 August 2016 (Pages 77 - 86)

Chairman: Councillor M Allen

9. Environment Scrutiny Committee: Minutes - 13 September 2016 (Pages 87 - 94)

Chairman: Councillor J Wyllie

10. Development Management Committee: Minutes - 14 September 2016 (Pages 95 - 106)

Chairman: Councillor T Page

11. Health and Wellbeing Scrutiny Committee: minutes - 20 September 2016 (Pages 107 - 112)

Chairman: Councillor A Alder

12. Audit and Governance Committee: Minutes - 21 September 2016 (Pages 113 - 122)

Chairman: Councillor M Pope

13. Community Scrutiny Committee: Minutes - 27 September 2016 (Pages 123 - 130)

Chairman: Councillor P Moore

14. Human Resources Committee: Minutes - 5 October 2016

(To follow)

Chairman: Councillor C Woodward

15. Corporate Business Scrutiny Committee: Minutes - 11 October 2016

(To follow)

Chairman: Councillor M Allen

16. Development Management Committee: Minutes - 12 October 2016

(To follow)

Chairman: Councillor T Page

17. Review of the Allocation of Seats on Committees (Pages 131 - 136)

Report of the Acting Head of Legal and Democratic Services

18. Appointment of an Independent Person to the Standards Sub-Committee

Report (to follow) of the Acting Head of Legal and Democratic Services

19. Motions on Notice

To receive Motions on Notice.

DISCLOSABLE PECUNIARY INTERESTS

1. A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:
 - must not participate in any discussion of the matter at the meeting;
 - must not participate in any vote taken on the matter at the meeting;
 - must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
 - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
 - must leave the room while any discussion or voting takes place.
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
3. The Authority may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI.
4. It is a criminal offence to:
 - fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register;
 - fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
 - participate in any discussion or vote on a matter in which a Member has a DPI;
 - knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a DPI or in disclosing such interest to a meeting.

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

Public Attendance

East Herts Council welcomes public attendance at its meetings and will provide a reasonable number of agendas for viewing at the meeting. Please note that there is seating for 27 members of the public and space for a further 30 standing in the Council Chamber on a “first come first served” basis. When the Council anticipates a large attendance, an additional 30 members of the public can be accommodated in Room 27 (standing room only), again on a “first come, first served” basis, to view the meeting via webcast.

If you think a meeting you plan to attend could be very busy, you can check if the extra space will be available by emailing committee.services@eastherts.gov.uk or calling the Council on 01279 655261 and asking to speak to Democratic Services.

Audio/Visual Recording of meetings

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

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MINUTES OF A MEETING OF THE
COUNCIL HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
WEDNESDAY 27 JULY 2016, AT 7.00 PM

PRESENT: Councillor K Crofton (Chairman).
Councillors D Abbott, A Alder, M Allen,
D Andrews, P Ballam, E Buckmaster, S Bull,
M Casey, S Cousins, G Cutting, H Drake,
M Freeman, B Harris-Quinney, L Haysey,
R Henson, Mrs D Hollebbon, A Jackson,
G Jones, J Jones, J Kaye, G McAndrew,
W Mortimer, D Oldridge, T Page, M Pope,
P Ruffles, S Rutland-Barsby, C Snowdon,
R Standley, N Symonds, J Taylor, K Warnell,
G Williamson, C Woodward and J Wyllie.

OFFICERS IN ATTENDANCE:

Martin Ibrahim	- Democratic Services Team Leader
Adele Taylor	- Director
Liz Watts	- Chief Executive
Kevin Williams	- Acting Head of Legal and Democratic Services

173 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Members and the public to the meeting and reminded them that the meeting was being webcast. He also welcomed Kevin Williams, Acting Head of Legal and Democratic Services, to his first Council meeting.

The Chairman advised that he had agreed to accept an urgent item of business onto the agenda relating to a request for a Community Governance Review from Buntingford Town Council, on the grounds of the need to avoid delays in

considering the request.

He asked Members to note that, following a resignation, a notice had been published advising that a casual vacancy had arisen on the District Council in the Puckeridge ward.

The Chairman referred to the recent sad news that former Councillor Teddy Bedford had passed away. He had represented Ware Christchurch ward from 2011- 2015. The Chairman spoke of his care for his constituents and asked all present to stand and observe a minute's silence.

The Chairman referred to the many events he had attended since the last meeting and spoke of his admiration for the professionalism shown by many people in the voluntary sector he had met. He also thanked the Vice-Chairman for his support during this time.

In respect of local events throughout the District, the Chairman reiterated his offer to lend his support. He also reminded Members that all would be welcome at his forthcoming garden party.

Finally, the Chairman introduced Tess Michaels, the East Herts representative on the Hertfordshire Youth Parliament. Tess had just completed her 'A' levels at Presdales School, Ware, studying politics, history and music.

Tess Michaels spoke of her time as a Youth Parliament member since being elected in January 2016. She detailed the priorities which had been chosen by young people themselves and would be launched in the Parliament's manifesto in October 2016. It was hoped that this would lead to a summit involving local MPs, the Executive Member for Children's Services at Hertfordshire County Council and other decision-makers. Finally, she spoke of the national youth council and the need to involve young people in decision-making.

The Chairman thanked Tess for attending and wished her well for the future.

174 MINUTES

RESOLVED – that the Minutes of the Annual Council meeting held on 18 May 2016, be approved as a correct record and signed by the Chairman.

175 DECLARATIONS OF INTEREST

In respect of Minute 180 – Council Tax Discounts, Councillors M Casey, L Haysey, G McAndrew, M Pope and G Williamson each declared a Disclosable Pecuniary Interest and left the chamber whilst the matter was considered.

176 MEMBERS' QUESTIONSQuestion 1

Councillor R Henson asked the Leader of the Council if she could confirm that the forthcoming District Plan would contain measures to increase space for parking, both commuter and residential, in areas where it appeared to be lacking, such as North Road and Turpins Close in Hertford, and if she could not give that assurance, whether she would consider reviewing the Council's parking policies for those and similarly affected areas, as soon as possible.

In reply, the Leader referred to the ongoing development of the District Plan and the emerging policies contained therein. The emerging car parking standards had been agreed in March 2015 and contained standards that were better or at least as equal to those in the current policy. The final District Plan would be considered by Council in September 2016.

The Leader also referred to the high levels of car ownership in the District as one of the highest in the country. This necessitated that sustainable transport policies be pursued and, to this end, she welcomed the forthcoming review of parking policies by a scrutiny task and finish group.

Question 2

Councillor T Page asked the Executive Member for Development Management and Council Support if she could provide clarification over the extent that s106 contributions were ring-fenced to ensure that funding was applied within specific wards that bore the brunt of new developments, or to otherwise mitigate their local infrastructure needs.

In response, the Executive Member for Development Management and Council Support outlined the statutory and policy framework within which section 106 funds were utilised in East Herts. She explained that in some cases, it was not possible for infrastructure provision to be specified for a particular location. Schools, health, roads, housing provision were provided following extensive collaboration with partners across the District in order to meet obligations and to mitigate impacts.

The Executive Member also referred to discussions with Officers and the Chairman of Development Management Committee that sought to encourage greater involvement with local Members and specific proposals would come forward.

177 EXECUTIVE REPORT - 7 JUNE 2016

RESOLVED – that the Minutes of the Executive meeting held on 7 June 2016 be received.

(see also Minutes 178 – 193)

178 BUNTINGFORD CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

RESOLVED – that (A) the Buntingford Conservation Area Appraisal and Management Plan be adopted;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary;

and

(C) the responses to the public consultation be noted and the Officer responses and proposed changes to the Buntingford Conservation Area Appraisal and Management Plan be supported.

(see also Minute 177)

179 WARE CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

RESOLVED – that (A) the Ware Conservation Area Appraisal and Management Plan be adopted;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and

(C) the responses to the public consultation be noted and the Officer responses and proposed changes to the Buntingford Conservation Area Appraisal and Management Plan be supported.

(see also Minute 177)

180 COUNCIL TAX DISCOUNTS

In response to a comment from Councillor J Wyllie, the Executive Member for Economic Development stated that the recommendation, if approved, would reduce the level of discount available on empty properties and so encourage their occupation.

RESOLVED – that (A) the recommendations of the Corporate Business Scrutiny Committee be received;

(B) the addition of a 50% Council Tax premium on

properties which have been empty for 2 or more years, be approved;

(C) changing the period or percentage of relief granted to properties which are classified as empty and uninhabitable from 50% for up to 12 months to a period not exceeding 6 months at 50%, be approved; and

(D) changing the period or percentage of relief granted to properties which are classified as empty and substantially unfurnished from a period of up to 6 months at 50% to a period not exceeding 2 months at 50%, be approved.

(Note – Councillors M Casey, L Haysey, G McAndrew, M Pope and G Williamson left the chamber whilst this matter was considered – see Minute 175)

(see also Minute 177)

181 COUNCIL TAX SUPPORT SCHEME 2017/18

RESOLVED - that (A) the recommendations of the Corporate Business Scrutiny Committee be received; and

(B) the current Council Tax Support Scheme be supported for 2017/18.

(see also Minute 177)

182 DEVELOPMENT MANAGEMENT PRE-APPLICATION ADVICE SERVICE - REVISION OF CHARGES

RESOLVED - that the 'in-year' revision to charges for the Development Management pre-application advice service, as set out in the report submitted, be approved.

(see also Minute 177)

183 EAST HERTS GYPSIES AND TRAVELLERS AND TRAVELLING SHOWPEOPLE ACCOMMODATION NEEDS ASSESSMENT UPDATE FEBRUARY 2016

RESOLVED – that (A) East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment Update Summary, April 2016, be noted;

(B) amendments to the Update Summary necessitated by the Housing and Planning Act for consideration by the Executive be delegated to the Head of Planning and Building Control in conjunction with the Panel Chairman; and

(C) the final version of the East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment Update Summary, May 2016, as now submitted at Essential Reference Paper ‘A’ of the Minutes submitted, be approved as part of the evidence base to inform and support the East Herts District Plan and to inform Development Management decisions.

(see also Minute 177)

184 THE GILSTON AREA AND THE GOVERNMENT’S ‘LOCALLY LED GARDEN VILLAGES, TOWNS AND CITIES’ PROSPECTUS

RESOLVED - that (A) the content of the Government’s prospectus on “Locally Led Garden Villages, Towns and Cities” be noted; and

(B) preparation and submission of an expression of interest for Government support in relation to the Gilston Area as a Garden Town, be supported.

(see also Minute 177)

185 LOCAL DEVELOPMENT SCHEME (LDS) MAY 2016

RESOLVED – that the Local Development Scheme (LDS) May 2016 as now detailed, be agreed with effect from May 2016.

(see also Minute 177)

186 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 15 –
RETAIL AND TOWN CENTRES: RESPONSE TO ISSUES
RAISED DURING PREFERRED OPTIONS CONSULTATION,
FURTHER AMENDMENTS AND DRAFT REVISED
CHAPTER

RESOLVED – that (A) the issues raised in Chapter 15 (Retail and Town Centres) of the draft District Plan Preferred Options, as now detailed at Essential Reference Paper 'B' to the report be received and considered;

(B) Officers' responses to the issues referred to in (A) above, as now detailed in Essential Reference Paper 'B' to the report be agreed;

(C) the further amendments in respect of Chapter 15 (Retail and Town Centres) of the draft District Plan Preferred Options, as detailed in Essential Reference Paper 'B' to the report, be received and considered;
and

(D) the draft revised Chapter 15 (Retail and Town Centres), as detailed in Essential Reference Paper 'C' to the report be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 177)

187 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER'S 16 AND 20 – DESIGN AND LANDSCAPE: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION, FURTHER AMENDMENTS AND DRAFT REVISED CHAPTER (RENUMBERED CHAPTER 16)

RESOLVED – that (A) the issues raised in respect of Chapter 16 (Design) and Chapter 20 (Landscape) of the draft District Plan Preferred Options, as now detailed in Essential Reference Paper 'B' to the report, be received and considered;

(B) Officers' responses to the issues referred to in (A) above, as now detailed in Essential Reference Paper 'B' to the report be agreed;

(C) the further amendments in respect of Chapter 16 (Design) and Chapter 20 (Landscape) of the draft District Plan Preferred Options, as now detailed at Essential Reference Paper 'B' to this report be received and considered; and

(D) the draft revised Chapter 16 (Design and Landscape), as detailed in Essential Reference Paper 'C' to the report, be agreed, as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 177)

188 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 17 – TRANSPORT: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION, FURTHER AMENDMENTS AND DRAFT REVISED CHAPTER

RESOLVED – that (A) the issues raised in respect of Chapter 17 (Transport) of the draft District Plan Preferred Options, as now detailed in Essential Reference Paper 'B' to the report, be received and considered;

(B) Officers' responses to the issues referred to in (A) above, as now detailed in Essential Reference Paper 'B' to the report be agreed;

(C) the further amendments in respect of Chapter 17 (Transport) of the draft District Plan Preferred Options, as detailed in Essential Reference Paper 'B' to the report be received and considered; and

(D) the draft revised Chapter 17 (Transport) as detailed in Essential Reference Paper 'C' to the report, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 177)

189 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 19 –
NATURAL ENVIRONMENT: RESPONSE TO ISSUES
RAISED DURING PREFERRED OPTIONS CONSULTATION,
FURTHER AMENDMENTS AND DRAFT REVISED
CHAPTER

RESOLVED – that (A) the issues raised in respect of Chapter 19 (Natural Environment) of the draft District Plan Preferred Options as now detailed in Essential Reference Paper 'B' to the report be received and considered;

(B) Officers' responses to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report be agreed;

(C) the further amendments in respect of Chapter 19 (Natural Environment) of the draft District Plan Preferred Options as detailed in Essential Reference Paper 'B' to the report be received and considered;

(D) the draft revised Chapter 19 (Natural Environment), as detailed in Essential Reference Paper

'C' to the report be agreed, as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 177)

190 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 21 –
HERITAGE ASSETS: RESPONSE TO ISSUES RAISED
DURING PREFERRED OPTIONS CONSULTATION,
FURTHER AMENDMENTS AND DRAFT REVISED
CHAPTER (RENUMBERED CHAPTER 20)

RESOLVED – that (A) the issues raised in respect of Chapter 21 (Heritage Assets) of the draft District Plan Preferred Options as now detailed in Essential Reference Paper 'B' to the report be received and considered;

(B) Officers' responses to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report be agreed;

(C) the further amendments in respect of Chapter 21 (Heritage Assets) of the draft District Plan Preferred Options as detailed in Essential Reference Paper 'B' to the report be received and considered; and

(D) the draft revised (and renumbered) Chapter 20 (Heritage Assets) as detailed in Essential Reference Paper 'C' to the report be agreed, as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 177)

191 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 22 –
CLIMATE CHANGE: RESPONSE TO ISSUES RAISED
DURING PREFERRED OPTIONS CONSULTATION,
FURTHER AMENDMENTS AND DRAFT REVISED
CHAPTER (RENUMBERED CHAPTER 21)

RESOLVED – that (A) the issues raised in respect of Chapter 22 (Climate Change) of the draft District Plan Preferred Options as now detailed in Essential Reference Paper ‘B’ to the report be received and considered;

(B) Officers’ responses to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report be agreed;

(C) the further amendments in respect of Chapter 22 (Climate Change) of the draft District Plan Preferred Options as detailed in Essential Reference Paper ‘B’ to the report be received and considered; and

(D) the draft revised (and renumbered) Chapter 21 (Climate Change) as detailed in Essential Reference Paper ‘C’ to the report be agreed, as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 177)

192 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 23 –
WATER: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION, FURTHER
AMENDMENTS AND DRAFT REVISED CHAPTER
(RENUMBERED CHAPTER 2)

RESOLVED – that (A) the issues raised in respect of Chapter 23 (Water) of the draft District Plan Preferred Options as now detailed in Essential Reference Paper ‘B’ to the report be received and considered;

(B) Officers' responses to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report be agreed;

(C) the further amendments in respect of Chapter 23 (Water) of the draft District Plan Preferred Options as detailed in Essential Reference Paper 'B' to the report be received and considered;

(D) the draft revised (and renumbered) Chapter 22 (Water) as detailed in Essential Reference Paper 'C' to the report be agreed, as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016; and

(E) the issue of slurry storage be incorporated into the Chapter.

