



CABINET AGENDA

**TUESDAY 24 NOVEMBER 2020 AT 6.30 PM
MICROSOFT TEAMS**

***This meeting will be held remotely via the Microsoft Teams application. Should any members of the public wish to join this meeting, please contact member.support@dacorum.gov.uk by 5pm on Monday 23 November.**

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Membership

Councillor Williams (Leader)
Councillor Griffiths (Deputy Leader)
Councillor Elliot

Councillor G Sutton
Councillor Anderson
Councillor Banks

For further information, please contact member.support@dacorum.gov.uk or 01442 228209

AGENDA

1. MINUTES (Pages 3 - 16)

To confirm the minutes of the meeting held on 20 October 2020

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. DECLARATIONS OF INTEREST

To receive any declarations of interest

A member with a disclosable pecuniary interest or a personal interest in a matter who attends a meeting of the authority at which the matter is considered -

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent

and, if the interest is a disclosable pecuniary interest, or a personal interest

which is also prejudicial

- (ii) may not participate in any discussion or vote on the matter (and must withdraw to the public seating area) unless they have been granted a dispensation.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Members' Register of Interests, or is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal and prejudicial interests are defined in Part 2 of the Code of Conduct for Members

[If a member is in any doubt as to whether they have an interest which should be declared they should seek the advice of the Monitoring Officer before the start of the meeting]

4. PUBLIC PARTICIPATION

An opportunity for members of the public to make statements and ask questions in accordance with the rules as to Public Participation.

5. REFERRALS TO CABINET

There were no referrals to Cabinet

6. CABINET FORWARD PLAN (Pages 17 - 18)

7. BUDGET MONITORING Q2 (Pages 19 - 38)

8. COVID-19 UPDATE (Pages 39 - 49)

9. CAMELOT RUGBY CLUB LEASE (Pages 50 - 59)

10. BROWNFIELD LAND REGISTER (Pages 60 - 68)

11. EXCLUSION OF THE PUBLIC

To consider passing a resolution in the following terms:

That, under s.100A (4) of the Local Government Act 1972 Schedule 12A Part 1 as amended by the Local Government (Access to Information) (Variation) Order 2006 the public be excluded during the items 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 those items, there would be disclosure to them of exempt information relating to the financial and business affairs of the Council and third party companies/organisations.

Local Government Act 1972, Schedule 12A, Part 1, paragraph 3.

MINUTES

CABINET

20 OCTOBER 2020

Councillors: Williams (Leader)
Griffiths (Deputy
Leader)
Elliot
G Sutton
Anderson
Banks

Officers:	Mark Brookes	Assistant Director - Corporate and Contracted Services
	James Deane	Corporate Director - Finance and Operations
	James Doe	Assistant Director - Planning, Development and Regeneration
	Mark Gaynor	Corporate Director - Housing & Regeneration
	Farida Hussain	Group Manager (Legal & Corporate Services)
	Nathan March	Licensing Team Leader
	Sally Marshall	Chief Executive
	Stephen Mendham	Strategic Planning and Regeneration Officer
	Katie Mogan	Corporate and Democratic Support Lead Officer
	Alex Robinson	

Also Attendance:

Councillor John Birnie
Councillor Terry Douris
Councillor Fiona Guest
Councillor Ron Tindall

The meeting began at 7.30 pm

CA/81/20 MINUTES

Minutes of the meeting held on 22 September 2020 were agreed by Members present and signed by the Chair.

CA/82/20 APOLOGIES FOR ABSENCE

There were no apologies for absence.

CA/83/20 DECLARATIONS OF INTEREST

There were no declarations of interest

CA/84/20 PUBLIC PARTICIPATION

There was no public participation.

CA/85/20 REFERRALS TO CABINET

There were no referrals to Cabinet.

CA/86/20 CABINET FORWARD PLAN

The forward plan was noted with the following changes:

- Add Hemel Hempstead Garden Communities vision to January
- Add Dacorum Strategic Sites Design Guide to January

CA/87/20 TREASURY MANAGEMENT REPORT

Decision

RESOLVED TO RECOMMEND

The acceptance of the report on Treasury Management performance in 2019/20 and the Prudential Indicators for 2019/20.

Corporate objectives

Optimising investment income for General Fund and Housing Revenue budgets whilst managing investment risk is fundamental to achieving the corporate objective of ensuring efficient and modern service delivery.

Monitoring Officer

No comments to add to the report.

Deputy Section 151 officer

This is a Deputy S151 Officer report.

Advice

Councillor Elliot introduced the item to members. This report is a statutory requirement for the Council to provide an annual performance report on treasury management activities, and this report fulfils that requirement. The report outlines the financial performance of DBC's treasury management function for 2019/20, covering the borrowing and investment performance. The report is self-explanatory, but a key point worth highlighting is that during 2019/20 the council achieved an average rate of return of 0.81%, which represented a year-on-year improvement of 0.12% which equated to an average increase in the rate of return of 17%.

There were no questions.

Recommendations agreed.

CA/88/20 MEDIUM TERM FINANCIAL STRATEGY

Decision

RESOLVED TO RECOMMEND

The approval of the revised Medium Term Financial Strategy for the period 2020/21 – 2024/25, including the recommendations at Section 2 of the Strategy.

Corporate objectives

The Medium Term Financial Strategy supports the delivery of all five of the Corporate Objectives.

Section 151 Officer

This is a S151 Officer report.

Deputy Monitoring Officer

No comments to add to the report.

Advice

Councillor Elliot introduced the report to members. The MTFFS has been much more challenging to pull together this year than in previous years due to the unprecedented economic uncertainty caused by Covid. Assumptions are an inherent part of forecasting, but the unknown severity and duration of the expected recession means that all the forecasts in this report are subject to potentially significant change over the coming months. The detail behind the forecasts and the rationale behind them are outlined in the report, but key points to note are that the underlying savings requirement to deliver a sustainable council into the medium-term remains the same as it was last year at £1.8m over the 4 years. The financial impact of Covid based on available evidence and the assumptions in the report is currently estimated to be £10m between the current year and 2024/25. The fundamental element of the recommended strategy is that the Council separates out the underlying savings requirement from the Covid impact. It's recommended that the Council continue to seek efficiencies to deliver the underlying requirement of £1.8m, and treats the Covid pressure as a time limited pressure that can be funded from one-off sources, i.e. reserves. It is planned that MTFFS updates to Members be increased in frequency over the coming months to effectively monitor both the forecasts and the robustness of the recommended strategy.

Councillor Birnie referred to page 32, paragraph 6.3 and sought clarification on the revenue support grant.

J Deane responded by saying the report shows the change from the previous MTF5. When the four year deal came out in 2016, it was scheduled to end in 2020 and another multi-year deal was supposed to replace it. There was a roll over because the government's new deal was not ready in time so we had already planned to have a reduction in funding over that period so as we managed to increase our efficiencies and the government funding was kept the same, this has created a gap and we are going to get more than we thought we would.

Recommendations agreed.

CA/89/20 LOCAL PLAN CONSULTATION DRAFT

Decision

RESOLVED TO RECOMMEND

- 1. That the Emerging Strategy for Growth (Appendix 1) is published for consultation under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended).**

2. That Cabinet consider the views of Strategic Planning and Environment Overview and Scrutiny Committee and officer response (Appendix 5) and to set out any changes to be made to the consultation document.

3. That the temporary changes needed to the Statement of Community Involvement (SCI) (Appendix 2) be approved to ensure the consultation can take place in accordance with the approved Local Development Scheme.

- 4. That authority is delegated to make changes to the Emerging Strategy for Growth , including any necessary to reflect the Cabinet's and/or Council discussions and decision, to the Assistant Director Planning, Development and Infrastructure in consultation with the Portfolio Holder for Planning and Infrastructure.**

Corporate objectives

The Council's Local Plan helps support all 5 corporate objectives:

- *Safe and clean environment:* e.g. contains policies relating to the design and layout of new development that promote security and safe access;

- *Community Capacity*: e.g. provide a framework for local communities to prepare area-specific guidance such as Neighbourhood Plans, Town / Village Plans etc.;
- *Affordable housing*: e.g. sets the Borough's overall housing target and the proportion of new homes that must be affordable;
- *Dacorum delivers*: e.g. provides a clear framework upon which planning decisions can be made; and
- *Regeneration*: e.g. sets the planning framework for key regeneration projects, such as Hemel Hempstead Town centre, Two Waters, Hemel Hempstead and the Maylands Business Park.

Deputy Monitoring Officer:

The Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements and statutory procedural arrangements for preparing Local Plans, which include the requirements to consult.

The recommendations in this report comply with statutory requirements and procedures under the Councils Constitution.

Deputy S.151 Officer

There are no direct financial implications as a result of consulting on the proposed Dacorum Plan.

Advice

Councillor G Sutton introduced the report to members. This report was a culmination of a great deal of work by members and officers to set out the draft proposals in the Local Plan. If agreed by Cabinet, the report will be recommended to council to approve the draft plan to go out to public consultation under regulation 18. The draft plan has been considered in depth by the Strategic Planning and Environment Overview and Scrutiny Committee and their recommendations are detailed in appendix 5 of the report. Councillor G Sutton thanked the committee and the work of the members on the Task and Finish group to help guide and shape the content of the plan and its proposals. This draft plan is the most ambitious and challenging that Dacorum has faced and there has been a major step change in the provision of new housing and development required by central government but the challenge is to also protect the green belt and a high quality environment. The plan allows for a further 16,000 homes between 2020-2038 with a major expansion of Hemel Hempstead planned and a complete transformation of the town as part of the Hemel Garden Community plans. Major developments are also planned in Berkhamsted and Tring with smaller development in the surrounding villages. The council have engaged extensively with adjacent and nearby councils under the duty to cooperate. The plan

is in draft form for consultation with residents, developers, land owners and other stakeholders. The consultation will begin at the end of November through to January and has been extended by two weeks to take account of the Christmas and New Year period. After the consultation has closed, the team will take into account the views expressed and move onto the publication stage and for the public to comment on the final plan in June 2021. It will then be submitted to the Secretary of State to conduct a public examination. He explained that the consultation will look different this year due to covid-19 but the team are doing everything possible to make sure it is accessible in a covid secure way.

Councillor Birnie was concerned that some of the evidence base behind the plan are not yet published and asked if there was a timeline for when these would be available. He also referred to paragraph 3.8 about the Infrastructure Delivery Plan and asked what would happen if it is not delivered in time.

J Doe responded that the draft Local Plan is complete. There may be some changes through refinements before it goes out to consultation which is allowed for in recommendation four. He said what is important is that the evidence base is complete when the plan is published. The Infrastructure Delivery Plan is a piece of work that is ongoing with Herts County Council and a range of other infrastructure providers. The plan is highly advanced but there are some gaps that need to be filled and the team are meeting with Herts County Council every month to work on these. He said it was essential that this plan is available when the local plan has been submitted and said he was confident this would be ready.

A Robinson referred to the list of items at appendix three and said a majority of these have reached an advanced stage in draft form. The studies that are complete will be published but there will be studies that will continue beyond this upcoming consultation but they will be finalised at regulation 19 stage.

Councillor Anderson paid tribute to the efforts of officers to get the plan to this stage. He said he supported the plan going out to consultation but under the heading we do so because we have to. He asked for clarification about the local plan's position on requiring developers to replace trees lost as it seems the plan contradicts itself. Also he hoped that as a result of the consultation, we could be in a better position to require more sustainability and referred to the issue of allow proposals for solar farms to come forward where land is protected.

A Robinson said the local plan sets out requirements for tree planting and will result in a net increase of tree coverage. In developments that are proposing a loss of trees, the plan requires developers to plant additional trees above and beyond the original provision. He confirmed he would check the document to make sure this is clear. In relation to sustainability, the local plan takes into account the council's climate change resolution and the policy set out in the plan seeks to ensure developments come forward and deliver net reductions in emissions, prioritising a fabric first approach. In order to reach the overall targets, it is inevitable that onsite renewable energy will be required in specific sites. The policy is drafted so that

standalone energy schemes are encouraged in appropriate locations and balanced with the wider objectives alongside the protection of wider landscapes.

Councillor Birnie referred to appendix five and the officers reply to the recommendations made by SPAE OSC on point 1 and 2 about developments on green belt sites after 2038.

A Robinson clarified the Local Plan's position. The north Hemel Hempstead site (Phase 2) is to be removed from the Green Belt and safeguarded to meet longer term needs, beyond 2038.

Councillor Birnie asked about the officer's response to point 3 and what was meant by community engagement.

J Doe said once masterplans had been produced in draft form, they will come to Cabinet for approval. There are a range of consultation measures which can include members and the future of the task and finish group needs to be considered.

Councillor Williams confirmed that supplementary planning documents are subject to Full Council approval. He said this plan places significant challenges on the borough and if housing targets were not imposed by central government, the plan could have followed a different route. He highlighted that these housing targets could change over the consultation period.

Recommendations agreed.

CA/90/20 CLIMATE CHANGE STRATEGY

Decision

That Cabinet note and approve:

1. The progress on actions and approach to key issues as set out in the report with the inclusion of any changes and additions that Cabinet are minded to accept following the feedback from the September 29 Strategic Planning and Environment Overview and Scrutiny meeting (shown as Appendix 1).
2. That a further progress report be submitted to Cabinet in February 2021.
3. That the proposal to establish a Green Community Grant scheme, as set out in paragraph 6.3.3 of the report, be approved to be funded from the £75,000 Climate budget already established.

Corporate objectives

The Council's Climate Change Strategy and Action Plan will help to support all 5 corporate objectives:

- *Safe and clean environment:* e.g. contains actions relating to the quality of existing environments and design and layout of new development that promote security and safe access;
- *Community Capacity:* e.g. provide a framework for local communities to be better informed and involved in climate emergency mitigation;
- *New and Affordable housing:* through both direct delivery and setting improved sustainability requirements in new homes would help to reduce both the cost of energy and water and the carbon dioxide (CO₂) emissions the homes would produce;
- *Dacorum delivers:* fulfilling the zero carbon pledge will make a huge contribution to local sustainability and assist in the national target to reach zero carbon as a nation by 2050;
- *Regeneration:* the strategy and action plan will provide improvements to air quality, biodiversity, and opportunities for cycling and walking as well as major economic potential for 'green' businesses.

Monitoring Officer

No comments to add to the report.

S151 Officer

The initiatives recommended within this report can be met through existing budgets.

Advice

Councillor Williams introduced the report to members. This report has been to the relevant overview and scrutiny committee and was well received. It is positive in taking forward and establishing policies to deal with our own emission and meeting targets by 2030.

M Gaynor added that the report covers the progress already made and what is being worked towards. The climate change strategy stretches across the whole council but there will need to be an aspect of involving the community and wider borough as the motion agreed by council concerned council activity but there is also a national target to reach of zero carbon emissions by 2050. This is a challenging target but making rapid progress.

There were no questions.

Recommendations agreed.

CA/91/20 CAR PARKING SUPPLEMENTARY PLANNING DOCUMENT

Decision

RESOLVED TO RECOMMEND

- 1. That the draft SPD is adopted.**
2. That authority to make changes to the documents, including any necessary to reflect the Cabinet's discussions and decision, be delegated to the Assistant Director Planning, Development and Infrastructure in consultation with the Portfolio Holder for Planning and Infrastructure.

Corporate objectives

Having a clear set of standards to govern parking requirements for new development will help support the following objectives:

- *Safe and clean environment:* e.g. support policies in the Local Plan that promote a safe built environment
- *Dacorum delivers:* e.g. helps provides a clear framework upon which planning decisions can be made.

Deputy S151 Officer

No further comments to add to the report.

Deputy Monitoring Officer

The SPD will ensure that the Council's standards are consistent with the latest government guidance and should assist consistent decision making and reduce the likelihood of successful challenges to planning decisions

Advice

Councillor G Sutton introduced the report to members. This report follows consultation and consideration by SPAE OSC on 28 July 2020 and this is the amended draft of the new policy reflecting the views expressed at SPAE OSC for the revision of parking spaces in new developments. The proposed policy aims to secure sufficient levels of onsite parking and marks a departure from previous government guidance on maximum standards to minimum ones and so the requirement has to be met or exceeded. There is also a provision for electric charging points.

Councillor Guest asked what the timetable was for this policy being adopted.

Councillor Williams confirmed it would go to Full Council in November and be implemented immediately.

Councillor Guest ask what the evidence base was for the accessibility zones with lower levels of parking.

A Robinson said this was linked to historical evidence from previous census reports and other aspects including the location of services in these areas.

Councillor Anderson seconded the adoption of the policy and said he asked for this issue to come before the SPAE OSC when he was chairman and has seen its progress and was pleased to see the council were moving to adopt a minimum parking standard. The impact on maximum standards has been huge.

