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SUMMONS

MEETING OF THE COUNCIL

Wednesday 19 February 2025

Council Chamber, The Forum

You are hereby summoned to a meeting of the Dacorum Borough Council in the County of Hertfordshire to be held in the Council Chamber, The Forum on Wednesday 19 February 2025 at 7.30 pm to transact the business set out below.

A handwritten signature in black ink that reads 'Claire Hamilton'.

**CLAIRE HAMILTON
CHIEF EXECUTIVE**

TO ALL MEMBERS OF THE COUNCIL

**Contact: Democratic Services
ext 2209**

AGENDA

1. MINUTES (Pages 6 - 11)

To confirm the minutes of the previous meeting of the Council

2. DECLARATIONS OF INTEREST

To receive any declarations of interest

3. PUBLIC PARTICIPATION

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

4. ANNOUNCEMENTS

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

4.1 By the Mayor:

4.2 By the Chief Executive:

4.3 By the Group Leaders: Any apologies for absence

5. CABINET MEMBER UPDATES (Pages 12 - 24)

5.1	Councillor England	Leader of the Council (verbal update only)
5.2	Councillor Smith-Wright	Portfolio Holder Transformation (People, Climate & Ecological Emergency)
5.3	Councillor Allen	Portfolio Holder Corporate & Commercial Services
5.4	Councillor Dhyani	Portfolio Holder Housing & Property Services
5.5	Councillor Bromham	Portfolio Holder Neighbourhood Operations
5.6	Councillor England	Portfolio Holder Place

6. MOTION

6.1 Motion proposed by the Leader of the Council, Cllr Adrian England

STOP NONSENSICAL LUTON EXPANSION

This Council notes that a government decision on the proposed large expansion of Luton Airport is now expected in April 2025, after the Chancellor of the Exchequer intimated that it should be granted. This Council has previously expressed strong objections to the proposed expansion of Luton Airport. On Luton Airport's doorstep, residents from Dacorum are extremely concerned about the upcoming decision because of:

1. aircraft noise,
2. the impact on our local roads with overcrowding, in light of the growth agenda
3. the impact of CO2 emissions and air pollution, compounding the likelihood of the airport completely failing, to reach Net Zero by 2050

This Council notes that Luton Airport had already breached their aircraft noise limits for three consecutive years up to 2019. Promises of quieter aircraft have since failed to materialise. Luton Airport has failed to deliver on their promises.

This Council further notes that the claim that the airport expansion will lead to economic growth, fails to consider that despite significant growth in air passenger numbers over the past two decades:

- There has been no net growth in air travel for business purposes.
- There has been no net growth in jobs in air transport.
- Real wages in air transport jobs have fallen significantly.
- The UK's domestic overnight tourism industry has shrunk significantly.
- Growth has primarily driven leisure travel abroad and increased the travel spending deficit, with the greatest spending losses seen in the UK's wider regions.

This Council also notes that advice from the UK Climate Change Committee is clear: "no airport expansions should proceed until a UK-wide capacity management framework is in place to assess annually and, if required, control sector CO2 emissions and non-CO2 effects."

In 2021 The Climate Change Committee, submitted a report to the previous government, advising that not only is aviation likely to be the largest emitter of CO2 by 2050, but that relative emissions from aviation can only be reduced by around 20% using fuel efficiency measures.

As such, this proposed 77% increase to Luton Airport capacity fundamentally undermines the UK's commitment to reach Net Zero by 2050.

This Council agrees that the Leader will write to the Secretary of State to urge a common sense decision to (focus construction workforce on affordable homes and Net Zero infrastructure) and urge the government to oppose this expansion before a UK-wide air travel capacity framework is in place.

7. BUSINESS FROM THE LAST COUNCIL MEETING (Page 25)

To consider any business referred from the previous meeting

8. CABINET REFERRALS (Pages 26 - 34)

To consider the following referrals from Cabinet:

8.1	CA/103/24	25 Nov 2024	Treasury Management Outturn And Performance Indicators
8.2	CA/111/24	10 Dec 2024	Treasury Management 2024/25 Mid-Year Performance Report
8.3	CA/118/24	10 Dec 2024	Council Tax Base Report
8.4	CA/08/25	28 Jan 2025	Review Of Scrutiny By The Centre For Governance And Scrutiny
8.5	CA/10/25	28 Jan 2025	Climate And Ecological Emergency Spending Proposal
8.6	CA/11/25	28 Jan 2025	Transforming Public Procurement Update & Impact – Procurement Act 2023
8.7	CA/12/25	28 Jan 2025	Council Tax Setting Committee
8.8	CA/19/25	11 Feb 2025	HRA Business Plan
8.9	CA/20/25	11 Feb 2025	Budget 2025/2026

9. OVERVIEW AND SCRUTINY REFERRALS

10. POLLING DISTRICT & POLLING PLACE ORDER (Pages 35 - 45)

11. WAIVER OF 6 MONTH COUNCILLOR ATTENDANCE RULE (SEC.85 LOCAL GOVERNMENT ACT 1972) (Page 46)

12. CHANGES TO COMMITTEE MEMBERSHIP

It is proposed by Cllr Mitchell that Cllr Greenfield is to replace Cllr Silwal on the Finance & Resources Overview & Scrutiny Committee.

The proposed membership of the Council Tax Setting Committee be agreed as Cllr Adrian England, Cllr Garrick Stevens, Cllr Andrew Williams, Cllr Graeme Elliot with a vacancy for an Independent member.

13. CHANGE TO COMMITTEE DATES

To consider any proposals for changes to committee dates

It is proposed that the Council meeting diarised to take place on 23 April 2025 be moved to 2 April 2025; this is to avoid Easter Holiday dates and enable the release of the Council Chamber for the storage and preparation of ballot papers in relation to the HCC Elections taking place on 2 May 2025.

14. 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 1.

