
DACORUM BOROUGH COUNCIL

MEETING OF THE COUNCIL

26 SEPTEMBER 2012

Present -

MEMBERS:

Councillor H Chapman (Mayor); Councillors, Adeleke, Adshead, Ayling, Bateman, Clark, Collins, Conway, Doole, Douris, Flint, Griffiths, Mrs Guest, Harden, Hearn, N Hollinghurst, R Hollinghurst, Laws, Lloyd, Mahmood, Marshall, McKay, McLean, Peter, Mrs Rance, Ryan, G Sutton, R Sutton, Taylor, Tiley, Townsend, Whitman, Williams, C Wyatt-Lowe and W Wyatt-Lowe (35).

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), C McKnight, P Bowles, T Coston.

The meeting began at 7.30pm.

22. MINUTES

The minutes of the meeting held on 11 July 2012 were agreed by the Members present and were then signed by the Mayor.

23. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

24. ANNOUNCEMENTS

1. By the Group Leaders and Members:

Apologies for absence were submitted on behalf of Councillors Anderson, Mrs Bassadone, Bhinder, G Chapman, Elliot, Fantham, Mrs Green, Harris, Lawson, Link, Macdonald, Organ, Reay, White, Wixted and Wood.

2. Members of the Cabinet:

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

Councillor Williams said that following the Council meeting in July when it was decided to defer the decision on the appointment of the Independent Member, the Group Leaders met as requested to consider the concerns that were raised, and agreed that

the appropriate course of action was to re-advertise the position of Independent Person. The closing date for applying is 1 October and the interviews would take place after short listing on 15 October.

Councillor Williams added that he wanted to correct some information that he gave out to colleagues the evening before. He had said that people who were members of a political party were barred from being an Independent Person, but it is only those who are elected to an office who are unable to be appointed as an Independent Person.

Councillor Collins said that as a Ward Member for Berkhamsted Castle Ward, he welcomed the intention of the Borough to construct a multi storey car park in the centre of Berkhamsted to provide additional, much needed off street parking. Consultation is taking place on Controlled Parking Zones and he said it would be helpful to residents and businesses if an indication could be given as to when the multi-storey car park would be operational. He asked for confirmation that if the consultation resulted in acceptance of CPZ's, then they would not be implemented until the new car park is operational.

Councillor Williams replied that it was likely to be two years until the new car park was completed and operational and said that it would be advantageous to coordinate any potential parking scheme with the opening of the car park. He said that parking had been a difficult issue in Berkhamsted for a number of years and a whole range of options have been investigated and the new car park seemed to be the best solution, but he stressed it was a separate piece of work and not dependent on the CPZ consultation.

Councillor Flint asked for the reason why two empty shops in the Gadebridge shopping centre were not trading despite being taken.

Councillor Williams replied that it was a concern that shops that are potentially able to trade are not trading. He advised that Councillor Douris had asked officers to investigate the reasons why they were not trading.

Councillor Bateman asked the Leader if he agreed that the possibility of a multi-storey car park in Berkhamsted was great news due to the parking difficulties within the area.

Councillor Williams confirmed he did agree and that's why DBC had made the proposal. He said it would be an expensive operation being a conservation area but this was a practical solution to a very big problem. He hoped it would be seen as a very welcome addition to the services in Berkhamsted.

Councillor N Hollinghurst asked if the investment of a multi-storey car park would be balanced across the borough in Kings Langley, Tring and Hemel Hempstead, and not just concentrated on Berkhamsted.

Councillor Williams said the investment of car parking was taken as a business decision based on need and the possibility for a return on the investment. He said he wasn't aware of any need for car parking in Hemel Hempstead or Tring and therefore it was unlikely that they would invest in car parking for those areas.

Councillor Tiley asked if the Leader agreed with him that the Council make investment policies for the Borough in ways that produce a realistic and beneficial yield for Taxpayers, and at the same time work towards solving social problems where they may arise.