Councillor Birnie thanked officers for taking on board the comments and views of SPAE OSC. He said he was unclear on how parking provision within industrial sites are calculated. The overspill from developments into residential areas causes problems.

A Robinson said the standard is set out in appendix three which looks at floor space requirements which stems from the accessibility zones and earlier work carried out by Markides. He said the issue of lorry parking was being addressed in the Local Plan with the inclusion of a proposal to provide additional lorry parking in the borough.

Councillor Griffiths asked if this additional lorry parking referred to HGV vehicles or smaller commercial vans.

A Robinson said it focused on larger HGV vehicles. The parking standards for small commercial vehicles tie into the SPD.

Councillor Tindall asked about controlling growth in industrial areas especially at Christmas time where additional lorries and larger vehicles are present.

A Robinson said the SPD does include guidance to cover service vehicles.

Councillor Williams said this issue should partly be addressed by having better parking provision when built, these existing buildings were constructed a while ago and it is now difficult to deal with historical issues. He thanked officers for their work and said it was a hard task trying to reach a consensus and dealing with members expectations on what could be achieved but was pleased that the council was moving to minimum standards.

Recommendations agreed.

CA/92/20 HERTS GROWTH BOARD - SECTION 101 COMMITTEE

Decision

RESOLVED TO RECOMMEND

- (1) Agree to the establishment of the Hertfordshire Growth Board Joint Committee**

and Hertfordshire Growth Board Scrutiny Joint Committee and delegate such functions to the committees as set out in the annexed Hertfordshire Growth Board - Integrated Governance Framework and annexed Terms of Reference and Standing Orders for each committee.

- (2) Adopt the Hertfordshire Growth Board - Integrated Governance Framework into the Councils own constitutional framework and delegate authority to the Assistant Director, Corporate and Contracted Services to make any required changes to the Council's constitution to give effect to the Governance Framework.
- (3) Agree that the Council's nominated representative on the Hertfordshire Growth Board Committee shall be Councillor Andrew Williams as Leader of the Council and the approved substitute shall be Councillor Margaret Griffiths as Deputy Leader
- (4) Delegate authority to the Leader of the Council to nominate the Council's representative on the Hertfordshire Growth Board Scrutiny Joint Committee and approved substitute.

Corporate objectives

The proposed joint committee will support growth across Hertfordshire and will therefore help to ensure economic growth and prosperity.

Monitoring Officer

Local authorities are able to constitute joint committees with other authorities to discharge functions as set out in Sections 101 and 102 of the Local Government Act 1972; Section 9EB of the Local Government Act 2000 and the Local Authorities (Arrangement for the Discharge of Functions) (England) Regulations 2012.

The functions proposed to be delegated to the Joint Committee are set out in section 4 of the Terms of Reference document annexed to this report but Members will note that Section 4.3 clarifies the specific statutory functions which are excluded from this delegation.

S151 Officer

There are no direct budgetary implications for DBC arising from the recommendations in this report. Any future DBC contributions to joint projects shall be subject to the Council's internal approval processes, and membership of the Growth Board does not fetter its discretion.

Advice

Councillor Williams introduced the report to members. The Herts Growth Board has been operating for the last few years and is made up of the 10 councils in Hertfordshire, represented by their Leader and Chief Executive. This report is going to all councils in Hertfordshire and requires agreement from them all for this to be effective. This committee would enhance the group's negotiating position with the government.

There were no questions.

Recommendations agreed.

CA/93/20 PUBLIC SPACE PROTECTION ORDER

Decision

1. That the consultation on the establishment of alcohol related Public Spaces Protection Orders for the areas previously covered as outline in section 2 be agreed.
2. To report the outcomes of the consultation to Cabinet to decide to whether to reinstate the PSPO.

Corporate

objectives

Safe and Clean Environment - Maintain a clean and safe environment

Deputy Monitoring Officer

Section 59 of the 2014 Act gives local authorities the powers to create PSPOs to tackle anti-social behaviour.

Further to section 72 of the 2014 Act, local authorities must consult formally through the Chief Officer of Police and the local policing body. The recommendations in this report comply with the requirements of the 2014 Act.

Deputy S.151 Officer

No additional comments to add to this report.

Advice

Councillor Williams introduced the report to members. The borough currently has a number of alcohol related public space protection orders in place, these are soon expiring and so Cabinet are being asked to agree to a consultation on new orders.

Councillor Elliot asked how widely these orders will be advertised.

Councillor Williams said signage would be in place to indicate the area was covered by a PSPO. Their purpose is to control anti-social behaviour of street drinking and they are not designed to be a punishment and would be taking a sensible approach in applying.

M Brookes confirmed a proportional approach will be taken on any enforcement action and it would be clear what areas are covered by a PSPO.

Councillor Griffiths said these have been in place for the last three years and can't see any reason why they shouldn't be reviewed.

Recommendations agreed.

CA/94/20 ANNUAL INFRASTRUCTURE FUNDING STATEMENT

Decision

That the information provided on the Infrastructure Funding Statement in Appendix 1 be noted and agrees to its publication as required under the CIL Regulations 2010 (as amended).

Corporate objectives

The Infrastructure Funding Statement shows that developer contributions are being used to support all corporate objectives, for example: -

- A clean, safe and enjoyable environment: e.g. utilising developer contributions to promote walkable neighbourhoods, accessible green infrastructure and prioritising pedestrians.
- Building strong and vibrant communities: e.g. utilising developer contributions to create a sense of place.
- Ensuring economic growth and prosperity: e.g. utilising developer contributions to facilitate sustainable transport opportunities to and from our business locations and creating a sense of place.
- Providing good quality affordable homes: e.g. using developer contributions to fund delivery of affordable housing.

Deputy Monitoring Officer

The Council has a statutory duty to prepare an Infrastructure Funding Statement further to the Community Infrastructure Levy (Amendment) (England) (No.2) Regulations 2019 annually between 2nd to 31st December. The recommendations in this report comply with this statutory duty.

Deputy S.151 Officer

The Infrastructure funding statement outlines the CIL and S106 proceeds invoiced and the spend and allocation to date.

Advice

Councillor G Sutton introduced the report to members and said the council were required to make an annual submission on their spend of CIL. £6.7 million has been collected in CIL since the levy was introduced in 2015 and £3 million was in the pipeline. This confirms the council has amassed CIL receipts in readiness for major spend, the reason is clear, there is a pressure to provide further infrastructure with the increased growth required. The new Infrastructure Delivery Plan will set out what is needed and when and how to make best use of the money.

Councillor Tindall referred to the government white paper and said there were proposals to make changes to CIL and s.106. He asked what impact this would have on the CIL fund moving forward.

J Doe said that the government have made the point that this change shouldn't leave councils worse off. They are currently proposing to replace CIL with an infrastructure levy and there are not any details yet on how this will be set.

Councillor Williams was concerned about national levies as they are worth different amounts depending on where in the country you are.

Councillor Anderson said the white paper proposes that the levy is charged as a proportion of the value of the site instead of it being a flat rate per square metre. He said this would recreate an old issue that had been resolved by the introduction of CIL.

Recommendations agreed.

At the end of the meeting, Councillor Williams presented S Marshall with a gift from members as a thank you for her service and wished her well in her retirement.

The Meeting ended at 8.30 pm

CABINET FORWARD PLAN

	DATE	MATTERS FOR CONSIDERATION	Decision Making Process	Reports to Monitoring Officer/ S.151 Officer	CONTACT DETAILS	BACKGROUND INFORMATION
1.	24/11/20	Budget Monitoring Q2 report		05/11/20	Nigel Howcutt, Assistant Director Finance & Resources 01442 228662 Nigel.howcutt@dacorum.gov.uk	To provide an update on the Financial forecast for 2020/21 as at the end of Quarter 2.
2.	24/11/20	Covid-19 Update		05/11/20	Claire Hamilton, Chief Executive 01442 228213 claire.hamilton@dacorum.gov.uk	To highlight the work and support the Council has been carrying out across service areas in relation to Covid-19.
3.	24/11/20	Brownfield Land Register		05/11/20	James Doe, Assistant Director Planning, Development and Regeneration 01442 228583 james.doe@dacorum.gov.uk Alex Robinson, Strategic Planning Manager 01442 228002 Alex.robinson@dacorum.gov.uk	To review and approve the content of the annual update to the register of brownfield land in Dacorum
4.	24/11/20	Camelot Rugby Club Lease		05/11/20	Nigel Howcutt, Assistant Director Finance & Resources 01442 228662 Nigel.howcutt@dacorum.gov.uk	To seek approval of a long term lease arrangement for Camelot Rugby club
5.	15/12/20	Equality and Diversity Strategy		26/11/20	Mark Gaynor, Corporate Director Housing & Regeneration 01442 228575 mark.gaynor@dacorum.gov.uk	To seek approval on an updated Equality and Diversity Strategy
6.	15/12/20	Garage Investment Strategy		26/11/20	Linda Roberts, Assistant Director of People, Performance & Innovation 01442 228979 Linda.roberts@dacorum.gov.uk	To seek approval of a proposed Investment Strategy for the DBC Garages estate
7.	15/12/20	Council Tax base		26/11/20	Nigel Howcutt, Assistant Director Finance & Resources 01442 228662 Nigel.howcutt@dacorum.gov.uk	Annual council tax setting report sets out the projected 2021/22 baseline for the number of properties in DBC and the projected proportional volume of band D equivalent households that will be charged council tax.
8.	15/12/20	Treasury Management Mid-Year Update		26/11/20	Nigel Howcutt, Assistant Director Finance & Resources 01442 228662 Nigel.howcutt@dacorum.gov.uk	To be provided
9.	15/12/20	Committee Timetable 2021/22		26/11/20	Mark Brookes, Assistant Director Corporate & Contracted Services 01442 228236 Mark.brookes@dacorum.gov.uk	To agree the committee timetable for 2021/22
10.	19/01/21	HRA Business Plan		30/12/20	Fiona Williamson, Assistant Director of Housing 01442 228855 Fiona.williamson@dacorum.gov.uk	Revised HRA Business Plan to provide details for the period 2020-2023.
11.	19/01/20	Appropriation of General Fund Land to the HRA for Housing Development		30/12/20	Fiona Williamson, Assistant Director of Housing 01442 228855 Fiona.williamson@dacorum.gov.uk	To be provided
12.	19/01/20	Hemel Garden		30/12/20	James Doe, Assistant Director	To approve the

	DATE	MATTERS FOR CONSIDERATION	Decision Making Process	Reports to Monitoring Officer/ S.151 Officer	CONTACT DETAILS	BACKGROUND INFORMATION
		Communities Spatial Vision			Planning, Development and Regeneration 01442 228583 james.doe@dacorum.gov.uk Ian Charie, Director – Hemel Garden Communities ian.charie@dacorum.gov.uk	final version of the Spatial Visioning document for Hemel Garden Communities.
13.	19/01/20	Dacorum Strategic Sites Design Guide		30/12/20	James Doe, Assistant Director Planning, Development and Regeneration 01442 228583 james.doe@dacorum.gov.uk Alex Robinson, Strategic Planning Manager 01442 228002 Alex.robinson@dacorum.gov.uk	To consider recommending to Council the approval of the final use of the Strategic Sites Design Guide for use in the planning process.
14.	09/02/21	Climate Change Emergency Update		21/01/21	Mark Gaynor, Corporate Director Housing & Regeneration 01442 228575 mark.gaynor@dacorum.gov.uk	To report progress on the Climate Change Emergency action plan.
15.	09/02/21	Independent Remuneration Panel 2020 – Scheme of Members' Allowances for Dacorum Borough Council		21/01/20	Mark Brookes, Assistant Director Corporate & Contracted Services 01442 228236 Mark.brookes@dacorum.gov.uk	To report on the outcome of the review of the Council's Scheme of Members' Allowances by the Independent Remuneration Panel.

Future Items:

- South West Herts Joint Strategic Plan (J Doe)
- The Bury museum project (J Doe) - To update Cabinet on progress on options for delivering a new museum at The Bury, and seek agreement on the next stages of the project.
- Drug and Alcohol Support Commissioning (L Roberts & M Rawdon)
- Constitution Update/Protocol on filming (M Brookes)
- Berkhamsted Sports Centre (M Brookes)
- Paradise Depot Redevelopment and New Provision for DENS
- Transformation (Linda Roberts)



Report for:	Cabinet
Date of meeting:	24 November 2020
PART:	1
If Part II, reason:	

Title of report:	Budget Monitoring Quarter 2 2020/21
Contact:	Cllr Graeme Elliot, Portfolio Holder for Finance and Resources Nigel Howcutt, Assistant Director (Finance & Resources) James Deane, Corporate Director (Finance & Operations)
Purpose of report:	To provide details of the projected outturn for 2020/21 as at Quarter 2 for the: <ul style="list-style-type: none"> • General Fund • Housing Revenue Account • Capital Programme
Recommendations	<p>It is recommended that Cabinet consider the budget monitoring position for each of the above accounts and:</p> <ol style="list-style-type: none"> 1. Recommend to Council approval of the revised capital programme to move £2.409m slippage identified at Quarter 2 into financial year 2021/22 as detailed in Appendix C. 2. Recommend to Council approval of supplementary revenue budgets as follows: <ul style="list-style-type: none"> • Supplementary budget of £300k in the Local Development Framework (LDF) budget to fund the costs of producing the Local Plan, to be funded from the LDF reserve. • Supplementary budget of £30k in the Waste Development employees budget to fund a Recycling Officer post, to be funded from the Management of Change reserve. 3. Recommend to Council approval of supplementary capital budgets as follows:

	<ul style="list-style-type: none"> • Additional capital budget of £180k in the Commercial Assets and Property Development budget to fund the costs of completion of the new Bunkers Farm cemetery, to be funded from a contribution from West Herts Crematorium Joint Committee. • Additional capital budget of £210k in the Leisure service to fund a Multi-Use Games Area at The Hemel Hempstead School. • Additional capital budget of £70k to fund audio-visual improvement works at The Forum. <p>4. Approve a budget virement following receipt of £200k New Burdens funding related to Revenues and Benefits. Increase the budget in Revenues and Benefits employees costs by £75k and decrease the income budget by £125k, with an offsetting increase in the budget for Corporate Grants of £200k.</p>
Corporate objectives:	Ensuring efficient, effective and modern service delivery.
Implications:	<p><u>Financial</u> This report outlines the financial position for the Council for 2020/21 and so summarises the financial implications of service decisions expected to be made for the financial year.</p> <p><u>Value for Money</u> Regular budget monitoring and reporting supports the effective use of the financial resources available to the Council.</p>
Risk Implications	This reports outlines the financial position for the Council for 2020/21 and in so doing quantifies the financial risk associated with service decisions expected to be made for the financial year.
Community Impact Assessment	The content of this report does not require a Community Impact Assessment to be undertaken.
Health And Safety Implications	There are no Health and Safety implications arising from this report.
Statutory Officer Comments:	<p>Deputy Section 151 Officer: This is a Deputy S.151 Officer report.</p> <p>Monitoring Officer: No comments to add to the report.</p>
Consultees	The position reported within this report has been reviewed and discussed with relevant Council Officers.
Glossary of acronyms and any other abbreviations used in this report:	<p>GF – General Fund HRA – Housing Revenue Account LDF – Local Development Framework MHCLG – Ministry of Housing, Communities and Local Government EA – Everyone Active HCC – Herts County Council</p>

1. Executive Summary

- 1.1** General Fund revenue outturn – the Council is facing significant financial pressures as a result of the coronavirus. Overall in the General Fund a pressure of £3.1m is forecast, of which £3.0m results from the implications of coronavirus. This compares to £2.5m outlined in the Covid 19 update reported to Cabinet in September.

As every month progresses the combination of additional government guidance and a further month of actual data allow the forecasts to be refined, particularly in the Council's key income streams. Forecasting the end of year position is particularly challenging this year, as there is still a great degree of uncertainty surrounding the second half of the year, with many factors outside of the Council's control.

- 1.2** Housing Revenue Account outturn – The HRA is currently forecasting a surplus of £0.1m. This is a reduced surplus from the figure of £0.9m which was reported at Quarter 1 as a number of new pressures have been identified.
- 1.3** General Fund capital budgets are reporting slippage of £1.38m (11%) with an overspend of £0.1m (less than 1%).
- 1.4** In HRA capital budgets, slippage of £1.04m (4%) is forecast with an underspend of £1.62m (7%).

