

MINUTES OF A MEETING OF THE  
EXECUTIVE HELD IN THE COUNCIL  
CHAMBER, WALLFIELDS, HERTFORD ON  
MONDAY 9 DECEMBER 2013, AT 7.00 PM

PRESENT: Councillor A Jackson (Chairman/Leader)  
Councillors M Alexander, M Carver,  
L Haysey, P Phillips and S Rutland-Barsby.

ALSO PRESENT:

Councillors D Andrews and P Ruffles.

OFFICERS IN ATTENDANCE:

Martin Ibrahim	- Democratic Services Team Leader
George A Robertson	- Chief Executive and Director of Customer and Community Services
Adele Taylor	- Director of Finance and Support Services

393 **HOMELESS AND HOMELESS PREVENTION STRATEGY**

**The Executive Member for Health, Housing and Community Support submitted a report seeking the adoption of the Council's new Homeless Review and Strategy 2013 – 18, following internal and external consultation.**

**The Executive recalled that the draft Strategy had been considered by Community Scrutiny Committee on 24 September 2013 and the Executive on 1 October 2013. The draft Strategy had been supported by both for the purposes of consultation with external partners and stakeholders.**

The Executive Member advised that the process of consultation had now been completed. The draft Strategy had been welcomed and agreed by partners and there were no significant recommended changes. The Strategy and Action Plan were detailed in the Executive Member's report now submitted.

The Executive recommended the Strategy as now submitted.

**RECOMMENDED** – that the East Herts Homeless Review and Strategy 2013-2018 be adopted.

394 **DRAFT REVISIONS TO THE COUNCIL TAX SUPPORT SCHEME FOR 2014/15**

---

The Executive considered a report proposing arrangements for implementing a Council Tax Scheme for 2014/15. This detailed the consultation that had taken place and also referred to the consideration given by Corporate Business Scrutiny Committee, at its meeting held on 26 November 2013. The conclusion drawn was that the existing scheme should be continued.

The Executive noted that references to Hertfordshire Police Authority should be replaced with Police and Crime Commissioner for Hertfordshire.

The Executive supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the comments of Corporate Business Scrutiny Committee be received;

(B) the forecasted financial implications arising from the recommended scheme for the Council Tax Reduction Scheme (CTS) with effect from 1 April 2014 and the risks and assumptions attached to these, be approved; and

(C) the proposed CTS Scheme be approved.

395 **PUCKERIDGE CONSERVATION AREA APPRAISAL AND  
MANAGEMENT PLAN**

---

The Executive Member for Strategic Planning and Transport submitted a report on the Puckeridge Conservation Area Appraisal following public consultation. He detailed the outcome of the public consultation in the report now submitted.

The Appraisal identified the special character of the Conservation Area together with the elements that should be retained or enhanced and those which detracted from the identified character. Once adopted by the Council, the Appraisal would become a 'material consideration' in the process of determining planning applications. It would also link into the development of neighbourhood planning.

The Executive supported the recommendations as now detailed.

**RECOMMENDED** - that (A) the responses to the public consultation be noted and the Officer responses and proposed changes to the Puckeridge Conservation Area Appraisal be agreed; and

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Strategic Planning and Transport, to make any further minor and consequential changes to the Appraisal which may be necessary; and

(C) the Puckeridge Conservation Area Appraisal be adopted.

396 **STANDON CONSERVATION AREA APPRAISAL AND  
MANAGEMENT PLAN**

---

The Executive Member for Strategic Planning and Transport submitted a report on the Standon Conservation Area Appraisal following public consultation. He detailed the outcome of the public consultation in the report now submitted.

The Appraisal identified the special character of the Conservation Area together with the elements that should be retained or enhanced and those which detracted from the identified character. Once adopted by the Council, the Appraisal would become a 'material consideration' in the process of determining planning applications. It would also link into the development of neighbourhood planning.

The Executive supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the responses to the public consultation be noted and the Officer responses and proposed changes to the Standon Conservation Area Appraisal be agreed;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Strategic Planning and Transport, to make any further minor and consequential changes to the Appraisal which may be necessary; and

(C) the Standon Conservation Area Appraisal be adopted.

397 **LONDON COMMUTER BELT (EAST) SUB-REGION:  
OLDER PEOPLE'S HOUSING REQUIREMENTS:  
OCTOBER 2013**

---

The Executive considered and approved the recommendations of the District Planning Executive

Panel, at its meeting held on 18 November 2013, on the London Commuter Belt (East) Sub-Region: Older People's Housing Requirements: October 2013.

**RECOMMENDED** - that the London Commuter Belt (East) Sub-Region: Older People's Housing Requirements Study: October 2013, be agreed as part of the evidence base to inform and support the preparation of the District Plan, and for housing and other corporate strategy purposes.