(see also Minute 177)

193 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 24 – ENVIRONMENTAL QUALITY: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION, FURTHER AMENDMENTS AND DRAFT REVISED CHAPTER (RENUMBERED CHAPTER 23)

RESOLVED – that (A) the issues raised in respect of Chapter 24 (Environmental Quality) of the draft District Plan Preferred Options as now detailed in Essential Reference Paper 'B' to the report be received and considered;

(B) Officers' responses to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report be agreed;

(C) the further amendments in respect of Chapter 24 (Environmental Quality) of the draft District Plan Preferred Options as detailed in Essential Reference Paper 'B' to the report be received and considered; and

(D) the draft revised (and renumbered) Chapter 23 (Environmental Quality) as detailed in Essential Reference Paper 'C' to the report be agreed, as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 177)

194 EXECUTIVE REPORT - 19 JULY 2016

RESOLVED – that the Minutes of the Executive meeting held on 19 July 2016 be received.

195 JOINT MEETING OF EXECUTIVE, COMMITTEES, ETC:
MINUTES - 18 MAY 2016

RESOLVED – that the Minutes of the joint meeting of Executive, Committees, etc, held on 18 May 2016, be received.

196 DEVELOPMENT MANAGEMENT COMMITTEE: MINUTES -
25 MAY 2016

RESOLVED – that the Minutes of the Development Management Committee meeting held on 25 May 2016, be received.

197 CORPORATE BUSINESS SCRUTINY COMMITTEE:
MINUTES - 31 MAY 2016

RESOLVED – that the Minutes of the Corporate Business Scrutiny Committee meeting held on 31 May 2016, be received.

198 HEALTH AND WELLBEING SCRUTINY COMMITTEE:
MINUTES - 14 JUNE 2016

RESOLVED – that the Minutes of the Health and Wellbeing Scrutiny Committee meeting held on 14

June 2016, be received.

199 AUDIT AND GOVERNANCE COMMITTEE: MINUTES - 15
JUNE 2016

RESOLVED – that the Minutes of the Audit and Governance Committee meeting held on 15 June 2016, be received.

200 ENVIRONMENT SCRUTINY COMMITTEE: MINUTES - 21
JUNE 2016

RESOLVED – that the Minutes of the Environment Scrutiny Committee meeting held on 21 June 2016, be received.

201 DEVELOPMENT MANAGEMENT COMMITTEE: MINUTES -
22 JUNE 2016

RESOLVED – that the Minutes of the Development Management Committee meeting held on 22 June 2016, be received.

202 COMMUNITY SCRUTINY COMMITTEE: MINUTES - 28
JUNE 2016

RESOLVED – that the Minutes of the Community Scrutiny Committee meeting held on 28 June 2016, be received.

203 HUMAN RESOURCES COMMITTEE: MINUTES - 6 JULY
2016

RESOLVED – that the Minutes of the Human Resources Committee meeting held on 6 July 2016, be received.

204 CORPORATE BUSINESS SCRUTINY COMMITTEE:
MINUTES - 12 JULY 2016

RESOLVED – that the Minutes of the Corporate

Business Scrutiny Committee meeting held on 12 July 2016, be received.

205 LICENSING COMMITTEE: MINUTES - 14 JULY 2016

RESOLVED – that the Minutes of the Licensing Committee meeting held on 14 July 2016, be received.

(see also Minutes 206 – 207)

206 DRAFT STATEMENT OF LICENSING POLICY

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

(B) the revised Statement of Licensing Policy, as now submitted, be approved to take effect from 1 August 2016.

(see also Minute 205)

207 REVISED DRIVER CONVICTIONS POLICY

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

(B) the revised Driver Convictions Policy be approved, as now submitted, to take effect from 15 July 2016; and

(C) authority to make decisions under the new policy be delegated to Officers.

(see also Minute 205)

208 DEVELOPMENT MANAGEMENT COMMITTEE: MINUTES - 20 JULY 2016

RESOLVED – that the Minutes of the Development Management Committee meeting held on 20 July 2016, be received.

209 SCRUTINY ANNUAL REPORT 2015-16

Councillor J Wyllie, on behalf of the 2015/16 Scrutiny Chairmen, presented the Scrutiny Annual report 2015/16.

Council approved the report for publication.

RESOLVED – that the Annual Report on the work of the East Herts Scrutiny Committees during 2015/16 be received and approved for publication.

210 REQUEST FOR COMMUNITY GOVERNANCE REVIEW - BUNTINGFORD TOWN COUNCIL

The Acting Head of Legal and Democratic Services submitted a report setting out a request for a Community Governance Review of its electoral arrangements by Buntingford Town Council. The request had been made on the basis of current and future housing developments. Under provisions of the Local Government and Public Involvement Act 2007, Council had the power to review and make changes to community governance within its area.

The Acting Head advised Members of correspondence received from Cottered Parish Council objecting to the review on the grounds that any review should not begin until after the developments had been completed and occupied. He commented that agreeing to the request for a review would not prejudice the Council's position and consultation, including with Cottered Parish Council, would need to be undertaken as part of the review.

Council agreed the request for a Community Governance Review as now detailed.

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

The meeting closed at 7.47 pm

Chairman
Date

MINUTES OF AN EXTRAORDINARY
MEETING OF THE COUNCIL HELD IN THE
COUNCIL CHAMBER, WALLFIELDS,
HERTFORD ON THURSDAY 22
SEPTEMBER 2016, AT 7.00 PM

PRESENT: Councillor J Jones (Vice-Chairman, in the chair).
Councillors M Allen, D Andrews, P Ballam, P Boylan, R Brunton, E Buckmaster, S Bull, M Casey, Mrs R Cheswright, G Cutting, B Deering, I Devonshire, H Drake, M Freeman, J Goodeve, B Harris-Quinney, L Haysey, Mrs D Hollebon, G Jones, J Kaye, P Kenealy, G McAndrew, M McMullen, D Oldridge, T Page, M Pope, S Reed, P Ruffles, S Rutland-Barsby, C Snowdon, S Stainsby, R Standley, M Stevenson, N Symonds, J Taylor, K Warnell, G Williamson and J Wyllie.

OFFICERS IN ATTENDANCE:

Martin Ibrahim	-	Democratic Services Team Leader
Claire Sime	-	Planning Policy Manager
Kevin Steptoe	-	Head of Planning and Building Control Services
Liz Watts	-	Chief Executive
Kevin Williams	-	Acting Head of Legal and Democratic Services

325 CHAIRMAN'S ANNOUNCEMENTS

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

The Vice-Chairman stated that the Chairman had asked him to offer his sincere apologies for his absence, which was unavoidable as he had booked his holiday long before the need for this extraordinary meeting had been identified.

The Vice-Chairman advised that he had agreed to accept an urgent item of business onto the agenda relating to Members' Questions. These would be dealt with at item 2(A) on the agenda.

Finally, the Vice-Chairman welcomed Councillor Peter Boylan to his first Council meeting following his recent by-election success in Puckeridge ward.

326 DECLARATIONS OF INTEREST

In respect of Minute 329 – Heritage Impact Assessment for Panshanger Park and its Environs, June 2016, Councillor P Ruffles asked Council to note that he was a Hertfordshire County Council appointed trustee on Panshanger Management Committee. Although not a Disclosable Pecuniary Interest, he stated that he would not participate in any decision.

327 MEMBERS' QUESTIONS

The Vice-Chairman advised that Councillor K Warnell had withdrawn Question 4.

Question 1

Councillor C Woodward had submitted a question to the Executive Member for Environment and the Public Space. Although absent from the meeting, he had asked that, given:

- East Herts had three Air Quality Management Areas, one of which, Sawbridgeworth, had no Air Quality Action Plan (AQAP), and the oldest, Hockerill had exceeded World Health Organisation guidelines since at least 2007 and now failed the EU legal maximum by almost double for nitrogen dioxide (and failed on highly hazardous particulate matter pollutants);
- the duties placed on East Herts District Council by the Environment Acts 1995 & 2002 to actively reduce emissions and to do so by clearly defined times; and
- the AECOM Sustainability Appraisal for the draft District Plan stated that “car borne traffic is likely to be the most used transport” and that there was no hard evidence that modal shift had yet or, would occur (beyond wishful thinking), and that the reliance of the AQAP for Hockerill on a Bishop’s Stortford Urban Transport Plan was now misplaced as HCC have abolished it;

whether the Executive Member could clarify why the latest official progress report was three years old and to report to Members on how many of the actions set in the AQAP had been fully achieved or, wholly or partially failed. He also asked the Executive Member on the legal risk to East Herts Council and perhaps individual Members of approving a draft District Plan with in excess of 4,100 new homes in Bishop’s Stortford and 500 in Sawbridgeworth, as well as the health condition and figures for early mortality expectations of residents in the towns affected, in the stated context of Hertfordshire County Council’s Air Quality Strategy opening comment that ‘residents are dying prematurely due to poor air quality’ and AECOM’s admission that further development would have a “residual (minor) negative impact”. Councillor C Woodward had bracketed ‘minor’ given recent measures showing that Hockerill was at 76 microns versus the absolute legal maximum of 40 given doubt that any negative impact from new development was not legally and ethically acceptable when East Herts had for many years not resolved the current situation or delivered on its own AQAP.

The Executive Member for Environment and the Public Space responded by reminding Members of the considerable time

and resources the Council had given to air quality issues, particularly in Bishop's Stortford, over the past six months. He referred to the Bishop's Stortford Infrastructure and Congestion summit, the Hertfordshire Sustainability Forum and the forthcoming Air Quality Summit Steering Group meeting in October 2016. These all involved working in partnership with professionals, local bodies and stakeholders and sought to address air quality and climate change issues. By way of example, he referred to joint action across member organisations via the Climate Change Framework and Action Plan for Hertfordshire, which was looking at the scope for the promotion of electric vehicles. In East Herts, the Council was looking at innovative ways to encourage behaviour change such as the use of electric taxis. He also reminded Members that scrutiny task and finish groups had been set up on climate change and sustainable transport.

The Executive Member acknowledged that there was more to do, but believed that his summary of actions demonstrated the Council's commitment to air quality issues.

In respect of the potential risk to Members in approving the Draft District Plan against the backdrop of the air quality issues referred to in the question, the Executive Member referred to the Government's helpful advice on local authority obligations. This stated that local authorities were not legally obliged to achieve air quality objectives, although they were required to work towards the objectives by drawing up action plans setting out measures they intended to take in pursuit of them.

The Executive Member quoted the legislative position with regard to the Environment Act 1995, the Air Quality Regulations 2000 and the Air Quality (Amendment) Regulations 2002. These confirmed that the Council did not have a legal obligation to achieve air quality objectives, as the Government had concluded that this would be unreasonable, given that so many sources of emissions were beyond local authority control. Therefore, it was clear that the Council generally, and Members individually, did not risk legal action in the circumstances outlined within Councillor Woodward's

question.

Question 2

Councillor K Warnell, in respect of BISH5, referred to a letter from Housing Minister Brandon Lewis on 6 June 2016, which stated, “the Government has put in place the strongest protections for the Green Belt. The Framework makes it clear that inappropriate development may be allowed only where very special circumstances exist, and that Green Belt boundaries should be adjusted only in exceptional circumstances, through the Local Plan process and with the support of local people. We have been repeatedly clear that demand for housing alone will not change Green Belt boundaries.”

Addressing the contents of this letter, Councillor K Warnell asked the Leader of the Council, given that the “very special circumstances” statement was a subjective opinion and evidential results of the Neighbourhood Plan survey of every household in Bishop’s Stortford showed 72.28% were against development here and a further 89.21% were against Green Belt development, where, when and how the “support of the local people” in the Brandon Lewis letter had been sought and gained in this specific case as no evidence thereof had been presented. He also asked if the Council had any letters or government guidance since the 6 June letter that countermanded the Government’s position.

In response, the Leader of the Council referred to clarification she had received from the Government and a letter from the new Minister for Housing and Planning, Gavin Barwell MP, dated 18 August 2016. Copies of this letter had been placed in the chamber for Members’ information. This stated that it was for local authorities to determine whether adjustments to the green belt should be made, whilst allowing local communities to have their say.

The Leader reminded Members of the urgent need to identify sites to meet an objectively assessed housing need of 16,390 new units in the plan period up to 2033. This was likely to rise

to 19,500 given continuing work in other areas. She referred to the short supply of brownfield sites, thus necessitating either green field or green belt land being identified for this housing need.

The Leader also referred to the Council's sustainable approach in satisfying itself that all available options for development outside of the green belt had been exhausted. Other options outside of the green belt had been considered, such as focussing development around an existing settlement like Buntingford, a new settlement in the north of the District and spreading the new housing around the villages throughout the District. These options had been dismissed as unsustainable or undeliverable within the plan period.

Therefore, the approach taken, which had been consistent with the National Planning Policy Framework, had been to identify locations which were the most sustainable in terms of existing infrastructure. She acknowledged the genuine concerns that local people might have with the loss of some green belt. However, Members had to make difficult decisions based on material planning considerations which outweighed the loss of greenbelt.

The Leader reminded Members that a further round of consultation would be undertaken and that ultimately, it would be the Independent Inspector who would make the decision.

In response to a supplementary question, the Leader advised that local communities had been consulted on the sites in question within the 2014 consultation.

Question 3

Councillor G Cutting welcomed the Council's commitment to requiring developments in Bishop's Stortford to mitigate their impact on congestion and air pollution, and the intention expressed in the first draft of the Infrastructure Development Plan to obtain developer funding for cycling, walking, bus and road improvements to improve sustainable transport options in the town. He asked the Executive Member for Environment

and the Public Space if he would confirm that the Bishop's Stortford Town Centre Development Framework would provide further detail on what will be required to demonstrate sustainable transport options in the town and whether the Council will firm its commitment to fund the continuing effort required by the Council and its key stakeholders to work with bus companies, local businesses and residents to identify and deliver behaviour change that would reduce existing levels of air pollution, as well as mitigate the impacts of new development, a commitment which he believed must be made in the forthcoming new Action Plan for the AQMA and also be clear in the Infrastructure Development Plan. He also asked the Executive Member to explain how the AECOM sustainability work suggested that there was no problem with climate change mitigation as the new developments would replace less efficient ones and so "carbon emissions from the built environment will fall over time". Since all the large scale development in Bishop's Stortford was on brownfield or greenfield land not replacing existing buildings, did the Executive Member agree this was clearly wrong and totally missing the point of a sustainability review.

In reply, the Executive Member for Environment and the Public Space commented on emerging suggestions from the Bishop's Stortford Town Centre Planning Framework, such as switching off the gyratory, creating new links through development sites such as the Goods Yard and alternative locations for parking, which could reduce traffic volumes circulating the town. He also referred to corporate initiatives on setting up task and finish groups and hosting an Air Quality summit as detailed in his answer to Councillor C Woodward's question above.

In respect of AECOM sustainability work, the Executive Member stated that this addressed the various aspects of development, from new larger developments, where there would be the potential to fund and design low carbon and renewable energy schemes, to redevelopment of the existing built environment, where policy provision was made to reduce carbon emissions. He did not believe that the AECOM sustainability work stated that all new development would

replace existing buildings, rather than, it acknowledged if redevelopment took place, emissions from the built environment as a whole would fall over time. The Sustainability Appraisal had suggested that it was not possible to conclude significant effects as the proposed approach set out in the Plan performed well in terms of climate change mitigation objectives.

The Executive Member commented that the overall policy approach set out in the Plan would ensure that development demonstrated how carbon dioxide emissions would be minimised; that carbon reduction was met on site; and that, existing materials were re-used and recycled in construction. He referred specifically to Policy CC2, TRA1 and EQ4 and advised that an Air Quality Guidance document would be submitted to the next District Planning Executive Panel meeting on 13 October 2016.

328 EXECUTIVE REPORT - 6 SEPTEMBER 2016

The Leader of the Council made a general statement in respect of the many recommendations of the Executive relating to the Draft District Plan. She commented that the recommendations before Council represented the culmination of an intensive period of work by Officers and Members that would enable the Council to meet its deadline for submission to the Planning Inspectorate of March 2017. She reminded Members that failure to meet this deadline could result in Government intervention. The Draft Plan was not just about housing, but also concerned employment, community facilities and leisure and open spaces.

The Leader commented that a viable plan and a five year land supply were essential in protecting the District from unsustainable and unviable development. The headline figure of 16,390 for housing had been reached following a balanced, evidence-based approach. Members needed to look at the whole picture and to balance the contradictory evidence.

