

SUMMONS

MEETING OF THE COUNCIL

WEDNESDAY 21 NOVEMBER 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, 21 November 2012 at 7.30 pm to transact the business set out below.

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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 26 September 2012 (Appendix A Pages 46-58).

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 & Community Leadership
Councillor Mrs Laws	Environmental Services & Sustainability
Councillor Tiley	Finance & Resources
Councillor Douris	Planning & Regeneration
Councillor Mrs Griffiths	Housing
Councillor Harden	Residents & Regulatory Services

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

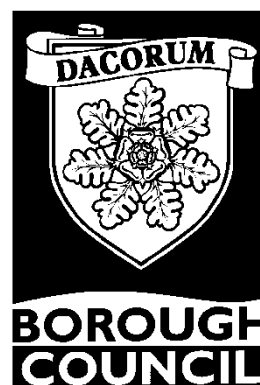
To consider the following referrals from Cabinet:

Minute No.	Date	Title	Yellow Pages
7.1 CA/112/12	23 October 2012	Meeting Timetable 2013/14	59
7.2 CA/113/12	23 October 2012	Dacorum Economic Development Strategy 2012-15	60

7.3 CA/118/12	23 October 2012	Capital Strategy Steering Group Report Request for Capital Approval	62
7.4 CA/119/12	23 October 2012	Update on Council Home New Build Programme – Phase 1	63

8. OVERVIEW AND SCRUTINY REFERRALS

None



AGENDA ITEM: 9

SUMMARY

Report for:	Council
Date of meeting:	21st November 2012
PART:	1
If Part II, reason:	

Title of report:	Gambling Act 2005 – Review of Statement of Principles
Contact:	Ross Hill – Licensing Team Leader, Legal Governance
Purpose of report:	To outline proposed amendments to the authority’s Statement of Principles and responses to consultation
Recommendations	To adopt the revised document as the authority’s Statement of Principles under section 349 of the Gambling Act 2005 for the period 31 st January 2013 to 30 th January 2016.
Corporate objectives:	<p>Building Community Capacity/Safe and Clean Environment</p> <ul style="list-style-type: none"> • The Statement of Principles sets out the ways in which the licensing authority will seek to promote the licensing objective of ‘protecting children and other vulnerable persons from being harmed or exploited by gambling’ through the exercise of its licensing functions <p>Dacorum Delivers</p> <ul style="list-style-type: none"> • The Statement of Principles is a statutory obligation, and failure to comply could lead to reputational damage for the Council and possible legal action.
Implications:	<u>Financial / Value for Money</u> None
Risk Implications	This report relates to a revision of an existing policy, and no new implications arise as a result of proposed amendments.
Equalities Implications	This report relates to a revision of an existing policy, and no new implications arise as a result of proposed amendments.
Health And Safety Implications	This report relates to a revision of an existing policy, and no new implications arise as a result of proposed amendments.

Consultees:	Consultation has been carried out in accordance with statutory requirements, and the results are outlined in this report.
Background papers:	Licensing, Health & Safety and Enforcement Committee minutes, 18 th September 2012
Glossary of acronyms and any other abbreviations used in this report:	

1. BACKGROUND

- 1.1. Commercial gambling in the UK is regulated under the Gambling Act 2005, which provides a system of licences, notifications, permits and registrations for the authorisation of various gambling activities.
- 1.2. Dacorum Borough Council is a licensing authority under the 2005 Act, with responsibility for regulating premises-based, non-remote gambling through the issue of premises licences, gaming machine and prize gaming permits, and temporary or occasional use notices, and the registration of non-commercial societies for the promotion of small society lotteries.
- 1.3. Section 349 of the Act requires every licensing authority to prepare and publish “a statement of the principles that they propose to apply in exercising their functions under this Act” for each successive three-year period. Regulations made under the Act set the first day of the first such period as the 31st January 2007.
- 1.4. It is now necessary to prepare and publish Dacorum’s Statement of Principles for the period commencing 31st January 2013 to 30th January 2016. Officers produced a draft Statement of Principles for this period, which was first presented to the Licensing, Health & Safety and Enforcement Committee at its meeting on the 24th July 2012.
- 1.5. Consultation was subsequently carried out on the draft Statement, and the results were reported to the Committee on the 18th September 2012. The Committee endorsed the revised draft Statement of Principles, and in accordance with legislative requirements referred the matter to Council to decide whether to adopt the revised Statement.
- 1.6. At the time of writing, Dacorum has issued 23 premises licences under the 2005 Act, for high street betting shops [betting (other) licences] and amusement arcades [adult gaming centres]. All applications relating to these licences to date have been dealt with by officers under delegated powers – no application has yet been considered by the Licensing of Alcohol and Gambling Sub-Committee.
- 1.7. Following adoption, authorities are required to publish their Statement of Principles, both on their website and at their principal offices or public libraries, at least 4 weeks prior to the Statement taking effect (i.e. no later than the 3rd January 2013).

