

SUMMONS

MEETING OF THE COUNCIL

WEDNESDAY 29 FEBRUARY 2012

COUNCIL CHAMBER, DACORUM CIVIC CENTRE, HEMEL HEMPSTEAD

You are hereby summoned to a meeting of the Dacorum Borough Council in the County of Hertfordshire to be held in the Council Chamber, Dacorum Civic Centre, Hemel Hempstead on Wednesday, 29 February 2012 at 7.30 pm to transact the business set out below.

PART I

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DANIEL ZAMMIT
CHIEF EXECUTIVE

TO ALL MEMBERS OF THE COUNCIL

Contact: Jim Doyle ext 2222
Pauline Bowles ext 2221

AGENDA

1. MINUTES

To confirm the minutes of the meeting of the Council on 11 January 2012 (Appendix A Pages 5-13).

2. DECLARATIONS OF INTEREST

To receive any declarations of interest.

3. PUBLIC PARTICIPATION

To consider questions (if any) by members of the public of which the appropriate notice has been given to the Assistant Director (Legal, Democratic & Regulatory).

4. ANNOUNCEMENTS

To receive announcements and business brought forward by the Mayor, Leader, and Members of the Cabinet or the Chief Executive.

4.1 By the Mayor:

4.2 By the Chief Executive:

4.3 By the Group Leaders: Any apologies for absence

4.4 Council Leader and Members of the Cabinet:

Councillor Williams	Leader
Councillor Tiley	Finance & Resources
Councillor Ayling	Service & Performance Improvement
Councillor Mrs Griffiths	Housing
Councillor Harden	Residents & Regulatory Services
Councillor Holmes	Planning & Regeneration
Councillor Mrs Laws	Environmental Services & Sustainability

5. QUESTIONS

To consider questions (if any) by members of the Council of which the appropriate notice has been given to the Assistant Director (Legal, Democratic & Regulatory)

6. BUSINESS FROM THE LAST COUNCIL MEETING

To consider any business referred from the previous meeting.

7. CABINET REFERRALS

To consider the following referrals from Cabinet:

Minute No.	Date	Title	Yellow Pages
7.1 CA/008/12	7 February 2012	Maylands Area Travel Plan	14
7.2 CA/010/12	7 February 2012	ICT Reserves Money	15

7.3 CA/011/12	7 February 2012	Senior Officer Pay Policy Statement	16
7.4 CA/012/12	7 February 2012	The Localism Act 2011 – Changes to the Standards Regime	17
7.5 CA/014/12	7 February 2012	Structuring the Self Financing Debt	22
7.6 CA/013/12	7 February 2012	Budget 2012/13	24

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To be considered subsequent to agenda item 7.6.

Most Members will have received the budget papers that went to the Joint Overview & Scrutiny Committees on 2 February or the Cabinet meeting on 7 February. If any Member requires a further copy could they please contact Member Support by Tuesday 28 February or they can be accessed on the following link:

<http://www.dacorum.gov.uk/default.aspx?page=1623#February>

8. OVERVIEW AND SCRUTINY REFERRALS

None

9. CHANGE TO COMMITTEE DATES

To consider the following changes:

1. Finance & Resources OSC meeting rescheduled for 23 February 2012 is now cancelled. **The original meeting date of 20 March 2012 will now take place.** The reason for this change is that the Equalities Consultation report will not be ready until March and this will be in line with all the other OSC meetings.
2. A number of scheduled Audit Committee meeting dates are not required and the Audit Committee agreed at its meeting on 8 February that the following three meetings **will not** be required:
 - 18 June 2012
 - 16 July 2012
 - 28 November 2012

The amended list for Audit Committee meetings are as follows:

- **30 May 2012**
 - **28 June 2012**
 - ***27 September 2012**
 - **12 December 2012**
 - **6 February 2013**
 - **24 April 2013**
3. *The meeting on 27 September 2012 was originally scheduled for 17 September.

10. CHANGES TO COMMITTEE MEMBERSHIP

To consider any proposals for changes in membership – Any changes notified beforehand to Member Support will be tabled at the meeting.

11. EXCLUSION OF THE PUBLIC

To consider passing a resolution in the following terms:

That, under section 100A(4) of the Local Government Act 1972, the public be excluded during the item in Part 2 of the Agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that if members of the public were present during this item there would be disclosure to them of exempt information relating to:

DACORUM BOROUGH COUNCIL

MEETING OF THE COUNCIL

11 JANUARY 2012

Present -

MEMBERS:

Councillor G Chapman (Mayor); Councillors, Adeleke, Adshead, Anderson, Ayling, Mrs Bassadone, Bhinder, H Chapman, Clark, Collins, Conway, Doole, Douris, Elliot, Fantham, Flint, Mrs Green, Griffiths, Mrs Guest, Harden, Harris, Hearn, N Hollinghurst, R Hollinghurst, Holmes, Laws, Lawson, Link, Macdonald, Mahmood, Marshall, McKay, McLean, Organ, Peter, Mrs Rance, Reay, Ryan, Sutton, Tiley, Townsend, White, Williams, Wixted, C Wyatt-Lowe and W Wyatt-Lowe (46).

OFFICERS:

The Chief Executive, The Corporate Director (Finance & Governance), The Corporate Director (Housing & Regeneration), The Corporate Director (Performance, Improvement and Transformation), The Assistant Director (Legal Democratic & Regulatory), The Group Manager (Democratic Services), L Smith, P Bowles, L Stone.

The meeting began at 7.30pm.

42. MINUTES

The minutes of the meeting held on 9 November 2012 were agreed by the Members present and were then signed by the Mayor.

43. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

44. ANNOUNCEMENTS

1. By the Group Leaders and members:

Apologies for absence were submitted on behalf of Councillors Lloyd, Taylor, Whitman and Wood.

3. Members of the Cabinet:

Councillor Williams, Leader of the Council and Portfolio Holder for Community Leadership

Councillor Williams said that following the Cabinet report in November, he was pleased to have attended the signing of the community covenant pledge at County Hall on the 13 December and signed on behalf of Dacorum. The ceremony was attended by

representatives of all the services as well as the British Legion, voluntary sector organisation, health services, job centre plus and a number of other groups a long side the 11 Hertfordshire Councils.

A steering group had been formed which had three Borough members appointed by the Herts leaders and this had already met to progress the six themes which you would have seen in the Cabinet report:

1. Providing help with housing, schooling and family support
2. Providing access to skills training, mentoring and job opportunities
3. Enabling access to health services
4. Access to leisure facilities
5. Access to public transport
6. Celebrating and honouring the contribution of the armed forces by raising their profile in our communities.

It was clear that the armed forces were looking for the covenant to give them equal access to services despite being away a lot of the time.

At the Cabinet meeting in July it had been agreed that the Council would subscribe to the Herts Local Enterprise Partnership (LEP) and would defer the decision on subscribing to the South East Midlands LEP. Cabinet had since decided not to join this.