The Leader referred to the three tenets of the National Planning Policy Framework (NPPF) that development should

be sustainable, viable and deliverable and how these guiding principles underlay the proposed Plan. It had been a difficult process to declassify 6% of the green belt, but exceptional circumstances had been demonstrated. As referred to earlier, other options had been considered and discounted as unsustainable and undeliverable. The required infrastructure needs could only be met by extensions to existing towns.

The Leader concluded that the Draft Plan provided soundness, legality and certainty to residents and businesses of where development would be permitted and where it would not. She paid tribute to the work of the Planning Policy team and expressed pride in their efforts.

It was noted that Minutes 245 (Hertingfordbury Conservation Area Appraisal and Management Plan) and 246 (Financial Strategy and Medium Term Financial Plan 2016/17 - 2021/21) would be determined at the next Council meeting on 19 October 2016.

RESOLVED – that the Minutes of the Executive meeting held on 6 September 2016, be received.

(see also Minutes 329 – 352)

329 HERITAGE IMPACT ASSESSMENT FOR PANSHANGER PARK AND ITS ENVIRONS, JUNE 2016

RESOLVED – that (A) the Heritage Impact Assessment (HIA) for Panshanger Park and its Environs, June 2016, be agreed as part of the evidence base to inform and support preparation of the East Herts District Plan; and

(B) the HIA for Panshanger Park be agreed as evidence to inform Development Management decisions.

(see also Minute 328)

330 HERTFORD AND WARE EMPLOYMENT STUDY, JUNE 2016

RESOLVED – that (A) the Hertford and Ware Employment Study, June 2016, be approved as part of the evidence base to inform and support the East Herts District Plan; and

(B) the Hertford and Ware Employment Study, June 2016, be approved to inform Development Management decisions.

(see also Minute 328)

331 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 1 – INTRODUCTION: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 1 (Introduction) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 328)

332 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 2 – VISION AND STRATEGIC OBJECTIVES: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 2 (Vision and Strategic Objectives) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

(see also Minute 328)

333 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 7 –
HERTFORD: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 7 (Hertford) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

(see also Minute 328)

334 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 8 –
SAWBRIDGEWORTH: RESPONSE TO ISSUES RAISED
DURING PREFERRED OPTIONS CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 8 (Sawbridgeworth) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

(see also Minute 328)

335 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 9 –
WARE: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION

RESOLVED - that (A) the issues raised in respect of Chapter 9 (Ware) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 328)

336 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 11 –
EAST OF WELWYN GARDEN CITY: RESPONSE TO
ISSUES RAISED DURING PREFERRED OPTIONS
CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 11 (East of Welwyn Garden City) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 328)

337 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 12 –
GILSTON AREA: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 12 (Gilston Area) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and

considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

(see also Minute 328)

338 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 14 –
EMPLOYMENT: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION, FURTHER
AMENDMENTS AND DRAFT REVISED CHAPTER
(RENAMED ECONOMIC DEVELOPMENT)

In response to a comment from Councillor T Page on the need for upgraded transport links as a boost economic development, the Head of Planning and Building Control referred to the background technical information behind the Plan which supported Councillor T Page's contention.

RESOLVED – that (A) the issues raised in respect of Chapter 14 (Economy) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 14 (Economy) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(D) the draft revised Chapter 14 (Economic Development), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is

presented in September 2016.

(see also Minute 328)

339 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 18 –
COMMUNITY FACILITIES, LEISURE AND RECREATION:
RESPONSE TO ISSUES RAISED DURING PREFERRED
OPTIONS CONSULTATION, FURTHER AMENDMENTS
AND DRAFT REVISED CHAPTER

RESOLVED – that (A) the issues raised in respect of Chapter 18 (Community Facilities, Leisure and Recreation) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 18 (Community Facilities, Leisure and Recreation) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(D) the draft revised Chapter 18 (Community Facilities, Leisure and Recreation), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 328)

340 EAST HERTS DRAFT DISTRICT PLAN – NEW DRAFT
CHAPTER 1 – INTRODUCTION

RESOLVED – that the draft revised Chapter 1 (Introduction), as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed as a basis for

inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 328)

341 EAST HERTS DISTRICT PLAN – NEW DRAFT CHAPTER 2
– VISION AND STRATEGIC OBJECTIVES

RESOLVED – that the draft revised Chapter 2 (Vision and Strategic Objectives), as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 328)

342 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 3 –
DEVELOPMENT STRATEGY: RESPONSE TO ISSUES
RAISED DURING PREFERRED OPTIONS CONSULTATION

RESOLVED - that (A) the issues raised in respect of Chapter 3 (Development Strategy) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 328)

343 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 4 –
GREEN BELT AND RURAL AREA BEYOND THE GREEN
BELT: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 4 (Green Belt and Rural Area Beyond the

Green Belt) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

(see also Minute 328)

344 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 6 – BUNTINGFORD: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 6 (Buntingford) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

(see also Minute 328)

345 EAST HERTS DRAFT DISTRICT PLAN – SAWBRIDGEWORTH – SETTLEMENT APPRAISAL AND NEW DRAFT CHAPTER 8

RESOLVED – that (A) the Sawbridgeworth Settlement Appraisal as detailed at Essential Reference Paper 'B' to the report submitted, be agreed; and

(B) the draft revised Chapter 8 (Sawbridgeworth), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 328)

346 EAST HERTS DRAFT DISTRICT PLAN – WARE –
SETTLEMENT APPRAISAL AND NEW DRAFT CHAPTER 9

RESOLVED – that (A) the Ware Settlement Appraisal as detailed at Essential Reference Paper ‘B’ to the report submitted, be agreed; and

(B) the draft revised Chapter 9 (Ware), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 328)

347 EAST HERTS DRAFT DISTRICT PLAN – EAST OF
WELWYN GARDEN CITY – SETTLEMENT APPRAISAL
AND NEW DRAFT CHAPTER 13

RESOLVED – that (A) the East of Welwyn Garden City Settlement Appraisal as detailed at Essential Reference Paper ‘B’ to the report submitted, be agreed; and

(B) the draft revised Chapter 13 (East of Welwyn Garden City), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 328)

348 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 13 –
HOUSING: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION AND DRAFT
REVISED CHAPTER (RENUMBERED CHAPTER 14)

RESOLVED – that (A) the issues raised in respect of Chapter 13 (Housing) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 13 (Housing) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(D) the draft revised Chapter 14 (Housing), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 328)

349 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 25 –
DELIVERY: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION, FURTHER
AMENDMENTS AND DRAFT REVISED CHAPTER
(RENAMED DELIVERY AND MONITORING)

RESOLVED – that (A) the issues raised in respect of Chapter 25 (Delivery) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 25 (Delivery) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(D) the draft revised Chapter 25 (Delivery and Monitoring), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 328)

350 STRATEGIC LAND AVAILABILITY ASSESSMENT,
AUGUST 2016

RESOLVED – that the Strategic Land Availability Assessment, August 2016, be supported as part of the evidence base to inform and support the East Herts District Plan.

(see also Minute 328)

351 FINAL VILLAGE HIERARCHY STUDY AUGUST 2016

RESOLVED – that the Final Village Hierarchy Study August 2016, be supported as part of the evidence base to inform and support the East Herts District Plan.

(see also Minute 328)

352 DUTY TO CO-OPERATE UPDATE REPORT

RESOLVED – that the notes of the Member-level

meetings held with neighbouring local authorities be noted.

(see also Minute 328)

353 EXECUTIVE REPORT - 19 SEPTEMBER 2016

RESOLVED – that the Minutes of the Executive meeting held on 19 September 2016, be received.

(see also Minutes 354 – 371)

354 EAST HERTS DRAFT DISTRICT PLAN – NEW DRAFT CHAPTER 3 – DEVELOPMENT STRATEGY

RESOLVED – that the draft revised Chapter 3 (Development Strategy), as detailed in Essential Reference Paper 'B' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan was presented in September 2016.

(see also Minute 353)

355 EAST HERTS DRAFT DISTRICT PLAN – NEW DRAFT CHAPTER 4 – GREEN BELT AND RURAL AREA BEYOND THE GREEN BELT

RESOLVED – that the draft revised Chapter 4 (Green Belt and Rural Area Beyond the Green Belt), as detailed in Essential Reference Paper 'B' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan was presented in September 2016.

(see also Minute 353)

356 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 5 –
BISHOP’S STORTFORD: RESPONSE TO ISSUES RAISED
DURING PREFERRED OPTIONS CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 5 (Bishop’s Stortford) of the Draft District Plan Preferred Options, as detailed in Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 353)

357 EAST HERTS DRAFT DISTRICT PLAN – BUNTINGFORD –
SETTLEMENT APPRAISAL AND NEW DRAFT CHAPTER 6

RESOLVED – that (A) the Buntingford Settlement Appraisal, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed; and

(B) the draft revised Chapter 6 (Buntingford), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan was presented in September 2016.

(see also Minute 353)

358 EAST HERTS DRAFT DISTRICT PLAN – HERTFORD –
SETTLEMENT APPRAISAL AND NEW DRAFT CHAPTER 7

RESOLVED – that (A) the Hertford Settlement Appraisal, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed; and

(B) the draft revised Chapter 7 (Hertford), as detailed in Essential Reference Paper ‘C’ to the report

submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan was presented in September 2016.

(see also Minute 353)

359 EAST HERTS DRAFT DISTRICT PLAN – THE GILSTON AREA – DRAFT CONCEPT FRAMEWORK, SETTLEMENT APPRAISAL AND NEW DRAFT CHAPTER 11

In response to a question from Councillor T Page, the Leader confirmed that all dwellings built within the Gilston area would be considered as East Herts development.

RESOLVED – that (A) the Gilston Area Settlement Appraisal, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed; and

(B) the draft revised Chapter 11 (The Gilston Area), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan was presented in September 2016; and

(C) the Gilston Area Concept Framework, as detailed at Essential Reference ‘D’ to the report submitted, be agreed as a first draft, with further work to take place in consultation with local communities, in order to prepare of final version prior to Submission of the District Plan in March 2017.

(see also Minute 353)

360 EAST HERTS DRAFT DISTRICT PLAN – EAST OF STEVENAGE – SETTLEMENT APPRAISAL AND NEW DRAFT CHAPTER 12

RESOLVED – that (A) the East of Stevenage Settlement Appraisal, as detailed in Essential

Reference Paper 'B' to the report submitted, be agreed; and

(B) the draft revised Chapter 12 (East of Stevenage), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan was presented in September 2016.

(see also Minute 353)

361 EAST HERTS DRAFT DISTRICT PLAN – BISHOP'S STORTFORD – SETTLEMENT APPRAISAL AND NEW DRAFT CHAPTER 5

Various Members spoke against the recommendations. Councillor H Drake expressed concern on the basis of sufficient infrastructure to support the proposed housing developments in Bishop's Stortford. She referred to existing gridlock in the town and believed that additional development without adequate transport, health, leisure and education facilities would have a detrimental impact on the quality of life for local residents. She expressed support for the Plan overall and hoped her comments would be forwarded to the Inspector.

Councillor J Wyllie supported Councillor H Drake's comments. He believed that the Draft Plan was an excellent document apart from the element relating to Bishop's Stortford and in particular, the inclusion of the Bishop's Stortford South site on the basis of unsustainable traffic impact. He also questioned the potential schools provision on the flight paths out of Stansted Airport and urged all Members to vote against these particular recommendations

Councillor Mrs D Hollebon supported the comments of Councillors H Drake and J Wyllie and commented that this was a time to stand up and be counted.

The Leader responded to these comments by referring to the

Infrastructure Delivery Plan which set out clearly what was required for strategic sites. She stated that whilst more work with other stakeholders was needed, the Council was committed to achieving the necessary improvements. She reminded Members of the task and finish group on Sustainable Transport that had been set up. The Leader also referred to the need for developers of new strategic sites to look at green travel plans. Finally, she referred to the work commissioned on traffic flows in Bishop's Stortford that had been outlined by the Executive Member for Environment and the Public Space earlier.

A request from five Members for a recorded vote on these recommendations was made, the voting being as follows:

FOR:

Councillors M Allen, D Andrews, P Ballam, R Brunton, E Buckmaster, S Bull, Mrs R Cheswright, B Deering, I Devonshire, M Freeman, J Goodeve, B Harris-Quinney, L Haysey, J Jones, J Kaye, P Kenealy, G McAndrew, M McMullen, D Oldridge, M Pope, S Reed, P Ruffles, S Rutland-Barsby, C Snowden, R Standley and G Williamson.

AGAINST:

Councillors M Casey, G Cutting, H Drake, Mrs D Hollebon, G Jones, T Page, S Stainsby, N Symonds, J Taylor, K Warnell, J Wyllie.

ABSTAIN:

Councillors P Boylan, M Stevenson.

For: 26
Against: 11
Abstain: 2

Council approved the recommendations as now detailed.

RESOLVED – that (A) the Bishop's Stortford

Settlement Appraisal as detailed at Essential Reference Paper 'B' to the report submitted, be agreed; and

(B) the draft revised Chapter 5 (Bishop's Stortford), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the Pre-Submission District Plan.

(see also Minute 353)

362 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 10 – VILLAGES: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION

RESOLVED – that (A) the issues raised in respect of Chapter 10 (Villages) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(B) the Officers' response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

(see also Minute 353)

363 EAST HERTS DRAFT DISTRICT PLAN – VILLAGES APPRAISAL AND NEW DRAFT CHAPTER 10

RESOLVED – that (A) the Villages Appraisal as detailed at Essential Reference Paper "B" to the report submitted be agreed; and

(B) the draft revised Chapter 10 (Villages) as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the Pre-Submission District Plan.

(see also Minute 353)

364 EAST HERTS DRAFT DISTRICT PLAN – APPENDICES:
RESPONSE TO ISSUES RAISED DURING PREFERRED
OPTIONS CONSULTATION AND UPDATED APPENDIX C:
MONITORING FRAMEWORK AND APPENDIX D:
GLOSSARY

RESOLVED – that (A) the issues raised in respect of Appendices to the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed;

(C) the revised version of ‘Appendix C: Monitoring Framework’ to the East Herts District Plan Pre-Submission Version, 2016, as detailed at Essential Reference Paper ‘C’ to the report submitted, be agreed for inclusion in the Pre-Submission East Herts District Plan, 2016; and

(D) the revised version of ‘Appendix D: Glossary’ to the East Herts District Plan Pre-Submission Version, 2016, as detailed at Essential Reference Paper ‘D’ to the report submitted, be agreed for inclusion in the Pre-Submission East Herts District Plan, 2016.

(see also Minute 353)

365 EAST HERTS DRAFT DISTRICT PLAN - PROPOSED
AMENDMENTS TO THE FINAL TEXT OF THE EAST HERTS
DISTRICT PLAN - PRE-SUBMISSION VERSION 2016

RESOLVED – that the amendments to the East Herts District Plan Pre-Submission Version, 2016, as detailed at Essential Reference ‘B’ to the report submitted, and the addendum, be agreed.

(see also Minute 353)

366 HARLOW STRATEGIC SITE ASSESSMENT, SEPTEMBER 2016

RESOLVED – that (A) the Draft Harlow Strategic Sites Assessment, September 2016, as detailed at Essential Reference 'B' to the report submitted, be supported as part of the evidence base to inform and support the East Herts District Plan; and

(B) the Head of Planning and Building Control, in consultation with the Leader of the Council, be authorised to agree the final version of the document.

(see also Minute 353)

367 STRATEGIC FLOOD RISK ASSESSMENT, AUGUST 2016

RESOLVED – that (A) the Strategic Flood Risk Assessment, August 2016, be supported as part of the evidence base to inform and support the East Herts District Plan; and

(B) the Head of Planning and Building Control, in consultation with the Leader of the Council, be authorised to agree an updated version of the document following completion of the climate change mapping.

(see also Minute 353)

368 SUSTAINABILITY APPRAISAL (SA) OF THE EAST HERTS DISTRICT PLAN - PRE-SUBMISSION VERSION 2016

RESOLVED – that the Sustainability Appraisal of the East Herts District Plan Pre-Submission Version 2016, as detailed at Essential Reference 'B' to the report submitted, be agreed and published for consultation for a period of six-weeks in accordance with Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 as amended.

(see also Minute 353)

369 HABITAT REGULATIONS ASSESSMENT (HRA) OF THE
EAST HERTS DISTRICT PLAN - PRE-SUBMISSION
VERSION 2016

RESOLVED – that the Habitats Regulations Assessment, as detailed at Essential Reference ‘B’ and Essential Reference Paper ‘C’ to the report submitted, be supported as part of the evidence base to inform and support the East Herts District Plan.