2. NATURE OF REVISIONS

- 2.1. The format of the draft Statement of Principles has been revised since the last version, and paragraphs have been extensively rearranged and rewritten to help improve the readability of the document. Paragraph numbers have also been added to aid referencing.
- 2.2. Several changes have resulted from amended legislation, case law, and changes to the Gambling Commission's Guidance to Licensing Authorities, published since the last version was agreed. A small amount of content has also been removed from the Statement of Principles, in particular tables showing the stake/prize levels of gaming machine categories (which are set by Regulations, and which in future will be made available as a separate document to allow for easier updating), a glossary of terms (which are defined in primary legislation), and much of the detail about the populace of Dacorum (which is publicly available in alternate documents).
- 2.3. Reference is made throughout the Statement to the Gambling Commission's Guidance to Licensing Authorities. A new edition of this Guidance has been published since the draft Statement was considered by Committee, and paragraph references have been verified and where appropriate updated as needed. Two paragraphs of the Statement have been amended to reflect changes in the Guidance – paragraph 2.11, in respect of the Commission's interpretation of the term 'vulnerable person', and paragraph 3.10, relating to qualifying criteria for members' clubs. The proposed changes have been notified to the Chairman of the Licensing, Health, Safety and Enforcement Committee.
- 2.4. The revised draft Statement of Principles is appended to this report as Appendix A.

3. CONSULTATION

- 3.1. Consultation was carried out from July to September 2012, and details of the proposed amendments were sent to all licence-holders, gambling trade associations, responsible authorities, borough and county councillors and town and parish councils. Details were also made publicly available on the Dacorum website.
- 3.2. Three responses were received, of which two (from Hertfordshire Fire & Rescue Service and the Association of British Bookmakers) state that they are satisfied with the proposed revisions, and do not propose further changes. A further letter, from the Campaign for Fairer Gambling, was also received within this period, expressing concerns about the usage of high value gaming machines within betting premises. Having considered the letter, and further advice published by the Gambling Commission, it was not considered necessary to make further amendments beyond those already proposed.

4. RECOMMENDATIONS

That Council adopt the attached document (Appendix A) as the authority's Statement of Principles under section 349 of the Gambling Act 2005 for the period 31st January 2013 to 30th January 2016.

AGENDA ITEM: 10

SUMMARY



Report for:	Council
Date of meeting:	21 November 2012
PART:	I
If Part II, reason:	

Title of report:	STANDARDS OF CONDUCT (LOCALISM ACT 2011) – APPOINTMENT OF INDEPENDENT PERSON STANDARDS COMMITTEE TERMS OF REFERENCE
Contact:	Steven Baker, Assistant Director (Legal, Democratic & Regulatory) Directline: 01442 228229, internal extension: 2229 steve.baker@dacorum.gov.uk
Purpose of report:	<ul style="list-style-type: none"> • To advise Members of the requirement to appoint an Independent Person pursuant to the Localism Act, who must be consulted when the Council is dealing with a standards complaint. • To ask Council to consider the recommendation of the interview panel on the appointment of the Independent Person. • To ask Council to adopt a revised Article 9 in the Constitution – ‘Measures For Standards of Conduct’ as recommended by the Standards Committee in order to bring them into line with the changes introduced by the Localism Act.
Recommendations	<p>That Council-</p> <ol style="list-style-type: none"> 1. Appoints Rachel Keil as the Council’s Independent Person for the purposes of section 28 of the Localism Act 2011 for a term of two years. 2. Appoints Andrew Russell as an independent