At the last Council meeting, a question had been asked on Leisureworld. A new planning application had been submitted for the refurbishment and would in due course go to the Development Control Committee. Councillors and Council officers would continue to meet and discuss with the owners.

Councillor Mrs Laws, Portfolio Holder for Environmental Services and Sustainability

One lucky West Herts College student was picked out as random winner for an iPod Shuffle for recycling a can of baked beans. You may remember from my last report Dacorum Borough Council, together with the Hertfordshire Waste Partnership, ran a competition to encourage students across Hertfordshire to recycle.

The Christmas catch up of refuse and recycling went well. Councillor Laws congratulated the team and thanked them for their efforts.

1,189 residents have signed up to receive waste text alerts to be better informed during changes to their refuse and recycling collection

Dacorum Borough Council along with Herts. Waste Partnership ran a County wide cigarette litter campaign during Christmas to encourage smokers to bin their cigarette butts. Free beers mats and posters with an anti cigarette litter message were issued to ten pubs in Dacorum who have either experienced cigarette butt litter problems outside their pub or who have chosen to support the worthy campaign message. Saracens Head in Kings Langley, Castle Pub in Tring, The Boat in Berkhamsted and The Full House, Hemel, were just a few that supported the cause.

The Waste Services Department have successfully tweeted Christmas reuse and recycling messages everyday from their Waste Twitter Advent Calendar during the run up to Christmas.

A new winter edition of the Waste Wire was issued to all primary schools in the borough. The newsletter keeps schools up to date with local and national activities in encouraging the waste hierarchy and litter awareness and reminds them of taking advantage of the free litter and recycling talks.

From 10 November, the Waste Services Unit installed recycling wheeled bins at eleven Council buildings which are run by Council staff. Places such as Adventure Playgrounds, Cemeteries and Town Councils can now recycle paper, plastic bottles and cans, mixed glass and cardboard.

The *Save a Space for Me* online voting closed at the end of November and Bovington Green and Gadebridge Park who received Queen Elizabeth II Field status will have a plaque to celebrate its new status. They have also been awarded £2,500 each for improvements

Christmas tree recycling - hundreds of Dacorum residents recycled their real Christmas tree at shredding sites in Berkhamsted's Water Lane car park, Tring Garden Centre and Hemel Hempstead's Cupid Green Depot. In total 1,750 trees were shredded.

Councillor C Wyatt-Lowe said she had been pleased to hear that over 1,000 residents had taken up the text service. She asked if these new methods of communication would keep being promoted. Councillor Laws said that it would continue.

Councillor Rance said that the Christmas collections leaflet had been useful. She said she had read in the newspaper that Christmas Cards could not be recycled with the paper. Councillor Laws said a lot of work had gone into the hangers which had been to the Overview and Scrutiny meeting. She added that if there was too much information on the hanger, people did not read them. Press releases had been issued around recycling Christmas cards and trees.

Councillor Anderson asked if the Portfolio Holder agreed that this information had been on the hanger. Councillor Laws agreed.

Councillor Tiley, Portfolio Holder for Finance and Resources

Councillor Tiley said the 2012/13 budget process had run smoothly. He said the Joint Overview and Scrutiny budget meeting had been constructive and useful. Some small items had come out which were being addressed.

There were no questions for Councillor Tiley.

Councillor Ayling, Portfolio Holder for Service and Performance Improvement

Recently some Councillors and staff had had difficulty in accessing both the Council website and email accounts. This was traced back to work undertaken in reinforcing the Council's ICT firewall to ensure its compliance with our relevant security standards. This had now been rectified but had resulted in some speed issues which were being worked on and would be resolved by the end of the month.

Furthermore, within the ICT service, a number of actions were underway to strengthen both the skills levels and the responsiveness of the services availability. It was anticipated that the Council would be appointing two temporary technical support officers to cover the helpdesk backlog and other business critical projects, plus a temporary service delivery manager to establish a rounded action plan to stabilise the service and move it forward. These appointments were within budget.

Councillor Ayling alerted Members to a scam that invaded his home computer system which then sent out spam emails to about 250 of his address book contacts, as well as

using his account to send to addresses not in his address list. Ultimately, he had to work with MSN to eradicate it from his Hotmail network and had to close his account with MSN and then re-register. He said if anyone was unfortunate and have received one of these emails from him or another source, it had no text message and appears to be a link to either a video or a set of photos, please delete it without opening it. It is a scam.

Councillor White arrived at 7.45pm.

Councillor Griffiths, Portfolio Holder for Housing

Tenant and Leaseholder Services

The Housing Landlord Service in conjunction with Council Tax launched its Christmas rent and Council Tax collection campaign at the end of October, entitled *the best present at Christmas is peace of mind*. The campaign was advertised on bin lorries, via Three Counties radio, within the Gazette, Digest and News and Views, at the Customer Reception Areas, in the rent statements among other things. A formal review of the campaign is yet to be conducted, although anecdotal evidence indicates that it led to an increase in the percentage of rent collected over the Christmas period.

In December, the Housing Landlord Service conducted the second 'Customer Consultation Week' of the year. Speaking to over 200 tenants and leaseholders about such things as incentives to improve rent payments, the content of the tenancy agreement and the standard of work undertaken in empty homes before they are let. The results of the consultation exercises will be fed into the review of the tenancy agreement, the work being undertaken to review the 'Lettable Standard' and work designed to improve the percentage of rent collected.

The Housing Landlord Service is about to commence its largest consultation exercise to date. In January all tenants and leaseholders will receive a short questionnaire asking people to comment on the quality of the service they receive from their Landlord. The survey methodology has been developed by Housework (a housing benchmarking service linked to the Chartered Institute of Housing and the National Housing Federation) and enables landlords to compare the results with hundreds of other social landlords. The survey is called STAR (Survey of Tenants and Residents). The results are due in March and will be used to inform the Housing Landlord Service's Service Improvement Plans from 2012/13.

Property and Place

Repairs and Voids – Void performance has shown a good improvement as a result of the work undertaken by the project improvement team. There has been a reduction in the average re-let time from 36 days in quarter 2 to 28 days in quarter 3. A further review of the re-let standard has been undertaken in conjunction with tenants to improve the standard of our properties.

Gas Servicing – Since the takeover of AFR by Carillion, the gas servicing compliance rates have steadily improved with last week 99.76% of properties had a valid gas safety certificate. Carillion have introduced two lead engineers to supervise the contract and troubleshoot those hard to access properties.

Solar Photovoltaic (PV) panels – Breyer are mobilising their project team to survey and carry out the installations of PV on the roofs of seven sheltered schemes in Dacorum. The schemes have been chosen due to the orientation and condition of their roofs and are located in Tring, Berkhamsted and Hemel Hempstead. The work is due to be completed

by the end of March and will generate revenue in the form of a Feed in Tariff and reduce the communal electricity bills.

Strategic Housing

3,585 housing applications have been received to date since the Abrisas online Housing register opened on 1st November. We are seeing more people actively bid for properties since the introduction of the online system.

