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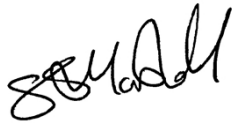
SUMMONS

MEETING OF THE COUNCIL

Wednesday 20 April 2016

Council Chamber - Civic Centre

You are hereby summoned to a meeting of the Dacorum Borough Council in the County of Hertfordshire to be held in the Council Chamber - Civic Centre on Wednesday 20 April 2016 at 7.30 pm to transact the business set out below.



**SALLY MARSHALL
CHIEF EXECUTIVE**

TO ALL MEMBERS OF THE COUNCIL

**Contact: Jim Doyle ext 2222
 Louise Collins ext 2633**

AGENDA

1. MINUTES

To confirm the minutes of the meeting of the Council on 24 February 2016 (Appendix A Pages 10 - 27)

2. DECLARATIONS OF INTEREST

To receive any declarations of interest

3. PUBLIC PARTICIPATION

To consider questions (if any) by members of the public of which the appropriate notice has been given to the Assistant Director (Chief Executive's unit).

4. ANNOUNCEMENTS

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

By the Mayor:

4.2 By the Chief Executive:

4.3 By the Group Leaders: Any apologies for absence

4.4 Council Leader and Members of the Cabinet:

Councillor Williams	Leader of the Council
Councillor Harden	Residents & Corporate Services
Councillor G Sutton	Planning and Regeneration
Councillor Marshall	Environment, Sustainability and Regulatory Services
Councillor Elliot	Finance & Resources
Councillor Mrs Griffiths	Housing

5. QUESTIONS

To consider questions (if any) by members of the Council of which the appropriate notice has been given to the Assistant Director (Chief Executive's unit).

6. BUSINESS FROM THE LAST COUNCIL MEETING

To consider any business referred from the previous meeting

7. CABINET REFERRALS (Pages 5 - 6)

To consider the following referrals from Cabinet:

Minute No.	Date	Title
.1 CA/036/16	22 March 2016	Review of Absence Management Policy and Procedures

8. OVERVIEW AND SCRUTINY REFERRALS

None.

9. OVERVIEW AND SCRUTINY COMMITTEE REVIEW 2015/16 (Pages 7 - 13)

The Constitution requires that the Overview & Scrutiny Committee Chairmen make an Annual Report to the Council on the work of their committees.

10. CHANGES TO COMMITTEE MEMBERSHIP

To consider any proposals for changes to committee membership

11. CHANGE TO COMMITTEE DATES

To consider any proposals for changes to committee dates

12. EXCLUSION OF THE PUBLIC

To consider passing a resolution in the following terms:

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

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

13. APPENDIX A - COUNCIL MINUTES OF 24 FEBRUARY 2016 (Pages 14 - 31)

Cabinet Referrals from 22 March 2016

ITEM 7 – REFERRALS FROM CABINET

22 March 2016

7.1 CA/036/16 REVIEW OF ABSENCE MANAGEMENT POLICY AND PROCEDURES

Decision

Resolved to recommend:

1. the amendments to the Council's Sickness Absence Management Policy and Procedures as summarised in the Cabinet report and set out in full within Annex A of the report to Cabinet.

Reason for Decision

To seek Cabinet's approval of the recommended amendments to the Council's Sickness Absence Management Policy and Procedures

Implications

Financial

There are no financial implications linked to the revisions in the sickness absence management policy and procedures.

Value for Money

Reducing sickness absence contributes to the Council ensuring that the services represent 'value for money'.

Risk Implications

None

Equalities Implications

Community Impact Assessment carried out in March 2016, which did not highlight any implications.

Health And Safety Implications

None identified.

Corporate Objectives

Having an effective and robust sickness absence management policy and procedures will support all of the Council objectives. We need staff to feel valued and supported whether they are at work or absent due to sickness. If we can support them to remain in work it will ensure their behaviours and performance reflect the High Performance Environment.

Monitoring Officer/S.151 Officer Comments

Monitoring Officer:

No comments to add to the report.

S.151 Officer:

There are no budgetary implications arising directly from the recommendations in this report.

Advice

The Portfolio Holder for Residents & Corporate Services referred members to the report and summarised the main amendments. He added that they continued to work closely with the Trade Unions.

The report received lots of discussion at the recent OSC meeting and issues and concerns were resolved.

Voting

None.

FINANCE & RESOURCES OVERVIEW & SCRUTINY COMMITTEE REPORT 2015-2016.

During the Council Year 2015/6 the Finance & Overview & Scrutiny Committee met on six occasions including two joint meeting with all Scrutiny Committees to discuss the 2015/16 Budget requirement .

As to be expected with the wide variety of topics to discuss we experienced several lengthy and in depth discussions ranging from:

Performance Reports.

Revenue Outturn Reports.

Risk Management Updates.

Community Infrastructure Levy.

Core Funding for Community Groups.

Revenues and Benefits.

Etc.

The new format introduced last year that Action Points from the previous meeting would be dealt with as item six on the Agenda has proved a great success. Also with the agreement of Officers it was agreed that a response to the action points would be dealt with within 14 days whenever possible.

I thank members of the Committee for their full involvement in the discussions. I should also like to thank the officers that attended the meeting for the responses they gave to the Members' questions.

As well as thanking Portfolio Holders Neil Harden (Portfolio Holder for Residents and Regulatory Services), and Graeme Elliot (Portfolio Holder for Finance and Resources) for their regular attendance and input at the Finances and Resources Overview and Scrutiny meetings. Thanks must also go to all the Council Officers who have attended the meeting and the Member Support Team who compiled the agendas, and produced accurate minutes of the meetings.

Councillor Bert Chapman,

Chairman, Finance and Resources Overview and Scrutiny Committee.

Report of Health in Dacorum Committee for 2015/16

After the Borough Elections of May 2015, new members joined existing members of the committee to bring a breadth and depth of experience to the Committee. The experience that new members brought to the Committee included professional and campaigning experience and experience of local health service changes.

A new substitute for the Herts. County Council Health Scrutiny Committee was appointed and for the first time the Committee elected a Vice Chairman.

The Committee met four times during the year.

The standing item of ward issues from other councillors was considered seriously and the issues of the Markyate Surgery, the Gossoms End unit and the Tring clinic were discussed.