	<p>member of the Standards Committee for a term of two years.</p> <p>3. Adopts the revised Article 9 'Measures For Standards of Conduct' as set out in the annex to this report pursuant to the recommendation of the Standards Committee and authorises the Monitoring Officer to make the necessary amendments to the Council's Constitution.</p>
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.
Implications: 'Value For Money Implications'	There are financial and efficiency costs to the Council in having to deal with complaints made under the Code of Conduct. There are, therefore, 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	The risk to the Council in 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.
Monitoring Officer	This is a report prepared by the Assistant Director (Legal, Democratic & Regulatory) in his capacity as Monitoring Officer.
Consultees:	None
Background papers:	<p>Reports to Cabinet: 7th February 2012, 24th April 2012</p> <p>Reports to Standards Committee: 7th June 2012, 20 September 2012</p> <p>Report to Council 11th July 2012</p> <p>Localism Act 2011</p>

BACKGROUND REPORT

Independent Person

1. The Council is required under the Localism Act to appoint an 'independent person' whose views have to be sought, and taken into account, before the Council decides what action should be taken against a member who has been found to be in breach of the Code of Conduct. At the Council meeting on 26 September the Leader of the Council announced that, following the concerns that were raised at the previous Council meeting, it had been decided by the Group Leaders that the appropriate course was to re-advertise the position of Independent Person.
2. In accordance with the Localism Act, the role of independent person was re-advertised in the Gazette on the 5th and 12th September and on the Council's website. Seven applications were received before the closing date on 1st October and two candidates were shortlisted. Interviews were held on 15th October by a panel consisting of the following members of the Standards Committee; Cllr Carol Green, Cllr Maureen Flint, Cllr Denise Rance and Cllr John Allan (member of Tring Town Council).
3. After carefully evaluating the respective performances of the two candidates, the panel decided to recommend to Council that Rachel Keil be appointed to the role of independent person for a term of two years.
4. Mrs Kiel lives in Tring and works for Bull Information Systems in Hemel Hempstead as a marketing consultant. Mrs Keil has no political affiliations and was the Chair of the Governing Body for Broadfield Primary School in Hemel Hempstead for eight years until September 2011.
5. The other shortlisted candidate was Andrew Russell. Mr Russell gave a very creditable performance at interview and the panel considered that he would be a suitable appointment as one of the two independent members of the Standards Committee (the other independent member of the Committee being Amy Wilcox). The Monitoring Officer subsequently discussed this with Mr Russell and he indicated that he would be happy to serve as an independent member of the Standards Committee.
6. Mr Russell, who is retired, lives in Hemel Hempstead and has no political affiliations. Prior to retirement Mr Russell served as the Chief Fire Officer of Leicestershire Fire and Rescue Service, having spent 30 years in the fire service.

Standards Committee Terms of Reference

7. Following the coming into force of the revised standards regime in July, the new non-statutory Standards Committee, as appointed at Annual Council, held its first meeting on 20 September. At the meeting the Committee agreed the process which would be used for dealing with a complaint that a member had breached the Code of Conduct. The process reflects the arrangements for dealing with standards complaints which were previously approved by Council. The Committee also considered proposals to amend the provisions of Article 9 of the Council's Constitution – 'Measures for Standards of Conduct' – which

are, in effect, the Standards Committee's terms of reference. The Committee agreed to recommend a revised Article 9 to Council as set out in the annex.

8. The reason for the changes is to bring the terms of reference into line with the standards provisions as contained in the Localism Act. For example, the requirement for the Standards Committee to be chaired by an independent member is removed, as are the voting rights of the co-opted members (the independent members and Parish/Town Council representatives); the appointment of a single Sub-Committee to conduct standards hearings and the participation of the Independent Person in that process; the replacement of the previous statutory power to impose sanctions with the power to make recommendations only to Council on what action should be taken (if any) in respect of a member who had been found to be in breach of the Code of Conduct.

ARTICLE 9 – MEASURES FOR STANDARDS OF CONDUCT

9.1 Standards Committee

In order to ensure that Members of the Council (including co-opted Members) observe the Council's Code of Conduct for Members, the Council will establish a Standards Committee.

9.2 The appointment and composition of the Standards Committee will be in compliance with the provisions of sections 101 and 102 of the Local Government Act 1972 and Regulations made thereunder. The Council by resolution made on 16th May 2012 resolved that the rules of political proportionality in Section 15 of the Local Government and Housing Act 1989 should not apply in respect of the Standards Committee.