15. APPOINTMENT OF INTERIM CHIEF EXECUTIVE (Page 47)

Agenda Item 1 Public Document Pack

DACORUM BOROUGH COUNCIL

MEETING OF THE COUNCIL

13 NOVEMBER 2024

Present:

MEMBERS:

Adeleke, Allen, Anderson, Banks, Barradell, Barry-Mears, Bhinder, Bristow, Bromham, Capozzi, Cox, Deacon, Dhyani, Douris, Elliot, England, Freedman, Gale, Guest, Hannell, Hobson, Johnson, C Link (Mayor), Maddern, McArevey (Deputy Mayor), Mitchell, Patterson, Pesch, Pound, Pringle, Reynolds, Riddick, Santamaria, Silwal, Smith-Wright, Stevens, Symington, Taylor, Timmis, Walker, Weston, Williams, Williams and C Wyatt-Lowe (44)

OFFICERS:

Darren Welsh	Strategic Director Housing and Property Services
Mark Brookes	Assistant Director Legal and Democratic Services
Cassy O'Neil	Democratic Services Manager
Layla Fowell	Democratic Support Assistant Manager

The meeting began at 7.30 pm

1 MINUTES

The minutes of the meeting of 15th October 2024 were agreed.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 PUBLIC PARTICIPATION

The Mayor confirmed there was no public participation registered for the meeting.

4 ANNOUNCEMENTS

4.1 The Mayor advised she was saddened to announce the passing of a former Ward Councillor, Nick Tiley, who represented the Ashridge Ward from 2003-2015.

The Mayor invited any reflections, which were shared by Cllr Douris before a 1 minute silence was held.

Full details can be viewed in the video minutes.

- 4.2 The Mayor invited Strategic Director of Housing & Property Services, Darren Welsh, to give any announcements on behalf of the Chief Executive.

DWelsh announced that the by-elections for the Hemel Hempstead Town Ward & Bennetts End Ward will take place on Thursday 21st November 2024. The count will commence at 10am on Friday 22nd November at the Forum.

- 4.3 The Mayor invited Group Leaders to give apologies on behalf of their groups.

Cllr England gave apologies on behalf of Cllrs Stewart & C Link
Cllr Williams gave apologies on behalf of Cllr Durrant and advised that Cllr Guest would be joining the meeting at 8pm.
Apologies were also received on behalf of independent members Cllrs Wilkie & Tindall.

Cllr Guest joined the meeting at 8pm.

5 CABINET MEMBER UPDATES

The Mayor referred to the Portfolio Holder updates as published with the agenda and advised she would invite questions against each update in turn.

Before doing so, she invited Cllr England to give his verbal update as Leader of the Council.

To view the Leader's update and questions posed to Portfolio Holders, please refer to the video minutes.

The following actions were noted;

1. Cllr Timmis addressed the Leader re. the consultation on new local plan noting that there is a large map in the reception of The Forum of the new plan which includes the towns, greenbelt, villages, areas of manufacture and various alternative green spaces. Cllr Timmis noted that one thing that appears to be missing and not marked is the AONB and asked the Leader to please explain why that is?

Cllr England responded he is not aware of why and advised he would enquire with officers and will provide a written response.

2. Cllr Mitchell addressed the Leader and asked; with all the good work happening at adventure playgrounds, would it be possible to consider satellite schemes for areas where residents do not have access to the established playgrounds due to the distance required to get to them.

Cllr England advised he would be happy to take that request away to see what can be done within current resource arrangements and would provide a written response.

3. Cllr Barradell addressed Cllr Smith-Wright in reference to her update as the Portfolio Holder Transformation (People, Climate & Ecological Emergency) and referred to the work being undertaken with Hertfordshire County Council (HCC)

to identify electric vehicle charging sites in the Borough and asked; what has happened in the last year and when can we expect to see these on street?

Cllr Smith Wright advised she would follow up with HCC and report back

4. Cllr Barradell again addressed Cllr Smith-Wright again on her update and this time referred to the installation of charging points as referenced at 6 car parks across the Borough and asked for an update on which of those installations are working

Cllr Smith Wright advise she would seek information on this and provide a written response.

Cllr Hobson addressed Cllr Smith-Wright as the Portfolio Holder Transformation (People, Climate & Ecological Emergency) and advised she has not received any of the official guidance as referenced on how to access emails on mobile devices, asking the Portfolio Holder if it could please be checked that all councillors have received that information.

Cllr Smith Wright confirmed she would follow this up and provide a written response.

5. Cllr Elliott addressed Cllr Smith-Wright as the Portfolio Holder Transformation (People, Climate & Ecological Emergency) and referred to the solar panels recently installed, asking for details of the country of manufacture of those units.

Cllr Smith-Wright advised that she would seek that information and provided a written response.

6. Cllr Freedman addressed Cllr Allen, Portfolio Holder of Corporate & Commercial Services and asked if the Portfolio Holder could amend his report to reflect that the parking call-in was reviewed and voted on last week at the Finance & Resources Overview & Scrutiny Committee (F&R OSC), of which the minutes and video are available.

7. Cllr Allen responded that he is not sure that the published update can be amended but requested it be noted here in the minutes that this matter was indeed thoroughly reviewed at the F&R OSC meeting on Tuesday 5th November 2024.

8. Cllr Mitchell addressed Cllr Bromham as the Portfolio Holder Neighbourhood Operations and asked; when will refurbishment works start at the Warners End play park (situated in Gadebridge)

Cllr Bromham advised he would need to refer to officers for the timeline and will provide a written response.

9. Cllr Douris addressed Cllr Bromham as the Portfolio Holder Neighbourhood Operations and referred to a question asked at the previous meeting (action point reference FC12 under tonight's agenda item 6 business from last Council meeting) in which he was asked to provide a timeline regarding parking options/verge hardening. Cllr Douris commented that the written response provided was a series of steps, rather than a timeline, and asked; could I

please have a timeline with dates and times to fulfil that response, noting that he would be happy to receive a written response.

Cllr Bromham confirmed he would review the response provided.