(see also Minute 353)

370 INFRASTRUCTURE DELIVERY PLAN (IDP) VERSION 1,
SEPTEMBER 2016

RESOLVED – that the Infrastructure Delivery Plan (IDP), Version 1, September 2016, as detailed at Essential Reference ‘B’ to the report submitted, be supported as part of the evidence base to inform and support the East Herts District Plan.

(see also Minute 353)

371 EAST HERTS DISTRICT PLAN – PRE-SUBMISSION
VERSION 2016

In response to a question from Councillor I Devonshire on the impact for future Development Management applications, the Head of Planning and Building Control commented that, if approved, the Draft Plan would have greater weight in considering applications as it would be further advanced in the process towards adoption. He advised that there were still many unknown factors, for example, the unresolved objections that might arise from the forthcoming consultation.

Various Members expressed their appreciation to Officers for their efforts and hard work in reaching this point. The Vice-Chairman referred to former Councillor M Carver’s endeavours also.

Councillor J Wyllie asked that his dissent from the decision in so far as Bishop’s Stortford South was concerned be recorded.

RESOLVED – that (A) the East Herts District Plan Pre-Submission Version 2016, as detailed at Essential Reference ‘B’ to the report submitted including the further amendments detailed at Minute 291, be agreed and published for consultation for a period of six-weeks in accordance with Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 as amended;

(B) the Head of Planning and Building Control, in consultation with the Leader of the Council, be authorised to make non-material typographical, formatting, mapping and other amendments to the Plan, prior to its publication for consultation in November 2016; and

(C) the ‘Frequently Asked Questions’ paper, as detailed at Essential Reference Paper ‘C’ to the report submitted, be agreed and published alongside the Plan.

(see also Minute 353)

The meeting closed at 8.12 pm

Chairman
Date

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MINUTES OF A MEETING OF THE
EXECUTIVE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
TUESDAY 6 SEPTEMBER 2016, AT 7.00
PM

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

ALSO PRESENT:

Councillors A Alder, R Brunton, S Bull,
M Freeman, J Goodeve, P Moore and
P Ruffles.

OFFICERS IN ATTENDANCE:

Jonathan Geall	- Head of Housing and Health
Martin Ibrahim	- Democratic Services Team Leader
Helen Standen	- Director
Kevin Steptoe	- Head of Planning and Building Control Services
Liz Watts	- Chief Executive
Kevin Williams	- Acting Head of Legal and Democratic Services

221 **HERITAGE IMPACT ASSESSMENT FOR PANSHANGER
PARK AND ITS ENVIRONS, JUNE 2016**

**The Executive considered and supported the
recommendations of the District Planning Executive
Panel meeting held on 21 July 2016, on the Heritage
Impact Assessment for Panshanger Park and its**

Environs, June 2016.

RECOMMENDED – that (A) the Heritage Impact Assessment (HIA) for Panshanger Park and its Environs, June 2016, be agreed as part of the evidence base to inform and support preparation of the East Herts District Plan; and

(B) the HIA for Panshanger Park be agreed as evidence to inform Development Management decisions.

(see also Minute 256)

222 **HERTFORD AND WARE EMPLOYMENT STUDY, JUNE 2016**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on the Hertford and Ware Employment Study, June 2016.

RECOMMENDED – that (A) the Hertford and Ware Employment Study, June 2016, be approved as part of the evidence base to inform and support the East Herts District Plan; and

(B) the Hertford and Ware Employment Study, June 2016, be approved to inform Development Management decisions.

(see also Minute 256)

223 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 1 – INTRODUCTION: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on Chapter 1 – Introduction: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED – that (A) the issues raised in respect of Chapter 1 (Introduction) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 256)

224 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 2 – VISION AND STRATEGIC OBJECTIVES: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on Chapter 2 – Vision and Strategic Objectives: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED – that (A) the issues raised in respect of Chapter 2 (Vision and Strategic Objectives) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 256)

225 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 7 – HERTFORD: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION**

The Executive considered and supported the

recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on Chapter 7 – Hertford: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED – that (A) the issues raised in respect of Chapter 7 (Hertford) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 256)

226 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 8 – SAWBRIDGEWORTH: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on Chapter 8 – Sawbridgeworth: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED – that (A) the issues raised in respect of Chapter 8 (Sawbridgeworth) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 256)

227 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 9 –
WARE: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on Chapter 9 – Ware: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED - that (A) the issues raised in respect of Chapter 9 (Ware) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

(see also Minute 256)

228 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 11 –
EAST OF WELWYN GARDEN CITY: RESPONSE TO
ISSUES RAISED DURING PREFERRED OPTIONS
CONSULTATION**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on Chapter 11 – East of Welwyn Garden City: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED – that (A) the issues raised in respect of Chapter 11 (East of Welwyn Garden City) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed.

(see also Minute 256)

229 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 12 –
GILSTON AREA: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on Chapter 12 – Gilston Area: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED – that (A) the issues raised in respect of Chapter 12 (Gilston Area) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 256)

230 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 14 –
EMPLOYMENT: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION, FURTHER
AMENDMENTS AND DRAFT REVISED CHAPTER
(RENAMED ECONOMIC DEVELOPMENT)**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on Chapter 14 – Employment: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter (Renamed Economic Development).

RECOMMENDED – that (A) the issues raised in respect of Chapter 14 (Economy) of the Draft District Plan Preferred Options, as detailed at

Essential Reference Paper 'B' to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 14 (Economy) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(D) the draft revised Chapter 14 (Economic Development), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 256)

231 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 18 –
COMMUNITY FACILITIES, LEISURE AND RECREATION:
RESPONSE TO ISSUES RAISED DURING PREFERRED
OPTIONS CONSULTATION, FURTHER AMENDMENTS
AND DRAFT REVISED CHAPTER**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 21 July 2016, on Chapter 18 – Community Facilities, Leisure and Recreation: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter.

RECOMMENDED – that (A) the issues raised in respect of Chapter 18 (Community Facilities, Leisure and Recreation) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted , be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 18 (Community Facilities, Leisure and Recreation) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(D) the draft revised Chapter 18 (Community Facilities, Leisure and Recreation), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 256)

232 **EAST HERTS DRAFT DISTRICT PLAN – NEW DRAFT CHAPTER 1 – INTRODUCTION**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on New Draft Chapter 1 – Introduction.

RECOMMENDED – that the draft revised Chapter 1 (Introduction), as detailed in Essential Reference Paper 'B' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 257)

233 **EAST HERTS DISTRICT PLAN – NEW DRAFT CHAPTER 2 – VISION AND STRATEGIC OBJECTIVES**

The Executive considered and supported the

recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on New Draft Chapter 2 – Vision and Strategic Objectives.

RECOMMENDED – that the draft revised Chapter 2 (Vision and Strategic Objectives), as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 257)

234 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 3 – DEVELOPMENT STRATEGY: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on Chapter 3 – Development Strategy: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED - that (A) the issues raised in respect of Chapter 3 (Development Strategy) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 257)

235 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 4 – GREEN BELT AND RURAL AREA BEYOND THE GREEN BELT: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION**

The Executive considered and supported the

recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on Chapter 4 – Green Belt and Rural Area Beyond the Green Belt: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED – that (A) the issues raised in respect of Chapter 4 (Green Belt and Rural Area Beyond the Green Belt) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 257)

236 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 6 – BUNTINGFORD: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on Chapter 6 – Buntingford: Response to Issues Raised During Preferred Options Consultation.

RECOMMENDED – that (A) the issues raised in respect of Chapter 6 (Buntingford) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper ‘B’ to the report submitted, be received and considered; and

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper ‘B’ to the report submitted, be agreed.

(see also Minute 257)

237 **EAST HERTS DRAFT DISTRICT PLAN –
SAWBRIDGEWORTH – SETTLEMENT APPRAISAL AND
NEW DRAFT CHAPTER 8**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on Sawbridgeworth – Settlement Appraisal and New Draft Chapter 8.

RECOMMENDED – that (A) the Sawbridgeworth Settlement Appraisal as detailed at Essential Reference Paper ‘B’ to the report submitted, be agreed; and

(B) the draft revised Chapter 8 (Sawbridgeworth), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 257)

238 **EAST HERTS DRAFT DISTRICT PLAN – WARE –
SETTLEMENT APPRAISAL AND NEW DRAFT CHAPTER 9**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on Ware – Settlement Appraisal and New Draft Chapter 9.

RECOMMENDED – that (A) the Ware Settlement Appraisal as detailed at Essential Reference Paper ‘B’ to the report submitted, be agreed; and

(B) the draft revised Chapter 9 (Ware), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is

presented in September 2016.

(see also Minute 257)

239 **EAST HERTS DRAFT DISTRICT PLAN – EAST OF
WELWYN GARDEN CITY – SETTLEMENT APPRAISAL
AND NEW DRAFT CHAPTER 13**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on East of Welwyn Garden City – Settlement Appraisal and New Draft Chapter 13.

RECOMMENDED – that (A) the East of Welwyn Garden City Settlement Appraisal as detailed at Essential Reference Paper ‘B’ to the report submitted, be agreed; and

(B) the draft revised Chapter 13 (East of Welwyn Garden City), as detailed in Essential Reference Paper ‘C’ to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 257)

240 **EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 13 –
HOUSING: RESPONSE TO ISSUES RAISED DURING
PREFERRED OPTIONS CONSULTATION AND DRAFT
REVISED CHAPTER (RENUMBERED CHAPTER 14)**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on Chapter 13 – Housing: Response to Issues Raised During Preferred Options Consultation and Draft Revised Chapter (Renumbered Chapter 14).

RECOMMENDED – that (A) the issues raised in respect of Chapter 13 (Housing) of the Draft District

Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 13 (Housing) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(D) the draft revised Chapter 14 (Housing), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 257)

241 EAST HERTS DRAFT DISTRICT PLAN – CHAPTER 25 – DELIVERY: RESPONSE TO ISSUES RAISED DURING PREFERRED OPTIONS CONSULTATION, FURTHER AMENDMENTS AND DRAFT REVISED CHAPTER (RENAMED DELIVERY AND MONITORING)

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on Chapter 25 – Delivery: Response to Issues Raised During Preferred Options Consultation, Further Amendments and Draft Revised Chapter (Renamed Delivery and Monitoring).

RECOMMENDED – that (A) the issues raised in respect of Chapter 25 (Delivery) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered;

(B) the Officer response to the issues referred to in (A) above, as detailed in Essential Reference Paper 'B' to the report submitted, be agreed;

(C) the further amendments in respect of Chapter 25 (Delivery) of the Draft District Plan Preferred Options, as detailed at Essential Reference Paper 'B' to the report submitted, be received and considered; and

(D) the draft revised Chapter 25 (Delivery and Monitoring), as detailed in Essential Reference Paper 'C' to the report submitted, be agreed as a basis for inclusion in the final draft District Plan, with the content being finalised when the consolidated plan is presented in September 2016.

(see also Minute 257)

242 **STRATEGIC LAND AVAILABILITY ASSESSMENT, AUGUST 2016**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on the Strategic Land Availability Assessment, August 2016.

RECOMMENDED – that the Strategic Land Availability Assessment, August 2016, be supported as part of the evidence base to inform and support the East Herts District Plan.

(see also Minute 257)

243 **FINAL VILLAGE HIERARCHY STUDY AUGUST 2016**

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on the Final Village Hierarchy Study, August 2016.

RECOMMENDED – that the Final Village Hierarchy

Study August 2016, be supported as part of the evidence base to inform and support the East Herts District Plan.

(see also Minute 257)

244 DUTY TO CO-OPERATE UPDATE REPORT

The Executive considered and supported the recommendations of the District Planning Executive Panel meeting held on 25 August 2016, on the Duty to Co-operate Update Report.

RECOMMENDED – that the notes of the Member-level meetings held with neighbouring local authorities be noted.

(see also Minute 257)

245 HERTINGFORDBURY CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

The Executive Member for Development Management and Council Support submitted a report on the Hertingfordbury Conservation Area Appraisal and Management Plan following further public consultation and reconsideration.

The Executive had considered this matter at its meeting held on 4 February 2014. However, outstanding issues relating to boundary revisions and the considerable time lapse had resulted in a further public consultation, which was detailed in the report now submitted,

The Executive supported the proposals as now detailed.

RECOMMENDED – that (A) the responses to the further public consultation be noted and the Officer responses and proposed changes to the Hertingfordbury Conservation Area Appraisal and Management Plan be supported;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support, to make any further minor and consequential changes to the document which may be necessary; and

(C) the Hertingfordbury Conservation Area Appraisal and Management Plan be adopted.

246 **FINANCIAL STRATEGY AND MEDIUM TERM FINANCIAL PLAN 2016/17 - 2020/21**

The Executive Member for Finance and Support Services submitted a report on revisions to the Financial Strategy for the years 2016/17 - 2020/21. This included the policy on reserves and the proposed planning assumptions to be used to update the Medium Term Financial Plan in preparation for annual budget setting.

The Corporate Business Scrutiny Committee, at its meeting held on 30 August 2016, had expressed its support for the proposals without amendment.

The Executive supported the recommendations as now detailed.

RECOMMENDATIONS – that (A) the comments of Corporate Business Scrutiny be received;

(B) the proposed Financial Strategy be adopted; and

(C) the planning assumptions set out in this report be adopted by the Council as the basis for framing the 2016/17 budget and Medium Term Financial Plan to 2020/21.

247 **LEADER'S ANNOUNCEMENTS**

The Leader welcomed Members, Officers and the public and reminded everyone that the meeting was being webcast.

The Leader referred to the recent murder of Arkadiusz Joswik in Harlow, Essex, and quoted the statement made by Councillor Jon Clempner, Leader of Harlow Council. His statement spoke of the shock of the meaningless attack and the expectation that the communities of Harlow would stand together. The Leader believed that the communities of East Herts would share these sentiments.

248 MINUTES

RESOLVED – that the Minutes of the Executive meeting held on 19 July 2016 be approved as a correct record and signed by the Leader.

249 CORPORATE ANNUAL REPORT 2015/16

The Executive Member for Finance and Support Services submitted a report on the Council's Annual Report 2015/16. This documented the Council's key achievements in each of the corporate priorities over the previous year and gave an overview of performance.

The Executive approved the recommendation now detailed.

RESOLVED - that the 2015/16 Annual Report be approved.

250 HERTFORD URBAN DESIGN STRATEGY – REQUEST FOR CAPITAL FUNDING

The Hertford Urban Design Strategy, which had been adopted by East Herts Council in May 2016, set out a vision for the town centre and addressed the key issues of movement, design and public realm. A member steering group comprising councillors from Hertfordshire County Council, East Herts Council and Hertford Town Council had been established to implement or support the implementation of the recommendations. The Leader of the Council submitted a report detailing the first significant step forward in implementation, which addressed key improvements to The Wash, Maidenhead Street and Bull Plain, Hertford.

The Head of Planning and Building Control gave a brief presentation on the proposals. The Chief Executive provided an update on the funding arrangements.

The Executive noted that the Corporate Business Scrutiny Committee, at its meeting held on 30 August 2016, had supported the proposals with a slightly amended recommendation. This was supported by the Executive.

The Executive approved the recommendation as now amended.

RESOLVED - that East Herts Council commits up to a maximum of 50% of the £1m required to implement key improvements to The Wash, Maidenhead Street and Bull Plain Hertford, as detailed in the Hertford Urban Design Strategy, subject to other partners coming on board.

251 HERTS HOME IMPROVEMENT AGENCY PROPOSAL

The Executive Member for Health and Wellbeing submitted a report on a proposal to establish a county-wide Home Improvement Agency (HIA) to help elderly and vulnerable persons to remain living independently at home. The initial focus would be the provision of statutory Disabled Facilities Grants (DFGs), but in future, the HIA could provide handyperson schemes and promote measures to tackle fuel poverty and the like.

East Herts Council had been working with other Hertfordshire Districts and the County Council on a business case for a shared service with the aim of providing a consistent, high quality service that had the potential for financial efficiencies. All participating Authorities were now being asked to confirm their commitment to participate in a shared service to enable detailed implementation plans to be devised with a view to the service 'going live' in 2017/18.

The Corporate Business Scrutiny Committee, at its meeting held on 30 August 2016, had expressed its support for the

proposal.

The Executive approved the recommendations as now detailed.