9.3 The Standards Committee shall comprise of 9 members who shall consist of:

- (a) five elected Members of the Borough Council;
- (b) two co-opted Town or Parish Councillors with no voting rights;
- (c) two co-opted Independent Members with no voting rights;
- (d) the Chairman of the Standards Committee shall be appointed by the Committee at its first meeting in each municipal year;
- (e) the two co-opted Town or Parish Councillors cannot be Members of the Borough Council;
- (f) the Independent Person appointed in accordance with section 28 of the Localism Act 2011 shall be invited to attend meetings of the Standards Committee.

9.4 The Terms of Reference of the Standards Committee will be to:

- (a) promote and maintain high standards of conduct by the Members and co-opted Members of the Council;
- (b) advise and assist Parish and Town Council(s) and Councillors to maintain high standards of conduct and to make recommendations to Parish and Town Councils on improving standards or actions following a finding of a failure by a Parish or Town Councillor to comply with the Code of Conduct;
- (c) advise the Council on the adoption or revision of the Members' Code of Conduct;
- (d) receive referrals from the Monitoring Officer into allegations of misconduct in accordance with the Council's assessment criteria;
- (e) receive reports from the Monitoring Officer and assess the operation and effectiveness of the Members' Code of Conduct;

- (f) advise, train or arrange to train Members and Co-Opted Members on matters relating to the Members' Code of Conduct;
- (g) assist Councillors and co-opted Members to observe the Members' Code of Conduct;
- (h) conduct hearings and determine complaints about Members and Co-Opted Members referred to it by the Monitoring Officer;
- (i) advise the Council upon the contents of and requirements for codes/protocols/other procedures relating to standards of conduct throughout the Council;
- (j) maintain oversight of the Council's arrangements for dealing with complaints;
- (k) inform Council and the Chief Executive of relevant issues arising from the determination of Code of Conduct complaints;
- (l) report, with recommendations, to the Council and/or to the Cabinet at such times and in such manner as the Committee thinks fit.

9.5.1 Appointment of Sub-Committee

- (a) The Standards Committee has appointed a Sub-Committee consisting of 5 Members appointed from Members of the Standards Committee. The rules of political proportionality do not apply to the Sub-Committee.
- (b) When the Sub-Committee is meeting to deal with a complaint against a Town or Parish Councillor at least one of the 5 members of the Sub-Committee shall be a co-opted Town or Parish Councillor or substitute co-opted Town or Parish Councillor.
- (c) The Independent Person will attend meetings of the Sub-Committee when dealing with hearings into allegations of misconduct.

9.5.2 The Terms of Reference of the Sub-Committee will be:

- (a) To conduct a hearing into an allegation that a Member or Co-opted Member has breached their Council's Code of Conduct.
- (b) Following a hearing the Sub-Committee may make one of the following findings:
 - (1) That the member has not failed to comply with the Code of Conduct and no further action needs to be taken in respect of the complaint, or
 - (2) That the Member has failed to comply with the Code of Conduct but that no further action needs to be taken in respect of the complaint, or
 - (3) That the Member has failed to comply with the Code of Conduct and that a sanction and/or an informal resolution should be imposed.

9.6 Sanctions

The Council has delegated 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 –

- (a) Publishing its findings in respect of the Member's conduct;
- (b) Reporting its findings to Council *[or to the Parish/Town Council]* for information;
- (c) Recommending to Council *[or to the Parish/Town Council]* that the Member be issued with a formal censure or be reprimanded;
- (d) Recommending to the Member's Group Leader (or in the case of ungrouped members, recommend to Council or to Committees) that he/she be removed from any or all Committees or Sub-Committees of the Council;
- (e) Recommending to the Leader of the Council that the Member be removed from the Cabinet, or removed from particular Portfolio responsibilities;
- (f) Recommending to Council *[or to the Parish/Town Council]* that the Monitoring Officer be instructed to arrange training for the Member;
- (g) Recommending to Council *[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 Council *[or by the Parish/Town Council]*;
- (h) Recommending to Council *[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
- (i) Recommending to Council *[or recommend to the Parish/Town Council]* that the Member be excluded from the Council's offices or other premises, with the exception of meeting rooms as necessary for attending Council, Committee and Sub-Committee meetings.
- (j) The Sub-Committee may recommend any action or combination of actions available as above, or impose any informal resolution or combination of informal resolutions as are available to it.