6 BUSINESS FROM THE LAST COUNCIL MEETING

The Mayor advised that all updates against outstanding business from the previous meeting are provided in the action point list as published under agenda item 6.

7 CABINET REFERRALS

The Mayor invited Cllr England to introduce the referrals from Cabinet.

Cllr England moved the recommendations as set out in the following;

- 7.1 CA/72/24 (23rd July 2024) Appointment of a Principal Contractor for the refurbishment of two Multi-Use Game areas (MUGA) and construction of a canopystructure at Hemel Hempstead School

The recommendations were seconded by Cllr Dhyani and **agreed**.

- 7.2 CA/90/24 (14th October 2024) Medium Term Financial Strategy & Fees & Charges

The recommendations were seconded by Cllr Dhyani and **agreed**.

- 7.3 CA/95/24 (14th October 2024) Dacorum Investment Partnership Proposals

The recommendations were seconded by Cllr Dhyani and **agreed**.

8 REFERRAL FROM THE LICENSING AND HEALTH AND SAFETY ENFORCEMENT COMMITTEE

The Mayor invited Cllr England to introduce the referral from the Licensing and Health and Safety Enforcement Committee.

Cllr England moved the referral as agenda Item 6 of 4th November 2024 committee; Gambling Act 20025 – Review of Statement of Principles.

The recommendations were seconded by Cllr Dhyani and **agreed**.

9 OVERVIEW AND SCRUTINY REFERRALS

There were no referrals from the Overview & Scrutiny Committees.

10 CHANGES TO COMMITTEE MEMBERSHIP

The Mayor advised that Cllr England would like to address the Council with regard committee membership.

Cllr England read out the following statement;

'It has been brought to my attention that I may have inadvertently misled Council in my response to Councillor Weston when, at the Extraordinary Council, she asked me a question about the allocation of Chairperson positions. It was certainly not my intention to mislead so I wish to clarify that, whilst committee allocation on an overall basis is agreed by political proportionality between the groups with remaining seats allocated to Independent Members, Council could decide to appoint an Independent Member to Chairperson or Vice-Chair positions if Council agreed to do so. The proposal before the Extraordinary Council meeting for Committee membership has been re-circulated to Members. This currently doesn't have any Independent Members as Chair or Vice Chair, but for clarity I suggest that a vote is taken this evening to confirm the overall committee membership, as presented.

I understand there is one amendment requested to the version circulated in that one independent seat on the Housing and Community Overview & Scrutiny Committee will change, to remove Cllr Santamaria who will be replaced by Councillor Pringle. In addition, I would like to appoint Cllr Taylor as the Vice Chair of the Appeals Committee.

I therefore move the committee membership as originally considered at the meeting of the 15th October, subject to the changes I have just set out'

Cllr Dhyani seconded the proposal.

The Mayor asked if there were any further proposed changes?

Cllr Capozzi advised that she would like to move two amendments, as follows;

That Cllr Barry Mears be reinstated as the Chair of Housing and Community Overview & Scrutiny and that Cllr Weston be reinstated as the Vice Chair of Licensing Health & Safety full and sub committees.

The proposals were seconded by Cllr Hobson.

The Mayor advised that there would be a vote on each of the proposed amendments as moved by Cllr Capozzi.

A vote was held on the proposed amendment to appoint Cllr Barry Mears as the Chair of Housing & Community Overview & Scrutiny.

Vote:

For	7
Against	33
Abstain	1

(there were a total of 44 member present, of which 41 votes were cast)

The Mayor announced that the vote in respect of the amendment to appointment of Cllr Barry Mears as the Chair of Housing & Community Overview & Scrutiny was lost.

A vote was held on the proposed amendment to appoint Cllr Carole Weston as the Vice Chair of the Licensing Health & Safety full and sub committees.

Vote:

For	7
Against	32
Abstain	0

(there were a total of 44 member present, of which 39 votes were cast)

The Mayor announced that the vote in respect of the amendment to appointment of Cllr Carole Weston as the Vice Chair of the Licensing Health & Safety full and sub committees was lost.

The Mayor announced that as both amendments had been lost, she would be asking Council to vote on Cllr England's initial proposal, namely the committee membership as originally considered at the meeting on the 15th October, subject the removal of Cllr Santamaria from the Housing Overview & Scrutiny Committee, to be replaced with Cllr Pringle and the appointment of Cllr Taylor as the Vice Chair of Appeals.

Vote:

For	37
Against	4
Abstain	1

(there were a total of 44 member present, of which 42 votes were cast)

The Mayor announced that the vote had carried and the committee membership as set out has been agreed.

11 CHANGE TO COMMITTEE DATES

It was agreed that the Health & Wellbeing meeting planned for the 21st November will move to 28th November due to the by-elections.

The Meeting ended at 8.40 pm

Agenda Item 5



5. Cabinet Member Updates

Members of the Council may ask the Cabinet member any question without notice upon an item on the report as published in this agenda;

- | | | |
|-----|-------------------------|--|
| 5.1 | Councillor England | Leader of the Council (verbal update only) |
| 5.2 | Councillor Smith-Wright | Portfolio Holder Transformation (People, Climate & Ecological Emergency) |
| 5.3 | Councillor Allen | Portfolio Holder Corporate & Commercial Services |
| 5.4 | Councillor Dhyani | Portfolio Holder Housing & Property Services |
| 5.5 | Councillor Bromham | Portfolio Holder Neighbourhood Operations |
| 5.6 | Councillor England | Portfolio Holder Place |



COUNCIL BRIEFING NOTE – 19 February 2025

PEOPLE & TRANSFORMATION PORTFOLIO – COUNCILLOR CAROLINE SMITH-WRIGHT

People

Significant service achievements since the last Council meeting:

- New mandatory management training programme (Inspire) has been launched, first cohort of managers will commence in February 2025.
- A new Staff Volunteering Scheme has been approved and will be launched in February 2025.
- Revised staff induction process approved which is due to be launched in February 2025.
- New Equality, Diversity and Inclusion Strategy approved by the Strategic Leadership Team. Next stage is to consult with Member which will commence in March 2025.