Councillor Williams agreed that investment is made based on need and they had looked closely at the business case for investment in Berkhamsted. He said car parking is very expensive, the land and building construction costs are very expensive and reiterated that he was not aware of any unmet demand for additional parking in other areas of the Borough.

Councillor Harden, Portfolio Holder for Residents and Regulatory Services

Residents Services

“Neighbourhood Action public meetings have taken place in: -

- Bennetts End - July
- Bourne End / Felden /Box Lane – July
- Adayfield – September
- Grovehill/Woodhall Farm /Piccotts End – September
- Hemel Hempstead Town - September

DBC funded a big screen at Camelot Rugby Club for the Olympic period. The first few days were quiet during the day but thanks to the issue being highlighted in The Gazette numbers steadily increased and the final weekend saw over 4000 people watch the events on the big screen including 2000 people watching the closing ceremony.

Following his Olympic success, Max Whitlock was welcomed home by the Mayor at a civic reception and cheered on by a crowd of well-wishers.

The Paralympic Torch relay came through Dacorum and Tring, Berkhamsted and Bourne End gave it a great welcome. The Town Councils in Berkhamsted and Tring, the Neighbourhood Action group in Bourne End, DBC Officers and a wide range of wonderful volunteers waited patiently until 2.00am to see the torch safely through the Borough. There was a very special atmosphere along the whole route and large crowds lined the streets. We were the only local authority in Hertfordshire to receive both the Olympic & Paralympic Torches.

The end of the Paralympics was celebrated with a Bandstand Marathon in Hemel Hempstead Town Centre which was part of a national event that took place in bandstands across the nation. Music, poetry and storytelling entertained visitors to the town centre from 1 – 5pm.

Last Saturday DBC held an auction selling our Olympic and Jubilee memorabilia which raised over £1500 towards our 2012 Legacy fund.

CSU/ICT

There have been a number of system failures, call misrouting and voicemail problems affecting the telephone system for some time. There has been a thorough diagnostic review undertaken and work is underway to resolve these issues. As a background: there are three component telephony systems working together. These three systems deal effectively with the large majority of the 700,000 calls the Council handles each year. A very small percentage of calls do not reach their intended target. It is these calls that get caught in the ‘safety nets’ that are designed by each of the systems to collect these calls. Unfortunately the three telephone systems sometimes work against each other and customer’s calls do not get to their intended recipient.

We have taken action to resolve these through:

- Re-enlisted into the Mitel Software Assurance program to insure against software failure
- Upgraded all Mitel systems to the latest specification improving our capability

- Developing 'position in queue' call notification for contact centre callers – improvement of the technical specification is required before this can 'go live'
- System administration training undertaken to improve staff capability to deal with technical issues more quickly 'in house'
- Tracking failed calls to establish call failure and resolving issues on a case by case basis
- Linked the Council's two telephone controllers to ensure back up capability in case of system failure (completing in w/c 1st October)
- Independent development of Sportspace telephony and withdrawal from DBC system
- First phase of Voicemail campaign amongst staff undertaken to improve technical and operational understanding and use of voicemail (Second phase planned for Autumn)

Further planned improvements throughout autumn

- Better customer care through improved operator messaging on the telephone systems
- Improving call back and call queuing capability
- Custom made call routing for individual departments to ensure all calls are answered or receive a clear and coherent voicemail message
- Review of Council literature/forms to improve the service to the customer

The work is being led and undertaken by staff in the IT and CSU teams with help from external experts and the telephony providers as necessary.

Projects

The remote and flexible working pilot project – supporting the Revenues and Benefits service to work remotely from the Civic Centre has been successfully implemented. This project is a forerunner for the larger shift to flexible and remote working – which is called Dacorum Anywhere – and is a key project for the Council in respect of the move to the temporary building in 2014 prior to the building of the new PSQ. The Dacorum Anywhere project will now be rolled out to all services in a structured timetable that matches the planned replacement of ICT equipment with laptops replacing desktop machines”.