9.7 Dispensations

- (a) To grant dispensations to a Member or Co-opted Member after consultation with the Independent Person pursuant to section 33(2)(b) and (c) of the Localism Act 2011.
- (b) To hear and determine appeals against refusal to grant dispensations by the Monitoring Officer pursuant to section 33(2)(a), (d) and (e) of the Localism Act 2011.

[note: any dispensation granted shall cease to have effect four years after the date on which it is granted]

9.8 Register of Members' Interests

- (a) The Monitoring Officer shall establish and maintain a register of interests of the Members and Co-Opted Members of the Borough Council and the Parish and Town Councils pursuant to section 29 of the Localism Act 2011 and ensure that the register is available for public inspection and published on the Borough Council's website.
- (b) The Monitoring Officer shall provide to each Member and Co-Opted Member a registration of interests form which shall be completed by the Member or Co-Opted Member and returned to the Monitoring Officer who shall then ensure that it is placed on the register. At the end of each municipal year the Monitoring Officer shall send to each Member and Co-Opted Member a copy of their completed registration of interests form with a request that the Member and the Co-Opted Member notifies the Monitoring Officer of any changes to their interests.
- (c) The Monitoring Officer shall provide to each Member and Co-Opted Member a form to be used for the purposes of giving notification of any change to their interests.
- (d) The Monitoring Officer shall provide to each Member and Co-Opted Member a form to be used for the purposes of giving notification of the receipt of any gifts of hospitality over the value of £25.00.

11. 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.

12. 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

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 carried out 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.

ITEM 7 - REFERRALS FROM CABINET

23 OCTOBER 2012

7.1 MEETING TIMETABLE 2013/14 (CA/112/12)

Decision

That Council be recommended to approve the Meeting Timetable for 2013/14 as set out in Appendix A to the agenda.

Reason for Decision

To approve the Meeting Timetable for 2013/14.

Implications

Approval of the Meeting Timetable enables members and officers to manage forward decision making planning.

Risk Implications

Not applicable.

Corporate Objectives

The various meetings of the Council, Cabinet and committees support the achievement of the Council's corporate objectives.

Advice

The Leader of the Council introduced the report and had nothing further to add.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with the Leader of the Council and Chief Officers.

Voting

None.

7.2 DACORUM ECONOMIC DEVELOPMENT STRATEGY 2012-15 (CA/113/12)

Decision

- 1. That Council be recommended to approve the approach and general content of the Dacorum Economic Development Strategy 2012-2015, together with the Open for Business statement.**
2. That the final detailed version of the Dacorum Economic Development Strategy 2012-2015 for publication be delegated to the Assistant Director (Planning, Development and Regeneration), in consultation with the Portfolio Holder for Planning and Regeneration, in respect of final detailed changes to the Strategy and the development of monitoring indicators.

Reason for Decision

To agree the Economic Development Strategy for 2012-15 and the contents of the Open for Business statement.

Implications

Financial

None as a direct result of this report. Elsewhere on the agenda is the report on the Dacorum Look No Further project which is supported by the new Economic Development Strategy; but is funded by an allocation of £150,000 for two years. Otherwise the initiatives in the new Strategy will be met from established budgets and staffing, and the use of external funding where secured and where appropriate.

Value for Money

The Strategy policy lays out the actions we will focus on in order to maximise Dacorum's potential to maintain and grow the local economy by enabling opportunities to come forward, attracting new inward investment and on continuing and enhancing Business support services. It may provide the platform from which to bid for external funding when available. The plan focuses on the regeneration of the Maylands Business Park and the Town Centre, which are key employment areas for both the borough and the county of Hertfordshire, and encourages a high standard of design and construction to ensure an attractive work place. The plan draws from a number of strategies and plans to give an overall strategy for the borough and its economy.

Risk Implications

A Risk Assessment is included within the Project Initiation Document for this area of work.

Corporate Objectives

The new Economic Development Strategy supports the Council's vision and in particular the corporate objective of regeneration.

Advice

The Portfolio Holder for Planning and Regeneration introduced the report. The Council was planning to employ a Marketing and Tourism Officer for a two year contract, at the end of which the position could be self sustaining.

The Group Manager (Strategic Planning and Regeneration) said the report detailed the new draft strategy but it also contained the public declaration 'Open for Business' asking everyone, including staff, to encourage businesses to invest in the area.