Regular updates were given by the Herts.Valleys Clinical Commissioning Group

Get Set, Go Dacorum, the preventative programme to improve people's health through sport and exercise was a standing item on the agenda, as were reports from the Hertfordshire County Council Health Scrutiny Committee and the Hertfordshire Localism/Health and Well Being Board.

Members were given a presentation on and discussed The West Hertfordshire strategic review Your Care, Your Future and the proposal to have a healthcare hub in Hemel Hempstead.

Members had a presentation on the report of the West Herts. Hospitals Trust Care Quality Commission inspection, and what improvements were being made as a result. They asked questions about stroke care, and what the future inspection regime would be after the inadequate rating by the CQC. A representative of the Trust explained that special measures were in place and that there would be another inspection in June/July 2016.

Dacorum Patients Group (DPG) has a vision for a new acute hospital near the junction of the M1 and M25. At the suggestion of HVCCG it has put together a business case for the idea, to be submitted by the deadline for it to be considered under Your Care Your Future. At the time of writing, DPG is due to present its vision to the Committee on 9th March 2016.

I would like to thank the Vice Chairman, the Health and Wellbeing Board representative, the substitute on the County Health Scrutiny Committee and all the Committee members for their hard work in looking at healthcare provision in Dacorum, and asking probing questions of those providing it.

Fiona Guest, Chairman, Health in Dacorum Committee

Housing & Community Overview & Scrutiny Committee Review 2015-2016.

The first meeting of the 2015/16 session took place in June 2015 and looked at the Quarter 4 Reports for the end of the previous year (2014/15). These reports form an essential, and a regular, part of the Committee agenda papers. The final cycle of such reports is explained in some detail at the start of this annual report to give Members a better understanding of some of the subject matters covered by the Housing and Community Overview and Scrutiny Committee (H&COSC).

At this June 2015 meeting, the Committee were presented the Quarter 4 Provisional Outturn Financial Report for 2014/15, prior to the closure of the Council's accounts. The committee were told about the Capital and Revenue elements of the General Fund, the Housing Revenue Account, and the Capital Programme. The Committee sought clarifications on 'retention' provision, the reasons for the less than expected take up of Home Improvement Grants and sought explanation for the overspend on one of the new build projects.

The 2014/15 Quarter 4 Housing Service Report highlighted the improved end of year figures for Empty Homes and the benefits arising from the new service provider contract. It also covered the work of the Tenancy Sustainment Team, and the plans for more tenant engagement via the 'fun day'. The Committee sought further explanation on the hard to let properties, homelessness targets, key-amnesty and also sought clarifications on the complaint reporting procedure.

The Quarter 4 Residential Services Report covered the Old Town Hall improvements, Community Safety Partnership crime reports, Neighbourhood Action community initiatives, Dacorum Youth Form engagement events, the ongoing CCTV success and aspects of Safeguarding. The scrutiny discussion covered everything from probing into each section of the report details and figures, to cyber crime reporting, and also tried to seek clarity on such things as drone use over the Borough's airspace, and which was explained as being legislated by other Agencies and not the Council. The meeting also acknowledged the success of the Verge Hardening Programme to date.

The Regulatory Services Report presented their Quarter 4 results updating Members on food hygiene matters, fly tipping concerns, dog fouling nuisance, health and safety prosecution, air quality measurement and HMO related issues.

In July 2015 the Committee reviewed the Mobile Homes Policy drafted in response to the Mobile Homes Act 201. They also reviewed the overarching Enforcement Policy drafted to meet the requirements of the Regulator's Code 2014. Member scrutiny resulted in minor amendments to both policy drafts.

The September meeting scrutinised the Quarter 1 Reports for the services that come under the H&COSC's remit. The budget monitoring report, housing service plan, resident services risk and performance and the regulatory services performance reports were all reviewed.

The October meeting looked into policies covering the Voluntary Sector Core Funding changes. An update report on Love Your Neighbourhood initiatives was also received and scrutinised. The reports on Osborne's Total Asset Management contract and update on the Gas Servicing contract were also reviewed at this meeting.

The same October 2015 meeting also reviewed and discussed the Assigning Tenancies policy. This policy review was requested by Cllr Guest in response to a specific case in her ward. Cllr Guest's input prior to, and at the meeting, was much appreciated. In this particular case, the policy was reviewed by the Committee and further clarity on law and policy matters was provided by the Group Manager. Full details of the report and discussions can be found on the DBC website. Such requests from Members on a specific Housing or Community matter is most welcomed by the Committee and can form the basis of a more effective and proactive scrutiny.

In November the Quarter 2 Reports and Annual Review of HRA Business Plan were presented and scrutinised. In addition, Dave Cove, the Chief Executive of Sportspace provided a very informative annual presentation on sport provisions in the Borough, and the subject of tackling obesity in the Borough was also raised. The Young Person's Housing Strategy update was also considered at this particular meeting.

During December 2015 and February 2016, the Committee received and reviewed the reports on the 2016/17 budget in common with other Scrutiny Committees. Further detailed scrutiny on areas that come under the Committee remit took place. The Committee appreciates the hard work of the officers in providing information and then providing further explanation at the meeting. The Committee also acknowledges the good management of the Council's finances that are seen to be provided, despite the difficult cuts and changes to funding settlements.

January 2016 Committee meeting reviewed the updated CCTV Code of Practice and looked into the new build Housing Development update. Much interest was focussed on the Tenancy Sustainment Team update report which was also brought to this meeting. This initiative from the Housing team for dealing with 'complex tenant cases' was well received by the Committee Members as it sets out to achieve one of the objectives of scrutiny - to provide support and best value for the tenants. Such initiatives also show proactive approach on the part of the Officers on specific issues, which is most encouraging.

During March 2016 the Quarter 3 Services' Reports were scrutinised by the Committee. In addition the Vulnerable Person Strategy update was reviewed following the recent changes to incorporate the work of the Tenancy Sustainment Team in the policy and to formally include Partnership Working in the body of the document.

During the previous year the Committee debated at length the revisions to the Council's Homelessness Review Procedure. An update on the process change and how it was functioning was specifically requested for the March 2016 meeting. The process was reviewed by the Committee and found to be functioning in a satisfactory manner, and no adverse comments were made by Members.