The Web team have worked with Human Resources to now have in place online recruitment. This will improve the service to potential employees and also reduce the administration needed by managers and the HR team.

ICT plans to merge the ICT Helpdesk with the same service at Aylesbury Vale DC are in place to commence in October. This will provide opportunities for joint working and efficiency within the services. The ICT Improvement plan continues to make good progress with all service managers reporting a noticeable improvement in both ICT stability and responsiveness, compared to the beginning of the year.

Councillor Adshead said that a number of Councillors and members of the public had recently come together to arrange a visit for representatives from Neu-isenburg in a couple of weeks time and asked if the Portfolio Holder would join him in congratulating them on the work that they had done to ensure that the links are maintained.

Councillor Harden thanked Councillor Adshead and all those involved. He said it was about Community across Europe, working together for the betterment of all Community

in Europe and supports him and his colleagues in the work they have done to continue those links.

Councillor C Wyatt-Lowe congratulated the Portfolio Holder on the Olympic celebrations that had taken place in Dacorum over the summer and felt the Nation would be very proud of the success of the games. A large part of the success of the games were the use of volunteers, she asked if the Council could find some way of recognising the efforts of the volunteers who live in Dacorum.

Councillor Harden said this was a very good suggestion and he would contact the volunteer centre to see if they could provide a list of the volunteers and then see if it is possible to organise an event to thank them.

Councillor Sutton reported that Leverstock Green Village Association will be celebrating its 50th anniversary in October. He asked if the Portfolio Holder might send a letter to the association congratulating them and in recognition of the hard work undertaken by the volunteers who organise well attended events throughout the year.

Councillor Harden replied that he would be delighted to write to the Leverstock Green Village Association. He added that he found it amazing that so many volunteers within Dacorum feel passionate enough to get involved with helping in the community.

Councillor N Hollinghurst asked if Councillor Harden would accept his congratulations for the way this authority stepped up to the mark in supporting the Olympics. He also said that Tring Town Council were planning to have a Civic Reception for Martine Wright who lost both legs in the 2005 London bombings and who was part of the GB sitting volleyball team in the Paralympics. Councillor Hollinghurst asked if the Portfolio Holder would be able to attend.

Councillor Harden said that he would be delighted to attend if at all possible and asked Councillor Hollinghurst to pass on the details.

Councillor C Wyatt-Lowe commented on the Portfolio Holder's reference to the wonderful volunteering tradition within Dacorum. She said that she understood that we are still the largest contributor to the voluntary sector of all the local authorities in Hertfordshire. She asked the Portfolio Holder if he considered this good value for money.

Councillor Harden agreed and said that Dacorum was doing "Big Society" before the Government was doing "Big Society".

Councillor Mrs Laws, Portfolio Holder for Environmental Services and Sustainability

"We now have a Green Flag award for Tring Memorial Garden.

A Friends Group has been set up and they have planted two new flower beds and 22,000 bulbs throughout the gardens. This was showcased in a grand re-opening and a red ribbon cutting ceremony conducted by Dacorum Mayor, Councillor Herbert Chapman, today.

The planting of bulbs and flower baskets for the Olympics torch relay route was successful and received positive feedback.

In its fourth year, the community champion award honours those who voluntarily give back to the community in keeping their neighborhood clean, safe and green. This year's winners were Hemel Hempstead Conservation Volunteers in the group category and Marc Simpson in the individual category. We also highly commended Berkhamsted Litter Pickers, The Tring Anglers, Hemel in Transition and Patricia Angell.

We have showcased an interactive recycling stall at Henkel's Sustainability Day in Maylands. As staff were from across Hertfordshire, we gave countywide messages and leaflets about the waste hierarchy".