The highlights of the research carried out are included at the back of the Strategy and this was taken in to account and reflected the Cabinet report of November 2011. The Group Manager (Strategic Planning and Regeneration) was happy this would help deliver growth and development. Additional resources had been allocated to this work and it was important to show positive outcomes.

The Portfolio Holder for Residents and Regulatory Services said he was pleased the Council was recruiting a Marketing and Tourism Officer and would be happy to work with the Portfolio Holder for Planning and Regeneration and the officer to help put Dacorum on the map.

The Portfolio Holder for Housing asked for clarification regarding delegation of the decision.

The Corporate Director (Housing and Regeneration) advised that they would be minor changes and suggested it was an officer decision unless the Portfolio Holder for Housing felt otherwise.

The Assistant Director (Legal, Democratic and Regulatory) advised that if it was to be a Portfolio Holder decision, the Council would have to give 28 days notice of that decision.

The Leader of the Council said he was happy with the recommendation detailed in the report.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with:

The Maylands Partnership;
The Employment and Skills Group.

Voting

None.

7.3 CAPITAL STRATEGY STEERING GROUP REPORT REQUEST FOR CAPITAL APPROVAL (CA/118/12)

Decision

1. That Council be recommended to approve that the Capital programme is updated to include the following schemes detailed within the report.

9 High Street Tring – Structural Works and Professional Fees £25,000

Multi Storey Car Park, Berkhamsted – Phase 1 Due Diligence £120,000

39 The Marlowes £335,000

Queen Street Depot £15,000

Voltage Optimisation Units £38,000

**Planning Software Replacement
(funded from Earmarked Reserve) £130,000**

2. That Council be recommended to approve that £130k is drawn down from the Planning and Regeneration Project Implementation Reserve as an in-year supplementary estimate. And that this then forms an in-year revenue contribution to capital in order to finance the Planning Software Replacement project.

3. That the following scheme, already within the approved Capital Programme, be authorised:

Maylands Business Centre
(funded from EEDA Funding) £32,969

Reason for Decision

To approve capital provisions within the Capital Programme 2011/12 – 2016/17. This Capital Programme was approved by Council on 29 February 2012.

Implications

The proposal was in line with the budget and financial projections.

Risk Implications

None.

Corporate Objectives

Capital investment was important to the achievement of the Council's objectives.

Advice

The Portfolio Holder for Finance and Resources introduced the report. The Portfolio Holder believed the CSSG felt there was an important need for the due diligence examination to go ahead regarding the multi storey car park in Berkhamsted.

Regarding 39 The Marlowes, the Council had purchased 41 The Marlowes at a recent auction and the two buildings would be integrated for the decanting process. It would give the Council the added bonus of controlling the whole site for eventual disposal.

Regarding planning software replacement, there was a need to make these changes to upgrade the service for customers and to improve productivity.

Regarding the Maylands Business Centre, improvements to security were required as recommended by the Crime Prevention Officer. This was covered by funding from EEDA).

The Portfolio Holder for Environmental Services and Sustainability said the Queen Street did cause problems and welcomed an investigation into the possibility of moving it to a different site.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with the Capital Strategy Steering Group.

Voting

None.

7.4 UPDATE ON COUNCIL HOME NEW BUILD PROGRAMME – PHASE 1 (CA/119/12)

Decision

1. That Council funding for the 1st phase of the Council home new build programme be approved for a total 71 new homes and a new homeless hostel (min 33 bed spaces).
2. That the development proposals for building 9x 2bed flats on the St Peters Church site, Galley Hill (part funded by the HCA programme of 45 new homes including £135k HCA grant) be approved.
3. That the development proposals for building up to 36 new Council homes at 183a London Road, Apsley (part funded by the HCA programme of 45 new homes including £540k HCA grant) be approved.
4. That the development proposals to build 26 new Council homes on the Farm Place site, Berkhamsted as part of the 1st phase of the new build programme be approved.
5. That the development proposals for building a new homeless hostel (minimum 33 bedspaces) at The Elms, Redbourn Road, Hemel Hempstead, part funded by £841k HCA grant be approved.