During the course of the past year the Chairman also attended the TLC meetings, which are an informative and useful source of information, and which provide a good insight into the Tenants' viewpoint and feedback. This tenant input is further supplemented by the TLC representatives attending the OSC meetings and their valuable input is greatly appreciated.

Two Separate meetings were also held by the Committee Chairman with David Austin and Elliott Brooks and their Group Managers. The aim of each meeting was to establish, and better understand, how the agendas are compiled by each Service for the OSC meetings,

and to see how specific requests for member identified and led policies for scrutiny could be made. The ultimate aim of these meetings was to help establish how a more constructive and effective questioning based scrutiny could be realised. This process is ongoing and will be reported back to the Housing and Community Committee Members in due course.

The aim of the Scrutiny Committee is to “promote service improvement, influence policy development and hold the executive to account for the benefit of the Community of Dacorum”. Suggestions, from all Members, on selection of specific policies for review and on ways to make the H&COSC scrutiny more effective and probing is sought via this annual report. With the paperless agendas and reports being the norm for some time now, and any associated teething issues reducing, one looks forward to much greater Committee Member engagement and more probing scrutiny during the coming year - some of which may have at times seem lower than expected over the past year?

The time, effort and contribution that the Officers, TLC Committee Representatives and Members’ dedicate to scrutinizing and improving the Housing and Community Services, and thus making the OSC process more transparent and meaningful for the benefit of the Dacorum Community, is greatly appreciated and acknowledged herewith.

Councillor Suqlain Mahmood

Chairman, Housing & Community Overview and Scrutiny Committee

April 2016

Strategic Planning & Environment Overview & Scrutiny Committee Review 2015/16

The Committee held ten meetings during the year, and considered the following matters.

June 2015

Provisional Financial Outturn Report - 2014/15

Environmental Services Performance Report - Quarter 4 2014/15

Planning, Development & Regeneration Performance Report - Quarter 4 2014/15

July

Dacorum's Den Results & Economic Wellbeing Update

Tourism Strategy - An Update on Efforts to Promote Dacorum

September

Financial Outturn Report - Quarter 1 2015/16

Environmental Services Performance Report - Quarter 1 2015/16

Planning, Development & Regeneration Performance Report - Quarter 1 2015/16

October

Waste Service - A Review of the New Refuse Collection Service

Herts Waste Partnership - A Presentation by the Manager of the Partnership

November

The meeting took place at the Council's Business Centre, and members were given a guided tour of the Centre, before considering the following matters:

Environmental Services Performance Report - Quarter 2 2015/16

Planning, Development & Regeneration Performance Report - Quarter 2 2015/16

Maylands - An Update on the Planning of Maylands & Assistance Given to Businesses

Hemel Hempstead Town Centre Strategy & Town Centre Management

December

Budget 2016/17 - Preparation (Analysis of Provisions under the Committee's Aegis)

January 2016

Hemel Hempstead Evolution Programme - A Review

Local Planning Framework Review

Two Waters Regeneration Framework

Environmental Management System - A Further Update on Improving the Council's Sustainability

February

Budget 2015/16 - Last Committee Draft (Further Analysis of Relevant Provisions)

March

Financial Outturn Report - Quarter 3 2015/16

Environmental Services Performance Report - Quarter 3 2015/16

Planning, Development & Regeneration Performance Report - Quarter 3 2015/16

Clean, Safe & Green Review - An Annual Report on the Council's Streetcare Service

Gypsy & Traveller Planning Policy & the Site Allocations Document Site LA5

April

Building Control Service
Development Management Service
Conservation Strategy - Progress Report
Land Charges Service

If anybody requires any more detail, then the agenda reports and minutes of these matters/debates are freely available on the Council's website.

Two thirds of the Committee joined the Council for the first time at the beginning of the civic year, and I am pleased with how they developed into their oversight/scrutiny roles.

I would like to thank the Vice-Chairman, (particularly for chairing the July meeting when I was unavailable), the Committee, and Management/Staff for their support.

I would also like specifically to thank Catriona Lawson & Katie Mogan for taking the minutes of our meetings.

We haven't completed a full work programme for 2016-17 yet, but the Committee oversees/scrutinises the following council duties/matters:

- Strategic Planning (Local Development Framework)
- Development Control - Performance Only
- Building Control
- Economic Development
- Refuse Collection/Recycling
- Streetcare (Litter/Street Cleansing/Landscaping/Grounds Maintenance)
- Environmental Health (a policy/service area transferring from the Community & Housing OSC)
- Environmental Strategy (Climate Change Mitigation)

and if anybody would like to participate in our meetings, then they would be most welcome.



Councillor Alan Anderson,
Chairman, Strategic Planning & Environment Overview & Scrutiny Committee.

Agenda Item 13

DACORUM BOROUGH COUNCIL

MEETING OF THE COUNCIL

24 FEBRUARY 2016

Present -

MEMBERS:

Adeleke (Mayor), G Adshead, Anderson, Ashbourn, Banks, Barnes, Mrs Bassadone, Bateman, Bhinder, Birnie, Brown, Chapman, Clark, D Collins, Douris, Elliot, Fantham, Fethney, Fisher, Mrs Griffiths, Guest, Harden, P Hearn, S Hearn, Hicks, Howard, Imarni, Maddern, Mahmood, Marshall, Matthews, McLean (Deputy Mayor), Mills, Peter, Ransley, Riddick, Ritchie, Silwal, G Sutton, R Sutton, Taylor, Tindall, Timmis, Williams, Whitman, C Wyatt-Lowe, W Wyatt-Lowe (47)

OFFICERS:

The Chief Executive, the Corporate Director (Housing and Regeneration), the Corporate Director (Finance and Operations), the Assistant Director (Chief Executive's Unit), the Group Manager (Democratic Services), Sadiat Okiji (Communications), L Collins, K Mogan and K Johnston (Minutes)

The meeting began at 7.30pm.

49. MINUTES

The minutes of the Council meeting held on 20 January 2016 were confirmed by the Members present and then signed by the Mayor.

50. DECLARATIONS OF INTEREST

None

51. PUBLIC PARTICIPATION

None.