2. Introduction

- 2.1** The purpose of this report is to present the Council's forecast outturn for 2020/21 as at the 30 September 2020. The report covers the following budgets with associated appendices:

- General Fund - Appendix A. A pressure against budget of £3.1m is forecast.
- Housing Revenue Account (HRA) - Appendix B. A surplus of £0.1m is forecast.
- Capital Programme - Appendix C. General Fund capital budgets are reporting slippage of £1.38m and a budget pressure of £0.1m. Housing Revenue Account budgets are reporting slippage of £1.04m and an underspend of £1.62m against budget.

3. General Fund Revenue Account

3.1 The General Fund revenue account records the income and expenditure associated with all Council functions, except the management of the Council's own housing stock, which is accounted for within the Housing Revenue Account (HRA).

3.2 Appendix A provides an overview of the General Fund forecast outturn position.

The table below outlines the service areas with a significant financial pressure:

Table 1	Key Financial Pressure	Description
Scrutiny Committee		
Finance & Resources	£1.4m	Investment Property income
Finance & Resources	£1m	Car Parking income
Housing and Community	£0.6m	Garages Income
Strategic Planning and Environment	£1.2m	Waste Services (cost pressures and income pressures in Domestic Waste; income pressure in Commercial Waste)

3.3 The table below provides an overview by Scrutiny area of the current forecast outturn for controllable budgets within the General Fund.

Table 2	Current Budget £000	Forecast Outturn £000	Variance	
			£000	%
Finance & Resources	7,806	12,085	4,279	54.8%
Strategic Planning and Environment	10,906	12,919	2,013	18.5%
Housing & Community	1,686	2,076	390	23.1%
Total Operating Cost	20,398	27,080	6,682	32.8%
Core Funding	(20,399)	(23,937)	(3,538)	17.3%
Contribution (to)/ from General Fund Working Balance	(1)	3,143	3,144	

3.4 The following sections provide an analysis of the projected outturn and major budget variances shown by Scrutiny area.

4. Finance and Resources and Core Funding

Table 3 Finance & Resources	Current Budget £000	Forecast Outturn £000	Variance	
			£000	%
Employees	14,113	14,393	280	2.0%
Premises	2,946	3,193	247	8.4%
Transport	296	295	(1)	(0.3%)
Supplies & Services	3,974	4,524	550	13.8%
Third-Parties	739	745	6	0.8%
Transfer Payments	47,144	47,144	0	0.0%
Income	(11,262)	(8,065)	3,197	(28.4%)
Other Income	(50,237)	(50,237)	0	0.0%
Earmarked Reserves	93	93	0	0.0%
Total	7,806	12,085	4,279	54.8%

	Current Budget £000	Forecast Outturn £000	Variance	
			£000	%
Core Funding	(20,399)	(23,937)	(3,538)	17.3%

4.1 Employees - £280k pressure against budget

The forecast pressure against employee budgets includes:

- £100k expected pressure due to increased demand for services as a result of Covid-19. Increased staffing requirements are expected in areas such as Revenues and Benefits and Environmental Protection as a result of service pressures brought about by Covid-19.

New Burdens grant funding has been received to fund additional pressures in Revenues and Benefits as a result of Covid-19. A virement of £75k to increase the staffing budget in this area is proposed to Cabinet in this report.

- £80k agency cost within the Estates service. Agency staff have been required to fill professional property roles in the short term while recruitment to vacant posts takes place.
- £60k pressure within Neighbourhood Delivery due to interim resource to support the Covid response and delivery of new initiatives within the service.
- £75k additional staffing costs in Financial Services due to a requirement for temporary staff to cover maternity leave and support the closure of accounts process.
- £50k underspend in the Cemeteries service, which is a combination of a short term vacancy that has now been filled and a reduced requirement for temporary staff over the busy summer period.

4.2 Premises - £247k pressure against budget

The forecast pressure in premises costs includes:

Additional costs of £60k have been incurred to ensure that The Forum remains Covid-secure for staff and residents to use. These are costs such as temperature checking equipment, automated door entry system and perspex screening.

Pressure of £140k – a pressure of £140k is expected in Insurance costs. These relate to an increase in the value of claims relating to HRA properties including those arising from significant wet weather over the summer. These charges will be passed back through the recharge to the HRA.

4.3 Supplies & Services - £550k pressure against budget

A pressure of £525k relates to support payments made to the Council's leisure provider Everyone Active (EA) to support their losses during the period of closure of the leisure centres. An initial payment of £205k was made to allow EA to top up the furlough pay for their staff to 100% of salary in the first 3 months of closure. A second support payment of £320k has been agreed relating to July to September to support reopening of leisure services across Dacorum, as soon as restrictions were lifted. There are ongoing discussions in regards to the future support provided to Everyone Active in the second half of 2020/21.

4.4 Income - £3.2m pressure

The forecast pressure against income budgets includes:

- £1.4m pressure in Investment Property income. This estimated pressure arises from the potential deficit in rental income from commercial assets. The level of rental arrears has increased year on year in the first 6 months of the year, and is expected to grow as commercial tenants have exhausted their reserves, utilised government grants and are still limited by trading restrictions linked to Covid. The forecast is very much dependent on the extent of the expected economic downturn, which will dictate how badly businesses are affected and for how long. The service are being very proactive with tenants and arranging payment plans to support these businesses in the short term.
- £1.1m pressure in car parking income. This income stream has been severely affected by the coronavirus pandemic, particularly in the lockdown period during Q1 where income was 85% down on budget. The income has improved during Quarter 2 as restrictions have been lifted, but it is currently still 55% below target year to date.
- £0.5m pressure in the management fee income due from the Council's leisure provider. As part of the support package to EA, the management fee has been waived for the first 7 months of the year and is unlikely to be achieved in the remainder of the financial year. Around 72% of the lost

income will be reimbursed via central government income losses reimbursement scheme.

- £0.13m pressure in the Revenues budget for Court Costs recovered. This relates to the extra charges applied to council tax and business rates accounts when court action is taken in respect of non-payment. Due to the financial uncertainty for residents and local businesses caused by the Covid pandemic, formal recovery action was suspended during March. Additionally, the courts determined that liability order hearings were not a high priority, and so no hearings can be booked until late in 2020.

A virement to utilise New Burdens grant funding relating to the Revenues and Benefits service to offset this pressure is proposed.

- £90k pressure in facilities hire at Civic Buildings. These buildings could not open during the period of lockdown. Subsequently income has been affected due to ongoing social distancing requirements.
- £55k pressure in Legal Expenditure recovered. There has been a decline in the number of commercial property transactions during first half of the year. Litigation work has also declined as courts are only dealing with urgent criminal work.

4.5 Core Funding - £3.5m additional funding

Additional government grant income has been received as follows:

- £2.05m of Covid-19 support grant has been received from MHCLG, including a 4th allocation of £232k announced in October 2020.
- New Burdens funding of £200k, to support additional pressures in Revenues and Benefits because of increased workload through the Coronavirus pandemic. This will be applied to the budgets to offset pressures in staffing and in income as mentioned above.
- £72k of New Burdens funding relating to welfare reform within the Revenues and Benefits service.

An additional £1.3m of funding is expected under the government's income guarantee scheme to reimburse local authorities for 75% of lost income after the first 5% of the budgeted total.

Recharge to the HRA – a surplus of £105k is forecast in the recharge to the HRA, which is predominantly due to additional premises Insurance charges being passed back to the HRA, as mentioned in paragraph 4.2 above.

Investment Income – pressure of £180k. A pressure of £180k is forecast in General Fund investment income budgets due to a combination of smaller cash balances due to Covid policies and the reduction in interest rates announced by the government in March 2020.

5. Strategic Planning and Environment

Table 4 Strategic Planning and Environment	Current Budget £000	Forecast Outturn £000	Variance	
			£000	%
Employees	10,048	10,708	660	6.6%
Premises	990	1,016	26	2.6%
Transport	1,240	1,403	163	13.1%
Supplies & Services	2,100	2,675	575	27.4%
Third-Parties	366	366	0	0.0%
Income	(5,337)	(4,418)	919	(17.2%)
Capital Charges	1,571	1,571	0	0.0%
Earmarked Reserves	(72)	(402)	(330)	458.3%
Total	10,906	12,919	2,013	18.5%

5.1 Employees - £660k pressure against budget

The pressure in employees' costs includes:

- A pressure of £545k relates to Waste services employees' costs from additional agency requirements. This is due to over 20 staff self-isolated for 12 weeks at the start of the lockdown period and continued periods of isolation. The service is still under pressure due to increased levels of waste, access issues due to more people working from home resulting in a significant increase in missed bins, and the need to maintain social distancing.
- Pressure of £50k in Planning where staffing levels have been higher than budgeted.
- Pressure of £45k in the Vehicle Repair Shop due to additional staffing requirements as a result of Covid-19.
- Pressure of £30k in Waste Development to fund the cost of an additional Recycling Officer. This is a one-off cost which is requested to be funded from the Management of Change reserve.

5.2 Transport - £163k pressure against budget

A pressure of £100k relates to the maintenance of ageing fleet vehicles in Waste Services. This pressure is expected to continue until the full fleet of waste vehicles is received later in the financial year.

A pressure of £85k relates to hire of waste vehicles to support social distancing requirements, particularly for crews on rural rounds. The two rural rounds consisting of a driver and two loaders have been split, requiring the hire of two additional vehicles.

5.3 Supplies and Services - £575k pressure against budget

A pressure of £185k is expected in Waste Services from the increased cost of disposal of comingled recycling. This is as a result of 3 factors: firstly, tonnages of recyclable waste have increased by 30% as a result of households being at home during lockdown and continuing to work from home; secondly the contractor has charged additional processing fees to fund the costs of safe working conditions under Covid; and thirdly the global market for recyclables has declined leading to a reduction in income for recyclables.

Additional budget of £300k is required in the Strategic Planning service to fund the work to produce the Local Plan. The budget for the Local Plan has been set at a smoothed annualised average, with the LDF Reserve utilised to support this smoothing process. The process of delivering the Local plan has peaks and troughs in expenditure and the increased timeline for the Local Plan has meant 2020/21 is a high spending year, due to the Local Plan being finalised for submission to the Secretary of State for Examination in Public in 2022. The additional expenditure will fund key posts and external professional services to ensure the Local Plan is robust at examination. This is requested to be funded from a drawdown from the LDF reserve.

Pressure of £50k in the Planning service for legal expenditure relating to the appeals process. Where planning decisions are appealed and the decision is not in favour of the Council, legal costs are incurred which causes a budget pressure.

5.4 Income – £919k pressure against budget

The forecast pressures in income budgets are all Covid-19 related:

- Pressure of £250k related to Waste Services income. A pressure of £250k is expected in income from the Alternative Financial Model (AFM) payment from Herts County Council (HCC). This is due to the increase in residual waste particularly during the lockdown period. An increase in residual waste pushes up the cost of disposal to HCC, which is then passed back to local authorities via a lower AFM income payment.
- Pressure of £200k in Planning Income. This income stream has performed well in the first 6 months of the year and is just slightly below budget. However, the income remains exposed to fluctuations in the property market and a variance of £200k is anticipated.
- Pressure of £200k in Commercial Waste Income. This variance arises from the anticipated pressure on income from businesses no longer operating and increase in bad debtors. This will be dependent on the extent of the economic downturn and will be monitored through the broader economic recovery.

- Pressure of £90k in Land Charges. The Housing market is likely to stagnate for a period as households await a more clearly emerging economic picture, however the temporary relaxation of stamp duty levels is helping to lessen this impact.
- Pressure of £65k in Maylands Business Centre income. A pressure is expected in rental income, dependent upon how businesses are affected by the potential economic recession.
- There are other pressures in income streams such as Bulky Waste £45k and Cesspool emptying £12k as a result of Covid-19.

6. Housing and Community

Table 5 Housing and Community	Current Budget £000	Forecast Outturn £000	Variance	
			£000	%
Employees	4,131	4,130	(1)	(0.0%)
Premises	1,003	767	(236)	(23.5%)
Transport	14	14	0	0.0%
Supplies & Services	1,148	1,095	(53)	(4.6%)
Transfer Payments	5	2	(3)	(60.0%)
Income	(5,680)	(4,997)	683	(12.0%)
Capital Charges	1,083	1,083	0	0.0%
Earmarked Reserves	(18)	(18)	0	0.0%
Total	1,686	2,076	390	23.1%

6.1 Premises - £236k underspend against budget

An underspend of £350k is expected in the garages maintenance budget. An investment strategy is being prepared to evaluate how these revenue budgets can be best utilised in order to maximise the income stream. It is now unlikely that a significant amount of expenditure will be spent this financial year.

Pressure of £65k from the cost of providing emergency Bed and Breakfast Accommodation to those at risk of sleeping rough during the Covid-19 pandemic.

6.2 Income - £683k pressure against budget

Pressure of £600k in Garages income. Although the current void level is at 30.5%, it is envisaged that the void level will increase, as will the level of bad debt, as a result of any economic downturn. There is a risk that garages may represent an early cost saving for a household in financial difficulties.

7. Housing Revenue Account (HRA)

7.1 The HRA is a ring-fenced account relating to the Council's Landlord functions. A guiding principle of the HRA is that revenue raised from rents and service charges must be sufficient to fund expenditure incurred. The forecast outturn position for the HRA is shown at Appendix B.

7.2 The projected HRA balance at the end of 2020/21 is a surplus of £129k. This is a reduction on the forecast position expected at Quarter 1, which was £887k, as some new pressures have arisen which are detailed below. A balanced outturn position for the HRA can be achieved by either increasing (in the case of an overall surplus) or decreasing (in the case of an overall deficit) the final revenue contribution to capital for the HRA. This will be a decision for Members to take once the final outturn position for 2020/21 is confirmed later in the financial year.

7.3 Tenants' Charges – pressure of £0.2m

This variance has arisen in service charges income. Service charges are recalculated each year to ensure that the charge received by the tenant accurately reflects the service received. Where there are variations in cost to the tenant from one year to the next, the Council has committed to only pass on an increase of CPI +1% (in line with current rental policy).

7.4 Interest and Investment Income – pressure of £0.1m

A pressure of £100k is forecast against investment income budgets due to the reduction in interest rates announced by the government in March 2020.

7.5 Contribution Towards Expenditure – pressure of £0.1m

This income relates to property transactions such as the granting of lease extensions and easements. The budgeted target is not being achieved due to a lower volume of transactions.

7.6 Repairs and Maintenance - £2.1m under budget

This variance has arisen due to the Covid-19 pandemic, as internal or intrusive works cannot take place under the prevailing circumstances. Workstreams have been re-prioritised and non-essential internal works will be reduced for the first 6 months of year. At this stage, it is not expected that contractors will have the capacity to catch up later in the year with planned works.

7.7 Supervision and Management – pressure of £0.2m

This pressure has predominantly arisen due to higher than expected insurance costs, specifically related to Uninsured Losses claims due to weather events over the summer months.

7.8 Rent, Rates and Taxes – pressure of £0.1m

This pressure is due to Council Tax charges on empty HRA properties. Currently the level of voids in sheltered schemes is higher than anticipated which is leading to an additional cost.

7.9 Provision for Bad Debts - £1.1m over budget

It is expected that an increase in arrears of rental income will be seen this financial year, due to an increasing number of tenants in financial hardship. At this stage, it is very difficult to predict the level of arrears, as more tenants are moving on to Universal Credit, which may cause an initial delay in rental income being received. The Income team are working very closely with tenants to support them during this time, to arrange payment terms and assist with accessing benefits if appropriate.

8. Capital Programme

8.1 Appendix C shows the projected capital outturn in detail by scheme.

The table below summarises the overall capital outturn position by Scrutiny committee area.

The current budget is the original budget approved by Cabinet in February 2020, plus approved amendments.

The 'rephasing' column refers to projects where expenditure is still expected to be incurred, but will now be in 2021/22 rather than 2020/21 ('slippage'), or conversely, where expenditure planned initially for 2021/22 has been incurred in 2020/21 ('accelerated spend').

The 'Variance' column refers to projects which are expected to come in under or over budget and projects which are no longer required.

	Current Budget £000	Rephasing £000	Revised Budget £000	Forecast Outturn £000	Variance	
					£000	%
Finance & Resources	4,774	(1,154)	3,621	3,762	141	2.95%
Strategic Planning and Environment	3,207	(229)	2,978	2,981	3	0.10%
Housing & Community	4,654	10	4,664	4,608	(56)	-1.20%
GF Total	12,635	(1,373)	11,262	11,351	88	0.70%
HRA Total	23,276	(1,036)	22,240	20,624	(1,615)	-6.94%
Grand Total	35,911	(2,409)	33,502	31,975	(1,527)	-4.25%

8.2 General Fund Major Variances

There is forecast slippage of £1.38m in the General Fund with a forecast overspend of £0.1m.