Work continues on developing the Strategic Tenancy Policy with both Overview and Scrutiny and Cabinet receiving reports on the direction of the policy in the next couple of weeks. Work continues on the Affordable Housing SPD which links to the Core Strategy.

A new Housing Needs update has been commissioned to be completed by March, to underpin all the housing policy work underway.

Homelessness and DIGS applications have seen a steady increase in line with the rest of the County.

Councillor Marshall said she was pleased to hear that Solar PV panels would be installed on sheltered accommodation. She asked which places would be included. Councillor Griffiths said that Oaklawn, Langley House, Dudley House, Holly Tree Court, Compass Point, Cranford and William Crook House would be included.

Councillor C Wyatt-Lowe asked if there were measures in place to stop people sub-letting Council properties. Councillor Griffiths said it was a countrywide issue; the Council took action and followed up on any information received.

Councillor Adshead said that at the Housing and Community Overview and Scrutiny Committee on 30th November, it had been reported that some Council properties were returned to the Council in poor condition and required a lot of money spent on them to bring them up to standard. He asked if anything was done to pursue the tenants who had left them in this state. Councillor Griffiths said it largely depended on the tenancy agreement. Those made in the last six months had a clause in that the property must be returned to the same standard. She added that where they could be pursued they were.

Councillor Adeleke asked if the problem of sub-letting was widespread. Councillor Griffiths said it was no bigger a problem in Dacorum than anywhere else.

Councillor Harden, Portfolio Holder for Residents and Regulatory Services

Electoral Registration:

The final register was published in December and the statistics for it are as follows:

- A response was received from 57,924 households, making a 95% return of all canvass forms.
- Of the No Changes; 9,941 were by phone, 12,396 by internet, 2,668 by text, 14,361 by post and 3,574 collected by canvassers.
- Of the Changes to details 11,653 were by post and 2,751 were collected by canvassers.
- The final number of electors on the register is 110,040
- 120,202 electors have been processed and 10,178 electors have been removed.

Thanks should be given to the electoral registration team for the smooth running of this process and its completion by the deadline required.

Residents Services:

- Successful Freedom and Remembrance Parades held on the 13th Nov.
- Enjoyable Christmas lights switch on events in Hemel Town Centre with a superb Firework display and in the Old Town. For the first time under the Neighbourhood Action Groups banner at Grovehill, Henry Wells Square and Warner's End, Stoneycroft.
- A Neighbourhood Action Christmas gathering was held of Neighbourhood Action leaders, Neighbourhood Action Groups, Communities Together and Interfaith Groups to share each other's experiences.
- We have now appointed the 2012 events Officer to coordinate our Olympic and Diamond Jubilee projects and legacy.
- Awareness sessions for vulnerable adults have been held to inform them how to report incidents to agencies. Hate incidents in which a person's vulnerability is a factor are increasing, however records do not show this as vulnerable people sometimes do not know how or who to report incidents to. Considerable work is underway in this area in partnership with Police.

Environmental Health:

On 29th Feb we will be officially launching our participation in the national Food Hygiene Rating Scheme.

This will involve presentations to local businesses of framed food hygiene certificates and stickers to those businesses who would have consistently achieved a food hygiene rating of 5, if the scheme were already in place. Councillor Harden said that the Mayor will be in attendance along with a representative from the Food Standards Agency, Members, food establishment representatives and the press.

Councillor Townsend referred to residents making no changes on the internet for the electoral annual canvass and asked about data security. Councillor Harden said he would provide Councillor Townsend with this information.

Councillor Douris asked if the Portfolio Holder had completed his 360 degree feedback. Councillor Harden said he had along with a pilot of 10 Councillors. It was based online and Councillors rated themselves and then nominated others to complete the same rating. The Councillor would then receive the feedback. He said it was very beneficial and that if any other Councillor wanted to take part, they could contact Michelle Anderson or Lucy Stone.

Councillor N Hollinghurst asked if the Portfolio Holder agreed that Councillors had a 360 assessment every four years at the ballot box.

Councillor Williams referred to the inspection certificates for food premises. He said if premises scored less than four to five points they would not want to display the certificate. He asked if there was any way displaying it could be made compulsory. Councillor Harden said at the moment it was voluntary but that there were discussions to make it mandatory.

Councillor Holmes, Portfolio Holder for Planning and Regeneration

The Town Centre Masterplan continues on course with a Stakeholder Workshop on the 19th January. The Masterplan is due to complete in November this year, following a final public consultation planned for the summer.

In preparation for the Neighbourhood Plan for Grovehill, Grovehill Future Day took place on 10th December and 100 people attended the event in order to highlight the Grovehill projects around neighbourhood planning and potential regeneration of Henry Wells Square. Analysis of the surveys will now take place and a formalised committee will take forward these ideas into a plan.

A new officer will be in post from February 1st to take forward Infrastructure Delivery, aligning the S106 and Community Infrastructure Levy to meet our strategic infrastructure needs. Councillor Holmes said he was hopeful that following members comments at the October SP&E committee councillor involvement in S106 and CIL contributions will be possible earlier in the cycle.

On the 15th December the Development Control Committee agreed to a major development in Markyate. When complete it will deliver an attractive regeneration of the village with much needed new homes, new business space and new health facilities. This is another example of how DBC is working proactively with the development community to deliver the development and regeneration that the Borough needs.

Members may have noticed that Britvic has announced its move from Essex to Maylands and will employ up to 2500. Local recruitment will start this summer. Maylands, I believe, has reached a point where major firms are attracted by what Dacorum has to offer for their employees.

There were no questions for Councillor Holmes.

45. CABINET REFERRALS

The referrals from Cabinet on 29 November and 13 December 2011 were submitted. It was moved by Councillor Williams, duly seconded and

Resolved:

That the following be approved:

29 November 2011

1. **RELEASE OF A RESERVE FOR THE OLYMPICS AND DIAMOND JUBILEE PROJECTS (CA/125/11)**

The release of £160,000 to support the delivery of the Diamond Jubilee and Olympic Projects.

2. **PARTNERSHIPS AND THE DACORUM LOCAL STRATEGIC PARTNERSHIP (CA/126/11)**

The revised Partnerships Framework.

3. AMENDMENTS TO FINANCIAL REGULATIONS (CA/129/11)

The proposed amendments to the Financial Regulations.

4 CAPITAL STRATEGY STEERING GROUP REPORT – REQUEST FOR CAPITAL APPROVAL AND USE OF S.106 RESOURCE (CA/130/11)

The amendment of the Capital Programme to include the following schemes:

Affordable Rented Homes – Berkhamsted (S106 Monies)	£60,000
Pennine Way Footpath (S106 monies)	£2,727

13 DECEMBER 2012

5 REPORT BY THE INDEPENDENT REMUNERATION PANEL 2011 – MEMBERS’ ALLOWANCES FOR DACORUM BOROUGH COUNCIL (CA/143/11)

The changes to the Members’ Allowances Scheme as recommended by the Independent Remuneration Panel in its report.