Strategic or significant operational matters which the service would like Full Council to be aware of:

- **Local Government Pay Award 2024/25** - Pay award agreed and implemented on December 2024 for staff. Next round of negotiations has begun. Summary of the 2024/2025 agreement is below
 - Increase of £1,290 (pro rata for part-time employees) to be paid as a consolidated, permanent addition on Dacorum's pay scales from SCP 6 to 35.
 - Increase of 2.50 per cent on all SCPs from 36 and above.

KPI's for last month:

- Staff Turnover continues to remain low (10% per year)
- Sickness absence remains stable and in line with previous years.
- Job vacancies continue to decrease (8%)
- Agency worker usage continues to decrease (7%)

Digital

Significant service achievements since the last Council meeting:

The Digital restructure went live in December with all internal recruitment completed this month. Vacant posts are out for external recruitment, and we anticipate having a fully staffed Digital, Data and Technology (DDaT) service by June 2025. The restructure brings additional resources to strengthen our cybersecurity posture and will increase the support we can provide to services developing their 3-5 years technology roadmaps. In addition, the restructure brings in new resources focused on data automation. The digital team resources have been made permanent recognising the need to raise the skills and confidence of our workforce as we move more of our customer processes online.

KPI's for last month:

- Percentage of Priority 1 & priority 2 incidents resolved in less than 2 days – 100% in December 2025

Communications & Engagement

Significant service achievements since the last Council meeting:

- External Communications – Continued support across all services, supporting on communication, marketing and engagement activities for corporate projects, campaigns and operational service delivery. View our website for all news during this period [All news \(dacorum.gov.uk\)](https://www.dacorum.gov.uk). Residents can stay up to date about all the news and information from the Council by signing up to our weekly newsletter (Dacorum Life [Newsletter Sign Up - Dacorum Borough Council](#)) to get news and information direct to their inbox.
- Community Engagement - Engagement with our residents and local communities is important to help shape our services and influence the work we do across the borough. Consultations over this period include our Draft Local Plan (Reg. 19), Budget 2025/26, Sports and Leisure Strategy and Adventure Playgrounds. We have a dedicated community engagement platform ([Let's Talk Dacorum](#)) where you can find all our consultations and engagement opportunities.
- Civic event - Delivery of Remembrance Sunday and Parade on 10 November 2024. Remembrance Sunday is a national opportunity to remember the service and sacrifice of all those that have defended our freedoms and protected our way of life. The parade marched from the Rainbow Stage in Hemel Hempstead town centre, and concluded at the War Memorial at St John's, Boxmoor. The parade included dignitaries Commodore Tim Hennessey RN DL, Deputy Lord-Lieutenant for Hertfordshire, the Mayor, local MP, Cabinet, Members, veterans and over 300 participants from community and voluntary groups. The event was attended by over 1,000 residents.

Strategic or significant operational matters which the service would like Full Council to be aware of:

- Launch of [Our plan for the future](#) (Corporate Plan 2024-2028)

Transformation

Significant service achievements since the last Council meeting:

- Progress is being made on the Future Dacorum Transformation programme, with services collaborating to redesign processes and develop enhanced self-service capabilities. Currently, 15 projects are being delivered across various services within the organisation, including areas such as Council Tax and Business Rates, complaints, Environmental Services and Housing. The designs are now being handed over to the digital team, with the aim of launching improved service access for customers this summer.
- To further embed our Customer Promise commitments across the Council, we have introduced mandatory Customer Services training for all staff. Additionally, we are collaborating with HR to enhance our customer service culture by developing Customer Champions within different departments. These champions will receive advanced training and work to instill excellent customer service practices among all staff members.
- The team has led the Council's annual service planning process. This involved collaborating with colleagues across the Council to determine the activities that services will deliver in the coming year and how these activities align with our Corporate Plan priorities.
- We have enhanced our performance management and project delivery processes. Regular director-led meetings now review BAU activities and project delivery, escalating performance issues to Senior Leadership when necessary.
- We have been consistently meeting the KPI for call wait times, reducing the length of customer wait times. A Customer Service training officer has been permanently appointed, enabling consistent, planned, and continuous training for Customer Service Representatives. This ensures that the Customer Service Unit is prepared for peak times. The role will provide staff with necessary training support and focus on upskilling staff to maintain minimal wait times.
- Automated text surveys have been introduced for customers calling the CSU via mobile phones. This allows us to receive instant feedback from customers to improve our services. All feedback, positive or otherwise, is shared with the team and back offices to demonstrate the service being provided on their behalf.

- Stage 1 response times for complaints improved to 92% last quarter, up from 52% the previous year, exceeding the 90% target.
- There has been a decrease in Stage 1 complaints being escalated to Stage 2, achieving 6.67% against a target of keeping escalations below 10%.
- Stage 2 response times improved to 74% last quarter compared to 60% the previous quarter. Efforts are ongoing across all teams to improve this further and there is confidence in achieving the target in the next quarter.
- Call wait times were further improved, achieving 232 seconds against a target of 420 seconds

CEE

Significant service achievements since the last Council meeting:

- Worked with teams across the Council to identify opportunities for greatest impact on carbon reduction and sustainability initiatives, utilising the climate change and resilience fund. This went to Cabinet on 28th January and the report has been referred to full council for release of reserves.
- The Green Community Grants opened for applications in November 2024 and will close on February 14th. The grant values available range from £3,000 to £10,000. This funding range has facilitated applications requiring substantial financial support, such as building retrofits or solar panel installations.
- The Low Emission Vehicle Infrastructure (LEVI) fund, valued at approximately £6 million for Hertfordshire, continues to make progress in partnership with Hertfordshire County Council. The objective of this central government grant is to enhance access to on-street electric vehicle charge points across the country, particularly in areas that are less commercially viable due to their geographical location.
- Regarding Electric Vehicle Charging, Dacorum Borough Council is developing its independent position, separate from the LEVI Fund. The CEE team is assessing how new charge points on housing land could be managed going forward. Additionally, the charge points installed across our car parks for destination charging are largely operational, with some sites pending due to issues with UK Power Networks or Hertfordshire County Council. Insights gained from this project have informed our stance on Electric Vehicles.
- The Hertfordshire Local Area Retrofit Accelerator (LARA) project has concluded its design phase. Partners across Hertfordshire have collaborated to develop a strategy aimed at accelerating housing retrofits. The final strategy will be shared with stakeholders and distributed to Councillors once it is ready.
- The Low Carbon Skills Fund, supported by a £50,000 grant from Salix, is nearing completion and has enhanced the Council's understanding of decarbonisation investment in its built assets. Future investments in built assets will be guided by the Strategic Asset Review.