The slippage of £1.38m includes the following items:

- Line 80 and 88: Slippage of £0.88m on the Parking Access and Movement (PAM) project and refurbishment of Water Gardens North and South Car Parks. These schemes have been unavoidably delayed due to the

coronavirus pandemic, as an essential part of the project is a survey to review traffic levels. This is required before planning permission can be granted. The traffic survey is now programmed in for later this financial year with construction commencement anticipated in early summer 2021.

The new access road that is being installed as part of the PAM project will enter the Water Gardens South car park, so it would be unwise to resurface this car park prior to part of it being excavated for the new access road.

The Water Gardens lower deck resurfacing will be carried out by the same contractor as the Water Gardens South resurfacing and the PAM project, so these works have been programmed in consecutively to achieve efficiencies in construction costs.

- Line 155: slippage of £0.13m on the Durrant's Lake project. Negotiations to conclude this project have been delayed due to the coronavirus pandemic.

The additional expenditure of £0.1m includes:

- Line 68: additional expenditure of £0.18m on the Bunkers Farm project to construct a new cemetery site. This expenditure will be fully met from a contribution to be received from West Herts Crematorium Joint Committee. A supplementary budget funded from capital contribution is requested.
- Lines 76-78: underspend of £0.11m on works to install new air handling units at Hemel Hempstead Leisure Centre. These works were undertaken during the period of closure of the leisure centre in Spring 2020, which allowed the works to be carried out at a lower cost.

8.3 Additional Capital Budgets

Supplementary capital budgets are requested for the following schemes:

- A supplementary budget of £210k is requested to replace the existing AstroTurf pitch, fencing and floodlighting and install a second pitch at The Hemel Hempstead School which will create a multi-use games area for football, tennis, hockey and netball use. A new 25 year dual use agreement will also be agreed which will make the facility available for the public outside of normal school times and therefore benefit both the school and residents.
- A supplementary budget of £70k is requested to fund audio-visual improvement works to The Forum. This will new support new ways of working under Covid-19 by allowing for hybrid meetings.

8.4 Housing Revenue Account Major Variances

There is estimated slippage of £1.04m in the HRA capital programme, and forecast underspend of £1.62m. This includes the following items:

- Line 179: £1.32m under budget on Martindale. This scheme is expected to complete in Autumn 2020, and it is now possible to release the full contingency (c. £0.9m) as this has not been required. In addition, at Quarter 1 it was expected that additional costs could arise due to Covid-19. These costs have not been as significant as expected.
- Line 180: underspend of £0.44m on Stationers Place. The project is at the completion stage and contingency within the budget can now be released.
- Line 183 Coniston Road: £0.36m of slippage. The tender period for award of the main contract was extended due to Covid-19, as a number of contractors had furloughed key staff. The contract has now been awarded and a start on site is expected for Quarter 4 of 2020/21.
- Line 184 Eastwick Row: slippage of £0.65m. The tender process for this scheme was also impacted by Covid-19. The contract has now been awarded and a start on site anticipated for Quarter 4 2020/21.

9. Conclusions and recommendations

9.1 As at Quarter 2 2020/21, there is a forecast pressure of £3.1m against General Fund budgets and a forecast surplus of £0.1m against Housing Revenue Account budgets.

9.2 As at Quarter 2 2020/21, against General Fund capital there is forecast slippage of £1.38m and a budget pressure of £0.1m. Against Housing Revenue Account capital schemes, budget rephasing of £1.04m is forecast and outturn is expected to be £1.62m under budget.


9.3 Members are asked to:

- note the forecast outturn position as at Quarter 2;
- recommend to Council the approval of the revised capital programme to move slippage identified at Quarter 2 into financial year 2021/22;
- recommend to Council the approval of supplementary revenue budgets set out in the report;
- recommend to Council the approval of the supplementary capital budgets set out in this report;
- approve the virement set out in the report.



Dacorum Borough Council
Revenue Budget Monitoring Report for September 2020

	Month			Year-to-Date			Full Year		
	Budget £000	Actuals £000	Variance £000	Budget £000	Actuals £000	Variance £000	Budget £000	Forecast Outturn £000	Variance £000
Operational Costs									
Finance and Resources	151	1,736	1,585	4,132	5,778	1,646	7,806	12,085	4,279
Housing and Community	19	134	115	499	366	(133)	1,686	2,076	390
Strategic Planning and Environment	694	790	96	4,857	5,936	1,079	10,906	12,919	2,013
Net Operational Costs	864	2,660	1,796	9,488	12,080	2,592	20,398	27,080	6,682
Other Items									
Investment Income	(25)	(50)	(25)	(150)	(133)	17	(300)	(120)	180
Interest Payments and MRP	76	0	(76)	229	0	(229)	916	916	0
Parish Precept Payments	0	0	0	972	972	0	972	972	0
Government Grants	(148)	(2,178)	(2,030)	(890)	(13,909)	(13,019)	(1,779)	(5,392)	(3,613)
Taxation (Council Tax and Business Rates)	(1,319)	(36,914)	(35,595)	(7,912)	(26,838)	(18,926)	(15,824)	(15,824)	0
Surplus / Deficit on Provision of Services	(1,387)	(39,142)	(37,755)	(7,576)	(39,908)	(32,332)	(16,015)	(19,448)	(3,433)
Transfers between Reserves / Funds									
Net Recharge to the HRA	(365)	(29)	336	(2,192)	169	2,361	(4,384)	(4,489)	(105)
Net Movement on General Fund Working Balance	(926)	(36,511)	(35,585)	(449)	(27,659)	(27,210)	(1)	3,143	3,144

 Housing Revenue Account 2020/21 Outturn Revenue Budget Monitoring Report				
	Adjusted Budget £000	Outturn £000	Variance	
			£000	%
Income:				
Dwelling Rents	(54,435)	(54,358)	77	-0.1%
Non-Dwelling Rents	(102)	(102)	0	0.0%
Tenants Charges	(1,517)	(1,306)	211	-13.9%
Leaseholder Charges	(593)	(593)	0	0.0%
Interest and Investment Income	(192)	(92)	100	-52.1%
Contribution towards Expenditure	(645)	(531)	114	-17.7%
Total Income	(57,484)	(56,982)	502	-0.9%
Expenditure:				
Repairs & Maintenance	12,068	10,018	(2,050)	-17.0%
Supervision & Management	14,196	14,391	195	1.4%
Rent, Rates, Taxes & Other Charges	36	160	124	344.4%
Interest Payable	11,586	11,586	0	0.0%
Provision for Bad Debts	975	2,075	1,100	112.8%
Depreciation	12,866	12,866	0	0.0%
HRA Democratic Recharges	335	335	0	0.0%
Revenue Contribution to Capital	5,855	5,855	0	0.0%
Total Expenditure	57,917	57,286	(631)	-1.1%
Transfer to / (from) Housing Reserves	(433)	(433)	0	0.0%
HRA Deficit / (Surplus)	0	(129)	(129)	0.0%
Housing Revenue Account Balance:				
Opening Balance at 1 April 2020	(2,892)	(2,892)	0	0.0%
Deficit / (Surplus) for year	0	(129)	(129)	0.0%
Proposed Contributions to Reserves	0	0	0	
Closing Balance at 31 March 2021	(2,892)	(3,021)	(129)	

CAPITAL PROGRAMME MONITORING BY SCRUTINY COMMITTEE FOR SEPTEMBER 2020

Scheme	Budget Holder	Original Budget	Prior Year Slippage	Adj's, Supps, Virements	Adjustments (Slip. C/F)	In-Year Adjustments	Current Budget	YTD Spend	Projected Outturn	Forecast Slippage	Projected Over / (Under)	
General Fund												
Finance and Resources												
Commercial Assets and Property Development												
42	Old Town Hall - Cafe Roof and stonework renewal	Richard Rice	0	60,000	0	0	0	60,000	0	10,000	(50,000)	0
43	Demolition of Civic Centre	Richard Rice	0	78,208	0	0	0	78,208	87,271	87,271	0	9,063
44	Old Town Hall Seating Replacement	Richard Rice	40,000	0	0	0	0	40,000	30,858	40,000	0	0
45	Berkhamsted Civic Centre Staircase Renewal	Richard Rice	23,000	0	0	0	0	23,000	0	24,000	0	1,000
46	Berkhamsted Civic Centre Improvements Works - Creation of new area	Richard Rice	20,000	0	0	0	0	20,000	0	20,000	0	0
47	Victoria Hall Tring lighting Upgrade Works	Richard Rice	23,000	0	0	0	0	23,000	0	23,000	0	0
48	Berkhamsted Civic Centre Electrical Upgrade Works	Richard Rice	0	0	24,000	0	24,000	24,000	0	24,000	0	0
49	Victoria Hall Tring Electrical Upgrade Works	Richard Rice	0	0	19,000	0	19,000	19,000	0	19,000	0	0
50	Tring Community Centre - new play area for Children's Nursery	Richard Rice	0	11,144	0	0	0	11,144	0	11,144	0	0
51	Bennetts End Community Centre Stairlift Replacement	Richard Rice	18,000	0	0	0	0	18,000	0	0	0	(18,000)
52	Boiler Replacement Programme	Richard Rice	185,000	0	0	0	0	185,000	0	185,000	0	0
53	Rossgate Shopping Centre - Structural Works	Richard Rice	0	300,901	0	0	0	300,901	0	300,901	0	0
55	100 High St (Old Town), Hemel - Window Replacement	Richard Rice	0	14,000	0	0	0	14,000	0	14,000	0	0
56	Long Chaulden Roof	Richard Rice	0	55,020	0	0	0	55,020	0	55,020	0	0
57	Bellgate - Walkway Renovation	Richard Rice	0	43,000	0	0	0	43,000	0	43,000	0	0
59	Bennettsgate - Window Renewal	Richard Rice	0	85,750	0	0	0	85,750	10,970	13,000	(72,750)	0
60	Commercial Assets - Shopping Centres	Richard Rice	70,000	0	0	0	0	70,000	0	70,000	0	0
61	Northbridge Road Highway Improvements	Richard Rice	0	45,000	0	0	0	45,000	61,678	61,678	0	16,678
62	Queens Square Canopy Renewal	Richard Rice	0	31,436	0	0	0	31,436	9,257	31,436	0	0
63	Apsley Industrial Estate Improvement Works	Richard Rice	25,000	0	0	0	0	25,000	0	25,000	0	0
64	Improvement Works to Market Stores	Richard Rice	20,000	0	0	0	0	20,000	0	20,000	0	0
65	Stevenage Rise Road Resurface	Richard Rice	33,000	0	0	0	0	33,000	0	33,000	0	0
66	Bellgate Roof Renewal	Richard Rice	25,000	0	0	0	0	25,000	0	25,000	0	0
67	Roofing Improvements The Denes	Richard Rice	0	0	15,000	0	15,000	15,000	0	15,000	0	0
68	Bunkers Farm	Richard Rice	0	0	0	0	0	0	178,275	178,275	0	178,275
69	Footpath Improvements Kings Langley churchyard	Richard Rice	15,000	0	0	0	0	15,000	19,500	19,500	0	4,500
70	Allotment Improvement Programme	Richard Rice	40,000	0	0	0	0	40,000	0	40,000	0	0
			537,000	724,459	58,000	0	58,000	1,319,459	397,809	1,388,225	(122,750)	191,516
Procurement and Contracted Services												
73	Dacorum Athletics Track - Resurface Track	Ben Hosier	0	133,712	0	0	0	133,712	16,683	54,583	(79,129)	0
74	Hemel Hempstead Sports Centre - Astroturf renewal	Ben Hosier	0	70,000	0	0	0	70,000	0	70,000	0	0
76	Leisure Works - Replace Air Handling Unit in the Pool (Hemel)	Ben Hosier	0	270,000	0	0	0	270,000	120,000	556,380	0	286,380
77	Leisure Works - Replace Air Handling Unit in the Gym (Hemel)	Ben Hosier	150,000	0	0	0	0	150,000	0	0	0	(150,000)
78	Leisure Works - Replace Air Handling Unit in the Sports Hall (Hemel)	Ben Hosier	250,000	0	0	0	0	250,000	56,000	0	0	(250,000)
79	Berkhamsted Leisure Centre Improvements Works	Ben Hosier	0	52,000	0	0	0	52,000	0	100,249	0	48,249
80	Car Park Refurbishment	Ben Hosier	100,000	546,896	0	0	0	646,896	0	170,000	(476,896)	0
81	Multi Storey Car Park Berkhamsted	Ben Hosier	0	0	300,000	0	300,000	300,000	180,985	300,000	0	0
82	Town Centre Access Improvements	Ben Hosier	0	538,439	0	0	0	538,439	89,109	138,439	(400,000)	0
			500,000	1,611,047	300,000	0	300,000	2,411,047	462,776	1,389,651	(956,025)	(65,371)
Finance & Operations Management												
91	Civic Zone Regeneration Upgrade (DevCo)	James Deane	500,000	253,646	0	0	0	753,646	107,634	753,646	0	0
			500,000	253,646	0	0	0	753,646	107,634	753,646	0	0
Information, Communication and Technology												
99	Rolling Programme - Hardware	Ben Trueman	75,000	0	0	0	0	75,000	26,861	75,000	0	0
100	Software Licences - Right of Use	Ben Trueman	50,000	0	0	0	0	50,000	2,409	50,000	0	0
101	Future vision of CRM	Ben Trueman	55,000	75,000	0	0	0	130,000	6,400	80,000	(50,000)	0
			180,000	75,000	0	0	0	255,000	35,670	205,000	(50,000)	0

CAPITAL PROGRAMME MONITORING BY SCRUTINY COMMITTEE FOR SEPTEMBER 2020

Scheme	Budget Holder	Original Budget	Prior Year Slippage	Adj's, Supps, Virements	Adjustments (Slip. C/F)	In-Year Adjustments	Current Budget	YTD Spend	Projected Outturn	Forecast Slippage	Projected Over / (Under)
People											
105 EIS Replacement	Matt Rawdon	0	10,151	0	0	0	10,151	15,719	25,000	0	14,849
106 Self Service Kiosks	Matt Rawdon	0	25,000	0	0	0	25,000	0	0	(25,000)	0
		0	35,151	0	0	0	35,151	15,719	25,000	(25,000)	14,849
Totals: Finance and Resources		1,717,000	2,699,303	358,000	0	358,000	4,774,303	1,019,609	3,761,522	(1,153,775)	140,994
Housing and Community											
Procurement and Contracted Services											
118 Rolling Programme - CCTV Cameras	Ben Hosier	25,000	1,745	0	0	0	26,745	16,463	26,745	0	0
119 Alarm Receiving Centre	Ben Hosier	0	33,627	0	0	0	33,627	0	33,627	0	0
120 CCTV Equipment Refresh	Ben Hosier	(380,000)	490,000	0	0	0	110,000	99,987	120,000	10,000	0
		(355,000)	525,372	0	0	0	170,372	116,450	180,372	10,000	0
People											
124 Verge Hardening Programme	Matt Rawdon	450,000	79,884	0	0	0	529,884	183,567	529,884	0	0
125 Capital Grants - Community Groups	Matt Rawdon	20,000	0	0	0	0	20,000	3,000	20,000	0	0
		470,000	79,884	0	0	0	549,884	186,567	549,884	0	0
Strategic Housing											
129 Affordable Housing Development Fund	David Barrett	2,691,000	0	0	0	0	2,691,000	226,257	2,691,000	0	0
130 Westerdale (Garage Development)	David Barrett	0	385,885	0	0	0	385,885	195,282	330,000	0	(55,885)
131 Temporary Accommodation - creation of new units	David Barrett	50,000	0	0	0	0	50,000	0	50,000	0	0
132 Upgrade to Civica Abritas system (Housing Options)	David Barrett	66,000	0	0	0	0	66,000	62,800	66,000	0	0
		2,807,000	385,885	0	0	0	3,192,885	484,340	3,137,000	0	(55,885)
Property and Place											
110 Disabled Facilities Grants	Jason Grace	741,000	0	0	0	0	741,000	158,940	741,000	0	0
		741,000	0	0	0	0	741,000	158,940	741,000	0	0
Totals: Housing and Community		3,663,000	991,141	0	0	0	4,654,141	946,297	4,608,256	10,000	(55,885)