52. ANNOUNCEMENTS

1. By the Mayor

None.

2. By the Chief Executive:

None.

3. By the Group Leaders:

Councillor Williams gave apologies on behalf of Councillors Conway, S Adshead and E Collins.

Councillor Tindall gave apologies on behalf of Councillor Link.

4. Members of the Cabinet:

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

The Leader of the Council made no announcements.

Councillor Griffiths, Portfolio Holder for Housing

Year-end rent letters going out soon

The letters to advise our tenants of the weekly rent they'll need to pay during the year ahead will arrive on tenants' door steps by 7 March.

This year, instead of the usual increase, our General Needs tenants will be notified of a 1% *decrease* in rent. The government is imposing a 1% rent cut for council tenants every year for the next four years.

Supported Housing tenants will see a small increase, due to the fact that the Supporting People Charge is increasing by 1% and rent by 0.9%.

STAR survey clocks up 1,000 calls!

The STAR survey is now complete. STAR is the survey of tenants and leaseholders we've carried out every two years since 2012. In the past we've posted a survey form to every one of our 12,000 tenants and leaseholders, but we've been able to save around £8000 by phoning a large sample of them instead. During January and February we phoned more than a thousand tenants and leaseholders to see whether satisfaction with the housing service has changed since our last survey in 2014. We also asked some questions to find out more about how our tenants use the internet. Some of the questions are used to compare our performance with that of other social landlords using Housemark's benchmarking service. Almost everyone who received a call from us gave up ten minutes of their time to chat to us and tell us their experiences.

We will be publishing the results in Housing News and Views once all the data has been analysed.

Tunstall Alarm upgrade

We are investing nearly £900,000 in upgrading our community alarm system. Improvements to our infrastructure include the latest digital cabling that enable 'telecare' and 'telehealth' add-ons to help keep tenants independent. The new digital system will enable other remote services to be offered to our tenants.

The immediate benefits for our tenants will be:

- Clearer speech when compared with analogue system
- More features to support independent living
- Ability to leave messages
- Quicker transfer of calls to control centre as calls will no longer 'stack' against each other while the first is being answered

Dog microchipping

From 6 April 2016, all dogs must be microchipped and registered to an approved database by the time they are 8 weeks old.

The keeper of a dog which is not microchipped will be notified of the new requirement.

The Housing Department works together with the Dog Warden to offer free microchipping for Council Tenants. We have already microchipped 336 dogs in the Dacorum area to get ahead of the new legislation. DBC's Housing Service Pet Policy has been awarded the RSPCA's 'Gold Footprint' for the past three years in a row.

There's more information about responsible dog ownership on our website:

<http://www.dacorum.gov.uk/home/environment-street-care/environmental-health/lost-and-stray-dogs/responsible-dog-ownership>

Strategic Housing

Strategic Housing are continuing to work very closely with DENS to ensure the effective management of The Elms. Further development of the service has been undertaken with additional service agreements now in place. Additionally DBC have seconded an employee for an initial 3 month period to the Hostel Manager post at The Elms, this is to aid DENS during their continued efforts to appropriately recruit to the post, continue the strong partnership that is in place and ensure that staff and the service to clients is effectively managed.

Partnership has been a key focus and we continue to have regular liaison meetings with key partners. These meetings have also been used to develop our Enhanced Housing Options tool (EHO) with the aid of our partners. The EHO is now live and enables customers to 'self serve' and access advice about their housing situation online <https://www.movingwithdacorum.org.uk>

New build programme is progressing well – London Road is due to complete at the end of April which will provide 36 new flats. There will be a local lettings plan which will be the same as previous new build schemes to ensure a balanced and mixed community. The Local Lettings Plan will be available on the Council's website shortly when the properties will begin to be advertised in the usual way.

Able House will begin on site in April

Property and Place

Gas safety compliance and servicing remains consistently high with only 1 property requiring a service due to the death of the resident. Satisfaction also remains high which is very positive.

New lift has been installed at Dudley house which has been well received by the residents due to the upgraded features in the car that make it more user friendly for those with sight or mobility issues.

Total Asset Management contract the first quarters audit has been completed and savings of 105k have been reinvested in the programmes for this year.

Overall the performance has been good with the main programmes of work being completed with high levels of satisfaction.

The repairs service showed a decline in performance around appointments being missed and Dacorum's surveyors have been doing some analysis of the background to this trend. Osborne have moved one of the senior management team into the repairs function to ensure this is addressed.

The Building Research Establishment delivered some training regarding the control of condensation in tenants homes, to staff from both Dacorum and Osborne. The incidence of cases this year has peaked due to a number of factors including persistent periods of rainfall with limited drying cycles and high fuel cost which results in tenants not adequately heating their homes. The slides are available to any members who are interested in understanding the issue in more detail.

The Longlands flats refurbishment is nearing completion and the external landscaping and car parking spaces are underway and the six new flats have all been offered to tenants.

Questions and answers

Councillor C Wyatt-Lowe said she was delighted to hear that all dogs will be microchipped and hoped the service applied to all dogs not just those belonging to council tenants. Councillor C Wyatt-Lowe asked the Portfolio Holder for Housing if it would be possible to take DNA from those dogs to address the issue of dog fouling and trace the owners.

The Portfolio Holder for Housing said that the Council will pick up the bill for Council tenants. The other matters fall under Councillor Marshall's remit.

There were no more questions for the Portfolio Holder.

Councillor Harden, Portfolio Holder for Residents and Corporate Services

PEOPLE GROUP

Human Resources

Sickness Absence

Sickness levels are running slightly higher than last year. To ensure we are doing all we can to reduce these, a corporate sickness project has commenced. The key actions of this project will be:

- Analysing of sickness absence trends
- Reviewing of staff with high level of sickness Absence
- Benchmarking against other organisations with low levels of sickness absence
- Drafting a Wellbeing Strategy
- Delivering Sickness Absence Training
- Incentivising good attendance
- Reviewing the Sickness Management Policy

E-Cigarettes

CMT have agreed that staff/visitors are not permitted to smoke E-cigarettes on Council property. The same rules that apply to cigarettes will also apply to E-cigarettes. Communications will be going out shortly.