Strategic or significant operational matters which the service would like Full Council to be aware of:

- The Solar Together bulk-buy scheme is open to registrations until Friday 4 April 2025. This offers discounted solar panels to homeowners and businesses across Hertfordshire. It is critical that there is high interest in the scheme to secure the most competitive price for solar panels from the installers. In 2023, a total of 2120 kilowatts of solar electricity generation were installed, predicted to save 10,435 tonnes of carbon dioxide over 25 years. Councillors are requested to promote the scheme as widely as possible, more details can be found on www.solartogether.co.uk/dacorum
- The Dacorum Climate Action Network event is scheduled for Monday 10 March 2025. The theme is "Nature on the Brink," featuring various speakers and stallholders from across the district. There will be interactive events, talks, networking, and plant-based catering and refreshments. Councillors are welcome to attend with their ward residents, registrations for the event can be accessed at by clicking here: [Dacorum Climate Action Network](#)



COUNCIL BRIEFING NOTE – 19 February 2025

CORPORATE & COMMERCIAL PORTFOLIO – COUNCILLOR WILLAM ALLEN

Financial, Revenue and Benefits Services

Significant service achievements since the last Council meeting:

- The 2025/26 draft budget proposal has been reviewed by the Finance and Resources Overview and Scrutiny group and is due for Cabinet approval on the 11th February.
- The external auditors KPMG have concluded their audit of Dacorum's 2023/24 financial statements with the draft final Audit findings report and unqualified auditors opinion being reviewed by the audit committee on the 12th February.
- Cabinet have approved the annual 2025/26 Council Tax Base and Policy to support the 2025/26 Council Tax setting process for Dacorum and precept partners.

Strategic or significant operational matters which the service would like Full Council to be aware of:

- The services have been focussed on the budget setting process, closure of the 2023/24 accounts and preparation for the 2025/26 Council Tax and Business Rates billing processes.
- The focus for the finance service over the coming months will be the ongoing delivery of a sustainable Medium Term Financial Strategy, (MTFS) and supporting the delivery of LGR March submission plan.

Legal and Democratic Services

Significant service achievements since the last Council meeting:

Local Government Boundary Commission for England (LGBCE) – Electoral Review

The Council has been undergoing a full Electoral Review which has been conducted by the LGBCE. This has been looking at the number of councillors and all ward boundaries. They published their draft recommendations in December 2024 for public consultation ending on the 10th of February 2025. They will publish their final recommendations in June 2025 ready for implementation at the local elections in May 2027, subject to Local Government Reorganisation (LGR). They have confirmed that this review will still be completed within the original set timeframe, regardless of LGR implications.

The Electoral Review Committee met on 22nd January 2025 to agree the Council's response to the recommendations.

Strategic or significant operational matters which the service would like Full Council to be aware of:

HCC elections

- The Hertfordshire County Council elections will take place on Thursday the 1st of May 2025. The verification and count will be held on Friday the 2nd of May at Hemel Hempstead sports centre. The Elections Team have begun making all necessary arrangements and are currently in the process of booking all polling stations and appointing all staff. The count venue is booked and all plans have been established. The key dates and arrangements have been agreed with the election printers and the project board meet with the Deputy Returning Officer regularly to ensure everything is on track. There will be continued close liaison with the Returning Officer at HCC and the rest of the Hertfordshire authorities to ensure a consistent approach.

- A by election will take place on Thursday the 27th of February 2025 to fill a vacancy on Tring Town Council in the Bunstrux Ward. Again, the Elections team are making all necessary arrangements and all polling stations have been booked and all staff appointed. The verification and count will be held straight after the close of poll at 10pm at Tring Community Centre.

Commercial Development

Significant service achievements since the last Council meeting:

- EVCP Programme – The implementation of the EVCP programme continues to progress, with the final Connected Kerb locations due to be connected during Q4.
- Work continues across programmes and projects that support the Council’s Commercial Strategy and MTFS. This includes a multi-year Commercial Income Review programme to review services generating commercial income for the Council; with the aim of identifying opportunities to improve efficiency and net income. This work also fed into the review of fees and charges for the 25-26 budget, resulting in identification of increased opportunities for income generation.
- A review of the Garage Portfolio review is also reaching its conclusion. This review identified opportunities for growth and improvement of the garage portfolio, which will inform development of a new Garage Plan, as well as identifying opportunities for re-purposing of certain garage sites. The review forms part of a wider Strategic Asset Review programme, to support the Council in leveraging best value from its assets to support the Corporate Plan and the MTFS. This programme includes plans approved in October 2024 to seek an Investment Partner to work with the Council on delivering future housing growth and regeneration.

Strategic or significant operational matters which the service would like Full Council to be aware of:

- Parking Enforcement Commissioning – The evaluation of the tender submissions for a new parking enforcement contract award process is now concluding, with proposals due to be presented to Cabinet in March 2025.
- Preparation continues for the Procurement Act 2023, with reports relating to changes to the Commissioning & Procurement Standing Orders being presented to Finance & Resources OSC and Cabinet during January 2025. The Council has been undertaking all preparations necessary to respond to the requirements of the new Act, which goes live at the end of February 2025.