CAPITAL PROGRAMME MONITORING BY SCRUTINY COMMITTEE FOR SEPTEMBER 2020

Scheme	Budget Holder	Original Budget	Prior Year Slippage	Adj's, Supps, Virements	Adjustments (Slip. C/F)	In-Year Adjustments	Current Budget	YTD Spend	Projected Outturn	Forecast Slippage	Projected Over / (Under)	
Strategic Planning and Environment												
Environmental Services												
144	Wheeled Bins & Boxes for New Properties	Craig Thorpe	10,000	0	90,000	0	90,000	100,000	99,685	100,000	0	0
145	Waste & Recycling Service Improvements	Craig Thorpe	0	0	0	0	0	0	3,005	0	0	0
147	Gadebridge Park - Renovation of White Bridge	Craig Thorpe	0	370,000	0	0	0	370,000	(5,362)	370,000	0	0
148	Upgrade of Hand Arm Vibration Monitoring System	Craig Thorpe	17,000	(20,052)	0	0	0	(3,052)	0	0	0	3,052
149	Resurfacing Works and Building Improvement to Depot	Craig Thorpe	60,000	0	0	0	0	60,000	0	60,000	0	0
150	Fleet Replacement Programme	Craig Thorpe	2,311,130	(300,398)	400,000	0	400,000	2,410,732	103,042	2,410,732	0	0
			2,398,130	49,550	490,000	0	490,000	2,937,680	200,370	2,940,732	0	3,052
Development Management and Planning												
86	3D Modelling Software for Planning	Sara Whelan	60,000	0	0	0	0	60,000	0	0	(60,000)	0
87	Tablets for Planning	Sara Whelan	20,000	0	0	0	0	20,000	0	20,000	0	0
			80,000	0	0	0	0	80,000	0	20,000	(60,000)	0
Strategic Planning and Regeneration												
155	Urban Park/Education Centre (Durrants Lakes)	Chris Taylor	0	134,015	0	0	0	134,015	0	0	(134,015)	0
157	The Bury - Conversion into Museum and Gallery	Chris Taylor	0	55,000	0	0	0	55,000	0	20,000	(35,000)	0
			0	189,015	0	0	0	189,015	0	20,000	(169,015)	0
	Totals: Strategic Planning and Environment		2,478,130	238,565	490,000	0	490,000	3,206,695	200,370	2,980,732	(229,015)	3,052
	Totals - Fund: General Fund		7,858,130	3,929,009	848,000	0	848,000	12,635,139	2,166,275	11,350,510	(1,372,790)	88,161

CAPITAL PROGRAMME MONITORING BY SCRUTINY COMMITTEE FOR SEPTEMBER 2020

Scheme	Budget Holder	Original Budget	Prior Year Slippage	Adj's, Supps, Virements	Adjustments (Slip. C/F)	In-Year Adjustments	Current Budget	YTD Spend	Projected Outturn	Forecast Slippage	Projected Over / (Under)	
Housing Revenue Account												
Housing and Community												
Property & Place												
169	Planned Fixed Expenditure	Jason Grace	17,057,000	0	(3,700,000)	(4,977,000)	(8,677,000)	8,380,000	1,718,025	7,579,000	0	(801,000)
170	Pain/Gain Share (Planned Fixed Expenditure)	Jason Grace	0	0	0	0	0	0	(317,104)	0	0	0
171	M&E Contracted Works	Jason Grace	0	0	700,000	(300,000)	400,000	400,000	85,615	450,000	50,000	0
172	Communal Gas & Heating	Jason Grace	0	0	3,000,000	(1,000,000)	2,000,000	2,000,000	821,819	2,000,000	0	0
173	DBC Commissioned Capital Works	Jason Grace	750,000	901,068	0	(62,838)	(62,838)	1,588,230	393,647	2,389,230	0	801,000
174	Special Projects	Jason Grace	0	909,653	0	(850,000)	(850,000)	59,653	0	59,653	0	0
			17,807,000	1,810,721	0	(7,189,838)	(7,189,838)	12,427,883	2,702,002	12,477,883	50,000	0
Strategic Housing												
178	New Build - General Expenditure	David Barrett	(318,608)	318,608	0	0	0	0	0	75,000	0	75,000
179	Martindale	David Barrett	2,035,454	2,031,700	0	0	0	4,067,154	1,154,271	2,747,830	0	(1,319,324)
180	Stationers Place / Apsley Paper Mill	David Barrett	0	1,450,785	0	0	0	1,450,785	689,081	1,010,100	0	(440,685)
181	Swing Gate Lane	David Barrett	0	0	0	0	0	0	41,610	51,610	0	51,610
182	Bulbourne	David Barrett	(689,700)	828,391	0	(62,000)	(62,000)	76,691	2,716	66,220	(10,471)	0
183	Coniston Road	David Barrett	1,705,800	(342,708)	0	(785,000)	(785,000)	578,092	12,176	217,500	(360,592)	0
184	Eastwick Row	David Barrett	1,084,951	(66,725)	0	0	0	1,018,226	65,786	364,555	(653,671)	0
185	St Margaret's Way	David Barrett	(324,148)	440,648	0	145,750	145,750	262,250	47,341	297,340	35,090	0
186	Paradise Fields	David Barrett	150,000	0	0	806,700	806,700	956,700	204,408	970,600	13,900	0
187	Gaddesden Row	David Barrett	964,679	(319,651)	0	0	0	645,028	231,541	663,000		17,972
188	Randalls Ride	David Barrett	80,000	112,451	0	0	0	192,451	28,700	192,451	0	0
189	Garage Sites - New Build Developments	David Barrett	525,000	490,270	0	0	0	1,015,270	57,783	1,055,366	40,096	0
190	Wilstone	David Barrett	33,438	105,013	0	(38,000)	(38,000)	100,451	8,252	90,000	(10,451)	0
191	Marchmont Fields	David Barrett	100,000	0	0	0	0	100,000	14,702	100,000	0	0
192	Paradise Depot	David Barrett	225,000	0	0	(25,000)	(25,000)	200,000	36,997	155,000	(45,000)	0
193	Cherry Bounce	David Barrett	300,000	0	0	(115,000)	(115,000)	185,000	5,407	90,000	(95,000)	0
			5,871,866	5,048,782	0	(72,550)	(72,550)	10,848,098	2,600,771	8,146,573	(1,086,099)	(1,615,426)
Totals: Housing and Community			23,678,866	6,859,503	0	(7,262,388)	(7,262,388)	23,275,981	5,302,773	20,624,456	(1,036,099)	(1,615,426)
Totals - Fund: Housing Revenue Account			23,678,866	6,859,503	0	(7,262,388)	(7,262,388)	23,275,981	5,302,773	20,624,456	(1,036,099)	(1,615,426)
Totals			31,536,996	10,788,512	848,000	(7,262,388)	(6,414,388)	35,911,120	7,469,048	31,974,966	(2,408,889)	(1,527,265)



Report for:	Cabinet
Date of meeting:	24th November 2020
Part:	1
If Part II, reason:	

Title of report:	COVID-19 IMPACT PAPER
Contact:	<p>Andrew Williams, Leader of the Council and Portfolio Holder for Corporate & Contracted Services</p> <p>Author/Responsible, Officer:</p> <p>Claire Hamilton, Chief Executive</p> <p>James Deane, Corporate Director (Finance and Operations)</p> <p>Mark Gaynor, Corporate Director (Housing and Regeneration)</p> <p>Mark Brookes, Assistant Director (Corporate & Contracted Services)</p>
Purpose of report:	<ol style="list-style-type: none"> 1. To provide Cabinet with an update on the projected financial impact of Covid-19. 2. To highlight the work and support the Council has been carrying out across service areas in relation to Covid-19. 3. To seek approval for additional funding to Citizens Advice Dacorum
Recommendations	<ol style="list-style-type: none"> 1. That Cabinet receive and note: <ol style="list-style-type: none"> (a) The projected financial impact of Covid-19 for 2020/21 as set out in section 1. (b) The service updates provided in section 2. 2. That Cabinet recommend Council approve £76,000 (over two years) additional funding for Citizens Advice Dacorum.

Corporate objectives:	The financial impact and the Council's response to Covid-19 will impact all of the Council's Corporate Objectives.
Implications: 'Value for money' implications	<u>Financial</u> Financial Implications are covered in section 1. <u>Value for money</u> Covid-19 will have various value for money implications which will be assessed as proposals develop to respond to the issues raised. The Council's initial response has focused on continuity of service provision and support for key groups and organisations – the measures implemented are aimed at assisting the recovery and minimising the long terms impacts as much as possible.
Risk implications	Due to the significant impact of Covid-19, a new strategic risk has been entered into the Council's Strategic Risk Register.
Community Impact Assessment	The Council's response to date has tried to ensure minimal service disruption to the community. The recovery phase of the Council's response will continually assess its impact on the community to ensure a balanced and effective response and this will be directed through the various recovery groups.
Health and safety Implications	The Council has acted promptly and put in place appropriate measures to ensure that staff, councillors and the community are protected from Covid-19 whilst trying to ensure minimal service disruption. This will continued to be assessed through the recovery stages.
Monitoring Officer/ S.151 Officer Comments	<u>Monitoring Officer comments</u> The Monitoring Officer continues to monitor the key issues raised by legislative changes and relevant government guidance and ensure that effective policies and procedures are in place to assist services to continue to deliver during the pandemic and subsequent recovery phase. <u>S151 Officer comments</u> The Financial Implications section of the report have been written by the S151 officer and will continue to be monitored as actual costs become clearer. Members will be regularly updated on the financial implications of Covid-19 as they develop.
Consultees:	Leader of the Council, Councilor Andrew Williams
Background papers:	Coronavirus Covid-19: Guidance for Local Government Procurement Policy Note 02/20 – Supplier Relief due to Covid-19
Glossary of	None

acronyms and any other abbreviations used in this report:	
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1. **EXECUTIVE SUMMARY – FINANCIAL IMPLICATIONS**

- 1.1 This section provides an update on the Covid-related financial pressures detailed in the September Cabinet report. It does not include the business-as-usual pressures that emerge over the course of the year, which will continue to be reported to Members through the scheduled Budget Monitoring reports.
- 1.2 The forecasts in this report have been updated to reflect seven months' worth of current year data, as well as the most recent announcements from Government on the financial support that will be provided to councils over the course of the year.
- 1.3 As at the end of October, DBC is forecast to face a net General Fund pressure in the current financial year of around £2.2m (down from the £2.5m reported in September).

This is a net position, incorporating the following:

- £1.9m additional expenditure (see paragraph 1.12)
- £2.5m reduced income, net of government income support (see paragraphs 1.7 – 1.11)

Offset by:

- £2.2m of government grants, including £2m of Covid Support Grant and £170k of new burdens grant for Revenues and Benefits to support pandemic costs

- 1.4 The Medium-Term Financial Strategy recommended by Cabinet to Council at its October meeting proposed a strategy for managing Covid-related pressures as a time-limited pressure, distinct from the underlying savings challenges the Council faces to ensure it remains sustainable over the medium-term. This strategy relies on the use of earmarked reserves which, although ensuring the continuation of Council services, will inevitably reduce the capacity of the Council to deliver the ambitions for which the reserves were originally earmarked. In light of the significant and fast-changing budgetary implications of Covid, the MTFS will be kept under constant review and reported back to Members.
- 1.5 Falling collection rates for both Council Tax and Business Rates could create funding issues in future years. However, the technicalities of these funding streams means that the current year's budget will not be affected.
- 1.6 The HRA is currently forecasting a full-year surplus of c£900k. This is a net position, with an expected increase in the bad debt provision to be partially offset by reduced expenditure of £2.4m.

Pressure on General Fund income streams

- 1.7 The most significant financial threat continues to be lost income due to falling demand for Council services. The table below shows the latest year-end forecasts for

key income streams. It should be noted that these projections could alter dramatically over the remainder of the year depending on factors that cannot be estimated within any certainty and are beyond the Council's control, e.g. the potential for future national or local restrictions/lockdown period and the unknown severity of any recession.

- 1.8 The income streams most exposed to potentially significant changes in later months are the two highest: Investment Property and Garages, which together comprise £9m of the Council's £16m key income streams. As rental income, neither are eligible for the Government's income protection scheme which limits the volatility of other, non-rental income by underwriting 72% of net losses. The risk of significant swings within the current year reduces with each month that passes where the expected recession has not taken effect.
- 1.9 In addition to these key, customer-facing income streams, the Council now faces a further £250k income pressure. Since the September Cabinet report, Hertfordshire County Council (HCC) has advised that its forecast Alternative Financial model (AFM) payment to DBC of c£300k is now likely to reduce to c£50k. The AFM is used by HCC to reward district councils for reducing its landfill disposal costs: effectively, the fewer tonnes of landfill waste that HCC needs to dispose of, the more it avoids disposal costs, and the greater the AFM payments it makes to districts.
- 1.10 One effect of lockdown has been the increased waste generated across the entire county, which has increased HCC's disposal costs and therefore reduced AFM payments. DBC is now one of the few districts which is still forecast to receive a payment, which is in part due to the Waste service continuing to provide its usual service and collect separate waste streams. The final payment amount will be determined at year-end, and the current forecast must be considered highly vulnerable.
- 1.11 The table below provides an update on the Council's key income streams highlighted in previous reports.

Income stream	Budget	May Forecast	August Forecast	October Forecast	Commentary
Investment Property	£5.4m	£2.7m	£4m	£4.4m	As at the end of October, 81.5% of rents due in the current year have now been collected compared with 90% at the same point last year. This represents an improvement in collection since September, when the year-on-year position was down 11%. There remains a significant risk that collection issues will escalate later in the year due to the attritional effect on tenants of sporadic trading restrictions and limited footfall. The forecast year-end position is based on 50% collection rate for the remaining 5 months of the year.
Garages Income	£3.6m	£2.7m	£3m	£3.1m	As at the end of October, the garage occupancy level has not reduced throughout the year, though the impact of Covid has impeded the realization of budgeted gains due to the delayed garage project and the redirection of corporate staffing resource. Future income remains exposed to the threat of potential recession, and this forecast assumes a 20% shortfall against the current position for future months.
Car Parking	£2.8m	£1.8m	£2.5m	£2.3m	As expected, the nationwide lockdown during the early months of the financial year had a dramatic impact on parking revenue, with income down at 15% of budget as at the end of May. The following months saw a positive trend with actual income gradually moving toward budget through subsequent months June (35%); July (63%); August (70%); Sept (78%); Oct (80%). This month, the full-year forecast has been updated to reflect the year-to-date receipts and the estimated impact of the November lockdown. The original May estimate of a £1m income shortfall is coming under some pressure, however, c72% of this will be offset by the Government income scheme.
Planning Fees	£1.2m	£0.9m	£1.1m	£1.1m	Over the first 7 months of the year income has been down around 5% against budget. Future income remains exposed to fluctuations in the property market and this forecast assumes a 25% under budget for the remainder of the year. The Government Income Guarantee Scheme will reimburse the Council around 72% of the planning income shortfall.
Commercial Waste	£1m	£0.75m	£0.9m	£0.9m	Forecast remains constant with the September position.
Temporary Accommodation	£950k	£950k	£950k	£950k	Demand has increased dramatically, but the Council is unlikely to see a significant increase in income as the Council's own TA capacity becomes fully utilised. The Council has budgeted capital resource to increase its supply of TA, which will result in increased income.
Leisure	£500k	£200k	£360k	£360k	The leisure sector has been hit dramatically by lockdown; revenues continue to be impacted as social distancing limits visitor capacity; and, membership numbers will take many months to recover to pre-Covid levels. It is unlikely that any management fee will be received this year, but £360k will instead be reimbursed through the govt. income scheme.
Civic/Sports/AP G hire	£300k	£150k	£260k	£260k	Income continues to be hit by social distancing. The original forecast of 50% reduction against budget is updated only by the partial offset under the Government scheme.
Search Fees	£230k	£120k	£190k	£200k	The housing market is likely to stagnate for at least the next 12 months as households await a clearer economic picture.
Total	£15.9m	£10.3m	£13.3m	£13.7m	Forecast shortfall of £2.2m (14% of budget)

Pressure on General Fund expenditure

1.12 The areas forecasting significant expenditure pressure remain the same as those reported in September, and, at present, the total remains within the £2m of Government grant funding received. The updated figures are as below:

Expenditure Type	Pressure	Commentary
Waste Services	£900k	The heightened restrictions and increasing infection rates are placing increasing cost pressures on the service – agency staff usage has again increased and additional trucks are being hired to cope with increased tonnages, the need to separate crews on rural rounds, and access challenges due to increased homeworking and a resultant increase in cars parked on roads.
Supplier Support Packages	£525k	This comprises payments to key suppliers that were subject to approval under Part 2 legislation. Members can find more detail under PH Decision Sheets dated 31 March and 20 July 2020.
Office-based staff	£200k	Estimated additional staffing costs to meet Covid-related increases in service demand across the Council over the course of the year.
Facilitate compliant ways of working	£250k	This includes modifications to Council buildings e.g. screen dividers for desks; automatic door installations; investment in mobile IT, etc.
Total	£1.9m	

Pressure on Council Tax collection

1.13 At the end of September, year-on-year collection rates were down 1.8%, with 64.5% of the annual total having been collected, compared to 66.3% at the same stage last year. This represents an improvement on the 2% shortfall at the end of September, and the general trend has not deteriorated since the end of June. It is expected that at this stage collection rates would be down on last year due to the number of taxpayers rearranging their payments for later in the year. The final year-end position will depend on the extent to which re-profiled payments catch up in February and March.