Councillor Townsend referred to the £80,441 budget allocated for Play Areas and asked which areas would be getting funding for improvements.

Councillor Laws reported that the Play Areas were listed within a report that went to the Overview and Scrutiny Committee meeting and these details are in the public domain. The Portfolio Holder decision was excluded to the public because the report related to a tender.

Councillor N Hollinghurst asked the Portfolio Holder to accept his appreciation and that of many other people for the splendid way in which the Memorial Gardens had been refurbished.

Councillor Adshead referred to the serious issue of noisy neighbours. He expressed concern over the lack of out-of-hours support for this kind of nuisance and asked the Portfolio Holder if there were any plans to change this situation.

The Portfolio Holder said that this was an Environmental Health issue and not part of her Portfolio.

The Mayor advised that the question should have been addressed to Portfolio Holder for Residents and Regulatory Services and asked Councillor Harden to provide a written response to Councillor Adshead.

Councillor Tiley, Portfolio Holder for Finance and Resources

"The Council has received the Annual Governance report from the External Auditor which provided a clean bill of health for the financial statements for 2011/12. In presenting his report, the District Auditor, commented that it was a good news story. The papers had been submitted on time, the level of queries had been lower and less complex and where there were queries, these had been handled expediently.

The Chairman of the Audit Committee commented that it was "rewarding to see the team of Members, officers, Internal and External Auditors working together to achieve such excellent results" and thanked everyone who had been involved in the process.

On 20th September the Finance Director wrote to all the Finance staff to thank them for their efforts and the fact that we completed our accounts process with very positive comments 10 days ahead of the deadline.

Work on the 2013/14 budget continues with all Group Managers and their teams involved. It will not be an easy process, but hopefully not impossible and in due course proposals will come forward to Scrutiny Committees and Cabinet".

Councillor Townsend referred to the Finance and Resources OSC meeting on 4 September where the Customer Service Centre and Gateway Market test was discussed and asked if a commitment had been made to outsource the Customer Service Centre or if there was still an option to keep the service in-house when it came back to Committee.

The Portfolio Holder replied that this would be an open market process coming forward through the tendering. This matter does not come under his Portfolio so he was unsure of the timescales.

The Mayor allowed the Portfolio Holder for Residents and Regulatory Services to answer Councillor Townsend's query. Councillor Harden confirmed it was an open market test and no firm decision had been made by Cabinet as to whether the Council will go out to tender. The plans are being put together for going out with an offer to the market in a couple of month's time.

Councillor Townsend asked if this meant that keeping the service in house was still an option.

Councillor Harden replied that yes it was.

Councillor Griffiths arrived at 8.00pm

Councillor Townsend said that at the same OSC Committee it was reported that the financial outturn was very positive, showing that the excess on the Housing Revenue Account is far larger than expected. He asked whether the variance would cause concerns for the Auditors in questioning our ability to plan. He also asked what the plans were for the additional funds.

Councillor Tiley replied that the General fund and the Housing Revenue Account are managed separately. The large surplus referred to is part of the HRA and it is not expected that the Auditors would have any issues over this because it is due to our conservative budgeting for the Self Financing of the HRA and the stock and good managements as well as a certain amount of fortuity. Cabinet's view is that we need to reinvest the money in the housing stock for the benefit of present and future tenants and to invest with caution because it is the first time this Council has been in the position of having a serious surplus.

Councillor Douris, Portfolio Holder for Planning and Regeneration

"The 9th October sees the start of the public examination of our Core Strategy for the next 20 years. It is conducted by an independent examiner and held in public where those who have indicated prior to the hearing that they wish to speak can do so. It is anticipated that the examination will last for 2 weeks with the report expected from the Inspector by Christmas or shortly afterwards although we are dependent upon the inspector's timescales.

The Core Strategy is the culmination of 3 years hard work and will shape the future of housing developments for years to come.