Commercial and General Fund Property Services

- General fund occupancy remains strong circa 96% end of Quarter 3
- Income generated to date c£5.2m
- Current Debt level 9.98% and a lot of work going on to support those in debt to the council.
- Strong compliance performance across all key areas -



General Fund Portfolio

Performance

Area	Description	Target	Performance	Trend
Fire	Percentage of properties covered by valid FRA	100.00%	100.00%	↔
Legionella	Percentage of water installations covered by risk assessment	100.00%	100.00%	↔
Asbestos	Percentage of known asbestos locations re-inspected	100.00%	100.00%	↔
Gas	Percentage of properties with valid gas or combustion certificate	100.00%	100.00%	↔
Electrical	Percentage of properties with satisfactory EICR	100.00%	100.00%	↑
Lifts	Percentage of passenger lifts with current examination certificate	100.00%	100.00%	↔
Heating	Percentage of properties with current insurance inspection	100.00%	100.00%	↔

- Rossgate Phase 2 window works are well underway and due to complete by end February 25.

The procurement process for the Facilities Management contract is nearing completion, with the final evaluation progressing well. The preferred provider is expected to be identified in February 2025. Prior to formal award, formal approval will be provided to the Commercial Board, SLT and Cabinet.



Council Briefing Note 19th February 2025

HOUSING & PROPERTY SERVICES PORTFOLIO – COUNCILLOR SIMY DHYANI

Property

- The average time for Cardo to complete non-urgent repairs has returned to within the target of 14 days, following the work to reduce the number of open repair orders
- Appointments by Cardo made and kept has been consistently over 98% since August 24.
- The number of open damp and mould cases has been reduced to 292, compared to 564 in December 2023.
- The number of stage 2 complaints for Asset Management in Q3 dropped to 10, from 15 the previous quarter as we continue the focus on making sure we are keeping our commitments.
- The Procurement of the Repairs, Maintenance and Capital contract has now gone live, with the first stage commencing on the 9th January 25.
- We ended 2024 with 100% compliance on domestic gas safety checks. To consistently achieve this level of performance in the first year of the Sureserve Compliance (formerly Aaron Services) contract demonstrates the focus on this key compliance area.
- The Heating and Ventilation Contract is nearing the end of its first year, with the current focus on setting the KPIs for year two to drive continued improvements in service delivery.
- The Commercial Housing Contracts Team are working with Heads of Service in Housing and Property Services to finalise the procurement forward plan for 2025-26. This includes incorporating changes required by the new Procurement Regulations, which take effect in February 2025.
- In January 2025 we were able evidence 100% compliance on domestic electrical testing. This is a significant achievement, especially as we out perform statutory requirements and service our properties every five years, instead of 10. This approach has resulted in Dacorum being sector leaders in this area
- All other areas of compliance continue to perform well with fire risk assessments, asbestos re-inspections, lift servicing and water hygiene risk assessments all within target
- In December we began an inspection programme to review the operational effectiveness of window restrictors in five high rise buildings. If any restrictors are found to be faulty or missing, we are replacing them at the time of inspection. This project will be completed by then end of this financial year.

Strategy, Quality and Assurance

- Regulatory Action Plan to respond to the areas for improvement within the Regulatory Judgement drafted with external objective support, and reviewed with key stakeholders, including the Regulator for Social Housing. Final version to be submitted through DBC flight-path for approval.
- Housing Open Day held on 13th December 2024 with 16 DBC teams represented including Responsive Repairs (inc. CARDO), Tenancy Management and Housing Needs, as well as 7 external organisations including Hertfordshire Police, Citizens Advice Bureau and Sunnyside Rural Trust. Over 350 attendees came to the Open Day, and we received extremely positive feedback on the event.

- At the end of the calendar year, the housing income team had maintained the level of rent arrears reported at this point the previous year, despite significant challenges such as the migration from legacy benefits to Universal Credit, and the ongoing financial challenges faced by many of our tenants.
- Supported Housing strategy has now been approved, which will provide strategic direction for the service for the lifespan of the strategy. The strategy was developed alongside tenants and will involve involvement of key internal and external stakeholders.
- Temporary Accommodation project group has been established to respond to the significant increase in demand on the service. The group, made up of key officers from across the organisations, will focus on all areas relating to Temporary Accommodation as well as supporting the ongoing work carried out by the Homeless prevention team.
- The team have significantly increased the number of estate inspections completed each month, the next stage is to include tenants in developing the approach and maximising benefits for the local community.

Strategic Housing & Delivery

- The newly completed Randalls Ride project hosted a ribbon cutting ceremony in November to celebrate the completion of 400 new homes.
- Homes England conducted an annual audit for projects receiving their funding. The process ensures that providers of affordable housing receiving grant funding have complied with Homes England's requirements and funding conditions. The Council were selected for an audit and have achieved a positive GREEN rating.
- Paradise Depot construction is due to recommence on site at the beginning of March.
- Paradise Fields and St Margaret's Way housing development projects are both close to completion which will mark the 500th new home.

Safe Communities

- In collaboration with the police a successful bid for Operation Hotspot funding has been made, enabling provision of 6x deployable cameras in the following hotspot areas for anti-social behaviour and crime:
 - Marlowes Junction with Queensway
 - Marlowes opposite West Herts College
 - Marlowes Junction Midland Road
 - X2 King Harry Street
 - Waterhouse Street in area of Watergardens North Carpark
- The CCTV cameras will be monitored by the 24/7 control room will assist in the timely deployment of police officers and accredited persons to address any crimes and ASB.
- DBC have been allocated £1,758,034.00 Homeless Prevention Grant for 2025/26 - this funding will enable the extension of Rough Sleeper Initiatives in the borough, support the Temporary Accommodation Project and prevention of homelessness activity.
- A draft Preventing Homelessness & Rough Sleeping Strategy has been developed with stakeholder engagement, including service users with lived experience – this strategy will be presented to committee for scrutiny in March.
- Private Sector Housing Team secured a successful conviction against a private sector landlord (King) who pleaded guilty in December and was sentenced on 30 January with a Community Order, fined £1500 and costs of £1300 were awarded.
- 1 Civil Penalty notice and fine £2500 served on PRS landlord for failing to licence HMO.