6. **That Council be recommended to approve land appropriation from the general fund to the HRA for London Road, Apsley – subject to site valuation (approx £1.2m).**
7. That authority be delegated to the Portfolio Holder for Housing, in Consultation with the Corporate Directors of Housing and Regeneration and Finance and Governance, to approve the payment of costs to Aldwyck Housing Group to date relating to the current Intellectual Property rights for Farm Place.
8. That authority be delegated to the Portfolio Holder for Housing, in consultation with the Corporate Directors of Housing and Regeneration and Finance and Governance, to approve the procurement option for development at Farm Place, The Elms and London Road. (Galley Hill is exempt from this due to the Passiv House design – further detail in the site update below).
9. That an exceptions certificate be granted to appoint Chambers Goodwin Partners as the architect for the St Peters, Galley Hill development. (This is required because the total architect's fee exceeds the £25k approved level as part of the Councils current procurement strategy).
10. That authority be delegated to the Corporate Director (Housing and Regeneration) to agree the terms of any infrastructure agreements (including S.106 agreements and S.278 agreements) required in order to bring the developments forward.

Reason for Decision

To enable the development programme to commence.

Implications

Financial

A detailed breakdown of estimated costs per scheme is included in part 2 of this report. This information is commercially sensitive and would jeopardise the required procurement process if available in the public domain at the current time.

See S151 comments for key financial implications.

Value for Money

This will be confirmed through a successful procurement programme.

Risk Implications

The risk assessment was reviewed in October 2012. Individual risks are outlined in the site updates.

Corporate Objectives

Affordable housing.

Advice

The Portfolio Holder for Housing introduced the report and said this was a proposal to start building new Council homes in Dacorum, a subject Dacorum Borough Council

had not discussed for a number of years. Detailed costings were in an appendix to the report in Part 2 of the agenda.

The various locations were listed in the report. Some were for general housing, The Elms, Redbourn Road was to be a hostel to be run in partnership. More information would be coming forward on that.

The Assistant Director (Housing Landlord) said the report gave updates on each scheme. A similar approach to that used for the housing maintenance procurement would be used and an officer would be seconded to work on it full time. There would be a Project Group that would include representatives from Legal, Procurement and Finance from the beginning so that any advice and decisions could be made fully informed. Consultants would be used if needed for expertise.

The Corporate Director (Housing and Regeneration) said the Council would learn from any outside help to accumulate knowledge to enable the Council to move forward.

The Assistant Director (Legal, Democratic and Regulatory) advised that recommendation 6 should be referred to Council.

This was agreed.

The Portfolio Holder for Planning and Regeneration was pleased to see the proposal regarding Galley Hill in Gadebridge as it would see a conclusion to the decline of St Peter's Church. As part of this development was to be to Passiv House level 5, this would become a flag ship to demonstrate the Council's commitment to energy efficiency.

Options and Why Options Rejected

No alternative options were considered.

Consultation

Consultation took place with:

Mark Gaynor, Corporate Director (Housing and Regeneration)
Elliott Brooks, Assistant Director (Housing Landlord)
James Deane, Group Manager (Financial Services)
Ben Hosier, Group Manager (Commissioning, Procurement & Compliance)
Camellia Smith, Development Lead Officer
Mike Evans, Group Manager (Commercial Assets & Property Development).

Voting

None.