1.14 The mechanics of the Council Tax Collection Fund mean that a short-fall in the current year collection rate will not result in a budgetary pressure for the Council until next financial year.

Pressure on Business Rates collection

1.15 From a budgetary perspective, DBC will not be impacted in the current financial year by falling collection rates. This is because the grant DBC receives from Government is based on 'assessment of need', with a maximum of 7.5% of the grant at risk if Business Rates collection falls below a baseline level. The at-risk element is based on the previous year, so any contraction of the local economy won't impact DBC until next financial year. Members will be kept updated on the emerging position.

Summary of General Fund budgetary position and potential mitigations

- 1.16 Based on the forecasts in this report, DBC faces a potential in-year Covid-related budgetary pressure of:
- | | |
|-----------------------------------|----------------|
| Increased expenditure | £ 1.9m |
| Net income pressure | £2.5m |
| Less additional Government grants | <u>(£2.2m)</u> |
| Net budgetary pressure | £ 2.2m |
- 1.17 The MTFs reported to Cabinet in October 2020 recommended a strategy of managing Covid-related pressures through the use of earmarked reserves. This enables the protection of Council services, but is unavoidably at the expense of the future projects the reserves were created to support, (in some cases to finance schemes which are fundamental to meeting future savings requirements). This strategy will be kept under review in light of changing pressures and any Government announcements on future funding.

Housing Revenue Account

- 1.18 As at the end of October, the Covid-related impact on the HRA is a forecast surplus of c£1m, consistent with the position at the end of August, reported to Cabinet in the September report. The principle areas of variance are an increase of the bad debt provision of c£1.1m, offset by reduced expenditure of £2.2m on the repairs budget due to reduced access to tenants' homes. The threat to the HRA is significantly lower than the General Fund, as delays to rental income are likely to be short term whilst tenants transfer to Universal Credit.

2 RESILIENCE AND RECOVERY SUPPORT

- 2.1 Members will note that this is the third update report on the Council's response to Covid-19 and this part of the report will highlight some of key work and support that the Council has provided across its various services to ensure continuity of service and recovery resilience. This report covers the period September to November 2020.

Managing the pandemic

Linkages to Wider Local Resilience Forum Recovery Structure

- 2.2 In respect of the current pandemic, a Hertfordshire wide Recovery Coordinating Group (RCG) has been established. The RCG is a multi-agency officer group with clear linkages and reporting lines to the Strategic Co-ordinating Group (SCG). The Covid-19 Health Protection Board also meets weekly to work on implementation of the Covid- 19 Outbreak Plan, this has representation from the SCG, RCG, County, Public Health England, Police, CCG and Health Service. There are a number of specific cells coordinating operational activity and supporting these Groups and Boards.
- 2.3 The Dacorum incident and recovery continues to be managed by the Incident Management Team (IMT) which has been managing the pandemic to date and meets at least twice weekly to review all key issues.
- 2.4 There is continued and effective liaison between work streams at county and borough levels and daily updates are received from the Health Protection Board including infection rates for the county and borough, which enables targeted and coordinated work to be undertaken to manage any local outbreaks.

- 2.5 The Environmental and Community Protection team continues to be engaged in local Track and Trace, and dealing with complaints and requests for advice surrounding businesses' Covid Secure Status. The intensity of the work continues to rise and during October to 11 November the team has contact traced 34 positive cases of Covid 19 and investigated a number of business outbreaks. The Team has visited 7 workplaces with multiple cases, to check Covid compliance and ensure close workplace contacts of the cases have also been isolating, in a bid to halt the spread of the disease in the Dacorum area. Cases have been located across the Borough with concentrations in populated areas such as Hemel Hempstead, Berkhamsted and Tring. The cases initially were with younger adults, (August and September reflecting the national trend,) but now cover the whole spectrum of age groups, with increases being seen in the over 60's.
- 2.6 From 1st December, a local Dacorum Track and Trace call centre and contact tracing service will operate within the Environmental and Community Protection Team with initial anticipated numbers of 50 cases per week linking into the County and National schemes. With local knowledge and contact visits on the ground, it is expected that the service will be more effective in reaching local cases and contacts.
- 2.7 Four internal recovery groups have now been established to focus and develop action plans for the recovery stage of the pandemic, which will focus on the following key areas:-
- ❖ Communities, Housing, Health and Wellbeing
 - ❖ Finance and Corporate Assets
 - ❖ Growth and Economy
 - ❖ Organisational Development

Support to Communities

- 2.8 Officers continue to liaise with community and charitable organisations which provide services to residents in the borough to assess the short, medium and long term impacts of Covid-19. A monthly meeting has been arranged to discuss key issues, and this has highlighted the financial challenges faced by organisations, as well as providing invaluable insights into community issues arising from Covid-19. Partnership working between charitable and community organisations has increased and many organisations have demonstrated significant flexibility in using their resources in different ways to meet the needs and demands of residents as well as supporting Council services
- 2.9 Officers have supported the Hertshelp project which aims to support our most vulnerable residents. Support for the food delivery process has now concluded as this service is no longer offered by Hertfordshire County Council. The focus from Hertshelp now is to utilise local charity support to help our vulnerable clients, from volunteers delivering food to picking up urgent medical supplies. DBC is responsible for supporting the County-led advertising campaigns and having the relevant information publicised on our media platforms. This messaging will form a significant part of our new weekly electronic Digest to support the Covid recovery. All relevant staff have also been briefed on signposting information for when residents contact us.
- 2.10 The Council has reviewed the financial support provided to Citizen Advice Dacorum (CAD), given the recent and projected demand on the service. According to the figures from CAD, the demand for advice in areas of employment, debt, benefits and food vouchers is increasing as we move through 2020 and is likely to increase when the Government's furlough scheme concludes. It is also evident that clients in

Dacorum have increasing need for advice regarding divorce and separation, which will create future housing issues. There is also a reported increase in advice regarding private sector properties, and the fact fewer jobs are available, will result in increased debts and ultimately, housing issues for these clients.

- 2.11 Despite the support from the Council and National bodies, the demand on CAD services still remains high with a significant likelihood that this demand will grow.
- 2.12 To ease the demand on CAD, and provide the Council with the assurance that vulnerable residents are supported during these unprecedented times, it is proposed to support CAD by providing them with an additional £38,000 per year, (with a 2% uplift added to additional years). This will be for a provisional term of two years with a formal review after one full year to ensure that the contract is benefiting local residents and is value for money.
- 2.13 The Dacorum Health and Wellbeing board has changed its agenda to focus on Covid-19 recovery with our key partners – Police, Community and Voluntary Sector, etc. This is to ensure that, as a group, we are supporting each other and utilizing resources to support the community recovery.
- 2.14 Officers have continued to support residents' physical and mental health through our sports and culture action plans, albeit delivered through virtual means.

Leisure

- 2.15 On 31st October, the Prime Minister announced that further restrictions would be applied on a nation-wide basis for the period 5th November to 2nd December. The new restrictions included a requirement that all leisure centres should remain closed during that period, which means that the Hemel Hempstead and Berkhamsted leisure centres together with Jarmans Park athletics track are required to close until the 2nd December as a minimum.
- 2.16 This was a set-back for the leisure service which had done an excellent job ensuring that that the centres were Covid secure. The member base and casual user numbers have begun to recover from re-opening in late July, and efforts to rebuild this will need to recommence once restrictions are lifted.
- 2.17 This further closure period and required health and safety measures, together with changes in customer behaviour, continue to significantly affect the income generated by the centres. A support package with Everyone Active was agreed for July, August and September to enable the centres to open, provide continuity of service and protect local jobs. Discussions are currently taking place to ascertain the level of support required to the end of the financial year and this will be presented to a special Finance and Resources Overview and Scrutiny on 25th November with feedback provided to the Chief Executive who will consider exercising her delegated powers to provide further support.

New Build

- 2.18 Work on the housing schemes which were on-site at the time of lockdown ceased for a relatively short period of around three weeks but then re-started with a reduced capacity to ensure social distancing and safe working. In addition to the two schemes that were completed earlier - Williams House and Howe Grove House (Northend and Westerdale) providing twelve new homes – we have successfully completed Martindale (65 homes) and Magenta Court (29 homes) which are in the process of

being let. Offers have been accepted on 19 of the 21 homes for sale on Martindale. The Paradise Fields site is going to Development Management Committee on 26 November and work has continued in getting several new schemes out to tender.

Support to Individuals

- 2.19 Supported housing officers have made face to face, doorstep visits to all tenants in sheltered schemes and this has continued for those tenants who felt that face to face contact was still needed. The majority have opted for regular telephone contact. Having met with over 1600 tenants back in July/September, referrals were made to support agencies such as AgeUK, adult care or citizens advice for 128 individuals, who had been negatively impacted throughout the lockdown and this support has continued for those that need it.
- 2.20 The income and tenancy sustainment teams have continued to provide advice and support to those households in financial difficulty or with complex needs through the impact of Covid-19 and the numbers requiring support continue to increase month on month.
- 2.21 The number of presentations to the Homelessness service reduced slightly in July, but increased in August, which is ordinarily a quiet month. The Council submitted a bid to the Ministry of Housing, Communities and Local Government for Next Steps Accommodation Funding, to assist with move on accommodation and the recovery plan. The bid is currently being assessed and, if successful, will provide funding for up to 38 additional units. Dacorum was initially allocated £29,000 of MHCLG funding specifically to assist with homelessness, however to date we have spent in excess of £79,000 on the immediate and ongoing response. The number of presentations have increased again, with 197 approaches in September and 262 approaches in October compared to 123 at the same time last year. This is likely to increase further with the ongoing requirement to 'Protect' those at risk of homelessness and provide accommodation irrespective of eligibility or priority need.
- 2.22 At the time of writing this report, there are currently 163 households in temporary accommodation with a further 13 referrals to be assessed. To date we have given assistance and support to 1685 households since the start of the pandemic. Of the 163 cases, 52 were as a result of domestic abuse and 29 had a serious offending background.
- 2.23 In the second quarter of the year, the number of anti-social behaviour cases have decreased to 6.25 from 8.38 per 1000 properties in September. It seems likely that this was as a result of the easing of lockdown restrictions and opportunities to spend more time away from the home.
- 2.24 Domestic Abuse cases have been prevalent since the start of lockdown and, even with the easing of restrictions, the team continue to support a number of individuals fleeing domestic abuse. In September there had been 123 cases in the first seven weeks, since the end of March. There has now been 228 new Domestic Abuse cases since the last report.

Forum/staff occupied buildings

- 2.25 In accordance with the further restrictions announced by the Prime Minister on 31st October, office based staff have been advised to work from home until the restrictions are lifted if they can perform their roles effectively from home. There will continue to be a core group of staff in the Forum with appropriate leadership support in place.

- 2.26 The Clean, Safe and Green team continues to run services from the depots with appropriate Covid protection measures in place.

3. SUMMARY AND CONCLUSION

- 3.1 Members will note that this report comprehensively sets out the actions taken in response to the COVID-19 pandemic during the last quarter. The report also summarises the financial impact on the Council as currently forecast.
- 3.2 Officers will keep under review any impact on service delivery and associated financial implications arising from the pandemic, particularly leading into the period of preparation for any impact resulting from winter pressures. Officers will continue to provide appropriate briefings and reports to Portfolio Holders and elected members on a regular basis.

Agenda Item 9



Report for:	Cabinet
Date of meeting:	24th November 2020
Part:	1
If Part II, reason:	

Title of report:	Leasehold Disposal of Chaulden Lane Playing Field to Hemel Hempstead (Camelot) Rugby Union Football Club
Contact:	Graeme Elliot, Portfolio Holder for Finance Resources Author/Responsible Officer: Nigel Howcutt, Assistant Director Finance and Resources Richard Rice, Group Manager, Commercial Assets & Property Development
Purpose of report:	To obtain approval to the principle of a Leasehold Disposal of Chaulden Lane Playing Field to Hemel Hempstead (Camelot) Rugby Union Football Club and seek delegations to finalise the agreement subject to legal notices and consideration of response received.
Recommendations	That Cabinet: 1. Subject to consideration of comments received pursuant to recommendation 2 below approve the principle of granting of a 75 year lease of Chaulden Lane Playing Field to Hemel Hempstead (Camelot) Rugby Union Football Club in accordance with the heads of terms at Appendix 1. 2. Delegate authority to the Portfolio Holder for Finance and Resources and the Leader of the Council to consider any representations received from the public notice published, pursuant to Section 123 Local Government Act 1972 and decide whether to proceed with the leasehold disposal and finalise the terms of disposal.

Period for post policy/project review	<p>The proposed leasehold policy should be reviewed annually until the point at which the club has obtained sufficient funding and permissions to draw down the licence.</p> <p>If planning permission is granted and the scheme developed the outcomes of the project will be monitored to see if it has met the stated aims of the club to increase sporting use and the sustainability of the club.</p>
Corporate objectives:	<p>The proposal supports the following Corporate Plan Objectives:</p> <ul style="list-style-type: none"> • A clean, safe and enjoyable environment • Building strong and vibrant communities
Implications:	<p><u>Financial</u></p> <p><u>Revenue</u> Loss of existing pitch hire revenue at c £3,600 per annum in return for annual community rent of £250 per annum.</p> <p><u>Assets.</u> The existing Rugby club and car park has little development potential as is, but if and when this alternative lease agreement is implemented the Council has the ability to investigate opportunities of the existing rugby club site.</p> <p>After the proposed lease is drawn down Dacorum Borough Council can investigate the development or disposal of the site (HD336625 and HD486976), and as part of this agreement will share 50% of any future disposal value less any reasonable costs.</p> <p>The existing site has no existing commercial value to the council and hence we are working in partnership with the club to help them achieve their long term ambitions in the community whilst also potentially releasing a council asset for future use.</p> <p><u>Value for money</u></p> <ol style="list-style-type: none"> 1. The loss of pitch hire revenue is considered minimal when weighed against the community benefit a new Rugby Club facility would provide. 2. Once the new clubhouse is constructed the club will surrender the land on which the existing clubhouse and car park sit, back to the council. The council will then be able to benefit from any future opportunities to develop or dispose of that site. If the council then sells this land it will share 50% of the sale value with the club, but without this agreement in place the club would have been able to retain its leasehold interest via a lease renewal and the Council would not have been able to
'Value for money' implications	

	realise any value from the land.
Risk implications	<p>A leasehold disposal for a term of 75 years can be viewed as a freehold disposal, although the disposal is tempered by strict community rugby club use. Once disposed, DBC will not be able to develop this land without paying considerable compensation to Camelot Rugby football Club.</p> <p>The agreement for lease is conditional upon Camelot Rugby club securing planning permission for a new clubhouse and therefore the impact of the clubhouse and proposed facilities on local residents will be fully examined through the planning process. If planning permission is not achieved then the lease will not be granted.</p>
Community Impact Assessment	The proposal is intended to have sporting benefits for the community and help to secure the long term viability and sustainability for the club. It is therefore believed that the agreement will have positive benefits for all groups who use the facility. A formal Community Impact Assessment will be carried out once the consultation responses are received following the public notices and will form part of the sign-off by the relevant Portfolio Holders
Health and safety Implications	There are no H&S implications
Monitoring Officer	Section 123 of the Local Government Act 1972 applies as the land is subject to an 'open land' designation and requires a local authority to advertise its intention to dispose of the land in question in a locally-circulating newspaper for a period of at least two consecutive weeks. The local authority has an obligation to give consideration to any objections that may be received and to demonstrate that it has considered these. A positive Cabinet decision would mean that this exercise would have to be undertaken and delegations are proposed to ensure that the appropriate Portfolio Holders give consideration to the responses received before proceeding.
Deputy S.151 Officer Comments	The comments of the Deputy S.151 Officer are included in the body of the report.
Consultees:	<p>Leader of the Council – Councillor Andrew Williams</p> <p>Portfolio Holder for Finance and Resources – Councillor Graeme Elliot.</p>

Background papers:	Heads of Terms
Glossary of acronyms and any other abbreviations used in this report:	<p>HHCRUFC: Hemel Hempstead (Camelot) Rugby Union Football Club</p> <p>DBC: Dacorum Borough Council</p> <p>LA: Local Authority</p> <p>SOS: Secretary of State</p>

Background:

1. Hemel Hempstead (Camelot) Rugby Union Football Club is a local Hemel club playing on ground owned by DBC and Boxmoor Trust. The plan below gives an outline of the landholding for the site where they currently play.
2. Land hatched pink on the left of the plan which is known as Chaulden Lane Playing Fields is owned by DBC and hired out to Camelot on an annual basis in line with our normal charges. These represent approx. £3,600pa.
3. The white land in the centre of the plan, known as Chaulden Meadow used by the club is the property of Boxmoor Trust. It is understood that Boxmoor Trust will also grant a co-terminus lease of their land to the Rugby Club.
4. The land hatched pink on the far right of the plan is owned by DBC. The remainder of the land representing the clubhouse and the car park that is hatched green is owned by DBC and subject to two leases to Camelot that expire in April 2022. The combined annual lease payment to DBC for this land is £40pa. One of the leases is from the Development Corporation from 1959 and the other from DBC from 1981.
5. The leases from DBC expire in 2022 and the tenancies would either be renewed or could be terminated should DBC wish. If the tenancy was terminated compensation will be due to Camelot that is likely to be circa £25,000.