Communications & Consultation

Website Content - Refresh

In preparation for the new website launch in early March 2016. A Digital Dacorum project is looking at reducing the content on the website to assist in improving the user experience. The project so far has reduced the amount of web pages by a third and will continue to work with managers to reduce this further over the coming months.

LEGAL GOVERNANCE

We successfully prosecuted for the unlicensed sale of alcohol at Bovingdon Market. The defendant received a 12 month conditional discharge and £600 costs.

Projects & Performance

Research and Innovation

- **Re-designing services**
 - We are working with housing to re-design procedures for rent arrears, decants, mutual exchanges, clear landings, breach of tenancy and ASB.
 - We have also been supporting housing in the development of an electronic tenancy pack
 - We are working with environmental services to re-design their processes and deliver efficiencies on the waste rounds
 - We have produced a detailed report looking at sickness data for the Council which will be coming to Cabinet and CMT as a sickness improvement project.

Digital Services

Digital Dacorum

- Our new website goes live in March and there's lots of coverage in Dacorum Digest.
- We have piloted a new online benefits process and we are testing the launch of a new Council Tax portal which will let people check their council tax statement
- We are launching a "digital week" from the 7th – 11th March, which will see a series of digital events, exercises and training days with local businesses, residents and charities.

Project & Performance Management

- - We are implementing a new performance management system to completely overhaul; the way we manage and monitor performance and data. We are currently working on the installation and development and that will be launching towards the end of 2016.

Corporate Admin & Support

- - We're currently evaluating tenders for a new print management software solution which will help us control printing and reduce the amount of paper we use.
 - We're increasing the use of Modern Gov. internally so that over the next 6 weeks all key meetings will be managed online (reducing paper usage)

Technology and Digital Transformation

- The Web Team are currently dedicated to getting the new look website live, which is scheduled to happen 1st week of March
- ICT are investigating a new Remote Working to allow a broader range of applications to be used from home.
- Detailed project plan for the ICT elements of the Forum is in development
- We have installed and are configuring a new Service Desk system which should allow a greater degree of self-service for users.

Resident Services

ASB

- There have been 2 Premises Closure Orders obtained by the ASB Team since 25th January. One was a DBC property at Marnham Rise and the other is a Housing Association Property in Bayford Close. There were reports of significant ASB at both properties and the use of drugs which were causing alarm and distress to neighbouring residents. In addition to these closures, a further Notice has been served on a property which prevents anyone other than the resident going to there – the application for the order is due to be heard in court in two weeks. The ASB Team have been working closely with the Police on these cases and the properties are closed for a minimum of 3 months but this can be extended. During the closure period the most appropriate action to address the longer term issues is taken by the ASB Team or the landlord however the Closure Orders bring immediate relief for neighbouring residents who have been suffering from the nuisance and disorder associated with the closed properties. Whilst the properties are closed no one can enter them without the ASB Team's authority and the properties are secured with metal covers to doors as are the windows where necessary.

Neighbourhood Action

- Over half term over 100 young people took part in drama and singing workshops at the Civic Centre and 10 young people entertained residents and volunteered at the Love Your Neighbourhood event.
- On Wednesday 17th February – A Love Your Neighbourhood event was held in Adeyfield. The themes for this event were: - Love Your Health and Love Your Future which related to the evidence of childhood obesity and heart disease in the

area and the need for up skilling and employment. Over the afternoon, 236 attend the three hour event 97 adults and 139 children. There were 20 other agencies involved from colleagues in the Neighbourhood Police Team to the Windmill Childrens Centre and Sunnyside Trust who provided a range of information from completing job applications to healthy eating. A great day was had by all!

Questions and answers

Councillor G Adshead asked if the Portfolio Holder was aware that it will soon be the Queen's 90th birthday and would he support and even attend the street party at Adeyfield.

The Portfolio Holder for Residents and Corporate Services said that Hertfordshire County Council would soon be issuing information about road closures. Also, the Portfolio Holder said he hoped all borough councillors will get behind the 'Clean for the Queen' campaign.

Councillor Tindall asked the Portfolio Holder if the Council Tax portal would have provisions in place for those who do not have access to a computer or internet. Would letters be sent to residents to highlight where the portal can be accessed? Councillor Tindall also asked if records would be differentiated between long and short term sickness.

The Portfolio Holder for Residents and Corporate Services said the Council Tax portal would reduce the need and demand on the Civic Centre. Digital Dacorum aims to ensure that residents can access services at home. There will be new kiosks in the Forum for residents to use. With regards to sickness, long term sickness is impacting Council services and the review will highlight and attempt to address the issue. The new First Care system for dealing with and monitoring sickness should enable the Council to collect data and identify trends.

There were no more questions for the Portfolio Holder.

Councillor G Sutton, Portfolio Holder for Planning and Regeneration

Hemel Hempstead Business Ambassadors

Following the launch of the Ambassadors' scheme, the first in a series of regular events was held at Natural History Museum in Tring on 10 February, where 52 delegates heard from our Assistant Director for Planning, development and Regeneration on our Hemel Evolution programme for town centre regeneration and its success on attracting new private sector investment to Hemel Town Centre. The Number of Ambassadors now stands at 24, and the next event will be held at the Box Moor Trust on 26 May.

Food Court modifications

The final touches of the bus interchange are expected to be completed during March, this includes improved access to the food court area to allow further food offers and a new 65" Real Time Passenger Information screen.

Water Gardens

Between Combe Street and Bridge Street new toeboards are being fitted along the riverbank and work is continuing to the green screen to the Water Gardens North car park. Over the next month the replacement fish passes will also be built. South of Bridge Street the ducting for the new lighting scheme will be laid. The Friends of Jellicoe Water Gardens have gathered more memories of the Gardens, which are shared on the Our Dacorum website. They will also be visiting community gardens to help plan the new planting scheme for the Water Gardens' friends garden.

Maylands Urban Realm Improvements

DBC has had the green light from HCC for Loughman to start the works. Work commenced on 18th February and is expected to finish in October. Loughman's compound is based at Wood House, Wood Lane End. The scheme includes a new shared cycle and pedestrian footway, improved lighting, new planting and gateway enhancements.