	MAY (13)	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY (14)	FEBRUARY	MARCH	APRIL	MAY	
MON			1											MON
TUES			2 F & R OSC			1 MDSG						1		TUES
WEDS	1		3 Member Development			2 DCSP			1 BANK HOLIDAY			2		WEDS
THUR	2 County Council Elections		4	1		3			2			3	1	THUR
FRI	3		5	2		4	1		3			4	2	FRI
SAT	4	1	6	3		5	2		4	1	1	5	3	SAT
SUN	5	2	7	4	1	6	3	1	5	2	2	6	4	SUN
MON	6 BANK HOLIDAY	3 Appeals JNC	8	5	2 JNC	7	4	2 JNC	6	3	3 JNC	7 Appeals	5 BANK HOLIDAY	MON
TUES	7	4 F & R OSC	9 Group Meetings	6	3 F & R OSC	8 F & R OSC	5 F & R OSC	3 MDSG	7 F & R OSC	4 Licensing	4 F & R OSC	8	6 Call-In Cont.	TUES
WEDS	8 Health in Dacorum	5	10 COUNCIL	7	4 Health in Dacorum	9	6	4	8 Health in Dacorum	5 Joint OSC - Budget	5 DCSP	9	7 Health in Dacorum	WEDS
THUR	9 Development Control	6 Development Control	11	8 Development Control	5 Development Control	10 Member Development	7 Development Control	5	9 Call-In Cont.	6 Development Control	6	10 Development Control	8 Development Control	THUR
FRI	10	7	12	9	6	11	8	6	10	7	7	11	9	FRI
SAT	11	8	13	10	7	12	9	7	11	8	8	12	10	SAT
SUN	12	9	14	11	8	13	10	8	12	9	9	13	11	SUN
MON	13	10 Appeals	15	12 Appeals	9 Appeals	14 Appeals	11 Appeals	9 Appeals	13 Appeals	10 Appeals	10 Appeals	14	12	MON
TUES	14 Group Meetings	11 SPAE OSC	16 SPAE OSC	13	10 SPAE OSC	15 SPAE OSC	12 SPAE OSC	10	14 Group Mtgs	11 Cabinet	11 SPAE OSC	15	13 Group Meetings	TUES
WEDS	15 ANNUAL COUNCIL	12 Standards	17 H & C OSC	14	11 H & C OSC	16 H & C OSC	13 H & C OSC	11 Standards	15 COUNCIL	12 Audit	12 Standards	16	14 ANNUAL COUNCIL	WEDS
THUR	16	13 Call-In Cont.	18 Development Control	15	12 Standards	17 Development Control	14 Member Development	12 Joint OSC - Budget	16 Development Control	13 Call-In Cont.	13 Member Development	17	15	THUR
FRI	17	14	19	16	13	18	15	13	17	14	14	18 BANK HOLIDAY	16	FRI
SAT	18	15	20	17	14	19	16	14	18	15	15	19	17	SAT
SUN	19	16	21	18	15	20	17	15	19	16	16	20	18	SUN
MON	20 Appeals		22 Appeals	19 Appeals	16	21	18	16 Appeals	20			21 BANK HOLIDAY	19 Appeals	MON
TUES	21 Member Development	18 MDSG	23 Cabinet	20	17 Cabinet	22 Cabinet	19 Group Meetings	17 Cabinet	21 Cabinet	18	18 MDSG	22 Group Meetings	20 Member Development	TUES
WEDS	22	19 H & C OSC	24 Call-In Cont.	21	18 Call-In Cont.	23 Call-In Cont.	20 COUNCIL	18 Audit	22 Member Development	19	19 H & C OSC	23 COUNCIL	21	WEDS
THUR	23 Call-In Cont.	20	25	22	19 Audit	24	21	19 Development Control	23	20	20 Development Control	24	22	THUR
FRI	24	21	26	23	20	25	22	20	24	21	21	25	23	FRI
SAT	25	22	27	24	21	26	23	21	25	22	22	26	24	SAT
SUN	26	23	28	25	22	27	24	22	26	23	23	27	25	SUN
MON	27 BANK HOLIDAY	24	29 Appeals	26 BANK HOLIDAY	23 Appeals	28 Appeals	25 Appeals	23	27 Appeals	24 Appeals	24 Appeals	28 Appeals	26 BANK HOLIDAY	MON
TUES	28 Cabinet Licensing	25 Cabinet Licensing	30 Licensing	27 Licensing	24 Group Meetings	29 Licensing	26 Cabinet Licensing	24	28 SPAE OSC	25 Group Meetings	25 Cabinet Licensing	29 Cabinet Licensing	27 Cabinet Licensing	TUES
WEDS	29 Audit	26 Audit	31	28	25 Council	30	27 Call-In Cont.	25 BANK HOLIDAY	29 H & C OSC	26 COUNCIL	26	30 Audit	28	WEDS
THUR	30	27 Development Control		29	26 Development Control	31	28 Development Control	26 BANK HOLIDAY	30	27 Development Control	27 Call-In Cont.		29	THUR
FRI	31	28	30	27	27	30	29	27	31	28	28	30	27	FRI
SAT		29		31	28		30	28		29	29		31	SAT
SUN		30		29	29		30	29		30	30		31	SUN
MON					30 Appeals			30			31 Appeals			MON
TUES								31						TUES

DCSP = Dacorum Community Safety Partnership
 JNC = Joint Negotiating Committee
 DEF = Dacorum Environmental Forum

H & C OSC = Housing & Community Overview & Scrutiny Committee
 SPAE OSC = Strategic Planning & Environment Overview & Scrutiny Committee
 F & R OSC = Finance & Resources Overview & Scrutiny Committee
 School holiday dates are shaded