Council Briefing Note - 19th February 2025

NEIGHBOURHOOD OPERATIONS PORTFOLIO - COUNCILLOR ROBIN BROMHAM

Neighbourhood Management

Playground refurbishment programme

- Took six months and was finished just before Christmas.
- Funded with £1.1m from a combination of Council capital and Community Infrastructure Levy (CIL).
- Completed: Apsley Lock, Durrants Lane, Warners End Upper Valley, Flaunden, Tower Hill , Croft Meadow , Woodhall Farm, Miswell Lane.

Tree planting

- Forestry Commission grant of £53,600 from the Local Authority Treescaping Fund.
- 69 trees across the borough over this winter in six locations: Aldbury, Berkhamsted, Flamstead, Hemel Hempstead, Potten End, and Tring.
- Sites have been identified as areas in need of replacement planting, following loss due to pests, diseases, etc.
- Native, semi-established trees with a girth of 10-14cm, two to three metres tall.
- 20 species, including maple, rowan, cherry, hazel, birch, lime, and hawthorn.
- Funding includes maintenance and watering for three years.

Suitable Alternative Natural Greenspace (SANG)

- Phase one works of SANG management plans at Bunkers Park and Chipperfield Common are underway.
- replacing livestock fencing in Bunkers Park around grazing areas and installing a new Cattle pen
- Hedge-laying has been done in Matters, in Bunkers with expert and volunteer involvement – worth a look. More planned, by carpark.
- Designing signage, information boards and waymarked routes.
- Public tree planting event with over 50 volunteers of all ages and abilities creating a new hedgerow; Over 600 trees planted along 200m row in one morning.
- “Friends of” volunteer work parties run monthly at Bunkers and Chipperfield Common
- Habitat management, coppicing etc..

Clean Safe and Green Performance in Q3

- All 36 reported incidents of graffiti were removed within 7 days. (best performance yet)
- 98% of the 433 reported fly-tips, were removed within 7 days.

Enforcement

- PSPOs (Public Space Protection Orders) expire in July, and consultations on their replacement are commencing.
- Parking enforcement contract is being revised due to expiry.
- ASB (Anti-Social Behaviour) Enforcement contract is being revised due to expiry.

Nature Recovery Plan

- Much support for biodiversity for future generations across public and private sectors.
- DBC is a “supporting authority”, HCC is “responsible authority”

Environmental Services (Waste Collection)

Waste Transfer Station ISO-14001 New Certification

- Cupid Green Depot achieved certification according to British Standards Institute (BSI) and International Standards Organisation (ISO) ISO-14001 Environmental Management System (EMS).
- Quality management, with principles of “continuous improvement” and procedurisation.
- Framework for cost-efficiency, transparency and accountability.

Bin Collections

- Q1 to Q3: 69 missed bins per 100,000 collections. This figure is the best ever.

Regulatory Services

Food Safety

- Annual Food Service Plan ready for final approval before submission to Food Standards Agency (FSA). This shows how DBC protects public health through consistent processes.
- Year to Date:
 - Inspected 272 of the 282 food premises due for an inspection
 - Inspected 93 new food premises
 - Registered 162 New food premises
 - Followed up 254 food service requests from members of the public and businesses
 - All officers trained according to requirements of Chartered Institute of Environmental Health and FSA.
 - Completed two FSA data returns and one HMRC return.
 - Seized over 40 kgs of illegally imported meat and meat products from Bulgaria and Romania due to the risk of African Swine Fever
 - Instigated prosecution against large retailer for rodent infestation

Air Quality Action Plan

- 5-year plan being finalised, according to statutory requirements.
- Defines and monitors Air Quality Management Areas in Dacorum
- Air Quality Steering Group liaises with internal departments, HCC transport team, HCC lead for Public Health and Air Quality, DBC Planning team, and DBC Climate Emergency Team.



Council Briefing Note – 19th February 2025

PLACE PORTFOLIO – COUNCILLOR ADRIAN ENGLAND

Development Management

Significant service achievement since last Council meeting:

- A residential scheme for 28 dwellings in Frogmore Road, Hemel Hempstead was granted planning permission; however, the application for 476 new residential dwellings at the former Hemel Gasworks site, London Road, was refused at Development Management Committee.
- We have received planning applications for:
 - Reserved matters land at West Hemel Hempstead (705 dwellings)
 - Outline planning permission for nursing home of up to 67 bedrooms for dementia care at New Road, Northchurch
 - Outline planning permission for c.750 dwellings at Land at Chesham Road, South Berkhamsted
 - Reserved matters at Grange Farm, Bovington (129 dwellings)
 - Outline planning permission for up to 150 dwellings at Land north of Chipperfield Road, Kings Langley

Strategic or significant operational matters which I would like full Council to be aware of:

- The Public Inquiry for Land West of Leighton Buzzard Road (c.350 dwellings) started on 5th February.
- The draft Conservation Area Character Appraisal for Long Marston and Wilstone has been out for consultation, with the consultation period ending on 14th February.

Strategic Planning

Local Plan to 2041

Officers have summarised the key issues to the Reg.19 consultation which garnered responses from close to 1,600 individuals and organisations.

No Duty to Cooperate body has objected on the grounds that the legal duty has not been met. Officers are working with these bodies to secure a Statement of Common Ground (SoGC). For the SoCG with neighbouring authorities, there is agreement that the use of a portfolio holder/leader's signature would be appropriate.

Most responses were in relation to sites, but key issues raised were no un-anticipated and officers continue to progress on the basis that the Local Plan to 2041 will be submitted on 11 March 2025.