6. The land area comprising the car park and club house is approximately 4,400m² (1.1 acres). Based on current land values in Hemel Hempstead, this would give the land an estimated development value in the region of £1,000,000.
7. The land at Chaulden Meadow owned by DBC and where Camelot Rugby Club play, could possibly be considered for development, however that prospect is viewed as unlikely given its Green Belt Open Land designation. The area of DBC land here is in excess of 50,000m² (12.9 acres).
8. Hemel Hempstead (Camelot) Rugby Union Club had been offered a lease renewal of 25 years for the club house and car park however this has been rejected as they wish to develop new facilities on Chaulden Lane Playing Field.

Key Issues:

9. There has been an ongoing dialogue with representatives of Hemel Hempstead (Camelot) RUFC and Dacorum Borough Council for a significant period of time to explore the possibility supporting the rugby club to expand and improve the facilities and community access to rugby that is presently provided. The rugby club have a desire to obtain a long lease (75 years) on land and buildings, known as Chaulden Lane Playing Field, Chaulden Lane, Hemel Hempstead HP1 2BL comprising Playing Field, Pavilion and Car Park but excluding Play Area.
10. The intention being that having secured an agreement for a suitably long lease on the above playing field, HHCRUFC would be able to secure the external funding necessary to develop and build new clubhouse facilities on the Chaulden Lane Playing Field part of the site, which would establish a beneficial community rugby and sports facility for present and future generations of Dacorum Borough residents.
11. The land where the existing clubhouse and car park sits would then be surrendered back to DBC to consider options for future development subject to the proposed 50% share in any disposal value.

12. The Council is required to obtain the best consideration reasonably obtainable for the land. A formal opinion of value has been sought by Brasier Freeth. Given its use restriction, the Land has been valued at £35,000. Therefore whilst there is no premium required for the lease, secretary of state consent is not required if the local authority considers that the disposal will help to secure the promotion or improvement of the economic, social or environmental well-being of its area. The lease is proposed in order to try and assist the club to become a more sustainable organisation and protect the sporting use of the site for residents of the borough and therefore it is believed that this test is met by the proposed agreement and will improve the social and economic wellbeing of the area.

Conclusions:

13. The proposal meets Corporate Objectives in terms of protecting a valuable leisure facility and club and approval is therefore sought to progress in accordance with the recommendations set out in the report.

Appendix 1

Proposal

To this end, Head of Terms for the leasehold disposal have been agreed as follows:

PROPERTY: Land and Buildings known as Chaulden Lane Playing Field, Chaulden Lane, Hemel Hempstead HP1 2BL comprising Playing Field, Pavilion and Car Park but excluding Play Area.
(Land Registry Title No HD30839 – see indicative plan below).

DEFINED TERMS: Existing Leases

- a) Lease dated 18 March 1959 made between Hemel Hempstead Development Corporation and The Trustees of Camelot Rugby Union Football Club expiring 24th March 2022 comprising 0.28 acres, Clubhouse and Car Park. (LRFR HD336625).
- b) Lease dated 29th April 1986 made between Dacorum Borough Council and The Trustees of Camelot Rugby Union Football Club expiring 24th March 2022 comprising 0.54 acres. (LRFR HD486976).

PROPOSAL:

1. Agreement for Lease with Long Stop Date conditional upon planning & funding to facilitate HHC RUFC to fund and develop new Clubhouse and playing facilities based on terms below.
2. Once funding has been secured and planning obtained, DBC will grant a building licence subject to HHC RUFC confirming that they wish to draw down the licence within a period of 12 months from latest of securing planning or funding. Once the building is 50% completed, the Lease will be drawn down.
3. Within 3 months of practical completion of the new facility, there will be a simultaneous surrender of two existing lease defined above.

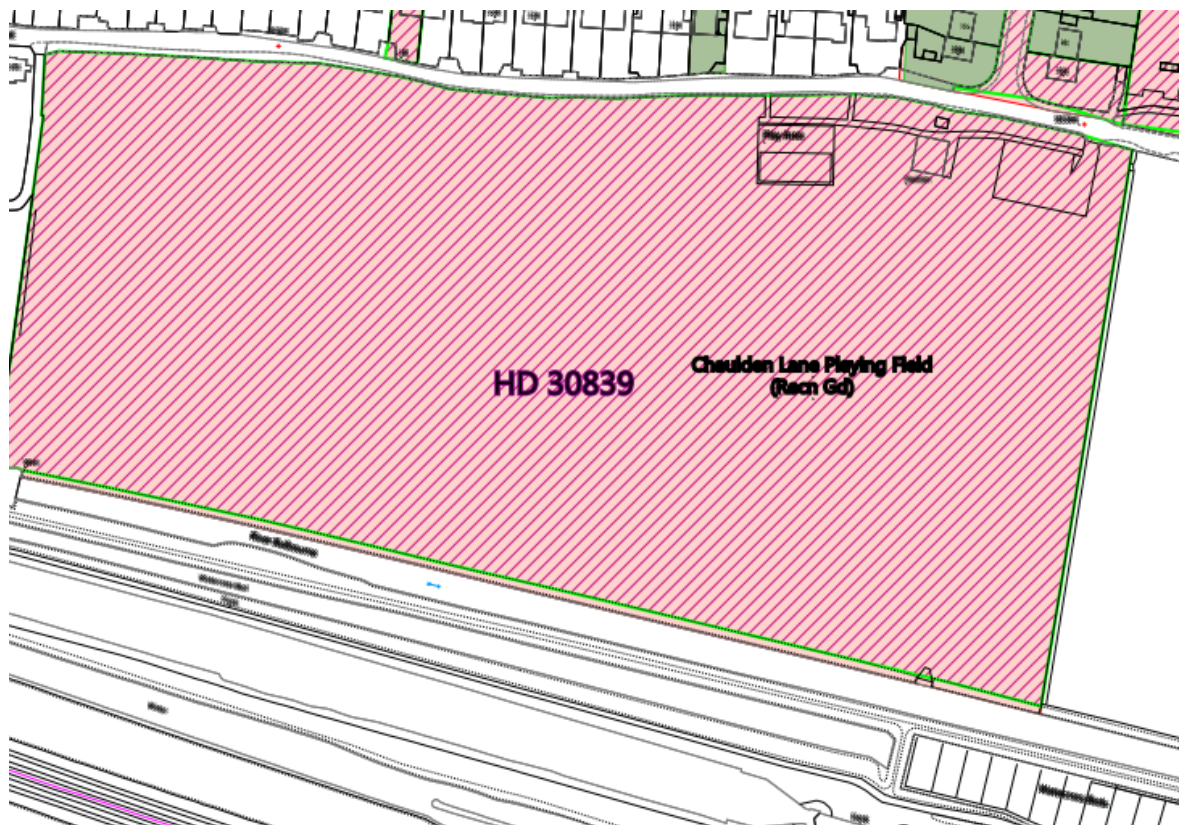
LONG STOP DATE:	7 years to draw down Building Licence from agreement of Heads of Terms and instruction of legals.
TERM:	A lease for a term of 75 years.
RENT:	£250 per annum to be paid annually in advance.
REVIEW:	5 yearly upward only reviews linked to RPI subject to a 1% cap
USE:	Primary use as a Community Rugby and Sports Club with playing fields and ancillary uses such as physiotherapy treatment rooms. It will include a gym facility, the size of which to be approved by DBC so as to ensure it does not compete with existing Council leisure facilities in the Borough.
ALIENATION:	The Leaseholder will have the right to assign the whole subject to Freeholders consent not to be unreasonably withheld.
RIGHTS:	<p>The Leaseholder will have the right to sublet whole or party subject to Freeholders consent not to be unreasonably withheld.</p> <p>The Leaseholder will have the right to grant licences to occupy subject to Freeholders consent not to be unreasonably withheld.</p> <p>The Leaseholder will have the right to hire the premises for events up to a maximum of 10 events per calendar year.</p> <p>The Leaseholder to be granted the right to demolish and or refurbish or rebuild the Pavilion.</p>
COSTS:	Each party to bear their own transaction costs.

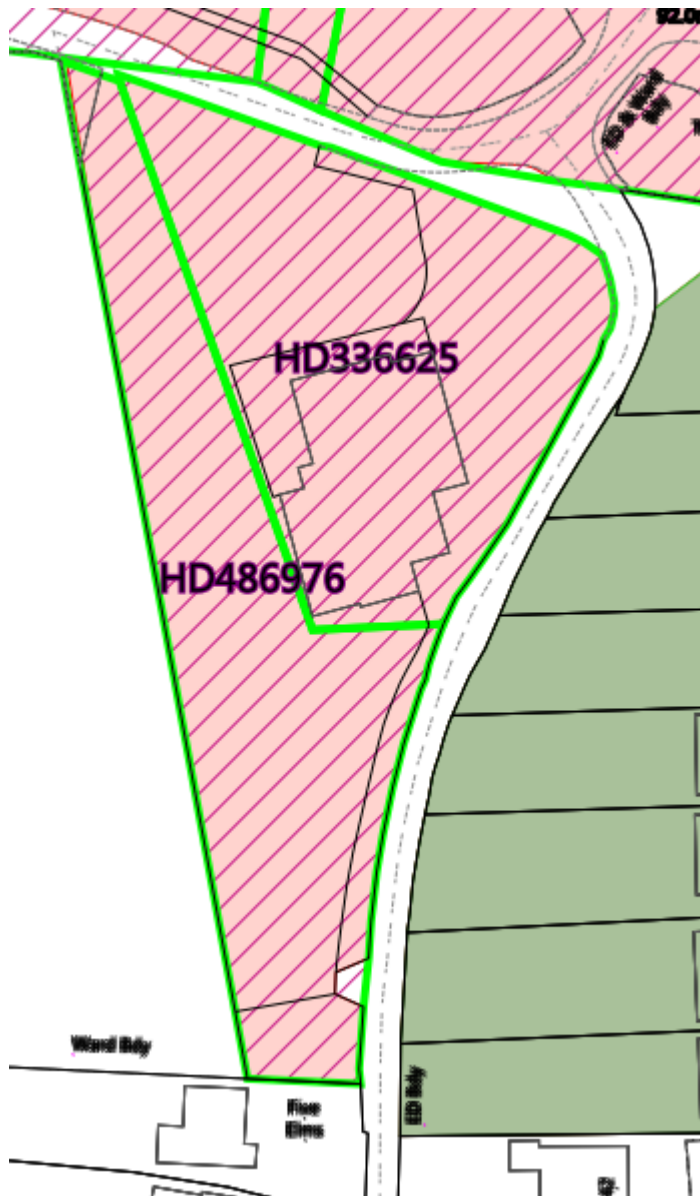
FUTURE DEVELOPMENT SITE:

From the date of lease draw down and in the event that Dacorum Borough Council obtain a planning permission on whole or part of Green Belt Land HD336625 and HD486976 and dispose of whole or part of the site, Dacorum Borough Council will share 50% of the disposal value less any reasonable costs of achieving planning permission and sales costs with the Leaseholder.

TIMELINES:

As soon as possible.





Agenda Item 10



Report for:	Cabinet
Date of meeting:	24 November 2020
Part:	1
If Part II, reason:	

Title of report:	Brownfield Land Register
Contact:	<p>Cllr Graham Sutton, Portfolio Holder for Planning & Infrastructure</p> <p>Author/Responsible Officer: James Doe, Assistant Director, Planning, Development and Regeneration.</p> <p>Stephen Mendham, Strategic Planning & Regeneration Officer, Strategic Planning and Regeneration.</p>
Purpose of report:	To consider the content of the Brownfield Land Register 2019 for the Borough of Dacorum.
Recommendations	That Cabinet approve the sites listed in Parts 1 of the Brownfield Land Register (BLR) as drafted in Appendix 1 and delegate authority to the Assistant Director (Planning, Development and Regeneration) to finalise the site specific information before publication and note that no sites are recommended for inclusion in Part 2.
Corporate Objectives:	<p><i>A clean, safe and enjoyable environment, Building strong and vibrant communities; Ensuring economic growth and prosperity; Providing good quality affordable homes; Delivering an efficient and modern council;</i></p> <p>The Brownfield Register will assist in more housing led sites becoming available for development This will provide more local housing, improved communities and economic growth.</p>

Implications:	<p><u>Financial</u></p> <p>The then DCLG provided a new burdens grant to assist LA's to produce their BLR. £14,645 was given for 16/17 (paid to DBC 31/3/16), with further grants of £30,000 and £5,485 (paid to DBC on 29/03/18); £1,775 and £575 (paid to DBC in March 2019) and £1,775 and £575 (paid to DBC in March 2020). It is unclear what period this is intended to cover or whether any further grant is expected for future years. The figures and timescales going forward are as yet unknown making it difficult for LA's to budget effectively.</p>
'Value For Money Implications'	<p><u>Value for Money</u></p> <p>None specific, other than the grant finance from central Government assists in lessening the pressure on Council resources.</p>
Risk Implications	Risk Assessment included within the PID for this area of work.
Community Impact Assessment	Community Impact Assessment carried out and at Appendix 2 to this report.
Health And Safety Implications	None arising from this report.
Monitoring Officer/S.151 Officer Comments	<p>Monitoring Officer:</p> <p>This report considers the Council's statutory requirement to review its Brownfield Land Register at least once every year. It is noted that no sites are recommended for approval in Part 2 of the register and therefore approval of Part 1 remains an Executive decision to be made by the Council's Cabinet.</p> <p>Deputy S.151 Officer:</p> <p>This report meets with the statutory requirement to review the Brownfield Land Register to highlight the use of brownfield sites in the borough.</p>
Consultees:	<p>Mark Gaynor, Corporate Director, Housing and Regeneration James Doe, Assistant Director, Planning Development and Regeneration Corporate Property Management Board Cllr Graham Sutton, Portfolio Holder, Planning and Infrastructure</p>
Background papers:	<p>Dacorum Borough Brownfield Land Register as approved (at http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/brownfield-land-register)</p>
Glossary of acronyms and any other abbreviations used in this report:	<p>BLR – Brownfield Land Register TDC – Technical Details Consent PIP – Permission in Principle</p>

Background

1. The Government, in its efforts to boost the supply and availability of land for housing-led developments and to limit use of greenfield land, has required that all Councils prepare a register of brownfield land within their areas, of sizes from 0.25ha **or** capable of accommodating 5 dwellings or more. At their discretion, smaller sites can be included.
2. Legislation was issued in April 2017 (The Town and Country Planning (Brownfield Land Register) Regulations 2017) with additional guidance issued July 2017. All LA's are required to review and maintain their BLR's at least once each year from first publication. The register is formed of two parts:
 - a. Part 1 includes all brownfield sites that are suitable for housing but in order to develop the site will still need to go through the full planning application process to achieve a consent.
 - b. Part 2 includes sites for which Permission in Principle (PIP) has been granted, following prescribed publicity, notification and consultation requirements.
3. PIP settles the principle of development including its use, location and the quantum of development. However, work cannot commence until a Technical Details Consent (TDC) is obtained and this requires an application to be submitted to the local planning authority to enable them to assess the detailed design and ensure mitigation and contributions to infrastructure are secured, via conditions and planning obligations. Community Infrastructure Levy may also be payable.
4. The 2017 Regulations do not contain any mandatory consultation for Part 1. Part 2 contains mandatory consultation requirements.
5. The draft BLR for consideration by Cabinet is at Appendix 1. This is in the format as required by the regulations.
6. It will be noted that Part 1 of the BLR includes sites already agreed by Council in September 2018 and 2019. These comprise sites taken from the Council's existing Strategic Housing Land Availability Assessment (SHLAA)/Site Allocation sites (Site Refs: BLR/001 to BLR/033 in Appendix 1). Further sites were added to Part 1 of the BLR in 2019 comprising site refs: BLR/034 to BLR/037 in Appendix 1. These have been reviewed and minor updates incorporated (e.g. where planning permissions have subsequently been granted or a definitive net minimum dwellings figure is now available). There were no sites included in Part 2.
7. New proposed new sites being recommended for Part 1 of the BLR in 2020 comprise site refs: BLR/038 to BLR/041. They comprises sites at West Herts College, Hemel Hempstead; The Point, Two Waters Road, Hemel Hempstead; Symbio Site, Whiteleaf Road, Hemel Hempstead; and land at 66 and 72 Wood Lane End, Hemel Hempstead.
8. These 4 sites which are endorsed by the Corporate Property Management Board, comprise sites that were considered to meet the relevant selection criteria as set out within the Brownfield Land Regulations 2017. They were sieved from the ongoing Urban Capacity Study. It will be noted that none of the sites are proposed for inclusion in Part 2 of the register. This means there are no sites being recommended for PIP in 2020.
9. In accordance with the Council's constitution, the resolution of the Cabinet on the BLR will be put to the full Council for final endorsement.