6 POLICE AND CRIME COMMISSIONERS – ELECTION ARRANGEMENTS, NOVEMBER 2012 (CA/144/11)

That Council be recommended to agree the revised dates for the Council and Committee Meetings scheduled to be held around the period of the proposed election.

A revised copy of the Timetable for 2012/13 is attached at Appendix A

Councillor White asked if he could be informed how much the Police and Crime Commissioners election would cost and how much would be refunded. Councillor Williams said he would provide whatever information was currently available.

7 TREASURY MANAGEMENT MID-YEAR PERFORMANCE REPORT (CA/149/11)

- 1. Noted the half-year report on targets and performance Sections 4 – 7;**
- 2. A review of the Council’s underlying borrowing requirement ahead of the HRA self-financing transaction;**
- 3. Authority delegated to the Corporate Director (Finance & Governance) to open discussions with the PWLB with a view to arranging borrowing for the above transaction.**

46. CHANGES TO COMMITTEE DATES

It was moved by Councillor Williams, duly seconded and

Resolved:

That the following change to the 2012/13 Committee timetable be made:

Finance and Resources OSC
20 March 2012 cancelled
23 February 2012 added

47. CHANGES TO COMMITTEE MEMBERSHIP

Councillor Williams said that Councillor Collins would be removed from the JNC.

The meeting ended at 8.05 pm.

ITEM 7 - REFERRALS FROM CABINET

7 FEBRUARY 2012

7.1 MAYLANDS AREA TRAVEL PLAN (CA/008/12)

Decision

That Council be recommended to approve adoption of the Maylands Area Travel Plan (MATP) as a material planning consideration with new planning applications.

Reason for Decision

To recommend Council to adopt the Maylands Area Travel Plan.

Implications

Financial

No financial implications to the Council.

Value for Money

The action plan will enable this area to continue to support the 16,500 employees of the Maylands area and help reduce the cost of congestion for businesses across the Maylands Business Park.

The MATP will continue to allow the Council to gain central government funding by providing information on travel uses and through having an action plan to address identified travel issues.

Risk Implications

A risk assessment exists as part of the project documentation.

Corporate Objectives

The project will help deliver against the corporate objectives of: "Safe and Clean Environment", "Regeneration" & "Dacorum Delivers".

It will help to create a low carbon business park by enabling businesses to adopt more sustainable practices. The plans will support regeneration activity across the area.

Advice

The Portfolio Holder for Planning and Regeneration summarised the report. The aim was to improve transport for the 16,500 people who worked in the area between their homes, the town centre and station. 82% of people travelled by car alone, 5% of people car shared. A grant had covered the recruitment of a Travel Plan Co-Ordinator. A second grant bid had been submitted to fund further work from April.

The Maylands Parking Strategy was being finalised and would go to Cabinet in April.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with:

Dacorum Borough Council – Development Management Team
Hertfordshire County Council
Maylands Partnership

Voting

None.

7.2 ICT RESERVES MONEY (CA/010/12)

Decision

That Council be recommended to approve the release of £55,000 from the technology reserve to support the two projects in the report, when approving the budget report.

Reason for Decision

To enable £55,000 to be released from the technology reserve.

Implications

Financial

This reserve was set up in the 2011/12 budget to support and deliver technological improvements.

Value for money

The use of this money will help improve the Councils ICT resilience and security.

Procurement

Spending this money will be done using the Councils Procurement Standing Orders regulations and processes

Risk Implications

None.

Corporate Objectives

Supporting the Dacorum Delivers programme.

Advice

The Portfolio Holder for Performance Improvement and Transformation introduced the report and said the money would be used to improve technology in ICT and to commission a report on remote and flexible working options.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with:

Louise Miller, Corporate Director (Performance, Improvement and Transformation;
Janice Milsom, Assistant Director (Strategy and Transformation & Community and Organisation).

Voting

None.

7.3 SENIOR OFFICER PAY POLICY STATEMENT (CA/011/12)

Decision

That Council be recommended to approve the statement of Pay Policy.

Reason for Decision

To recommend Council to approve the Council's statement of Pay Policy, as required under the Localism Act.

Implications

Financial

Expenditure on pay represents approximately 80% of the costs of operating services and managing the organisation. At present there are a range of policies relating to specific terms and conditions, most of which are set out in the employee handbook. This statement does not alter any existing terms and conditions and there are, therefore, no direct financial implications of the report.

Value for Money

This statement on Pay Policy is designed to increase the level of member involvement in setting Chief Officer's pay, as required by the Localism Bill and related guidance and will therefore have the effect of subjecting pay expenditure to greater scrutiny. It will also increase opportunities for benchmarking pay levels with other authorities and will therefore enable the Authority to make more informed decisions about pay.

Risk Implications

Risk Assessments are carried out as part of the implementation and review of specific pay policies. This statement does not propose any changes to existing policies and therefore a risk assessment has not been undertaken.

Corporate Objectives

The Council's policies in respect of pay and terms and conditions for support all five of the Council's strategic objectives as part of ensuring that services to the community can be

delivered to the required standards and with due regard to economy, efficiency and effectiveness.

Advice

The Portfolio Holder for Service and Performance Improvement introduced the report that was to formalise Section 38 of the Localism Act 2011. The pay policy statement had to be prepared for each financial year, beginning with 2012/13, and the first statement had to be approved by full Council before 1 April 2012. This information was already available to the public.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with:

The Corporate Management Team
The Team Leader, Human Resources
The Lead Officer, Payroll

Voting

None.

7.4 THE LOCALISM ACT 2011– CHANGES TO THE STANDARDS REGIME CA/012/12)

Decision

1. The Changes to the Code of Conduct:

- (i) That the Monitoring Officer be instructed to prepare and present to Council for adoption a draft Code of Conduct. That draft Code should –
 - (a) replicate Paragraphs 3 to 7 of the current Code of Conduct applied to member conduct in the capacity of an elected or co-opted member of the Council or its Committees and Sub-Committees; and
 - (b) require registration and disclosure of interests which would today constitute personal and/or prejudicial interests under the current Code except that there will be no requirement for a member with a prejudicial interest to withdraw from participation. Withdrawal from participation will only apply in relation to Disclosable Pecuniary Interests when these have been introduced by regulations.
- (ii) That, when the Disclosable Pecuniary Interests Regulations are published, the Monitoring Officer shall amend the adopted Code accordingly and present the amended Code to Council for adoption.

2. Standards Committee:

This recommendation was not agreed as the Cabinet wished to give further consideration to the composition of the Standards Committee at a later date.