(see also Minute 408)

398 **DISTRICT PLAN – UPDATE REPORT**

The Executive considered and approved the recommendations of the District Planning Executive Panel, at its meeting held on 18 November 2013, on the District Plan Update Report.

**RECOMMENDED** – that the summary report on the Member Event on 24 October 2013 detailed at Essential Reference 'B', and the schedule of meetings contained at Essential Reference Paper 'C' of the report submitted, be noted.

(see also Minute 408)

399 **DISTRICT PLAN TOPIC-BASED POLICIES REPORT (OCTOBER 2013)**

The Executive considered and approved the recommendations of the District Planning Executive Panel, at its meeting held on 18 November 2013, on the District Plan Topic-Based Policies Report (October 2013).

In response to a Member's question, the Executive Member for Strategic Planning and Transport confirmed that, if approved by Council, these policies would be a material consideration when determining future planning applications, even prior to the District Plan being formally adopted.

**RECOMMENDED** – that (A) the topic-based policies be agreed for inclusion in the Draft East Herts District Plan for consultation purposes; and

(B) the Head of Planning and Building Control, in consultation with the Executive Member for Strategic Planning and Transport, be authorised to make non-material, and typographical corrections to the topic based policies, prior to inclusion in the District Plan for consultation purposes.

(see also Minute 408)

400 **TRANSPORT UPDATE REPORT AND MODELLING RESULTS**

---

The Executive considered and approved the recommendations of the District Planning Executive Panel, at its meeting held on 3 December 2013, on the Transport Update Report and Modelling Results.

In response to Members' concerns about the impact of large scale developments on highways infrastructure, the Executive Member for Strategic Planning and Transport commented on the continuing dialogue with neighbouring Authorities, the need for further study assessments and the availability of funding from Government or the Local Enterprise Partnership.

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

(see also Minute 409)

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

---

The Executive considered and approved the

recommendations of the District Planning Executive Panel, at its meeting held on 3 December 2013, on the East Herts Green Belt Review – Parts 2 to 6 (December 2013).

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

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

(see also Minute 409)

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

The Executive considered and approved the recommendations of the District Planning Executive Panel, at its meeting held on 3 December 2013, on the Duty to Co-operate – Update Report.

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

(see also Minute 409)

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

The Executive considered and approved the recommendations of the District Planning Executive Panel, at its meeting held on 3 December 2013, on the District Plan Update Report and Supporting Document Chapter 6.

**RECOMMENDED** - that (A) the revised approach to the presentation of the strategy for the District

Plan, set out at Essential Reference Paper 'B', be agreed; and

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

(see also Minute 409)

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

---

The Executive considered and approved the recommendations of the District Planning Executive Panel, at its meeting held on 3 December 2013, on the Local Development Scheme (LDS) Version 5 (December 2013).

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

(see also Minute 409)

405 **APOLOGIES**

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

406 **MINUTES**

**RESOLVED** – that the Minutes of the Executive meeting held on 5 November 2013 be approved as a correct record and signed by the Leader.

407 **ISSUES ARISING FROM SCRUTINY**

The Executive received a report detailing those issues referred to it by the Scrutiny Committees, which were noted. Issues relating to specific reports for the Executive were considered and detailed at the relevant report of the Executive Member.



RESOLVED – that the report be received.

408 DISTRICT PLANNING EXECUTIVE PANEL: MINUTES - 18  
NOVEMBER 2013

---

RESOLVED – that the Minutes of the District Planning Executive Panel meeting, held on 18 November 2013, be received.

(see also Minutes 397 - 399)

409 DISTRICT PLANNING EXECUTIVE PANEL: MINUTES - 3  
DECEMBER 2013

---

RESOLVED – that the Minutes of the District Planning Executive Panel meeting, held on 3 December 2013, be received.

(see also Minutes 400 - 404)

410 MONTHLY CORPORATE HEALTHCHECK - OCTOBER 2013

The Leader submitted an exception report on the finance and performance monitoring for East Herts Council for September 2013.

The Executive approved the recommendations as now detailed.

RESOLVED - that (A) the budgetary variances set out in paragraph 2.1 of the report be noted;

(B) £15k of the planning contingency budget being used for joint enforcement manager role, as detailed at paragraph 2.9 of the report, be noted;

(C) the transfer of any underspend in 2013/14 on the priority spend budget to the new homes bonus priority reserve, as detailed at paragraph 2.12 of the report, be supported;

(D) the slippage of £0.777 million of capital schemes to 2014/15 be supported and the budget adjustment for Community Capital Grants, as detailed at paragraphs 2.25 and 2.26 of the report, be agreed; and

(E) £45,000 capital budget for property Investment, as detailed at paragraph 2.27 of the report, be approved.

The meeting closed at 7.32 pm

Chairman	.....
Date	.....