Questions and answers

Councillor Douris asked the Portfolio Holder for Planning and Regeneration to join him in applauding the ML1 bus service which provides transport between Hemel Hempstead train station and Maylands Avenue it's now a commercial service. Councillor Douris thanked Herts County Council for the work that has been put into it.

The Portfolio Holder for Planning and Regeneration thanked the work of Hertfordshire County Council and Maylands Business Partnership have been campaigning for this for a long time. The Portfolio Holder said it was extremely important to have easy access to Maylands Avenue.

There were no more questions for the Portfolio Holder.

Councillor Marshall, Portfolio Holder for Environmental, Sustainability and Regulatory Services

Reminder, garden waste collections start in the 2 weeks commencing next week.

To encourage greater food recycling using food caddies, **'No food waste' stickers** are being placed on all grey-wheeled bins from this week. For the 12 months ending December 2015, the Borough collected total of 4151.80 tonnes and the target was 4,800 tonnes. The Borough has done well, but could we do better. Besides the obvious green benefits, the Borough's residents have saved over £200,000 by not putting the food waste in landfill.

More recycling opportunity: aka WEEE – meaning “waste electrical & electronic equipment”

Residents can bring their unwanted electrical and electronic items to a special Electrical Reuse and Recycling Event on Saturday 9 April, 10am to 3pm at Cupid Green Depot. DBC and Herts WasteAware Partnership, have teamed up with WEEE Stop (of Milton Keynes) to give electrical items a second lease of life through

refurbishing it for reuse or recycling it, irrespective of if the items are broken or working. Residents can bring anything from as small as a mobile phone to as large as a washing machine.

Also DBC has arranged for 3 WEEE banks to be installed at the neighbourhood shopping centres at Chaulden, Bennetts End and Adeyfield for smaller waste electrical items – e.g. toasters, laptops, cameras, cables, DVD players, hi-fi, power drills. Publicity on this will be issued soon.

16 staff from the Clean Safe and Green team have dedicated two weeks to litter pick the A41 bypass. The litter pick started on the 8 Feb and completed last Friday (19 February) and they were collecting on average 1.5 tonnes of litter a day.

As mentioned last month “Clean for the Queen” - Keep Britain Tidy are having a “National Clean-Up Weekend” on the 4-6 March 2016 in celebration of the Queen’s 90th birthday under the banner “Vacuum your Villages!, Spruce up your Cities!, De-litter your Lanes!”. Cupid Green is the point of contact for the Borough for groups undertaking the litter picks. 21 groups ranging from a youth group to a church have volunteered. I ask colleagues to encourage litter picks, though obviously do not feel obligated to confine the litter pick to the first weekend in March. Cupid Green will help supply bags and litter pick sticks and will collect the rubbish collected.

Questions and answers

Councillor Chapman asked the Portfolio Holder for Environmental, Sustainability and Regulatory Services to join him in thanking the team at Cupid Green for the new signage on the A5 to tackle the litter problem. Councillor Chapman said it has worked well and hoped the signs would be distributed across the borough.

The Portfolio Holder for Environmental, Sustainability and Regulatory Services said these signs were used initially on the A41 and they are to be placed at hotspots across the borough.

There were no more questions for the Portfolio Holder.

Councillor Elliot, Portfolio Holder for Finance and Resources

Finance

Budget - The budget is being considered at this meeting after being through a robust process for consideration and challenge and scrutiny. As a lady Prime Minister said “its is your tax which pays for public spending. The Government have no money of their own. There is only Tax payers money.

Payroll - Good progress is being made in order to deliver a new payroll provider in time for April 2016 and we are still on track to meet the timeframe.

Electronic Payment Cards - The team have recently been through a process to select a payments card provider. These cards will help reduce the Councils cost of processing invoices, and provide cashback on spend. The contract is being finalised and the cards will be trialled in four service areas in the coming months.

Revenue & Benefits

The team are currently working hard to make sure that the new year's council tax and business rate bills, and any changes to housing benefit and council tax support levels are produced quickly and accurately following Council's decision about the budget tonight.

The good work was confirmed at Audit Committee on the 10th of February. The recent internal Audit of our council tax system and processes was presented to members by Mazars our internal auditor. The report was glowing –the Audit Manager said “ I've never seen a council tax audit that good”-and they never give full assurance on the design of controls in a council tax audit (which is what we got).

This is the sort of comment from an audit is exceptionally rare. Its all down to the teams commitment and thoroughness which makes the Council a much more efficient organisation.

This year they have been working with colleagues in housing to improve our communication with our tenants. This means that tenants who receive housing benefit will receive information about their new benefit award at the same time as they are told about the new rent level, and reduces our outgoing post by around 4,000 envelopes.

Commercial Assets & Property Development

The ongoing work to maximise capital receipt is continuing. The first garage site is anticipated to realise the receipt within this financial year. Offers on the second site have been received and are currently being evaluated. The Asset Management Strategy has been approved by Cabinet and work is now under way to deliver the associated action plan.

As Berkhamsted Councillors are aware there is a major parking problem in the middle of the town and the Council could not just, let it be, therefore a planning application for the proposed Berkhamsted Multi Storey Car Park was submitted on January 20th and the matter is currently in process.

Work is continuing to consider the scope of the Facilities Management Service in the Forum and these are being worked up by a cross council team.

Questions and answers

Councillor Guest asked if the Portfolio Holder would agree that an increase in Council Tax of 1.38 pence per day was good value for residents.

The Portfolio Holder for Finance and Resources said the Council should emphasise the modest increase of 1.38 pence per day. Also, the band D tax is 26% below Watford Borough Council's Band D.

Councillor Tindall asked the Portfolio Holder if he could re consider the amount allocated to verge hardening schemes due to horrendous parking issues experienced in Hemel Hempstead.

The Portfolio Holder said budgets can be looked at, as a Council they have tried to address this issue and that he believes it will be a sufficient amount to meet the demand in verge hardening.

Councillor Birnie asked the Portfolio Holder for Finance and Resources who would be in control of the payment cards.

The Portfolio Holder said council officers will be using them for invoices and transactions. From the internal audit, it is clear that the Council runs a very tight ship and he is confident there will be no issues.