On the 9th November we are holding our first 'Dacorum – Look No Further' event at Shendish Manor Hotel from 1pm – 7.30pm. I am delighted to report that it is a sell-out with all 60 stands having now been booked by local businesses. It is free to attend and for only £10 those who would like to join us for a networking supper between 5.30pm – 7.30pm can do so. At the event we will be launching our new website and subject to

Cabinet approval the Gateway Development consultation Brief for Maylands. This is a clear and positive commitment to our determination to support businesses operating in the borough and show that Dacorum is a place where you can do business.

The Prime Minister recently visited the premises of Amazon on the Business Park to open their new distribution centre. This is much more than a warehouse, it is a major distribution operation which will offer up to around 2,000 jobs at peak time.

This is an opportune moment to note the excellent relations which we have with the Maylands Partnership, which brings together representatives of businesses, the Borough and other interested parties. Indeed this is exemplified by the success of the Dacorum Den supported by the Partnership at which Mike Penning MP presented 9 entrepreneurial businesses with cheques for £1,000 to help them kick start their business.

Talking of business, I am pleased to report that after some trials and tribulations the two new food kiosks are now ready for business at the food court in the Marlowes. We are now awaiting the finishing touches with the installation of the new planter and seating area in the court. The area is already proving a pleasant spot to sit, chat and enjoy something to eat.

Up on the Business Park the signage has been added to the welcome wall and the planting is expected to take place at the beginning of October, although this is always subject to prevailing weather conditions.

I have recently signed off the start of the Berkhamsted Conservation Consultation. I do hope that all interested parties will take the opportunity to respond to this consultation. It is expected that our Area Review following this consultation will be reported to Cabinet in February.

On the matter of Luton Airport officers are working on a response to the revised Masterplan which precedes London Luton Airport making their planning application and this has to be with LLA by 12 October

Finally, I am pleased to announce that a 6 week consultation on the Grovehill Neighbourhood Plan will commence on 1st October. This is an important step in the development of the Plan for the area and I would encourage residents in that area to participate by completing either the online or paper questionnaire during the consultation period”.

Councillor McKay referred to a longstanding eyesore of a dilapidated privately owned building in the Old Town. He asked if the Portfolio Holder would join him in congratulating the Planning Enforcement Team in exercising the Council’s statutory powers which has resulted in the commencement of the restoration work with immediate and dramatic improvement to the street scene of the Old Town.

Councillor Douris said he was always happy to join with fellow Councillors where there is an improvement in the street scene because that is what we are about in terms of planning and regeneration.

Councillor Griffiths, Portfolio Holder for Housing

Council New Build

A report to Cabinet on 23rd of October will provide details of the Council home new build programme. Details of four sites, including the number of new homes we hope to provide will be confirmed with further details regarding timescales. The team are

currently working to have the first new Council homes completed early in 2015. One priority is for Farm place in Berkhamsted to be one of the first sites to be developed.

The Homes and Communities Agency (HCA) announced that Dacorum Borough Council was successful in receiving funding for the Homeless Change Programme in 2011. We are using the £841.5k from the HCA to part fund a 33 bed homeless hostel with facilities for single homeless households in Dacorum.

The Strategic Housing team have been liaising with colleagues to find suitable Council-owned land where the homeless hostel could be built. The most suitable site identified is a currently a bungalow at The Elms, Redbourn Road. This area is classed as a "General Employment Area" in the Local Plan, and forms part of the far north-west corner of the Maylands Industrial Estate. Initial feasibility studies have concluded that it is suitable size to develop the proposed hostel.

The report to Cabinet on 23 October giving further details of our New Build Programme, include the homeless hostel. Any firm planning proposals for the hostel and the new build sites will be subject to public consultation as part of the planning process.

Allocations Policy

A senior officer and Members Working Group had been set up to review the Councils Housing Allocations Policy. The aim is to have a draft ready for Overview And Scrutiny Committee in December, ready for public consultation in January and February 2013, with a new completed policy ready for Cabinet approval in March and then final approval by Council in April next year.