3. Dealing with Misconduct Complaints

That Council be recommended to approve the following arrangements for dealing with standards complaints -

- a. That the Monitoring Officer be appointed as the Proper Officer to receive complaints of failure to comply with the Code of Conduct;**
- b. That the Monitoring Officer be given delegated power, after consultation with the Independent Person, to determine whether a complaint merits formal investigation and to arrange such investigation. He/she be instructed to seek resolution of complaints without formal investigation wherever practicable, and that he/she be given discretion to refer decisions on investigation to the Standards Committee where he/she feels that it would not be appropriate for him/her to take the decision, and to report to Standards Committee on the discharge of this function;**
- c. Where the investigation finds no evidence of failure to comply with the Code of Conduct, the Monitoring Officer be instructed to close the matter, providing a copy of the report and findings of the investigation to the complainant and to the member concerned, and to the Independent Person, and reporting the findings to the Standards Committee for information;**
- d. Where the investigation finds evidence of a failure to comply with the Code of Conduct, the Monitoring Officer in consultation with the Independent Person be authorised to seek local resolution to the satisfaction of the complainant in appropriate cases, with a summary report for information to the Standards Committee. Where such local resolution is not appropriate or not possible, he/she is to report the investigation findings to the Standards Committee (or a Hearings Sub-Committee) for local hearing;**
- e. That Council delegate to the Standards Committee (or a Hearings Sub-Committee) such of its powers as can be delegated to take action in respect of a member who is found following a hearing to have failed to comply with the Code of Conduct, such actions to include –**
 - Issuing a reprimand;**
 - Reporting its findings to Council [*or to the Parish/Town Council*] for information;**
 - Recommending to the member's Group Leader (or in the case of un-grouped members, recommend to Council or to Committees) that he/she be removed from any or all Committees or Sub-Committees of the Council;**
 - Recommending to the Leader of the Council that the member be removed from the Cabinet, or removed from particular Portfolio responsibilities;**

- **Instructing the Monitoring Officer to *[or recommend that the Parish/Town Council]* arrange training for the member;**
- **Removing *[or recommend to the Parish/Town Council that the member be removed]* from all outside appointments to which he/she has been appointed or nominated by the authority *[or by the Parish/Town Council]*;**
- **Withdrawing *[or recommend to the Parish/Town Council that it withdraws]* facilities provided to the member by the Council, such as a computer, website and/or email and Internet access; or**
- **Excluding *[or recommend that the Parish/Town Council exclude]* the member from the Council's offices or other premises, with the exception of meeting rooms as necessary for attending Council, Committee and Sub-Committee meetings.**

4. Independent Persons:

- (i) That the Monitoring Officer report back to the Cabinet on the outcome of his meeting with Hertfordshire County Council regarding a joint advertisement for Independent Persons and the setting up of a joint panel with other authorities.
- (ii) That the allowances and expenses for the Independent Persons be considered at a later date.

Reason for Decision

To enable a revised Code of Conduct to be drawn up for adoption by Council, together with arrangements for dealing with complaints that a member has breached that Code.

Implications

Financial

There are financial and efficiency costs to the Council in having to deal with complaints made under the Code of Conduct. In addition there will be a cost arising from the requirement to appoint Independent Persons as such persons will be entitled to receive an allowance and expenses. The recommendation is that the allowance and expenses for Independent Persons be determined by the new Standards Committee after a proper review of the function.

Value for Money

There are value for money benefits to the Council in striving to ensure that complaints against Members are minimised as far as possible and any complaints that are received are dealt with as cost effectively as possible

Risk Implications

There is a risk to the Council that not having in place a robust local standards regime could damage its reputation for good governance and undermine public confidence in the Council as a whole.

Corporate Objectives

The promotion and maintenance of high standards of conduct by Members of the Council will assist the Council in achieving its priorities of performance excellence and reputation and profile delivery.

Advice

The Portfolio Holder for Residents and Regulatory Services introduced the report and said that, under the Localism Act 2011, the current Standards regime would cease and the Council had to implement new Standards procedures. The current Standards had produced recommendations regarding the future regime for Cabinet to consider.

The Assistant Director (Legal, Democratic and Regulatory) explained some of the recommendations:

Recommendation 1 – This was a basic recommendation to draw up a new Code of Conduct for adoption by Council. The start date for this had now been put back from 1 April to 1 July giving an opportunity to bring a draft Code back to Cabinet before referring it to full Council.

Recommendation 4 – To involve Independent Persons. Hertfordshire County Council had invited District Councils to join with them and have a joint advertisement for Independent Persons and set up of a joint panel with other authorities. The feasibility would be discussed at County level and this would be reported back.

The Portfolio Holder for Finance and Resources said his preference would be for a local Independent Person to make any judgements in Dacorum. It was not known if the County structure would allow for a nominee from each borough to be part of the pool.

The Portfolio Holder for Service and Performance Improvement agreed that the Independent Person should be from within the borough having knowledge of who had been elected.

The Portfolio Holder for Environmental Services and Sustainability also agreed the Independent Person should be local. The Portfolio Holder asked why, in recommendation 2, the new Standards Committee had to consist of 9 members and if the powers to issue a reprimand had come from the Council's original Code of Conduct.

The Assistant Director (Legal, Democratic and Regulatory) advised that on 1 July 2012 the existing Standards Committee would cease to exist and there was no legal requirement for it to be re-appointed. If the Council chose to appoint a Standards Committee, it would be on the same basis as the other committees, i.e. politically balanced. A 9 member committee was the optimum number for this authority to achieve cross party representation. The committee would be made up of Borough Council members, but Town and Parish representatives could be co-opted on to the committee in a non voting capacity.

Regarding proportionality, if there was to be a hearing into the complaint, this would be considered by a smaller Hearing Sub-Committee where political balance would be lost. The way around this would be to set up a Sub-Committee containing one member of each political group, with the rest politically balanced.

Regarding sanctions, the Act did not deal with this at all and gave the Council no authority to impose sanctions but left it with historic sanctions under public legislation. The Council had always had the ability to reprimand a member. Other sanctions had been in place for 30 years and were to ensure the Council could carry out its business. If a committee member misbehaved, the member could be removed from the committee.

The Portfolio Holder for Environmental Services and Sustainability asked how the Town and Parish representative would be selected.

The Assistant Director (Legal, Democratic and Regulatory) said that a problem with the legislation was that the Act stated that Dacorum Borough Council was the principal council and the Act did not oblige the Parish and Town Councils to co-operate. The Borough could deal with a complaint about a Town/Parish Councillor, make recommendations to the Town or Parish Council who could then ignore the Borough Council recommendations. If Town and Parish Councils were asked to nominate members to serve on the committee, the towns and parishes would hold mini elections. Berkhamsted and Tring Town Councils would take it in turns to have a member nominated.

The Portfolio Holder for Finance and Resources said that it was optional to have 9 elected Borough Councillors on the Standards Committee and asked for clarification on the role of the Independent Person and relationship with the committee.

The Assistant Director (Legal, Democratic and Regulatory) said that the Independent Persons were not the same as Independent Members. Currently Independent Members were co-opted members of the committee. The Act says if a breach was found to have been done, the committee had to consult with the Independent Person. The Monitoring Officer can consult with the Independent Person at any stage and the Member who has been complained about can consult with the Independent Person. There needed to be a number of Independent Persons to draw on as the Standards Committee, when convened, would need to consult with an Independent Person who had had nothing to do with the case before a final decision could be made.