Councillor Ritchie asked if Portfolio Holder was aware that the multi-storey car park was passed at the Berkhamsted Town Council meeting on Monday evening. The majority of members and residents welcome the decision.

The Portfolio Holder for Finance and Resources said he was aware and believed the vote was 5-1 in favour of the development and was pleased the process is moving forward.

Councillor Tindall asked the Portfolio Holder if he felt the recent by election result in Berkhamsted was a sign of support for the Council.

The Portfolio Holder noted Councillor Tindall's comment.

There were no more questions for the Portfolio Holder.

53. CABINET REFERRALS

The referrals from Cabinet on 9 February 2016 were submitted. It was moved by Councillor Williams, duly seconded and

Resolved

That the following be approved:

9 February 2016

7.1 CA/017/16 BUDGET AND COUNCIL TAX SETTING

General Fund Revenue Estimate

- a) a Dacorum Borough Council General Fund Council Tax requirement of £10.218m, and of £10.908m for the combined Borough Council and Parish Councils' requirement for 2016/17;**
- b) an increase of 2.78% in Council Tax for Dacorum Borough Council;**
- c) the base estimates for 2016/17, as shown in Supplementary Appendix A1,* and the indicative budget forecasts for 2016/17 – 2019-20, as shown in Supplementary Appendix A2;**

- d) the forecast balances of the Revenue Reserves as shown in the Supplementary Appendix J, and approve paragraphs 10-20 of the Cabinet report as the updated Reserves Strategy.
- e) approve increases in Fees and Charges for 2016/17 as set out in Appendices C3, D3, and E3
- f) approve and adopt the Treasury Management Strategy for 2016/17, attached at Appendix K;
- g) approve and adopt the Treasury Management Principles and Practices for 2016/17, attached at Appendix L;
- h) note that this budget paper, when approved by Council, will form part of the Medium Term Financial Strategy

Four Year Settlement

- i) delegate approval to the Corporate Director (Finance & Operations) in consultation with Budget Review Group to decide on whether to accept Government's offer of a four-year finance settlement.

Capital Programme

- j) approve the revised Capital Programme for 2015/16, and for 2016/17 to 2020/21, as detailed in Appendix I;
- k) approve the financing proposals in Appendix I subject to an annual review of the financing options by the Corporate Director (Finance & Operations), in consultation with the Portfolio Holder for Finance and Resources, during the preparation of the Statement of Accounts.

Housing Revenue Account (HRA)

- l) reduce dwelling rents for non-sheltered housing units by 1%, and increase rents for sheltered housing units by CPI plus 1%, resulting in an average rent of £105.52 per week (based on 52 weeks)
- m) the updated HRA estimate for 2016/17 as shown in Supplementary Appendix F to the Extraordinary Cabinet budget report.

Terms & Conditions

- n) approve the continued application of a living wage supplement for all affected employees, in accordance with the rates of the Living Wage Foundation, for 2016/17 (to be reviewed annually thereafter).

Statement by Chief Finance Officer

- o) approve the statement by the Chief Finance Officer regarding the robustness of the budget estimates and level of reserves as set out in Appendix M.**

Key points of discussion:

Councillor Williams introduced the report and moved the motion to debate.

Councillor Tindall congratulated officers on meeting targets. He advised the meeting that his party would not be producing an 'alternative budget.' He drew attention to the 1% decrease in rent which may adversely affect those in council houses and the monies that the Council had received from central government.

He concluded that the Liberal Democrats will vote against the budget as it will result in the maximum being squeezed out of residents and the party cannot support it

Councillor C Wyatt-Lowe said she would rather the Chancellor 'tinker' with budgets to address legitimate concerns instead of ignoring them. Councillor C Wyatt-Lowe said this was a sign of strength and not a weakness. The Conservative group has withstood pressures and managed to balance the books, as a group they stand united and she commended the budget to Council.

Councillor Marshall said Councillor Tindall's comments were well balanced until the end. It seems that voting against the budget is politically motivated when the Council Tax increase is very modest. Finances will be tighter and more difficult in the future and this is a statement of fact not a political comment. It is vital that savings are made and income generated in order to cushion the impact in the future.

Councillor Mrs Griffiths highlighted that the 1% decrease in rent and council house building will ensure the Council is far better off than under the previous administration. The Council is no longer sending £20 million to central government to distribute across the country. This has ensured that repairs have been made up to date throughout the housing stock and the new build programme has not stopped.

Councillor Fisher said she was puzzled by the fees and charges and assumed this was based on an 'every little helps' approach. Some charges have a greater impact on residents than others. For example, to get rid of rats, there is now a 12% increase in that charge and if you are a Dacorum card holder then this increase shoots up to 138%. It seems the poor are hit hardest. Councillor Fisher said she hoped that these charges were not counter-productive and hope that they are monitored in the future.

Councillor Williams said these fees and charges were monitored and said it was appropriate to recover these costs from residents. When the household waste sites were moved to a five day opening, people thought there would be an increase in fly-tipping, but this was not the case. Councillor Williams thanked Councillor Tindall for his comments and pointed out that in 20 years, it was the first time that central government had taken any notice of the feedback given. The Council offer good services which needs funding and the modest increase in Council Tax has made

significant savings and protected front line services. The £204,000 from central government that Councillor Tindall has quoted will be saved and not spent as Councillor Tindall wishes. It will be saved for any future problems that arise. The Council was criticised for increasing Council Tax a few years ago and it was unpopular but has generated money into the reserves. The verge hardening programme is funded through the sale of garages. The 1% rent decrease is not helpful but we should be proud to let properties at social rents. The Council is £16-17 million better off through savings and repairs. This budget continues to build on the good work already done.

In line with standing orders, the names of the Members voting for and against the motion were recorded as follows:

Names of those voting

For: G Adshead, Anderson, Ashbourn, Banks, Barnes, Mrs Bassadone, Bateman, Bhinder, Birnie, Brown, Chapman, Clark, D Collins, Douris, Elliot, Fantham, Mrs Griffiths, Guest, Harden, P Hearn, S Hearn, Hicks, Howard, Imarni, Maddern, Mahmood, Marshall, Matthews, McLean (Deputy Mayor), Mills, Peter, Riddick, Ritchie, Silwal, G Sutton, R Sutton, Taylor, Timmis, Williams, Whitman, C Wyatt-Lowe, W Wyatt-Lowe (42)

Against: Fethney, Fisher, Ransley, Tindall (4); and

Abstained: Adeleke (Mayor), (1).