RESOLVED - that (A) the comments of Corporate Business Scrutiny Committee be received;

(B) the proposal that East Herts Council becomes a partner in the Hertfordshire Home Improvement Agency (HIA) be approved;

(C) using the Council's revenue and capital budgets allocated to processing and paying for Disabled Facilities Grants for 2017/18 onwards to fund East Herts' contributions to the shared Home Improvement Service be approved;

(D) the Head of Housing and Health be authorised, in consultation with the Executive Member for Health and Wellbeing, to contribute to and agree the detailed arrangements to establish the HIA; and

(E) the Head of Housing and Health be authorised, in consultation with the Executive Member for Health and Wellbeing, to amend the Council's Private Sector Housing Assistance Policy to accommodate the new arrangements.

252 PROPOSED USE OF ARTICLE 4 DIRECTIONS

The Executive Member for Development Management and Council Support submitted a report on the principle of introducing Directions restricting permitted development (commonly referred to as Article 4 Directions) relating to permitted development rights in conservation areas. She proposed a trial introduction as detailed in the report now submitted.

The Executive approved the recommendations as now detailed,

RESOLVED - that (A) the Head of Planning and Building Control, in consultation with the Executive Member for Development Management and Council Support and local Ward Members as appropriate, be authorised to introduce an immediate trial Article 4 Direction; and

(B) a report on the trial, as authorised, be brought back to the Executive to enable decisions to be made with regard to any future Article 4 Directions.

253 LITTLE HADHAM NEIGHBOURHOOD PLAN AREA DESIGNATION

The Executive gave consideration to a report detailing an application by Little Hadham Parish Council for the designation of a Neighbourhood Area, as detailed on the plan attached to the report submitted.

The Executive considered the application and the consultation undertaken, including the comments on the proposed neighbourhood boundary that had been submitted. The report submitted detailed the main areas of consideration in determining the application in accordance with Schedule 9 of the Localism Act 2011.

The Executive Member for Finance and Support Services, speaking as the local ward Member, expressed support for the proposal.

The Executive supported the application.

RESOLVED - that the application for the designation of a Neighbourhood Area, submitted by Little Hadham Parish Council, be supported.

254 2015-16 ANNUAL GOVERNANCE STATEMENT

The Executive considered the 2015/16 Annual Governance Statement and the 2016/17 Action Plan. The Audit Committee, at its meeting to be held on 21 September 2016, would be asked to approve these documents and the

Executive and Corporate Business Scrutiny Committee had been invited to comment.

The Executive supported the documents going forward to the Audit Committee.

RESOLVED - that Audit and Governance Committee be advised that the Executive supports the proposed 2015-16 Annual Governance Statement and Action Plan.

255 QUARTERLY PERFORMANCE REPORT - QUARTER 1
(JUNE 2016)

The Executive considered a quarterly report on finance, performance and strategic risk monitoring for East Herts Council for 2016/17. The Executive Member for Finance and Support Services drew attention to the strategic risk register which had been tabled at the meeting.

The Executive approved the recommendations now detailed.

RESOLVED - that (A) the revenue budget forecast underspend of £424k be noted;

(B) the capital budget forecast underspend of £752k be noted;

(C) the reported performance for the period April 2016 to July 2016 be noted; and

(D) the risk controls and addition to the Strategic Risk Register be approved.

256 DISTRICT PLANNING EXECUTIVE PANEL: MINUTES - 21
JULY 2016

RESOLVED – that the Minutes of the District Planning Executive Panel meeting held on 21 July 2016, be received.

(see also Minutes 221 – 231)

257 DISTRICT PLANNING EXECUTIVE PANEL: MINUTES - 25 AUGUST 2016

RESOLVED – that the Minutes of the District Planning Executive Panel meeting held on 25 August 2016, be received.

(see also Minutes 232 – 244)

258 EXCLUSION OF PRESS AND PUBLIC

RESOLVED – that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting during the discussion of Minute 259 on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the said Act.

259 SALE OF LAND AT AUBRIES, WALKERN

The Executive Member for Finance and Support Services submitted a report seeking approval to the sale of an area of land of approximately 100 square metres at Aubries, Walkern on the terms detailed in the report.

The Executive approved the proposal as now detailed.

RESOLVED - that the land at Aubries, Walkern, be sold on the terms negotiated as detailed in the report.

The meeting closed at 7.42 pm

Chairman
Date

MINUTES OF A MEETING OF THE
CORPORATE BUSINESS SCRUTINY
COMMITTEE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
TUESDAY 30 AUGUST 2016, AT 7.00 PM

PRESENT: Councillor M Allen (Chairman).
Councillors R Brunton, M Casey, B Deering,
J Kaye, M Stevenson and J Wyllie.

ALSO PRESENT:

Councillors A Alder, M Freeman, L Haysey,
G Jones, P Ruffles and G Williamson.

OFFICERS IN ATTENDANCE:

Jonathan Geall	- Head of Housing and Health
Philip Gregory	- Head of Strategic Finance and Property
Marian Langley	- Scrutiny Officer
Peter Mannings	- Democratic Services Officer
Ceri Pettit	- Corporate Planning and Performance Manager
Kevin Steptoe	- Head of Planning and Building Control Services
Liz Watts	- Chief Executive
Ben Wood	- Head of Communications, Strategy and Policy

211 APOLOGY

An apology for absence was submitted on behalf of Councillor M Pope.

212 MINUTES – 12 JULY 2016

RESOLVED – that the Minutes of the meeting held on 12 July 2016 be confirmed as a correct record and signed by the Chairman.

213 CORPORATE ANNUAL REPORT 2015/16

The Executive Member for Finance and Support Services submitted a report that introduced a draft of the Council's 2015/16 Corporate Annual Report, and documented the key achievements of the Council in relation to the corporate priorities over the financial year.

The Corporate Planning and Performance Manager referred to the new briefer format of the 2015/16 Corporate Annual Report. Members were advised that a draft of the 2015/16 Annual Report had been submitted to the Committee for comment and was also available on the Council's website.

Following a brief debate and responses from Officers to Members' questions, the Committee received the report and approved the recommendations now detailed.

RESOLVED – that the 2015/16 Corporate Annual Report be recommended to the Executive for approval.

214 ANNUAL GOVERNANCE STATEMENT 2015/16 AND ACTION PLAN 2016/17

The Leader of the Council submitted a report that presented the 2015/16 Annual Governance Statement as detailed in Essential Reference Paper 'B' to the report submitted.

The Head of Strategic Finance and Property referred Members to Essential Reference Papers 'B' and 'C' to the report submitted. Members were advised that the tracked

amendments were designed to demonstrate transparency to the public.

Members received the report and approved the recommendations now detailed.

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

(B) Audit and Governance Committee be advised, via the Executive, that Corporate Business Scrutiny Committee has no comment to make on the proposed Annual Governance Statement and Action Plan.

215 FINANCIAL STRATEGY AND MEDIUM TERM FINANCIAL PLAN FROM 2016/17 TO 2020/21

The Executive Member for Finance and Support Services submitted a report that considered revisions to the Financial Strategy for the years 2016/17 to 2020/21. This included the policy on reserves and the proposed planning assumptions to be used to update the Medium Term Financial Plan (MTFP) in preparation for annual budget setting.

Members were reminded that this report had been postponed from the July meeting to allow Officers to take account of the implications of the EU referendum outcome. The immediate impact that Officers wished to consider had not materialised although there would be significant financial implications for the public sector when the Government triggered Article 50 to start the 2 year negotiating period for leaving the EU.

Members were referred to Essential Reference Paper 'C' for the financial planning assumptions that had been made with particular focus on inflation in 2018/19. Officers referred to contributions to the collection fund reserve due to uncertainty regarding business rates.

Members were reminded of the importance of retaining a buffer against future shortfalls. Officers advised that the

figures in Essential Reference Paper 'B' were cumulative across the years that were presented as part of the MTFP revenue budget.

The Head of Strategic Finance and Property responded to a number of comments and queries from Members. The Committee received the report.

RESOLVED – that the report be received.

216 HERTFORD URBAN DESIGN STRATEGY – REQUEST TO FUND TOWN CENTRE IMPROVEMENTS

The Chief Executive submitted a report regarding the Hertford Urban Design Strategy that was adopted by East Herts Council in May 2016. Members were reminded that a Member steering group had been established to implement or support the implementation of the recommendations and there had also been fruitful conversations with the Local Enterprise Partnership (LEP).

Members were also advised that this was the first significant step in implementation and would address the areas of The Wash, Maidenhead Street and Bull Plain. The Chief Executive stated that the recommendation should be amended on the basis that East Herts Council commits up to a maximum of 50% of the required £1m subject to other partners coming on board.

The Head of Planning and Building Control provided a background to the proposal and summarised in detail what was being proposed to achieve improvements in design for the urban realm of Hertford Town Centre. Following a query from Councillor J Kaye, Officers confirmed that this funding would result in improvements that would amount to a perceptible improvement in quality in Hertford.

The Head of Planning and Building Control Services confirmed to Councillor M Stevenson that the proposals

would improve the operation of Hertford town centre and would on balance improve quality. He also confirmed for Councillor R Brunton that Officers had a range of enforcement powers to encourage the improvement of shop front signage.

Officers responded to a number of other comments and queries from Members.

Councillor R Brunton proposed and Councillor M Casey seconded, a motion that the recommendation be amended as suggested by the Chief Executive. After being put to the meeting and a vote taken, this motion was declared CARRIED.

Members received the report and supported the amended recommendation now detailed.

RESOLVED – that the Executive be advised that East Herts Council commits up to a maximum of 50% of the £1m required to implement key improvements to The Wash, Maidenhead Street and Bull Plain, Hertford, as detailed in the Hertford Urban Design Strategy, subject to other partners coming on board.

217 PROPOSAL TO SET UP A COUNTY WIDE HOME IMPROVEMENT AGENCY SERVICE IN HERTFORDSHIRE

The Executive Member for Health and Wellbeing submitted a report that set out a proposal to establish a county-wide Home Improvement Agency (HIA) to help elderly and vulnerable persons to remain living independently at home. The initial focus would be the provision of statutory Disabled Facilities Grants (DFGs) and in time the HIA could provide handyperson schemes and promote measures to tackle issues such as fuel poverty.

The Head of Housing and Health advised that East Herts Council had been working with other Hertfordshire

Districts and the County Council on a business case for a shared service with the aim of providing a consistent, high quality service that had the potential for financial efficiencies.

Members were advised that the participating authorities were being asked to confirm their commitment to participate in a shared service to enable detailed implementation plans to be devised with a view to the service 'going live' in 2017/18.

The Head of Housing and Health responded to a number of comments and queries from Members. Members received the report and supported the recommendations now detailed.

RESOLVED – that (A) the report be received;

(B) the proposal that East Herts Council becomes a partner in the Hertfordshire Home Improvement Agency be supported; and

(C) the Council's revenue and capital budgets earmarked for processing and paying for Disabled Facilities Grants for 2017/18 onwards be used to fund East Herts' contributions to the shared Home Improvement Service be supported.

218 PROPOSAL TO ASSESS THE FEASIBILITY OF A HOUSING COMPANY

The Head of Housing and Health submitted a report that outlined the proposed approach to assessing the financial viability of setting up a housing company owned by East Herts Council. It was proposed to first assess the case for establishing a housing investment company to acquire properties then rent them out at market rents thereby generating a revenue income for the Council.

Members were advised that should a housing investment company be established, it was proposed that the

feasibility of a council-owned housing development company would be explored. The policy aimed for the establishment of a housing investment and development company as detailed in the report now submitted.

Officers stated that a business case would be considered by Corporate Business Scrutiny Committee on 29 November 2016 and by Executive on 6 December 2016 before determination by Council on 14 December 2016. Members were reminded of the proposed phasing and were advised that the above dates were provisional.

In response to comments to Councillor J Wyllie, the Head of Strategic Finance and Property advised that the investment detailed in the report would be more productive than investments in the financial or banking sector due to the ongoing low interest rate. The Head of Housing and Health responded to a number of other comments and queries from the Committee. Members received the report and supported the recommendations now detailed.

RESOLVED – that (A) the preparation of a full business case be supported; and

(B) the establishment of a housing development company be supported as detailed in paragraph 2.10 of the report submitted.

219 QUARTERLY CORPORATE HEALTHCHECK – QUARTER 1
JUNE 2016

The Head of Strategic Finance and Property and the Head of Communications, Strategy and Policy submitted a report updating Members on finance, performance and strategic risk monitoring for East Herts Council for 2015/16 as at 1 June 2016. Officers provided a summary of the report in relation to revenue budget forecasts, capital schemes and performance indicators.

Members received the report and supported the

recommendations now detailed.

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

(B) the Executive be advised that Corporate Business Scrutiny Committee has no comments to make in respect of the following:

- (1) the revenue budget forecast underspend of £424k as set out at paragraph 2.1 of the report submitted;
- (2) the capital forecast underspend of £752K as set out at paragraph 6.1 of the report submitted;
- (3) the reported performance for the period April to July 2016; and
- (4) the monthly and quarterly targets that have been set as detailed in paragraph 8.1 of the report submitted.

220 SCRUTINY WORK PROGRAMME

The Chairman submitted a report inviting Members to review and determine the Committee's future work programme for 2016/17. The Scrutiny Officer advised that a report and presentation would be given to the October 2016 meeting in respect of the cost implications of the Authority leaving the Local Government Pension Scheme (LGPS).

Members were also advised that a full business case for Invest Co would be presented to the November 2016 meeting. The Committee approved the 2016/17 work programme, as now amended.

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

The meeting closed at 8.43 pm

Chairman
Date

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MINUTES OF A MEETING OF THE
ENVIRONMENT SCRUTINY COMMITTEE
HELD IN THE COUNCIL CHAMBER,
WALLFIELDS, HERTFORD ON TUESDAY
13 SEPTEMBER 2016, AT 7.00 PM

PRESENT: Councillor J Wyllie (Chairman)
Councillors Mrs R Cheswright, K Crofton,
H Drake, M Freeman, R Henson,
M McMullen and S Reed

ALSO PRESENT:

Councillors A Jackson, G McAndrew and
S Rutland-Barsby

OFFICERS IN ATTENDANCE:

Lorraine Blackburn	- Democratic Services Officer
Jess Khanom	- Head of Operations
Marian Langley	- Scrutiny Officer
Kevin Steptoe	- Head of Planning and Building Control Services
David Thorogood	- Environmental Co-Ordinator
Liz Watts	- Chief Executive

260 APOLOGIES

An apology for absence was submitted from Councillor G Cutting.

261 MINUTES - 21 JUNE 2016

RESOLVED - that the Minutes of the meeting held on 21 June 2016 be confirmed as a correct record and

signed by the Chairman.

262 CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that this was Marian Langley's last meeting as the Council's Scrutiny Officer and on behalf of Members, wished her all the very best for her retirement.

The Chairman welcomed Jess Khanom, the new Head of Operations to the meeting.

263 SHARED SERVICE FOR WASTE AND STREET
CLEANSING - PROGRESS REPORT

The Head of Operations submitted a report on the progress made in relation to the Shared Waste and Street Cleansing Service with North Herts District Council. She explained that a tender document for the service would be published in early October 2016.

In response to a query from Councillor R Cheswright regarding the projected savings to be achieved, the Head of Operations explained that a lot of the work undertaken addressed the optimisation of the service.

Councillor M Freeman asked Officers to ensure that the new contract addressed Members' issues previously outlined.

The Chairman reminded Members that the Task and Finish Group had already undertaken a thorough review of the waste collection, recycling and street cleaning services in advance of the new contract.

The Committee noted the current progress of the Shared Waste Collection and Street Cleansing project.

RESOLVED – that the progress of the Shared Waste Collection and Street Cleansing project be noted.

CONSERVATION AREA MANAGEMENT PLANS - PROGRESS AND PROBLEMS

The Head of Planning and Building Control submitted a report on the objectives and priorities for the Conservation and Heritage Service in the light of a previous decision to convene Conservation Area Reference Groups. He explained where Officers' resources had been directed and that a range of proactive work had been undertaken in Conservation Areas and what progress had been made.

Councillor K Crofton queried whether sufficient resources were being directed to this issue to ensure continued pro-activity and to increase momentum of the exercise. He suggested that this be increased. This was supported.

Councillor R Cheswright suggested that information be made readily available for the public to ensure that they know what they can and cannot do in Conservation Areas. The Head of Planning and Building Control provided clarification in response to this and a further question regarding the possible rationale in relation to an increase in the number of planning applications.