The Leader of the Council asked if the 16 Town and Parish Council could be asked if they wanted to be part of the Dacorum Borough Council's standards process and accept the decisions reached during that process or if they wanted their own process.

Regarding recommendation 1 – a Standards Committee comprising 9 members was too big. Political balance could be disposed of to have a smaller all party committee.

Regarding recommendation 2 – this to be considered at a later date.

Regarding recommendation 3 – this was accepted.

Regarding recommendation 4 – there should be an opportunity to have local people serving as Independent Persons. It was unclear how the Sub-Committee could set allowances for the Independent Persons when those for other members had to go through the Independent Remuneration Panel. The Monitoring Officer should attend the Hertfordshire County Council meeting to consider the Hertfordshire wide appointment and report back.

The Assistant Director (Legal, Democratic and Regulatory) advised this was a legal point. The Independent Persons were not members of the authority and, therefore, the Independent Remuneration panel had no jurisdiction over them. Current Independent

Members were co-opted and were covered by the scheme. Legal advice had been sought and the allowances for the Independent Persons had to be fixed by the Council.

Hertfordshire County Council said the fact that Independent Persons would not have Council liability protection could make recruitment difficult and this is why a county wide advert and panel had been suggested.

Parish and Town Councillors were exempt from being Independent Persons. The Council was legally required to have arrangements in place to deal with complaints about Parish and Town Councillors but were not legally required to investigate those complaints. The Council could have discussions to say the Council was happy to deal with the complaints as long as the Town and Parish Councils signed up to the process, otherwise the Monitoring Officer could deal with complaints and dismiss them.

The Leader of the Council said the Act was vague about the Standards Committee but was happy to agree to recommendations 1 and 3. A further report to be brought back to the committee.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with the Standards Committee.

Voting

None.

7.5 STRUCTURING THE SELF FINANCING DEBT (CA/014/12)

Decision

That, subject to further updates, Council be recommended to approve that authority be delegated to the Corporate Director (Finance and Governance), in consultation with the Leader of the Council, to structure a loan portfolio for the purpose of Self Financing based on the following principles:

- 1. To use the Public Works Loan Board (PWLB) as the principle source of financing;**
- 2. To use internal borrowing where appropriate;**
- 3. To develop a portfolio of fixed, mixed maturity loans;**
- 4. To fund on the Capital Financing Requirement (CFR) curve;**
- 5. Retention of the negative Housing Revenue Account CFR for future purchase or appropriation of land or other issues.**

Reason for Decision

To recommend to Council that authority be delegated to structure a loan portfolio for the purpose of Self Financing.

Implications

Financial

The decision on the loan structure will determine the annual interest rate payable by the HRA for the duration of the thirty year business plan, and the extent to which the Council is able to deliver homes under the Affordable Housing corporate objective.

Risk Implications

There were no risk implications.

Corporate Objectives

To structure the debt arising from the transition to HRA Self Financing in order to minimise the risk to the Council's finances, minimise the risk to the Council's tenants, and to offer maximum value for money.

Advice

The Corporate Director (Finance and Governance) introduced the report and said the paper recommended to Council some principles for the structure of the loan the Council would be entering into for the self financing debt to give flexibility. The deal would have to be done on 28 March 2012. There were options about the debt portfolio.

Recommendation 1 suggested using the Public Works Loan Board as the principle source of financing as this was the cheapest loan available.

Recommendation 2 suggested using internal borrowing where appropriate. This would protect some Council resources in the current banking situation.

Recommendation 3 suggested developing a portfolio of fixed, mixed maturity loans. This was to get the most advantageous proposal and fixed rate was more beneficial than variable.

Recommendation 4 suggested to fund on the Capital Financing Requirement (CFR) curve. The Council would put its loan portfolio together on the curve and it was believed this would supply a flexible arrangement in the likely event that interest rates rise in the medium to longer term.

Recommendation 5 suggested the retention of the negative Housing Revenue Account CFR for future purchase or appropriation of land or other issues. The Council had £8.1m which would be available in the future to provide land for new build or for any other capital financing issues. This would give flexibility for capital expenditure.

The Portfolio Holder for Finance and Resources thanked the Corporate Director (Housing and Regeneration) and the Housing Team for their work. The loan figure of £300m was large but, if this business plan could be delivered, this could be an exciting way forward for the tenants in Council properties for the next 30 years and the Council could make a real difference to the quality of homes and neighbourhoods.

The Portfolio Holder for Housing endorsed these commends. A lot of work had gone into this and it was a very exciting time. Tenants were being involved more than in the past and this would continue. The Portfolio Holder was confident this could be delivered.

The Leader of the Council said this was the first time the Council was going to be in a position to have influence over the housing finance. It was an aspiration to deliver the first new Dacorum council house. If everything held up until 26 March and the Public Works Loan Board rates were secured, this would give the Council an opportunity to invest in housing stock and maintenance. The Council had always complained that a lot of the rents had gone to the Government and Self Financing was a great opportunity. The homes that the Council delivered had a great impact on peoples' lives. The Council houses between 17,000 – 18,000 residents and had a very important role to play in their quality of life and the environment. Self Financing would have a positive influence on the lives of tenants in the borough and it was very exciting to be part of this project.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with:

Sector – Treasury Advisors
The Corporate Director (Housing and Regeneration).

Voting

None.

7.6 BUDGET 2012/13 (CA/013/12)

That Council be recommended to approve:

General Fund Revenue Estimate

- a) **set a Dacorum Borough Council General Fund council tax requirement of £9.995m which equates to £10.613m for the combined Borough Council and Parish Councils' requirement for 2011/12 (inclusive of parish precepts of £618k);**
- b) **set a Dacorum Borough Council, nil Council Tax increase for 2012/13;**
- c) **set a garage rent increase of £0.10 per week based on a chargeable 48 week year;**
- d) **approve the revised revenue estimate for 2011/12; original base estimate for 2012/13; and indicative budget forecasts for 2013/14 to 2015/16 as shown in Appendix A of the report, as amended;**
- e) **approve and adopt the Treasury Management Strategy and Annual Investment Strategy for 2012/13 provided at Appendix D of the report, including the approval of the:**
 - **Prudential Indicators in section 2**

- **Authorised Limits for external debt in section 3.2**
 - **The borrowing strategy, indicators and limits contained in section 3.4**
 - **The annual investment strategy, indicators and limits set out in section 3.7**
 - **The use of the Investment Instruments listed in Appendix 4 of Appendix D of the report.**
- f) **approve increases in Fees and Charges for 2012/13 (in accordance with the Council's Fees and Charges Strategy) and as set out in Appendix E of the report;**
- g) **approve the forecast balances of Revenue Reserves as shown in Appendix Aiii of the report;**
- h) **approve the use of the "Wellbeing powers" to provide transitional Taxi Voucher arrangements for a second year for existing scheme recipients, to continue to mitigate the impact of the withdrawal of the Council's existing discretionary scheme, upon the transfer of the administration of Concessionary Travel to Hertfordshire County Council;**
- i) **note that this budget paper, when approved by Council, will form part of the Medium Term Financial Strategy.**