Conclusions

10. The four sites endorsed by the Corporate Management Board should be added to Part 1 of the register with no sites included in Part 2 of the register.


Recommendations

11. Please see the recommendations on page 1 above



DACORUM BOROUGH COUNCIL - BROWNFIELD LAND REGISTER 2019
Part 1 and Part 2

OrganisationURI	SiteReference	SiteNameAddress	SitePlanURL	CoordinateReferenceSystem	GeoY	GeoX	Hectares	OwnershipStatus	PlanningStatus	PermissionType	PermissionDate	PlanningHistory	Deliverable	NetDwellingsRangeFrom	NetDwellingsRangeTo	HazardousSubstances	Notes	FirstAddedDate	LastUpdatedDate	EndDate
http://opendatacommunities.org/id/district-council/dacorum	BLR/001	West Herts College site and Civic Zone Marlowes	https://geo.gpl	ETRS89	-0.473836391	51.75559885	5.70	owned by a public authority	permitted	full planning permission	2017-03-17	http://www.dacorum.gov.uk/brownfield-land-register	yes	500				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/002	Hemel Hempstead Hospital site Hillfield Road	https://geo.gpl	ETRS89	-0.467756483	51.75073602	11.71	owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	400				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/003	Paradise/Wood Lane Hemel Hempstead	https://geo.gpl	ETRS89	-0.468340507	51.74889125	3.00	mixed ownership	not permitted				yes	75			Previously part of HHC43 & MU/3	2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/004	Hemel Hempstead Station Gateway Station Road	https://geo.gpl	ETRS89	-0.488750981	51.74241128	4.32	mixed ownership	not permitted				yes	140				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/005	Gossoms End / Billet Lane Berkhamsted	https://geo.gpl	ETRS89	-0.579269352	51.76569627	0.63	not owned by a public authority	permitted	full planning permission	2018-06-25	http://www.dacorum.gov.uk/brownfield-land-register	yes	32				2017-12-31	2019-10-14	
http://opendatacommunities.org/id/district-council/dacorum	BLR/006	Berkhamsted Civic Centre and land to rear of High Street Berkhamsted	https://geo.gpl	ETRS89	-0.564728633	51.75948607	0.40	owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	23				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/007	Market Square Hemel Hempstead	https://geo.gpl	ETRS89	-0.473184068	51.75260503	0.50	owned by a public authority	not permitted				yes	5				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/008	Land rear of 186-202 Belswains Lane	https://geo.gpl	ETRS89	-0.456080826	51.73203233	0.32	not owned by a public authority	not permitted				yes	10				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/009	National Grid land 339-353 London Road Hemel Hempstead	https://geo.gpl	ETRS89	-0.480212078	51.74091641	4.32	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	350				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/010	Ebberns Road Hemel Hempstead	https://geo.gpl	ETRS89	-0.465289003	51.73849247	1.00	not owned by a public authority	permitted	full planning permission	2016-04-12	http://www.dacorum.gov.uk/brownfield-land-register	yes	30				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/011	Former Hewden Hire site Two Waters Road Hemel Hempstead	https://geo.gpl	ETRS89	-0.473794603	51.74095016	0.30	not owned by a public authority	permitted	full planning permission	2019-08-27	http://www.dacorum.gov.uk/brownfield-land-register	yes	39				2017-12-31	2019-10-14	
http://opendatacommunities.org/id/district-council/dacorum	BLR/012	Leverstock Green Tennis Club Grasmere Close Hemel Hempstead	https://geo.gpl	ETRS89	-0.438129878	51.74529217	1.16	not owned by a public authority	not permitted				yes	25				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/013	233 London Road Hemel Hempstead	https://geo.gpl	ETRS89	-0.47206825	51.73888652	0.11	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	10				2017-12-31	2018-12-31	
http://opendatacommunities.org/id/district-council/dacorum	BLR/014	Apsley Paper Trail land London Road	https://geo.gpl	ETRS89	-0.462418196	51.7338959	0.31	owned by a public authority	not permitted				yes	31				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	DBC/015	The Point (former petrol filling station) Two Waters Road Hemel Hempstead	https://geo.gpl	ETRS89	-0.472857213	51.74555097	0.15	owned by a public authority	not permitted				yes	25				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/016	Former Martindale School Boxed Road Hemel Hempstead	https://geo.gpl	ETRS89	-0.498281545	51.76075142	1.41	owned by a public authority	permitted	full planning permission	2017-10-16	http://www.dacorum.gov.uk/brownfield-land-register	yes	65				2017-12-31	2019-10-14	
http://opendatacommunities.org/id/district-council/dacorum	BLR/017	Frogmore Road Hemel Hempstead	https://geo.gpl	ETRS89	-0.466589606	51.73814976	2.93	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	100				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/018	Corner of High Street / Swing Gate Lane Berkhamsted	https://geo.gpl	ETRS89	-0.556028506	51.7574193	0.10	owned by a public authority	permitted	full planning permission	2015-06-29	http://www.dacorum.gov.uk/brownfield-land-register	yes	11				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/019	Western Road Tring	https://geo.gpl	ETRS89	-0.668470337	51.79205221	0.47	not owned by a public authority	not permitted				yes	25				2017-12-31	2018-08-16	
http://opendatacommunities.org/id/district-council/dacorum	BLR/020	Depot land Langdon Street Tring	https://geo.gpl	ETRS89	-0.66386312	51.79192804	0.22	not owned by a public authority	permitted	full planning permission	2016-05-18	http://www.dacorum.gov.uk/brownfield-land-register	yes	10				2017-12-31	2018-08-16	2018-03-06

	Organisation/URI	SiteReference	SiteNameAddress	SitePlanURL	CoordinateReferenceSystem	GeoY	GeoX	Hectares	OwnershipStatus	PlanningStatus	PermissionType	PermissionDate	PlanningHistory	Deliverable	NetDwellingsRangeFrom	NetDwellingsRangeTo	HazardousSubstances	Notes	FirstAddedDate	LastUpdatedDate	EndDate
	http://opendatacommunities.org/id/district-council/dacorum	BLR/021	Watling Street (rear of Hicks Road/High Street) Markyate	https://geo.gpl/	ETRS89	-0.458571996	51.83658719	0.31	not owned by a public authority	permitted	full planning permission	2015-11-02	http://www.dacorum.gov.uk/brownfield-land-register	yes	9				2017-12-31	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/022	Garden Scene Nursery Chapel Croft Chipperfield	https://geo.gpl/	ETRS89	-0.491148546	51.70739067	0.81	not owned by a public authority	permitted	full planning permission	2019-07-29	http://www.dacorum.gov.uk/brownfield-land-register	yes	15				2017-12-31	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/023	Bourne End Mills Bourne End Lane	https://geo.gpl/	ETRS89	-0.526102047	51.74295745	3.98	not owned by a public authority	permitted	reserved matters approval	2017-07-17	http://www.dacorum.gov.uk/brownfield-land-register	yes	45				2017-12-31	2018-08-16	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/024	St Mary's Convent Green End Road Boxmoor	https://geo.gpl/	ETRS89	-0.491941821	51.74076522	0.81	not owned by a public authority	permitted	full planning permission	2016-06-13	http://www.dacorum.gov.uk/brownfield-land-register	yes	20				2017-12-31	2018-08-16	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/025	Former Sappi Nash Mills	https://geo.gpl/	ETRS89	-0.451430478	51.72869804	6.67	not owned by a public authority	permitted	full planning permission	2015-10-19	http://www.dacorum.gov.uk/brownfield-land-register	yes	38				2017-12-31	2018-08-16	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/026	St Francis De Sales Preparatory School Aylesbury Road	https://geo.gpl/	ETRS89	-0.699308714	51.8314748	0.69	not owned by a public authority	permitted	full planning permission	2018-03-09	http://www.dacorum.gov.uk/brownfield-land-register	yes	40				2017-12-31	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/027	Chipperfield Garden Centre, Chipperfield	https://geo.gpl/	ETRS89	-0.507454317	51.71278045	3.22	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	71				17/08/18	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/028	Hemel Hempstead Garden Centre, Great gaddesden	https://geo.gpl/	ETRS89	-0.506740695	51.79204019	2.44	not owned by a public authority	permitted	full planning permission	2019-09-20	http://www.dacorum.gov.uk/brownfield-land-register	yes	74				17/08/18	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/029	Marchmont Farm, Link Road, Hemel	https://geo.gpl/	ETRS89	-0.473398963	51.76703657	0.65	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	6				17/08/18	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/030	Former Bobleigh Hotel, Bovington	https://geo.gpl/	ETRS89	-0.526586308	51.72836965	1.40	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	61				17/08/18	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/031	Caddington Hall, Markyate	https://geo.gpl/	ETRS89	-0.452066594	51.84389551	4.65	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	10			Planning application under consideration - refused.	17/08/18	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/032	Dacre House, Hillfield Road	https://geo.gpl/	ETRS89	-0.470114268	51.75300742	0.05	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	5				17/08/18	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/033	Leys Road (No 121)	https://geo.gpl/	ETRS89	-0.456608866	51.7427229	0.15	not owned by a public authority	permitted	full planning permission	2019-10-22	http://www.dacorum.gov.uk/brownfield-land-register	yes	3				17/08/18	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/034	Button House, Pix Farm Lane, Hemel Hempstead	https://geo.gpl/	ETRS89	-0.519278535	51.747933	2.55	not owned by a public authority	permitted	full planning permission	2019-03-05	http://www.dacorum.gov.uk/brownfield-land-register	yes	56	58			14/10/19	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/035	Kier site, Maylands Avenue	https://geo.gpl/	ETRS89	-0.437575334	51.75456706	1.10	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	250	300		Non-housing - 81 floorspace	14/10/19	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/036	The Old Mill Public House	https://geo.gpl/	ETRS89	-5520414854	51.75677115	0.18	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	6	9		Previously part of CFS1	14/10/19	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/037	Hillfield Road	https://geo.gpl/	ETRS89	-0.471542345	51.75296047	0.22	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	28	45		Previously part of HHC47 Non-housing - retail	14/10/19	2019-10-14	
	http://opendatacommunities.org/id/district-council/dacorum	BLR/038	Land at West Herts College	XXXX	ETRS89	-0.472140122	51.7546752	0.88	not owned by a public authority	permitted	reserved matters approval	2019-03-26	http://www.dacorum.gov.uk/brownfield-land-register	yes	106	106		Part of existing MU/1 allocation. Old UCS HH08	24/11/20		
	http://opendatacommunities.org/id/district-council/dacorum	BLR/039	The Point,Hemel Hempstead	XXXX	ETRS89	-0.471308139	51.74506314	0.15	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	11	11		Old UCS HH17	24/11/20		
	http://opendatacommunities.org/id/district-council/dacorum	BLR/040	Symbio Site, Whiteleaf Road	XXXX	ETRS89	-0.474972767	51.73944003	0.22	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	55	180		Old UCS HH88	24/11/20		
	http://opendatacommunities.org/id/district-council/dacorum	BLR/041	66 and 72 Wood Lane End	XXXX	ETRS89	-0.434999244	51.75868704	1.88	not owned by a public authority	not permitted			http://www.dacorum.gov.uk/brownfield-land-register	yes	150	169		Old UCS HH87	24/11/20		



November 2020

1. About the Project, service change or policy development

Responsible officer	Stephen Mendham
Name and description of project, service or policy	
<ol style="list-style-type: none"> 1. The Government, in its efforts to boost the supply and availability of land for housing-led developments and to limit use of greenfield land, has required that all Councils prepare a register of brownfield land within their areas, of sizes from 0.25ha <u>or</u> capable of accommodating 5 dwellings or more. 2. Legislation was issued in April 2017 (The Town and Country Planning (Brownfield Land Register) Regulations 2017) with additional guidance issued July 2017. All LA's are required to review and maintain their BLR's at least once each year from first publication. The register is formed of two parts: <ol style="list-style-type: none"> a. Part 1 includes all brownfield sites that are suitable for housing but in order to develop the site will still need to go through the full planning application process to achieve a consent. b. Part 2 includes sites for which Permission in Principle (PIP) has been granted, following prescribed publicity, notification and consultation requirements. 3. The 2017 Regulations do not contain any mandatory consultation for Part 1. Part 2 contains mandatory consultation requirements, however, no sites are included in Part 2 of the Register. 4. The Register can assist in the delivery of new homes, including affordable homes, to meet housing need and also provide employment space for all members of the community. 5. Recycling and re-purposing land is an important element of land use and can be an important tool in regenerating and creating vibrant and sustainable communities. Using brownfield land for development also assists in protecting existing greenfield land from development. 	

2. Identifying the community impact

What impacts will this change have on the community?			
Information which might be useful in thinking about this includes our equality profiles , available for a number of demographic groups in Dacorum, and Spotlight on Dacorum , which provides information about the Borough as a whole and signposts users to detailed statistics at ward / postcode level through neighbourhood statistics.			
	Positive	Negative	What are the positive and negative impacts? How will the positive impacts be enhanced? How will the negative impacts minimised/eliminated?
The community in general e.g. social or economic benefits or negative impacts	✓		The Register can assist in the delivery of new home, including affordable homes, to meet housing need and to provide employment space for all members of the community. Recycling and re-purposing land is an important element of land use and can be an important tool in regenerating and creating vibrant and sustainable communities. Using brownfield land also assists in protecting existing greenfield land from development.
On DBC as an organisation e.g. on staff or operations	✓		The Register can assist in the assessment of applications for development.
The specific demographic considerations or characteristics e.g. age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation - specify where impacts are different for different considerations	✓		The Register can assist in the delivery of new homes to meet housing need for all members of the community.
The environment e.g. effects on the climate, trees, amenity space, biodiversity, water, energy, waste, material use, air quality	✓		Recycling and re-purposing land is an important element of land use and can be an important tool in regenerating and creating vibrant and sustainable communities. Using brownfield land for development also assists in protecting existing greenfield land from development.
Any community issues identified for this location , if the project is based in a specific area – state if this is not applicable e.g. if there are no specific issues for this location or if the project is district-wide	✓		The project is district wide.

What evidence have you used to assess the impact on the community?
 What baselines have been established and what data will be used to monitor the impact?

This Community Impact Assessment has not identified any potential for discrimination or negative impact and all opportunities to advance equality have been taken. This is an update of the existing Register and the fundamental principles which we have historically applied to its review have not changed.

What steps have you taken or plan to take to consult the whole community or specific groups affected by the service or policy development?
 E.g. on-line consultation, focus groups, consultation with representative groups?

Sites included on the Register are taken from a number of sources, including the Council’s existing Strategic Housing Land Availability Assessment / Site Allocation sites and Urban Capacity Studies. Those sites included on Part 1 of the Register must be deemed by the Council to be ‘suitable’, ‘available’ and ‘achievable’ to deliver residential led development of 5 or more dwellings and have been previously developed.

The annual review of the Register is a statutory obligation and for sites listed in Part 1 consultation is not mandatory.

Sites to be included in the Register were considered at a meeting of the Corporate Property Management Board on 3 November 2020.

3. Review

How will you review the impact, positive or negative once the service or policy has been implemented?		
<i>Action</i>	<i>By when</i>	<i>By who</i>
The annual review of the Register is a statutory obligation.	December 2021	Strategic Policy team

Name of responsible officer:

Reviewed and signed off by: (relevant Group Manager)

Stephen Mendham

Chris Taylor

Role: Strategic Planning Officer

Role: Group Manager (Strategic Planning and Regeneration)

Date: 3 November 2020

Date: 3 November 2020