Housing Landlord

Tenants & Leaseholder Conference

Dacorum Borough Council Housing Service is running its second annual tenants & leaseholder conference on Saturday 29th September. The conference is aimed at promoting tenant involvement and in understanding tenants' priorities for further improving the housing service. Currently over 60 tenants have indicated that they will attend the conference, we are hoping that this number will rise further before the 29th.

RSPCA Animal Welfare Award

The Housing Landlord Service recently received an RSPCA Animal Welfare Gold award. This is a very prestigious award and recognises the work that the service is doing to promote responsible pet ownership among Dacorum Borough Council tenants. This RSPCA Gold award is awarded to only a handful of the thousands of housing organisations operating across the country

Christmas Rent Campaign

Dacorum Borough Council's Christmas 'Pay Your Rent' campaign will be launched in October. This is part of the annual reminder sent to tenants to ensure that they keep up with their rent over the Christmas period.

All tenants will be informed of the Christmas campaign via Housing News and Views and the Bin Lorries but two groups will be specifically targeted by the campaign:

- Those households who traditionally slip into debt or further debt over the Christmas period

- Those households who live in particularly energy inefficient properties – where free energy efficiency measures are available to reduce their energy bills (such as loft and cavity wall insulation).

Annual Report

The Housing Landlord Annual Report is available on the Housing website and was sent to all tenants and leaseholders with the autumn Housing News and Views. The report details the achievements of the Housing service in 2011/12 and the plans for improving the service in 2012/13.

All Council Members should have received a copy in their pigeon hole.

Launch of the new Tenant & Leaseholder Involvement Strategy

The Housing Landlord Service is seeking to encourage more and more tenants and leaseholders to 'get involved' to help improve the way services are delivered.

The Housing Landlord Service's new Tenant Involvement Strategy entitled 'Getting Involved' will be launched at the tenants' conference. The document sets out the various ways of getting involved with the Housing Landlord Service and the priorities for improving the levels of involvement over the next 3 years.

The strategy is designed to meet both the regulatory requirements of the Housing Landlord Service (by the Homes and Communities Agency) and also requirements contained within the Localism Act 2011 to establish a tenant scrutiny function.

25. CABINET REFERRALS

The referrals from Cabinet on 24 July and 18 September 2012 were submitted. It was moved by Councillor Williams, duly seconded and

Resolved:

That the following be approved:

1 DESTINATION DACORUM (SUSTAINABLE COMMUNITY STRATEGY) (CA/081/12)

Adoption of 'Destination Dacorum – Our Plan' as contained in Annex 1 of the report.

Councillor Williams commented that this was launched last Wednesday at a Community Fair held at the XC centre. It was very well attended and started with community organisations putting their activities and events onto planning boards that can now be viewed in the civic corridor. He encouraged members to have a look at them because they demonstrate the breadth of activity carried out by the community and voluntary sector across the borough.

Councillor Marshall arrived at 8.15pm

2 MEDIUM TERM FINANCIAL STRATEGY (CA/084/12)

Approval of the revised Medium Term Financial Strategy for the period 2012/13 to 2015/16.

3 PRIVATE SECTOR HOUSING LEASING REPORT (CA/086/12)

1. Approval of a supplementary budget estimate of £80k be made in respect of predicted increases in temporary accommodation expenditure in 2012/13 and that this be financed from the General Fund Working Balance.
2. Approval of supplementary revenue estimates for Private Sector Leasing as follows:

Income	£15,420
Expenditure	£12,810

**4 PERFORMANCE AND BUDGET MONITORING QUARTERLY REPORT
QUARTER 1 – 2012-2013 (CA/098/12)**

Approval of a supplementary estimate totalling £302.5k for consultancy costs and external data hosting costs arising from recommendations of the ICT service review be financed from earmarked reserves. (See Section 3.3 of the report).