Capital Programme

- j) **approve the revised Capital Programme for 2011/12 and Programme for 2012/13 to 2016/17 detailed in Appendix B of the report;**
- k) **authorise the funding proposals subject to an annual review of the financing options by the Corporate Director of Finance and Governance, in consultation with the Portfolio Holder for Finance and Resources, during the preparation of the Statement of Accounts to optimise the use of Council resources.**

Housing Revenue Account (HRA)

- l) **set dwelling rent increases in accordance with Government guideline rent increase and rent convergence principles, resulting in an average increase of 7.92% (a maximum increase of 9.27%), providing an average rent of £91.77 per week (based on 52 weeks);**
- m) **approve the HRA revised estimate for 2011/12 and base estimate for 2012/13 as shown in Appendix C of the report.**
- n) **approve the HRA investment proposals set out in this report together with the financial assumptions incorporated into the HRA 30 year Business Plan, to enable these to be utilised by the Corporate Director (Finance and Governance) to determine the borrowing portfolio to finance the HRA Self Financing settlement.**

Reason for Decision

To recommend Council to adopt the budget proposals in relation to:

- Revenue and Capital Expenditure, together with the potential use of reserves
- The Treasury management Strategy
- The level of fees and charges for 2012/13
- Advice to Councillors on the robustness of the Budget proposals and adequacy of balances and reserves as required by the Local Government Act 2003
- The setting of Council Tax.

Implications

Financial & Value for Money

Contained within the body of the report

Risk Implications

A Budget Risk Assessment was completed with the report (Appendix H of the report).

Corporate Objectives

Balancing the books.

Advice

The Portfolio Holder for Finance and Resources introduced the report and said this had been discussed at each of the three Overview and Scrutiny Committees on two separate occasions. The Portfolio Holder thanked the Corporate Director (Finance and Governance), the Assistant Director (Finance and Resources) and the Group Manager (Financial Services) for all of their work.

The Corporate Director (Finance and Governance) tabled amended Appendices Ai, Aii and F and pointed out some typographical errors in the report:

Page 19, 6.3 – the Housing Revenue Account figure of 17,166 should read £9.3m

Page 29, 10.3 – Relative Needs figure of £2,712,9,380 should read £2,712,938

Page 29, 10.3 - Relative Resource Amount figure of (£2,690,778) should read (£2,690,798). These figures had been confirmed.

Page 32, 12.5 – The approved tax base for 2012/12 is 58,664.3 based on a collection rate of 99.5%.

Since preparing the budget it was apparent that the impact of the economic climate was affecting the homeless budget. Having discussed this with the Portfolio Holder and with Cabinet it was felt appropriate to put forward an amendment to Appendices Ai, Aii and F to increase the budget available for bed and breakfast accommodation. This could be contained by the provisional balance to be carried forward into the next financial year. Earmarked reserves had now been reduced. There was uncertainty about the outturn position although this did not impact on the Council Tax requirement the Council would have to adopt the new Appendices Ai and F.

The Leader of the Council said a considerable amount of work had gone into getting a balanced budget and he thanked the Finance Team. The Council had had a very clear 2 – 3 year budget strategy that had prepared the way. It was another year of Council Tax freeze, no reduction in front line services and investing resources in the priority areas. Many councils would want to be in Dacorum's position.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with:

The Corporate Management Team
Group Managers
Community and Public
Staff.

Voting

None.



TO BE CONSIDERED SUBSEQUENT TO AGENDA ITEM 7.6

Report for:	Council
Date of meeting:	29 February 2012
PART:	1
If Part II, reason:	

Title of report:	Council Tax Declaration 2012/13
Contact:	Cllr N Tiley, Portfolio Holder for Finance & Resources Sally Marshall, Corporate Director of Finance & Governance
Purpose of report:	As the billing authority for the borough of Dacorum, the Council is required to set the Council Tax annually. The purpose of this report is to set the Council Tax for 2012/13 in accordance with statutory requirements.
Recommendations	<p>It is recommended that:</p> <ol style="list-style-type: none"> 1) It be noted that the Cabinet at its meeting on 13 December 2011, as amended at the meeting of 7 February 2012, calculated the following amounts for the year 2012/13 in accordance with regulations made under Section 31B (3) of the Local Government Finance Act 1992, as inserted by Section 74 of the Localism Act 2011: <ol style="list-style-type: none"> (a) 58,664.3 being the figure calculated by the Council in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 as its Council Tax base for the year; (b) the amounts in Table 1 of this report (Tax Base for each part of the Council's area to which one or more special items relate) being the amounts calculated by the Cabinet in accordance with regulation 6 of the Regulations as the amounts of its Council Tax base for the year for dwellings in such parts.

	<p>2) the following amounts be now calculated by the Council for the year 2012/13 in accordance with Sections 31A and 31B and Sections 34 and 36 of the Local Government Finance Act 1992 (as amended by the Localism Act 2011) (referred to as “the Act”):-</p> <p>(a) £148,189,103.86 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act, including the amount which the Council estimates as Council Tax deficit which will be transferred in the year from its General Fund to its Collection Fund;</p> <p>(b) £137,576,110.00 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act, including the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed Non-Domestic Rates and Revenue Support Grant ;</p> <p>(c) £ 10,612,993.86 being the amount by which the aggregate at 2)(a) above exceeds the aggregate at 2)(b) above, calculated by the Council in accordance with Section 32(4) of the Act as its Council Tax requirement for the year;</p> <p>(d) £180.91 being the amount at 2)(c) above, divided by 1)(a) above, calculated by the Council in accordance with Section 31B (1) of the Act as the basic amount of its Council Tax for the year;</p> <p>(e) £618,465.00 being the aggregate amount of all special items referred to in Section 34(1) of the Act;</p> <p>(f) £170.37 being the amount at 2)(d) above, less the result given by dividing the amount at 2)(e) above by the amount at 1)(a) above, calculated by the Council, in accordance with Section 34(2) of the Act as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates;</p>
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(i) Part of the Council's Area	Band D Equivalent Combined £
Aldbury	181.06
Berkhamsted	189.55
Bovingdon	195.28
Chipperfield	199.61
Flamstead	212.52
Flaunden	197.70
Great Gaddesden	188.21
Hemel Hempstead	170.37
Kings Langley	208.29
Little Gaddesden	195.12
Markyate	201.62
Nash Mills	194.17
Nettleden	192.38
Northchurch	181.16
Tring Rural	188.48
Tring Town	193.56
Wigginton	183.30