The Executive Member for Development and Council Support made reference to limited staff resources in relation to conservation area work. Councillor K Crofton stated that the Head of Planning and Building Control should be given increased resources to accelerate proactive work. This was supported.

The Committee noted the current work programme arrangements and asked the Head of Planning and Building Control to put forward a business case to increase resources.

RESOLVED – that (A) the balance in the output delivery by the Conservation and Heritage Service between reactive and proactive work be noted;

(B) the current work programme arrangements detailed in the report be endorsed; and

(C) Officers put forward a business case to increase Officer resources to accelerate proactive work in relation to Conservation Areas.

265 REVIEW OF CLIMATE CHANGE ACTION PLAN

The Head of Operations submitted a report regarding the establishment of a Task and Finish Group to review, rationalise and refresh the East Herts Climate Change Action Plan and to agree its draft terms of reference, as detailed in the report.

The Environmental Strategy and Development Manager outlined the report and sought Members' view as to whether they wished for a wider or narrower approach in developing a Climate Change Action Plan across the District.

The Executive Member for Environment and Public Open Space reminded Members that the original Climate Change Action Plan had been developed in 2009 and preferred the Action Plan to have a wider scope. Councillor K Crofton proposed a narrower review, specifically looking at areas within the Council's control and possibly targeting sports and leisure. This was supported by Councillor M McMullen. Councillor M Freeman suggested that a wider approach be taken and cited areas where the Council could influence matters, such as the use of solar energy within Development Management applications. Councillor H Drake stated that the Council should take a lead on such matters and felt that a wider approach be adopted.

After being put to the vote, it was agreed that the Task and Finish Group should adopt a wider approach to the development of a Climate Change Action Plan.

The Scrutiny Officer suggested that the Task and Finish Group should comprise six Members, with the Chairman of that Group being a Member of Environment Scrutiny Committee in terms of line accountability.

Councillors M Freeman and S Reed put forward their names for consideration on the Task and Finish Group. It was noted that the Leader would make a final decision on its membership.

RESOLVED – that (A) a Task and Finish Group comprising six Members be established to provide a wide review, rationalisation and refresh of the East Herts Climate Change Action Plan; and

(B) the draft terms of reference, as outlined within Essential Paper ‘B’ of the report submitted, be agreed.

266 PROPOSAL TO SET UP A TASK AND FINISH GROUP ON SUSTAINABLE TRANSPORT

The Head of Communications, Strategy and Policy submitted a report outlining the background on the need to establish an Task and Finish Group to review sustainable transport. The report also sought approval of the draft terms of reference as detailed in the report submitted.

The Chief Executive reminded Members that this issue had been discussed a number of times by Members on various “away days” in terms of what the Council could do to ease congestion on roads in the District. She explained that the issue had also been discussed with a number of Parish and Town Councils who had expressed concerns regarding congestion levels.

Councillor R Cheswright stated that people used cars in rural areas because of the lack of alternative methods of transport. The Chief Executive referred to the establishment of community transport schemes.

Councillor H Drake stated that Bishop’s Stortford was taking a lot of development, trains could not cope and that measures needed to be found to increase their capacity. Councillor M Freeman commented that there was a need to define what was meant by “sustainability” within the aims of the draft terms of reference. This was supported.

Councillor R Cheswright referred to the 1500 homes planned for Buntingford which did not have a train station. Councillor Cheswright suggested that consideration be given to introducing safer cycle routes.

The Committee approved the draft terms of reference for the Task and Finish Group to review sustainable transport with a membership of six.

Councillors J Wyllie, R Cheswright, M Freeman, R Henson and S Reed submitted their names for consideration on the Task and Finish Group.

RESOLVED – that (A) the draft terms of reference for the Task and Finish Group on Sustainable Transport as detailed in the report submitted, be approved;

(B) membership of the Task and Finish Group comprising six Members be agreed; and

(C) the aims within the Draft Terms of Reference's be amended to include the definition of "sustainability".

267 SCRUTINY WORK PROGRAMME

The Chairman submitted a report setting out the future work programme for Environment Scrutiny Committee for 2016/17.

The Chairman stated that there were only two items proposed for the November meeting and suggested that the focus might be to ensure that there was sufficient lead in time for the two Task and Finish Groups to conduct their reviews and to both report to the meeting on 7 March 2017. He suggested that the meeting scheduled for 8 November 2016 be cancelled. This was supported.

The Committee supported the recommendations as now detailed.

RESOLVED – that (A) the work programme, as now

detailed, be approved;

(B) the meeting of Environment Scrutiny Committee on 8 November 2016 be cancelled.

The meeting closed at 7.50 pm

Chairman

Date

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MINUTES OF A MEETING OF THE
DEVELOPMENT MANAGEMENT
COMMITTEE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
WEDNESDAY 14 SEPTEMBER 2016, AT
7.00 PM

PRESENT: Councillor T Page (Chairman)
Councillors M Allen, D Andrews, R Brunton,
M Casey, B Deering, M Freeman, J Jones,
D Oldridge, S Reed, R Standley and
K Warnell.

ALSO PRESENT:

Councillors P Ballam, S Bull, S Cousins,
M Pope and S Rutland-Barsby.

OFFICERS IN ATTENDANCE:

Paul Dean	- Principal Planning Enforcement Officer
Nurainatta Katevu	- Property and Planning Lawyer
Peter Mannings	- Democratic Services Officer
Kevin Steptoe	- Head of Planning and Building Control Services
Alison Young	- Development Manager

268 APOLOGIES

Apologies for absence were submitted on behalf of Councillors J Goodeve and J Kaye. It was noted that Councillors D Andrews and S Reed were substituting for Councillors J Kaye and J Goodeve respectively.

269 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed all to the meeting and outlined the process to be followed. He outlined general housekeeping issues and reminded those in attendance that the meeting would be webcasted. He advised that a legal update briefing had been arranged for 12 October 2016 at 6 pm in the Council Chamber for Members of the Development Management Committee and Licensing Committee.

270 MINUTES – 20 JULY 2016

RESOLVED – that the Minutes of the meeting held on 20 July 2016 be confirmed as a correct record and signed by the Chairman.

271 3/16/1164/FUL – ERECTION OF 1NO 5 BEDROOMED DWELLING, 5NO 4 BEDROOMED DWELLINGS, 5NO 3 BEDROOMED DWELLINGS, 5NO 2 BEDROOMED DWELLINGS AND 2NO 1 BEDROOMED DWELLINGS. WIDENING OF VEHICULAR AND PEDESTRIAN ACCESS FROM HUNSDON ROAD, LANDSCAPING, SURFACE WATER DRAINAGE, AND CAR PARKING AT LAND SOUTH OF MARTLETS, HUNSDON ROAD, WIDFORD, SG12 8SE FOR STONEBOND PROPERTIES LTD

Mr Calder addressed the Committee in support of the application.

The Head of Planning and Building Control recommended that in respect of application 3/16/1164/FUL, subject to a legal obligation pursuant to Section 106 of the Town and Country Planning Act 1990, planning permission be granted subject to the conditions detailed in the report now submitted.

The Head summarised the application and highlighted a number of relevant issues that were detailed in the report. He also referred to the information included in the

additional representations summary. The Planning and Property Lawyer advised that Councillors M Casey and K Warnell should not participate in the debate or vote as they had arrived after the meeting had started and had not heard the full debate.

The Committee debated the application and Officers responded to a number of queries from Members. Councillor R Brunton referred in particular to limited leisure facilities in Widford. Members were given advice regarding powered speed limit warning signs following comments from Councillor R Brunton.

Councillors D Andrews and B Deering suggested that wording regarding the protection of trees should be added to the conditions detailed in the report. This was supported. After being put to the meeting and a vote taken, the Committee accepted the recommendation of the Head of Planning and Building Control as now submitted.

RESOLVED – that in respect of application 3/16/1164/FUL, subject to a legal obligation pursuant to Section 106 of the Town and Country Planning Act 1990, planning permission be granted subject to the conditions detailed in the report now submitted and the following amended condition:

6. Prior to the commencement of the development above ground level, full details of both hard and soft landscape proposals, including tree planting, shall be submitted to and approved in writing by the Local Planning Authority. These details shall include, as appropriate: (a) Proposed finished levels or contours (b) Means of enclosure (c) Hard surfacing materials (d) Planting plans (e) Written specifications (including cultivation and other operations associated with plant and grass establishment) (f) Schedules of plants, noting species, planting sizes and

proposed numbers/densities where appropriate (e) Implementation timetables. Thereafter the development shall proceed in accordance with the approved details.

Reason: To ensure the provision of amenity afforded by appropriate landscape design, in accordance with policies ENV1, ENV2 and ENV11 of the East Herts Local Plan Second Review April 2007.

272 3/16/0404/FUL – DEMOLITION OF EXISTING BUILDINGS AND ERECTION OF A 'RETIREMENT LIVING' BLOCK OF 33 RESIDENTIAL UNITS (CATEGORY II SHELTERED HOUSING) FOR THE ELDERLY WITH ASSOCIATED COMMUNAL FACILITIES, CAR PARKING AND LANDSCAPING AT GATES OF HERTFORD, GASCOYNE WAY, HERTFORD, SG13 8EL FOR MCCARTHY AND STONE RETIREMENT LIFESTYLES LTD

Mr Margetts addressed the Committee in objection to the application.

The Head of Planning and Building Control recommended that in respect of application 3/16/0404/FUL, planning permission be refused for the reasons detailed in the report now submitted.

The Head summarised the application and highlighted a number of relevant issues for Members to consider including the lack of any affordable housing provision. The applicant had stated that they were unable to increase their offer as regards affordable housing. Members were reminded that the NPPF stated that applications should be approved unless it had been demonstrated that the harm of a scheme significantly outweighed the benefits.

The Committee debated the application and Officers responded to a number of queries from Members. Councillor K Warnell proposed and Councillor B Deering

seconded, a motion that an additional reason be added to the reasons for refusal on the basis that the proposals would result in an unacceptable impact on the amenity of neighbouring properties due to overlooking and loss of privacy.

After being put to the meeting and a vote taken, this motion was declared CARRIED. After being put to the meeting and a vote taken, the Committee accepted the recommendation of the Head of Planning and Building Control as now submitted.

RESOLVED – that in respect of application 3/16/0404/FUL, planning permission be refused for the reasons detailed in the report now submitted and for the following additional reason:

5. The proposals, by virtue of the proximity of the new building to the adjacent residential properties on West Street to the North West of the site, would result in an unacceptable impact on the amenity of the occupiers of those properties by reason of overlooking and loss of privacy. The proposed development is thereby contrary to policy ENV1 of the East Herts Local Plan Second Review April 2007 and National Planning policy in the NPPF.

273 3/16/1228/FUL – DEMOLITION OF EXISTING BUILDING AND ERECTION OF 6 STOREY RESIDENTIAL DEVELOPMENT OF 14 APARTMENTS, GROUND FLOOR LICENSED CAFE AND BASEMENT PARKING AT ELBERT WURLINGS, PEGS LANE, HERTFORD. SG13 8EG FOR MR EUGENE FLANNERY / T SHIPTON INVESTMENTS LIMITED

Mr Haines addressed the Committee in support of the application.

The Head of Planning and Building Control recommended that in respect of application 3/16/1228/FUL, planning permission be granted subject to the conditions detailed in the report now submitted. The Head summarised the

application on what was a constrained site with limited scope for redevelopment. Members were advised that the proposal would have a very good relationship in terms of scale and design with the surrounding area and a neighbouring development.

The Head responded to queries from Councillors D Oldridge, B Deering and M Casey regarding a sculpture, the height of the proposed development and the proposed parking for the non-residential element of the application. He referred to the site as being part of a large block of land and there was no design harm and the application complied with parking policy.

The Head concluded that the potential harm was outweighed by the benefits. Councillor D Andrews made a number of observations that were relevant to the proposed development. After being put to the meeting and a vote taken, the Committee accepted the recommendation of the Head of Planning and Building Control as now submitted.

RESOLVED – that in respect of application 3/16/1228/FUL, planning permission be granted subject to the conditions detailed in the report now submitted.

- 274 3/16/1595/FUL – FIRST FLOOR EXTENSION TO 11-21 POTTER STREET AND ALTERATION OF SHOPFRONT TO CREATE 2NO. SEPARATE UNITS (INCLUDING BRINGING FORWARD SHOPFRONTS ONTO POTTER STREET). REPLACEMENT FRONT ENTRANCE TO JACKSON SQUARE SHOPPING CENTRE ON POTTER STREET AND ALTERATIONS TO THE POTTER STREET FRONTAGE AT 11-21 POTTER STREET, JACKSON SQUARE, BISHOP'S STORTFORD, CM23 3UN FOR LEGAL AND GENERAL ASSURANCE (PENSIONS MANAGEMENT) LTD
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The Head of Planning and Building Control recommended that in respect of application 3/16/1595/FUL, planning permission be granted subject to the conditions detailed

in the report now submitted. The Head summarised the application and advised that it could be viewed in two parts in terms of a first floor extension and alterations to the frontage of Jackson Square onto Potter Street.

Members were advised that the application would positively enhance the retail offer and would enhance the character and appearance of the site. The Head believed that whilst there would be an impact with regard to the residential amenity enjoyed by occupiers located to the south of the site, the benefits of the proposed development outweighed the harm.

Councillor K Warnell stated that he was supportive of the proposed development scheme as the application would enhance the retail offer and would tidy up the Potter Street frontage. After being put to the meeting and a vote taken, the Committee accepted the recommendation of the Head of Planning and Building Control as now submitted.

RESOLVED – that in respect of application 3/16/1595/FUL, planning permission be granted subject to the conditions detailed in the report now submitted.

275 3/16/1067/FUL – CHANGE OF USE FROM B8 (STORAGE AND DISTRIBUTION) TO B2 (FOOD PRODUCTION) WITH ALTERATIONS AND EXTENSION TO THE SOUTH WEST AND SOUTH EAST ELEVATIONS AT BRAKE BROS FOODSERVICE LTD, DUNMOW ROAD, BISHOP'S STORTFORD, CM23 5PA FOR NOBLE FOODS DESSERTS HOLDINGS LTD

The Head of Planning and Building Control recommended that in respect of application 3/16/1067/FUL, planning permission be granted subject to the conditions detailed in the report now submitted.

The Head detailed the relevant site history and summarised the application for the change of use from B8

storage and distribution to B2 food production. Members were advised that the proposal would bring a vacant site back into use resulting in the employment of a similar number of people. The Head concluded that whilst there was a shortfall in parking provision this was mitigated by the proximity of the site to sustainable modes of transport.

Councillor K Warnell believed that the change of use would be welcomed by local residents due to the reduction in vehicle movements. After being put to the meeting and a vote taken, the Committee accepted the recommendation of the Head of Planning and Building Control as now submitted.

RESOLVED – that in respect of application 3/16/1067/FUL, planning permission be granted subject to the conditions detailed in the report now submitted.

276 3/15/0561/FUL – PART DEMOLITION OF NIGHT CLUB BUILDING (SUI GENERIS USE) TO FACILITATE THE REDEVELOPMENT WITH COMMERCIAL/RETAIL USE ON THE GROUND FLOOR AND 10 RESIDENTIAL UNITS ON THREE UPPER FLOORS AT 20 AMWELL END, WARE FOR AMWELL END LTD, C/O LANES NEW HOMES, 2 MARKET STREET, WARE SG14 1BD

Mr Kirby addressed the Committee in support of the application.

The Head of Planning and Building Control recommended that in respect of application 3/15/0561/FUL, planning permission be granted subject to the conditions detailed in the report now submitted. Councillor M Pope, as the local ward Member, addressed the Committee and stated that whilst he was not in objection, he did have some concerns. He referred in particular to the lack of parking provision for residents and the staff working from the site. He supported the condition regarding the parking provision for service delivery vehicles.

The Head stated that the site had been vacant for a number of years and was located in a busy commercial area of Ware. He summarised the issues for Members and stated that Members must weigh up any harmful impacts with the beneficial use of the site. He stated condition 6 covered the highways issues referred to by the local ward Member.

Councillor D Andrews referred to the additional pressure on the existing 20 on-street car parking spaces. He referred in particular to times when Ware Drill Hall was in use. The Head advised that the issue of parking on land surrounding the site had been explored with the applicant and this was not currently possible.