**5 TREASURY MANAGEMENT OUTTURN AND PERFORMANCE
INDICATORS 2011/12 (CA/099/12)**

Acceptance of the Treasury Management Outturn and Performance Indicators for 2011/12.

**6 CAPITAL STRATEGY STEERING GROUP REPORT ON REQUEST FOR
CAPITAL APPROVAL (CA/100/12)**

Updating the Capital programme to include the following scheme detailed within the report:

Wick Road, Wigginton **£110,000**

Councillor Williams highlighted the other schemes agreed by Cabinet within the approved Capital Programme. He said these schemes were significant and linked in with Councillor Townsend's earlier query relating to play areas. The sum allocated (from the Capital Programme) to play areas in the Portfolio Holder decision is just over £300k. The sum of £80,441 allocated to play areas in this report is from s.106 contributions, to spend in the following way: £1,728 from Cross Oak Road development will be spent at Butts Meadow play area. £45,860 from the Stag Lane Development will be spent at Lagley Meadow play area, £32,853 from the ex AgrEvo site will be spent at Robertson Road play area.

Councillor Williams also clarified the other figures included in the decision approved by Cabinet in this report:

- Stephyns Chambers – Affordable Housing Grant of 180,000 – To provide an additional 8 units of accommodation, in addition to the 30 units of affordable housing already planned to be provided on this site.
- Cavendish Court – Affordable Housing Grant of 400,000 – To provide 33 units of affordable rented accommodation, plus 16 units of shared ownership.

- Housing Revenue Account New Build Budgets Programme 470,000 – This item was referred to by the Portfolio Holder for Housing in her statement to Council. As well as funding the homeless hostel, it will also allow us to develop our first site (Galley Hill) of new council housing in Dacorum for over 20 years. He said this was a very welcome acceleration of our delivery of affordable housing.

26. ELECTORAL REVIEW COMMITTEE REFERRAL

The report was moved by Councillor Williams, duly seconded and

Resolved:

That the Borough of Dacorum (Parliamentary Constituencies Polling Districts and Places) Order 2011 be amended to designate the following as Polling Stations (for the Polling districts set out below) for all forthcoming elections:

1. HEMEL HEMPSTEAD CONSTITUENCY

(1) Polling District Letters	(2) Areas comprised in Polling Districts and Map Reference	(3) Polling Place
AGBA	Boxmoor Ward (part)	Warners End Community Centre
APB	Grovehill Ward (part)	St Thomas Indian Orthodox Church, St Agnells Lane
APBA	Grovehill Ward (part)	St Thomas Indian Orthodox Church, St Agnells Lane

2. SOUTH WEST HERTS CONSTITUENCY

(1) Polling District Letters	(2) Areas comprised in Polling Districts and Map Reference	(3) Polling Place
DBCC	Tring Central Ward (part) (Tring Parish Bunstrux Ward – part)	New Mill Baptist Church, New road, Tring.

Councillor N Hollinghurst expressed his gratitude to Democratic Services for the efforts made in securing an alternative polling station at New Mill Baptist Church in Tring following the decision of the Parochial Church Council to close New Mill Social Centre.

27. CHANGES IN MEMBERSHIP

It was moved by Councillor Williams, duly seconded and

Resolved:

That the following changes be agreed:

- **Strategic Planning and Environment OSC**

To replace Councillor Macdonald with Councillor Adshead

- **Development Control Committee**

To replace Councillor Macdonald with Councillor Conway

- **Joint Negotiating Committee**

To replace Councillor C Wyatt-Lowe with Councillor Adeleke

- **Member Development Steering Group**

To remove Councillor Guest from the Group

28. OUTSIDE ORGANISATIONS

Resolved:

It was noted that:

Councillor G Chapman replaces Councillor Wood on the Citizens Advice Bureau.

The meeting ended at 8.25 pm.