(Band D charge for Parish and District combined), being the amounts given by adding to the amount at 2)(f) above, the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1)(b) above, calculated by the Council in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in parts of its area to which special items relate;

- 3) it be noted that for the year 2012/13 Hertfordshire County Council have stated the amounts in precepts issued to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings as set out below

Valuation Band

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
745.89	870.20	994.52	1,118.83	1,367.46	1,616.09	1,864.72	2,237.66

	<p>4) That it be noted that for the year 2012/13 Hertfordshire Police Authority have stated the amounts in precepts issued to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings as set out below (to be confirmed)</p> <p style="text-align: center;">Valuation Band</p> <table border="1" data-bbox="550 465 1433 562"> <thead> <tr> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>E</th> <th>F</th> <th>G</th> <th>H</th> </tr> </thead> <tbody> <tr> <td>£</td> <td>£</td> <td>£</td> <td>£</td> <td>£</td> <td>£</td> <td>£</td> <td>£</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>5) That having calculated the aggregate in each case of the amounts at 2)(i), 3) and 4) above the Council in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby set the amounts set out in Table 3 of the report as the amounts of Council Tax for the year 2012/13 for each part of the area and for each of the categories of dwellings shown (to be confirmed);</p> <p>6) It be noted that in setting the Council Tax for 2012/13 the Council is required to have taken account of the report of the Chief Financial Officer on the robustness of the budget.</p>	A	B	C	D	E	F	G	H	£	£	£	£	£	£	£	£								
A	B	C	D	E	F	G	H																		
£	£	£	£	£	£	£	£																		
Corporate objectives:	Setting an appropriate level of Council Tax supports all five of the Council's strategic objectives																								
Implications: 'Value For Money Implications'	Contained within the body of Agenda Item 14 to Cabinet on 7 February 2012.																								
Risk Implications	Budget risk assessment undertaken.																								
Monitoring Officer/S.151 Officer Comments	Deputy Monitoring Officer has no additional comments Section 151 Officer – This is a S151 Officer report.																								
Consultees:	None																								
Background papers:																									

COUNCIL TAX 2012-13

BACKGROUND REPORT

Summary

1. This report sets out the statutory information and recommendations necessary to determine the Council's Council Tax requirement for 2012/13, based on the Cabinet's recommendations from its meeting on 7 February 2012, which have been referred to Council for approval on this agenda.
2. In approving the budget for 2012/13 Members will be aware that they were required to have regard to the report of the Chief Finance Officer (as included in agenda item 14 for the Cabinet meeting of 7 February, specifically sections 8 and 14 of the report) when making a decision.
3. The Council's Council Tax requirement includes precepts from parishes. The Council Tax resolutions incorporate the parish precepts and those of the County Council and the Police Authority.

Council Tax Requirement

4. The Corporate Director (Finance and Governance) incorporated within the budget report to Cabinet a statement in compliance with the requirements of the Local Government Act 2003. This requires the Chief Finance Officer (in the Council's case, the Corporate Director (Finance and Governance)) to report on a) the robustness of the estimates made for the purpose of budget calculations and b) the adequacy of the proposed financial reserves.
5. The Council's Council Tax requirement is £10,612,993.86, as follows:

	£
Base net budget recommended by Cabinet	9,994,528.86
<u>Add Parish Precepts</u>	<u>618,465.00</u>
Council Tax Requirement	<u>10,612,993.86</u>

Council Tax Recommendations

6. The statutory Council Tax calculations require the above amount to include the Revenue Support Grant, the redistribution of Non-domestic Rates (collectively referred to as Formula Grant) and any surplus or deficit on the Collection Fund. The result is set as the Council Tax requirement and is divided by the Council Tax base to determine the "basic amount" of the Council Tax for the year. The Cabinet determined the Council Tax base (after collection rate adjustment of 99.5%) as 58,664.3, together with the amount for each parish, at its meeting on 13 December 2011. As this includes parish precepts (referred to as "special items"), these are then deducted (expressed as a Council Tax amount) from the "basic amount" to show the amount of Council Tax in any area where there is no parish precept (Hemel Hempstead only).
7. The amount of Council Tax in each parish (that is the total of the Council's amount and the parish amount) are then shown.

8. The Council Tax bill for 2012/13 includes the requirements of Hertfordshire County Council and the Hertfordshire Police Authority who are responsible for setting their own Council Tax levels. The amount of the precepts from the County Council and the Police Authority for each Council Tax “band” (A to H) are then noted and the final total amount for each parish is then shown by each band (Table 3 – to be confirmed).

Precepts

9. Hertfordshire County Council determined its Council Tax requirement at a meeting held on 21 February 2012. There was no change in the level of requirement, as shown in the table below.

The Police Authority will determine its Council Tax requirement at a meeting to be held on 23 February 2012. Confirmation of any change in Council Tax requirement will be provided following that meeting.

	2011/12	2012/13	Increase	
	£	£	£	%
Dacorum	170.37	170.37	0.00	0.00
County Council	1,118.83	1,118.83	0.00	0.00
Police Authority	147.82	x.xx	x.xx	x.xx
TOTAL	1,437.02	X.xx	x.xx	X.xx

Resolution

10. The Council Tax resolution is in a prescribed form, designed to satisfy legal requirements, and is set out at the beginning of this report.

TAX BASE FOR EACH PART OF THE COUNCIL'S AREA

TABLE 1

Parish	Tax Base (based on eventual 99.5% collection rate)
Aldbury	472.2.
Berkhamsted	8,370.0
Bovingdon	2,115.6
Chipperfield	870.3
Flamstead	627.1
Flaunden	175.8
Great Gaddesden	441.7
Kings Langley	2,350.1
Little Gaddesden	650.5
Markyate	1,273.2
Nash Mills	905.4
Nettleden	817.8
Northchurch	1,343.4
Tring Rural	629.1
Tring	5,014.8
Wigginton	690.5
Hemel Hempstead	31,916.8
TOTAL TAXBASE	58,664.3

Table 2

BAND D CHARGE FOR PARISH AND DISTRICT COMBINED

Parish	Band D Parish	Band D District	Band D Combined
	£	£	£
Aldbury	10.69	170.37	181.06
Berkhamsted	19.18	170.37	189.55
Bovingdon	24.91	170.37	195.28
Chipperfield	29.24	170.37	199.61
Flamstead	42.15	170.37	212.52
Flaunden	27.33	170.37	197.70
Great Gaddesden	17.84	170.37	188.21
Kings Langley	37.92	170.37	208.29
Little Gaddesden	24.75	170.37	195.12
Markyate	31.25	170.37	201.62
Nash Mills	23.80	170.37	194.17
Nettleden	22.01	170.37	192.38
Northchurch	10.79	170.37	181.16
Tring Rural	18.11	170.37	188.48
Tring Town	23.19	170.37	193.56
Wigginton	12.93	170.37	183.30
Hemel Hempstead	-	170.37	170.37

Table 3 - To be issued subject to confirmation following the meetings of the County Council and Police Authority).