Councillor D Oldridge proposed and Councillor B Deering seconded, a motion that application 3/15/0561/FUL be deferred to enable Officers to discuss with the applicant the potential for the provision of parking as part of the development proposals.

After being put to the meeting and a vote taken, this motion was declared CARRIED. The Committee rejected the recommendation of the Head of Planning and Building Control as now submitted.

RESOLVED – that in respect of application 3/15/0561/FUL, planning permission be deferred to enable Officers to discuss with the applicant the potential for the provision of parking as part of the development proposals.

277 3/14/0209/FO – VARIATION OF SECTION 106 OBLIGATION AT ASDA, WATTON ROAD, WARE FOR ASDA

The Head of Planning and Building Control recommended that in respect of application 3/14/0209/FO, the proposed variation of the Section 106 agreement be approved. Officers advised that better value would result from the reallocation of £80,000 of Section 106 funding for enhanced works on Baldock Street which could include

architectural lighting.

The Head advised that pedestrian routes between the Asda store and the Town Centre could also be enhanced along with more flexible pedestrian links. After being put to the meeting and a vote taken, the Committee accepted the recommendation of the Head of Planning and Building Control as now submitted.

RESOLVED – that in respect of application 3/14/0209/FO, the proposed variation of the Section 106 agreement be approved.

278 3/16/1562/HH – TWO STOREY SIDE EXTENSION AT 1 BEECHFIELD, SAWBRIDGEWORTH, CM21 9NG FOR MRS L PAGE

The Head of Planning and Building Control recommended that in respect of application 3/16/1562/FUL, 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 Head of Planning and Building Control as now submitted.

RESOLVED – that in respect of application 3/16/1562/FUL, planning permission be granted subject to the conditions detailed in the report now submitted.

279 ITEMS FOR REPORTING AND NOTING

At the invitation of the Chairman, the Head of Planning and Building Control highlighted a number of recent appeal decisions and referred in detail to a number of points of interest in a summary note he had tabled for Members. He responded to a number of comments and queries from the Committee.

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 9.03 pm

Chairman
Date

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MINUTES OF A MEETING OF THE
HEALTH AND WELLBEING SCRUTINY
COMMITTEE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
TUESDAY 20 SEPTEMBER 2016, AT 7.00
PM

PRESENT: Councillor A Alder (Chairman)
Councillors P Ballam, S Bull, J Jones,
D Oldridge, S Stainsby, R Standley and
M Stevenson.

ALSO PRESENT:

Councillors E Buckmaster, L Haysey, T Page
and S Rutland-Barsby.

OFFICERS IN ATTENDANCE:

Simon Barfoot	- Environmental Health Promotion Officer
Jonathan Geall	- Head of Housing and Health
Peter Mannings	- Democratic Services Officer
Claire Pullen	- Engagement and Partnerships Officer (Grants)
Kevin Steptoe	- Head of Planning and Building Control Services
Paul Thomas-Jones	- Environmental Health Manager – Commercial

303 APOLOGIES

Apologies for absence were submitted from Councillors D Abbott, S Cousins and Mrs D Hollebon. It was noted that Councillors D Oldridge and R Standley were substituting

for Councillors S Cousins and Mrs D Hollebon respectively.

304 MINUTES – 14 JUNE 2016

RESOLVED – that the Minutes of the meeting held on 14 June 2016 be confirmed as a correct record and signed by the Chairman.

305 CHAIRMAN'S ANNOUNCEMENTS

The Chairman summarised what was discussed at the last meeting of the Scrutiny Chairmen and Vice-Chairmen and highlighted the distinction between Members being given information and Members carrying out scrutiny. The Chairman encouraged Committee Members to be proactive in scrutinising reports and getting involved. She noted that any topics which were assessed to be 'information seeking' rather than scrutiny could then be put forward for either a future member briefing/training event or, if suitable, as a written reply/article in the Members Information Bulletin.

Finally, she referred to the Panshanger Park Run plus a number of other projects that had been awarded a grant by the East Herts Health and Wellbeing Community Fund.

306 PLANNING AND HEALTH AND WELLBEING

The Scrutiny Officer and the Chairman submitted a report which gave Members the opportunity to gain evidence regarding planning and health and wellbeing at a strategic level and which assured that the wider public health agenda was being appropriately integrated prior to the adoption of the District Plan in 2017.

The Head of Planning and Building Control introduced the report and summarised the key issues in respect of the current position regarding planning and health and wellbeing. He reminded Members that the Authority was undertaking the penultimate stages of the District Plan preparation process.

The Chairman of the Development Management Committee, Councillor T Page, referred to negotiations that occurred before applications reached the Committee. He commented on the Hertfordshire County Council (HCC) toolkit for Section 106 funding and referred to the importance of information regarding where this money should be spent in order to maximise community benefit.

Councillor P Ballam welcomed the comments that had been made and emphasised the importance of a more efficient system regarding Section 106 funding. Councillor T Page confirmed that Section 106 funding was being monitored closely by a Director.

Members raised a number of relevant issues and Officers and the Executive Member for Development Management and Council Support responded to queries and questions from the Committee. Members received the report and endorsed the recommendations now detailed.

RESOLVED – that (A) Officers be requested to further explore the service’s contribution to the wider public health agenda; and

(B) Officers explore the feasibility of HCC public health being asked to comment on an interim basis on relevant planning applications at a useful point in the development management process prior to the adoption of the proposed District Plan.

307 OPPORTUNITIES TO SUPPORT INDEPENDENT LIVING ARISING FROM THE PROPOSED HOME IMPROVEMENT AGENCY

The Executive Member for Health and Wellbeing submitted a report updating Members on the ongoing project to develop a Hertfordshire Home Improvement Agency (HIA) to help elderly and vulnerable persons to remain living independently at home.

The Head of Housing and Health invited Members to support East Herts Council becoming a partner in the Hertfordshire HIA. The Committee was also invited to propose innovative ideas to enhance service provision. Members were reminded of the background to the HIA and the work that had been completed to date. The Head summarised a number of other relevant issues from the report and encouraged Members to email him with any ideas they had following the meeting

The Chairman commented on the time it could take for the completion of some home adaptations thus delaying discharge from hospital. The Head of Service stated that the current process, including means testing for all works, however small, could lead to the whole process taking in excess of 6 months and a new system for low cost works without means testing could take just a few weeks.

Councillors J Jones and M Stevenson commented on the excellence of the changes referred to by the Head of Housing and Health. The Head of Service advised that the Executive had confirmed East Herts Council's commitment in a shared service with a view to this going live as part of the Hertfordshire HIA by September 2017.

The Head of Service confirmed to Councillor P Ballam that the proposals should ensure that the needs of Hertfordshire residents were not delayed. He also responded to a query from Councillor D Oldridge by stating that all participating Hertfordshire Authorities would be working closely together to ensure residents got what they needed.

Councillor M Stevenson noted that in the long term she would welcome the HIA looking at linking to a wider range of services including telecare. The Head of Service noted this suggestion.

Members supported the recommendations now detailed.

RESOLVED – that (A) the proposal that East Herts

Council becomes a partner in the Hertfordshire Home Improvement Agency (HIA) be supported;

(B) the opportunities to enhance service provision by virtue of the HIA proposal and funding changes be supported; and

(C) a pilot adaptations service of non-means tested, fast-tracked, low cost works be evaluated with a view to whether these works could be completed in days rather than weeks.

308 UPDATE AND MINUTES FROM HERTFORDSHIRE COUNTY COUNCIL HEALTH SCRUTINY COMMITTEE

The Chairman reported that she had attended the meetings of Hertfordshire County Council's Health Scrutiny Committee and there was nothing specific to report back. The Minutes of Hertfordshire County Council's Health Scrutiny Committee meetings on 12 July 2016 were submitted for information. The Committee noted the Minutes.

RESOLVED – that the Minutes be noted.

309 SCRUTINY WORK PROGRAMME

The Chairman of the Health and Wellbeing Scrutiny Committee submitted a report reviewing the Committee's work programme for 2016/17. The Scrutiny Officer advised that the report on Air Quality Management areas would be submitted to the meeting on 14 March 2017 instead of 15 November 2016.

The Scrutiny Officer advised that this would result in a number of substantial items for the March 2017 meeting. The Environmental Health Promotion Officer said his report on the East Herts Health and Wellbeing Funded projects could be moved to November 2016. He asked the Committee if they still wished to receive this report in light of the change of status of the Committee from a

Panel. Members confirmed that they did and that they would be happy to receive the report in November 2016. It was noted that the Chairman and Scrutiny Officer would further review the agenda for the March 2017 meeting.

The Scrutiny Officer asked who would be invited to update on the Mental Health Day. It was confirmed that the Council’s Member Champion on Mental Health, Councillor P Moore, would be invited to provide a report in March 2017. The Chairman encouraged Members to attend East Herts Council’s Mental Health day on 9 October 2016 at Hertford Theatre. Members approved the work programme, as now amended.

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

The meeting closed at 8.45 pm

Chairman
Date

MINUTES OF A MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
HELD IN THE COUNCIL CHAMBER,
WALLFIELDS, HERTFORD ON
WEDNESDAY 21 SEPTEMBER 2016, AT
7.00 PM

PRESENT: Councillor M Pope (Chairman)
Councillors B Deering, I Devonshire,
P Kenealy, C Snowdon and S Stainsby

ALSO PRESENT:

Councillors G Williamson

OFFICERS IN ATTENDANCE:

Lorraine Blackburn	- Democratic Services Officer
Victoria Clothier	- Legal Services Manager
Philip Gregory	- Head of Strategic Finance and Property
Kevin Williams	- Acting Head of Legal and Democratic Services
Liz Watts	- Chief Executive

ALSO IN ATTENDANCE:

Alan Cooper	- SIAS
Debbie Hanson	- Ernst Young LLP
Nick Jennings	- SAFS

310 TRAINING ITEM - LOCAL GOVERNMENT AUDIT UPDATE

A presentation was given by the External Auditor on a Local

Government Audit Update. The briefing looked at:

- the impact of the UK's decision to leave the European Union;
- changes to off-payroll working;
- potential review of process for reporting election results;
- the need to minimise revenue spend on debt servicing and maximise revenue spend on assets;
- changes to the timescales for the preparation of accounts and auditing and the potential challenges of earlier deadlines.

The Chairman referred to Brexit and the impact this might have on government funding. He also referred to the Council's assets and volatility in relation to its pension liability.

The External Auditor referred to the risks that some Councils could face in relation to Brexit and funding streams. She stated that Revenue Support Grant was continually declining and the New Homes Bonus could disappear. She also spoke of the challenges Councils faced in preparing their Medium Term Financial Plans (MTFPs) in the face of uncertainty in relation to grant funding. The External Auditor commented that to mitigate these uncertainties, many Councils were adopting a more commercial approach to generate funding. The External Auditor confirmed that volatility would affect the Council's assets and movements and also in terms of pension figures.

The changing timescales for the production of the Council's accounts was debated at length. The Head of Strategic Finance and Property commented that they were working closely with the External Auditor to ensure that information was submitted in a timely manner. He reminded Members that the tri-annual review of pensions was being undertaken and that confirmation of this review was awaited from Hertfordshire County Council. He stated that a report on the Pension Fund would be presented to Corporate Business Scrutiny Committee in October 2016.

The Chairman, on behalf of Members, thanked the External

Auditor for the presentation.

RESOLVED – that the presentation be received.

311 APOLOGIES

Apologies for absence were submitted from Councillors D Abbott, A Alder and C Woodward.

312 MINUTES - 15 JUNE 2016

RESOLVED – that the Minutes of the meeting held on 15 June 2016 be confirmed as a correct record and signed by the Chairman.

313 CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that, with the consent of Members, he proposed to move agenda items 14 (Verbal Update – Complaints lodged with the Monitoring Officer) and 16 (Review of the Council's Constitution) to be considered after agenda item 4 (Declarations of Interest). This was supported.

314 COMPLAINTS LODGED WITH THE MONITORING OFFICER - VERBAL UPDATE

The Acting Head of Legal and Democratic Services explained the current procedure in terms of the complaints process and those submitted formally to the Monitoring Officer. He referred to the issue of prejudice which could arise if the current process was not followed.

The Acting Head explained that an investigation was complete in relation to one complaint, but that it was not at the point at which a public hearing should be arranged and that he was awaiting further information. The Acting Head explained that as the Monitoring Officer, he needed to ensure that any complaints were dealt with in confidence and of the need to ensure that the issue of prejudice did not arise. He reiterated that current protocols for dealing with complaints needed

revision to remove any possibility of prejudice being alleged.

Members noted the update.

RESOLVED – that the update be noted.

315 REVIEW OF THE COUNCIL'S CONSTITUTION

At the request of the Chief Executive and with the consent of the Chairman, this matter had been added to the agenda as an urgent item of business because it was considered of sufficient urgency to warrant consideration and in order to facilitate the business of the Council.

The Chief Executive submitted a report seeking approval to carry out a significant review of the Constitution and the establishment of a Constitution Working Group (CWG) to facilitate this review. The new Legal Services Manager introduced the report.

The Committee supported the recommendations as now detailed.

RESOLVED – that (A) a Constitution Working Group (CWG) to carry out a review of the Council's Constitution be established;

(B) the Leader of the Council, in consultation with the Chairman of Audit and Governance Committee, nominate three Members of the CWG from Members of this Committee and one Member from Corporate Business Scrutiny Committee;

(C) the CWG submit an interim review of its recommendations to Audit and Governance Committee on 25 January 2017 with a final report on 22 March 2017 for approval by Council on 10 May 2017; and

(D) the Legal Services Manager be appointed to act as the Lead Officer in relation to the CWG.

316 STATEMENT OF ACCOUNTS 2015/16

The Executive Member for Finance and Support Services submitted a report setting out the background to the 2015/16 Statement of Accounts and the Council's overall financial position in terms of the Balance Sheet and revenue activity in terms of the General Fund and the Collection Funds. The Head of Strategic Finance and Property introduced the report and assured Members that the report would be carefully reviewed before publication, to ensure accuracy of content.

The report was debated at length when a number of queries were raised and responded to. Of particular concern was the issue of the Council's liability with regard to pensions. The Head of Strategic Finance and Property reminded Members that this matter was under a tri-annual review by Hertfordshire County Council and would be considered further by Corporate Business Scrutiny Committee in October 2016. He stated that an HCC Pensions Adviser would be in attendance at that meeting to respond to Members' questions.

The Committee supported the recommendations as now detailed.

RESOLVED – that (A) the Council's Statement of Accounts for the financial year 2015/16 be approved and authorised by the Chairman of the Audit and Governance Committee following the conclusion of the meeting; and

(B) the letter of representation be approved for signature by the Chairman of Audit and Governance Committee and the Head of Strategic Finance and Property.

317 EXTERNAL AUDIT - AUDIT RESULTS REPORT

The External Auditor submitted a report setting out the results and conclusions on the work carried out under its statutory obligations. The External Auditor explained that, although work was still ongoing in relation to Value for Money control

arrangements and Whole of Government Accounts, they would be issuing an unqualified positive opinion. She drew Members' attention to Appendix 'C' of their report in relation to outstanding matters and in relation to the External Auditor's overall conclusions in relation to Value for Money. The Head of Strategic Finance and Property Services assured Members that outstanding information would be provided to the External Auditors.

The Committee noted the report as detailed.

RESOLVED – that the report be noted.

318 RISK MANAGEMENT MONITORING REPORT (APRIL TO JUNE 2016)

The Executive Member for Finance and Support Services submitted a report on the action taken to mitigate and control strategic risks during the period April to June 2016.

In response to a query from Councillor B Deering, the Head of Strategic Finance and Property explained what the Council was doing to mitigate risk in relation to 16SR 1b (Business Rate Income). The Chief Executive explained the challenges in terms of encouraging economic development and Members' anxiety in relation to growth around the District as evidenced in terms of the District Plan.

In response to a query from the Chairman regarding cyber - crime, the Officer from the Shared Anti-Fraud Service (SAFS) provided an overview on planned activity in relation to combatting this form of crime.

Councillor B Deering referred to emergency planning procedures and queried what plans the Council had in place to ensure continuity of business if something happened to the Wallfields building. The Chief Executive referred to IT support and confirmed that business could continue from one of a number of venues including Charringtons House in Bishop's Stortford, and the Buntingford Depot, adding that most people could work from home.

The Committee approved the report, as now detailed.

RESOLVED – that the report be approved.