The Mayor declared the motion to be carried

7.1

Council Tax Declaration 2016/17

Resolved

That the following be approved:

That the Cabinet, at its meeting on 15 December 2015, calculated the following amounts for the year 2016/17 in accordance with regulations made under Section 31B (3) of the Local Government Finance Act 1992 (as amended), as inserted by Section 74 of the Localism Act 2011:-

- (a) 55,282.0 being the figure calculated by the Council in accordance with regulation 3 of The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 as its Council Tax base for the year;
- (b) the amounts in Table 1 of this report (Tax Base for each part of the Council's area to which one or more special items relate) being the amounts calculated by the Cabinet in accordance with regulation 6 The Local Authorities (Calculation of Council Tax Base) (England)

Regulations 2012 as the amounts of its Council Tax base for the year for dwellings in such parts;

- 2) the following amounts be now calculated by the Council for the year 2016/17 in accordance with Sections 31A and 31B and Sections 34 and 36 of the Local Government Finance Act 1992 (as amended) (referred to as “the Act”):
- (a) £143,421,094.03 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act, taking account of all precepts;
 - (b) £132,513,272.60 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act, including the aggregate of the sums which the Council estimates will be payable for the year into its General Fund in respect of redistributed Non-Domestic Rates and Revenue Support Grant ;
 - (c) £10,907,821.43 being the amount by which the aggregate at 2)(a) above exceeds the aggregate at 2)(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its **Council Tax requirement** for the year;
 - (d) £197.31 being the amount at 2)(c) above, divided by 1)(a) above, calculated by the Council in accordance with Section 31B (1) of the Act as the basic amount of its Council Tax for the year;
 - (e) £690,049.37 being the aggregate amount of all special items referred to in Section 34(1) of the Act;
 - (f) £184.83 being the amount at 2)(d) above, less the result given by dividing the amount at 2)(e) above by the amount at 1)(a) above, calculated by the Council, in accordance with Section 34(2) of the Act as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates;

(g) Part of the Council’s Area	Band D Equivalent Combined £
Hemel Hempstead	184.83
Aldbury	203.59
Berkhamsted	206.25
Bovingdon	211.20
Chipperfield	219.73
Flamstead	235.54
Flauden	214.77
Great Gaddesden	203.60
Kings Langley	228.94

Little Gaddesden	210.44
Markyate	219.64
Nash Mills	207.83
Nettleden	209.68
Northchurch	199.94
Tring Rural	214.57
Tring Town	209.99
Wigginton	198.99

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

- 3) it be noted that for the year 2016/17 Hertfordshire County Council have stated the amounts in precepts issued to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings as set out in table 3(a);
- 4) That it be noted that for the year 2016/17 the Hertfordshire Police and Crime Commissioner has proposed the amounts in precepts issued to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings as set out in table 3(a);
- 5) That having calculated the aggregate in each case of the amounts at 2)(g), 3) and 4) above the Council in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby set the amounts set out in Table 3b of the report as the amounts of Council Tax for the year 2016/17 for each part of the area and for each of the categories of dwellings shown;
- 6) It be noted that in setting the Council Tax for 2016/17 the Council is required to have taken account of the report of the Chief Financial Officer on the robustness of the budget.

7.2 CA/018/16 SENIOR OFFICER PAY POLICY

Resolved:

- (1) The Pay Policy for 2016/17 as set out in appendix 1 to the Cabinet report be approved.**
- (2) That any amendments to the Pay Policy throughout the financial year 2016/2017 which are required as a result of legislative changes can be approved by the Chief Executive in conjunction with the Council's Monitoring Officer.**

7.3 CA/021/16 CORPORATE PLAN 2015-2020

Resolved:

1. That the Corporate Plan 2015 to 2020 be adopted

54. OVERVIEW AND SCRUTINY REFERRALS

None.

55. CHANGES TO COMMITTEE MEMBERSHIP

Resolved

That Councillor Anne Fisher be appointed to the Standards Committee.

56. CHANGES TO COMMITTEE DATES

The following changes were agreed by Members.

1. **Development Control**

Due to arrangements at the Civic Centre for the PCC Elections, the meeting of the Development Control Committee on Thursday 28 April 2016 will be held at Grovehill Community Centre, Henry Wells Square, Aycliffe Drive, Hemel Hempstead, HP2 6BJ.

2. **Strategic Planning and Environment Overview and Scrutiny Committee**

An additional meeting was agreed by Members for the Strategic, Planning and Overview Committee on Tuesday 12th April 2016 at 7.30pm

57. STANDARDS COMMITTEE – LOCALISM ACT 2011 CO-OPTION OF PARISH AND TOWN COUNCIL REPRESENTATIVES

It was agreed that Councillor Iain Crawford of Markyate Parish Council and Councillor Gerald Wilkins of Tring Town Council be appointed as the non-voting co-opted representatives of the Parish/Town Councils on the Standards Committee for a term not exceeding the date of the next ordinary election of the Borough Council.

58. CHANGE OF SCHEME OF DELEGATION IN RESPECT OF ADVERT AND PLANNING CONTRAVENTION NOTICE PROSECUTIONS

Referral from the Development Control committee – 17 December 2015

Resolved:

1. That authority to prosecute in respect of breaches of advertisement controls and failure to respond to a Planning Contravention Notice are

delegated to the Assistant Director (Planning, Development & Regeneration), Group Manager (Development Management & Planning), Team Leader (Specialist Services), or Team Leader (Planning Casework).

2. That the following be amended:

a) Part 3, section 2.3 of the Council's Constitution, relating to the delegation of powers and functions to Officers from the Development Control Committee; and

b) Specifically, sub-sections 2.3.3 and 2.3.4 (enforcement of planning control) to allow the delegation to Officers the power to commence prosecution proceedings in respect of advertisement and planning contravention notice breaches.

59. EXCLUSION OF THE PUBLIC

Resolved:

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

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

The meeting ended at 8:45pm