319 TREASURY MANAGEMENT STRATEGY – 2015/16
OUTTURN

The Executive Member for Finance and Support Services submitted a report which reviewed the Council's treasury management activities for 2015/16 including the prudential indicators and identified the associated impact on the 2016/17 treasury management strategy. The Head of Strategic Finance and Property provided an overview of the report.

The Committee approved the report, as now detailed.

RESOLVED – that the 2015/16 treasury management activity and prudential indicators, be approved.

320 SHARED INTERNAL AUDIT SERVICE - AUDIT PLAN
UPDATE

The Shared Internal Audit Service (SIAS) submitted a report detailing the progress made by SIAS in delivering the Council's Annual Audit Plan for 2016/17 (as at 2 September 2016). The report proposed amendments to the approved 2016/17 Audit Plan and detailed the status of previously agreed high priority audit recommendations. The report provided an update on performance management information. The SIAS Officer provided an overview of the report.

In response to a query from Councillor P Kenealy regarding the absence of the Business Continuity Plan, the Chief Executive explained that the recent restructure had impacted on the plan moving forward, but that one of the two Directors now had responsibility for this. Members supported the suggestion that this issue be added to the Committee's work programme and that the Director be invited to the next meeting to provide a detailed update.

RESOLVED – that (A) the Internal Audit Progress report as now submitted be noted;

(B) high priority recommendations already implemented, be removed from the plan; and

(C) the Business Continuity Plan be added to the work programme for the next meeting and the responsible Director be invited to provide an update.

321 SHARED ANTI-FRAUD SERVICE (SAFS) - POSITION STATEMENT

The Shared Anti-Fraud Service (SAFS) submitted a report in respect of the year end data for 2015/16; the progress made against the Council's published Anti-Fraud Action Plan adopted in March 2016; and, the anti-fraud activity undertaken to protect the Council. The SAFS Officer referred to the availability of two published documents, i.e., the SAFS/EHDC Anti-Fraud Action Plan 2016/17 and a Summary of Progress against Plan 2016/17.

The Committee noted the report, as now detailed.

RESOLVED – that (A) the Shared Anti-Fraud Service year-end data for 2015/16 be noted;

(B) the progress of the Shared Anti-Fraud Service in delivering the Council's Anti-Fraud Action Plan 2016/17 be noted; and

(C) the anti-fraud activity undertaken to protect the Council be noted.

322 ANNUAL SHARED INTERNAL AUDIT SERVICE - BOARD REPORT 2015-16

The Shared Internal Audit Service (SIAS) submitted the annual report of its activity of the service for the financial year 2015/16. The Officer from SIAS provided a summary of the

key issues. In response to a query from the Chairman regarding increased consultancy costs, the SIAS Officers explained why these had occurred.

The Committee noted the report, as now detailed.

RESOLVED – that the report be noted.

323 2015/16 ANNUAL GOVERNANCE STATEMENT AND
2016/17 ACTION PLAN

The Leader of the Council submitted a report on the 2015/16 Annual Governance Statement and the 2016/17 Annual Governance Statement Action Plan, the detail of which was set out in the report.

The Committee approved the report, as now detailed.

RESOLVED – that the 2015/16 Annual Governance Statement and the 2016/17 Action Plan be approved.

324 AUDIT AND GOVERNANCE WORK PROGRAMME

The Head of Strategic Finance and Property Services submitted a report detailing the proposed work programme for Audit and Governance Committee.

The Chairman referred to various issues and sought Members' thoughts on matters which could be included in the work programme. Members suggested that the work programme be amended to include the following:

- Pension training
- Business Continuity Update
- Fraud

Members supported the revised work programme for Audit and Governance Committee, as now amended.

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

The meeting closed at 9.48 pm

Chairman

Date

MINUTES OF A MEETING OF THE
COMMUNITY SCRUTINY COMMITTEE
HELD IN THE COUNCIL CHAMBER,
WALLFIELDS, HERTFORD ON TUESDAY
27 SEPTEMBER 2016, AT 7.00 PM

PRESENT: Councillor P Moore (Chairman)
Councillors I Devonshire, J Goodeve,
H Drake, D Oldridge, M Pope, P Ruffles,
C Snowdon and N Symonds

ALSO PRESENT:

Councillors A Alder, E Buckmaster, L Haysey
and G Jones

OFFICERS IN ATTENDANCE:

- | | |
|--------------------|---|
| Claire Bennett | - Manager of
Housing Services |
| Lorraine Blackburn | - Democratic
Services Officer |
| Ben Cannell | - Front of House
Manager |
| Jonathan Geall | - Head of Housing
and Health |
| Jess Khanom | - Head of
Operations |
| Emma Parlow | - Marketing and
Audience
Development
Manager |
| Claire Pullen | - Engagement and
Partnerships
Officer (Grants) |
| Rhys Thomas | - Arts and
Entertainment
Programme
Director |

372 APOLOGY

An apology for absence was submitted from Councillor P Phillips.

373 MINUTES

RESOLVED - that the Minutes of the meeting held on 26 June 2016 be confirmed as a correct record and signed by the Chairman.

374 CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that she had attended an excellent course on scrutiny recently and had heard a number of different ideas. She thanked the Leader for putting her name forward for the course. She said that the course highlighted how forward looking East Herts was and how fortunate the Council was to have its dedicated Officers. The Chairman stated that East Herts was the only Council to offer a Membership Development programme. She urged Members to contact the Leader on any course they were interested in.

The Chairman referred to the World Mental Health Event on 9 October 2016 which was being held at Hertford Theatre and encouraged her colleagues to attend.

The Chairman welcomed two new Heads of Service, Jess Khanom and Jonathan Geall to the meeting. She also welcomed Ben Cannell, Emma Parlow and Rhys Thomas from Hertford Theatre.

375 HERTFORD THEATRE - ANNUAL REPORT FOR FINANCIAL YEAR 2015/16

The Head of Operations submitted the sixth annual report for Hertford Theatre.

The Arts and Entertainment Programme Director introduced the report and drew Members' attention to a number of key events which had occurred during the year which had brought

in large audiences. These included a Charity Comedy Gala for Breast Cancer which, after costs had been paid, enabled a £6,000 donation to be made to the charity. He also referred to the event “an interview with Michael Morporgo” which had attracted large audiences.

The Programme Director personally thanked the cohort of volunteers and referred to an email he had just received from one individual who had expressed thanks for the experience gained in volunteering at the theatre and the positive impact it was having on her life. The Programme Director referred to training offered to young people and “Carousel Placements”, whereby young people were moved from department to department over the course of a week, to learn how the theatre worked. He summarised other courses aimed at providing work experience which culminated in a “worthy credit” on an applicant’s Curriculum Vitae. The Programme Director said that other programmes were being developed including a focus on access, equality and diversity. He personally thanked his team for working so hard to deliver a strong and dynamic theatre.

The Front of House Manager explained the strong community role of the theatre and the important role played by the volunteers.

The Marketing and Audience Development Manager referred to events which had drawn in the public and how the theatre’s Christmas decorations provided a strong draw, especially to schools. She referred to the ongoing positive feedback from schools and of work progressing in relation to “relaxed” screenings.

Councillor N Symonds thanked the Officers for the success of the theatre. In response to a question, the Programme Director confirmed that carers were given a concessionary ticket at a reduced price. He explained the arrangements for the use of interpreters on stage.

In response to a query from Councillor P Ruffles regarding extending the catchment area and maintaining the morale of

volunteers. The Programme Director explained the principles around growing the audience locally before it could be extended. He stated that the theatre was currently looking at increasing the catchment area along the A10 and in Bishop's Stortford. He referred to the work being developed which would appeal to a number of age groups, including first showings in relation to the cinema and using local buildings as satellite art galleries. Councillor M Pope suggested the Southern Maltings in Ware as a possible venue for an art gallery.

In response to a query from Councillor I Devonshire regarding future costs which the theatre might incur, the Programme Director referred to roof problems which had been given an interim remedy.

Councillor C Snowdon referred to a drop in the figures for the hire of the studios. The Programme Director explained that Hertford Regional College now had their own building and had moved their courses, but that they still maintained a close working relationship. The Programme Director stated that in response to a query regarding suppliers, the theatre always tried to find local suppliers.

Councillor D Oldridge congratulated Officers on the success story. In response to a question, the Programme Director explained that the team was trying to increase the geography and demographics of the age range using various approaches. Councillor H Drake referred to the success of the Shoreditch Picture House which offered patrons a chance to enjoy a drink while watching a movie and the steps it had taken to encourage family attendance.

Councillor J Goodeve referred to the older demographics of the patrons and the need to ensure social inclusion by offering reduced tickets to lower income families. Councillor M Pope sought and was provided with clarification on the final net annual expenditure position in terms of the high variance.

Councillor A Alder referred to the absence of disabled parking spaces. The Programme Director explained the link with

Wetherspoons and frequent deliveries by heavy vehicles. He stated that the theatre did offer a “meet and greet” arrangement whereby a team member could meet an individual, show them to a seat to await a carer parking the car.

The Chairman, on behalf of Members, thanked the theatre team for their excellent report.

The Committee received the report, as now submitted.

RESOLVED – that (A) the annual report for Hertford Theatre for the year 2015/16 be reviewed; and

(B) the cohort of volunteers be congratulated and thanked for their contribution to the success of the venue.

376 ANNUAL PERFORMANCE REPORT FOR NETWORK HOMES AND CIRCLE HOUSING SOUTH ANGLIA HOUSING ASSOCIATIONS: HOUSING STOCK TRANSFER - RESIDUAL UNDERTAKINGS

The Executive Member for Health and Wellbeing submitted a report on the progress made by the two housing associations on the three undertakings that remained following the end of the Delivery of Promises Programme in 2007 and following the large scale voluntary transfer in 2002. The report also reviewed the performance of both associations’ repairs services. The Housing Services Manager provided a summary of the report drawing Members’ attention to the percentage of repairs completed by each and the progress made with regard to aids and adaptations.

Councillor P Ruffles expressed concern that the performance target figures provided for Network Homes were not as transparent as those submitted by Circle Housing South Anglia and that these should have been extracted to provide local data statistics. The Housing Services Manager stated that they had asked for local figures but had been advised that they were only able to monitor corporately. It was suggested

that Network Homes be asked to provide meaningful local repair figures and that their targets be amended to mirror those of the targets set by Circle Housing South Anglia. This was supported.

Councillor Ruffles referred to the difficulties in acting on behalf of residents because of the Data Protection Act. A number of options to address this were discussed.

In response to a query by Councillor C Snowden regarding housing benefit, the Housing Services Manager explained why housing benefit was paid to the tenant and when it could be paid to the landlord directly.

In response to a query by the Executive Member for Health, Housing and Community Support regarding interaction with the Home Improvement Agency (HIA), the Head of Housing and Health explained the role of the HIA with regard to adaptations and funding and how tenants would benefit from the new service.

In response to a query from Councillor M Pope regarding the underspends in aids and adaptations, the Housing Services Manager explained the lack of demand, the referral service for jobs under £500 and the reduced demand for Disabled Facilities Grants. The Head of Housing and Health explained the Council's resources had not been used but that last year it had helped Circle Housing South Anglia with a particularly large adaptation.

In response to a query regarding preserved Right to Buy, the Housing Services Manager explained the low figures and that the reducing number of tenants eligible and the high costs of housing in the District still meant that many people could not afford to buy these properties despite the discount.

The Executive Member for Health and Wellbeing referred to the phased move by Circle Housing South Anglia from Charringtons House in Bishop's Stortford.

The Committee received the report, as now detailed.

RESOLVED – that (A) performance by both Network Homes and Circle Housing South Anglia Housing Association in 2015/16 on the three remaining stock transfer undertakings be noted; and

(B) Network Homes be asked to provide meaningful local repair figures and that their targets be amended to mirror those of the targets set by Circle Housing South Anglia.

377 COMMUNITY SCRUTINY COMMITTEE - WORK PROGRAMME

The Chairman submitted a report seeking agreement to the draft work programme for 2016/17 as detailed within Essential Reference Paper 'B' of the report submitted.

The Scrutiny Officer referred to the report on the "Markets" function which had been transferred to the new Head of Operations following the restructure. It was noted that this report would be presented for Members' consideration in June 2017. It was suggested that, as this left only one report, an update on a Leisure Facilities Strategy, which it was felt, could be circulated on the Members' Information Bulletin, the meeting on 22 November 2016 be cancelled. This was supported.

The Chairman referred to the suggested Crime and Disorder topic (Town Centre Night Time Economy) for the meeting on 28 March 2017. This was supported.

Members received the report, as now amended.

RESOLVED – that (A) the work programme as now amended, be approved; and

(B) the Community Scrutiny Committee meeting on 22 November 2016 be cancelled.

The meeting closed at 8.28 pm

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EAST HERTS COUNCIL

COUNCIL – 19 OCTOBER 2016

REPORT BY ACTING HEAD OF LEGAL AND DEMOCRATIC SERVICES

REVIEW OF THE ALLOCATION OF SEATS ON COMMITTEES

WARD(S) AFFECTED: All

Purpose/Summary of Report

- **To review the Council's allocation of seats on committees following the Puckeridge by-election.**

<u>RECOMMENDATION FOR DECISION: That:</u>	
(A)	the allocation of the number of seats on committees be as set out in Table Two below.

1.0 Background

1.1 Council, at its Annual meeting in May 2016, approved the decision-making arrangements for the discharge of functions for the 2016/17 Civic Year.

1.2 Following the Puckeridge by-election, Councillor P Boylan has given notice that he has joined the Conservative Group, meaning that the Authority needs to review the allocation of seats on its committees.

2.0 Committees of the Council

2.1 The following committees were constituted by Council in May 2016, comprising the following number of Members:

TABLE ONE	
Committee	Number of seats
Community Scrutiny	10
Corporate Business Scrutiny	10
Environment Scrutiny	10
Health and Wellbeing	10
Audit and Governance	10
Development Management	12
Human Resources	7
Licensing	12
Chief Officer Recruitment	5
East Herts Council and Stevenage Borough Council Joint Revenues and Benefits Committee (3 from East Herts and 3 from Stevenage)	3
TOTAL	89

2.2 Currently, there are two vacancies on committees arising from the resignation of Councillor Cartwright, an Independent Member, on Environment Scrutiny and Health and Wellbeing Scrutiny.

3.0 Political Groups

3.1 Where Members of the Council are divided into political groups, the provisions of the Local Government and Housing Act 1989 place a duty on the Council to review the allocation between those groups of seats on its Scrutiny Committees, Regulatory Committees and Joint Committees according to certain principles. The aim is to ensure that the political composition of the Committees, etc, reflects the composition of the Council. The rules of proportionality do not apply to the Executive.

3.2 Following the Puckeridge by-election, the one political group constituted within East Herts Council, the Conservative Group, now comprises 49 Members (up from 48). This group is entitled to a proportion of seats in relation to its relative percentage size, i.e. 98%. It is for Council to appoint Members to the seats in accordance with the wishes of the political group to whom they have been allocated.

3.3 Council is invited to approve the allocation of seats on committees

as set out below:

TABLE TWO			
<u>Committees</u>	<u>Seats</u>	<u>Cons</u>	<u>Ind - PP</u>
Environment	10	10	0
Community	10	9	1
Corporate Business	10	9	1
Health and Wellbeing	10	10	0
Audit and Governance	10	10	0
Development Management	12	12	0
Licensing	12	12	0
Human Resources	7	7	0
Chief Officer Recruitment	5	5	0
Revenues and Benefits	3	3	0
Total	89	85	2
		(97.75%)	(2.25%)

3.4 The Leader of the Conservative Group has advised of the Group's wishes for Councillor P Boylan to be appointed to fill the vacant seats on Environment Scrutiny and Health and Wellbeing Scrutiny Committees. Subject to Council approving the recommendation above, these appointments will be made by the Acting Head of Legal and Democratic Services under delegated powers.

4.0 Implications/Consultations

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

Background Papers

None

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	The proposals set out in this report will support all of the Council's corporate objectives.
Consultation:	The appropriate consultation with the sole Group Leader has taken place. In advance of this meeting, the Acting Head of Legal and Democratic Services has liaised with the sole political group leader in order to obtain nominations to vacant seats.
Legal:	The proposals set out in this report accord with the statutory provisions for reviewing the allocation of seats on the Council's committees following the recent by-election.
Financial:	None
Human Resource:	None
Risk Management:	The Council needs to establish a robust and clear decision-making structure to enable it to function effectively and make decisions in an expeditious manner which is accountable to the electorate.
Health and wellbeing-issues and impacts	None

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