Hemel Garden Communities

Service achievements since last Council meeting include the following:

- Hemel Garden Communities (HGC) are developing two Supplementary Planning Documents (Framework Plan and Transformation; Stewardship and Place-making) to ensure the qualitative output of future development plans. These will be subject to various consultation activities later this year. In parallel, an

Infrastructure Delivery Plan is being developed, which will identify the infrastructure required to support development to 2050.

- In December, the team hosted a visit from representatives of the New Towns Taskforce (MHCLG), who were keen to understand more about the Hemel Garden Communities' programme, its challenges and opportunities.
- A Landowners' Forum has been established to foster collaboration amongst landowners and to ensure a holistic approach to future development, but also to develop and agree a mechanism that will address the funding and delivery of site-wide infrastructure. Legal advice is currently being procured to support this workstream with a planning and delivery strategy.

Strategic or significant operational matters which I would like full Council to be aware of:

- The Crown Estate continue to undertake pre-application public consultation events for Land East of Hemel Hempstead (Hemel Garden Communities), which falls primarily within St Albans' boundaries. Most recently, a series of Design Workshops were held (29th / 30th January). Dacorum residents have been engaged through these events and DBC Officers continue to be actively involved in the pre-application process.
- A planning application has been consented for the development of a Community Garden at the Junction of Cherry Tree Lane and Redbourn Road, just over the boundary within the St Albans' District. The Crown Estate plan to commence implementation later this year and have partnered with Sunnyside Rural Trust to deliver this project.

Place and Enterprise

Significant service achievement since last Council meeting:

- Dacorum's Den has been launched and the closing date for entries is the 2nd April 2025.
- The Hemel Place Board met on 6th December 2024 and meets again on the 6th March 2025. The Board has 'reset' and meetings dates have established for the year ahead. The Board received presentations from the Crown Estate and Maylands Masterplan following the latter's approval by Cabinet in October 2024.
- The Maylands Masterplan is a key priority for both the Council and Board and the team will now focus and develop next steps. A procurement process is underway to secure resources to develop a Wayfinding Strategy, which is a key output of the Masterplan.

Strategic or significant and operational matters which I would like full Council to be aware of:

- Officers have been working closely with its partners, West Herts Teaching Hospital Trust and the Hertfordshire and West Essex Integrated Care Board to progress with the Health Campus project. Procurement has commenced for the specialist resources required to undertake the work needed to prepare a Strategic Outline Case (SOC). This is a significant piece of work, but the target is to have the SOC finalised by the end of the October. Recruitment is underway for a Programme Director to lead on the project in behalf of all partners. The closing date for applications was the 31st January and the selection process is underway.
- A Service Review is underway for the Maylands and Kylna Business Centres. This review is progressing well and will provide a series of proposals to improve the service offer and support to tenants. To inform this review, engagement has taken place with tenants, benchmarking has been undertaken and a review of current lettings and rent policies as well as a review of facilities.
- The Place Team has been working with partners and Council services to utilise the remaining UK Shared Prosperity funding from the £1.76m allocation for three years to 31st March 2025. UK Shared Prosperity Funding was introduced by central government to replace EU funding for projects when the UK left the European Union.
- Dacorum Borough Council has been advised that a further and final allocation of UK Shared Prosperity Funding for 2025/26 has been granted (Capital £106,052, Revenue £470,376). The team will prepare proposals for investment options aligned to the UK Shared Prosperity Fund themes and priorities and will engage with members and partners once final guidance has been received.
- The Hemel Place Strategy is being reviewed and finalised, and priority action plans are being prepared. This will be discussed at the Hemel Place Board on the 6th March 2025.
- The new telephony system has been installed at the Maylands and Kylna Business Centres, with a 'Go Live' date set for the 11th of February 2025.

Significant service achievements since last Council meeting:

- Tring, Pound Meadow – outdoor tennis court refurbishment works commenced on the 3rd February. The courts are due to reopen in April 2025. The project has been funded by the Lawn Tennis Association via a grant of £49,000.
- Solar panel project at Hemel Hempstead Leisure Centre – the installation of the 800 panels will be completed in February 2025. The project has been funded by Sport England via a grant of £630,000.
- Community Grants, Training Bursary (grants up to £500) - four applications received to date, groups can apply for the funding throughout the year.

Strategic or significant operational matters which I would like full Council to be aware of:

- Healthy Hub Project – Hertfordshire County Council has confirmed that they will continue to fund the project for a further two years. The new delivery plan is being developed and will commence in April 2025.
- Shopmobility Service – Cabinet (on 28 January 2025) agreed to a new two-year service level agreement with Community Action Dacorum to continue to manage and deliver the service. The new agreement will commence 1 April 2025.
- Adventure Playground Service Review - user surveys (held during November and December 2024 open for 6 weeks) took place and over 200 people responded to the surveys, feedback is currently being evaluated. A member workshop is being established to inform the service review
- Active Wellbeing (Leisure) Strategy:
 - A workshop was held with elected members on Tuesday 21st January to review the feedback from the public consultation (held during December 2024 open for 4 weeks) where 500 people responded to the online survey.
 - The workshop also discussed the draft vision statement, four strategic themes and the underlying principles of the draft strategy and members' views were sought as part of the consultation and engagement to inform the strategy development
 - A second external partner workshop was held on Thursday 30th January to review the draft action plan of the Active Wellbeing Strategy.

Arts and Culture

Significant service achievements since last Council meeting:

- Old Town Hall Theatre – Christmas Production of 'Scruff's Christmas Adventure' had a successful run and exceeded financial targets set. The Mayor and I went to see the production too.
- Sport England Movement funding of £10,750 has been awarded to continue Sheltered Housing Seated Dance sessions in 2025
- 50Fest Artwork – the art piece created with input from visitors to the 50Fest event has now been completed ready for display in Council buildings (Forum)
- Flourishing Lives – first meeting held of a new group focussing on the theme of anti racism and inclusivity in the arts

Strategic or significant operational matters which I would like full Council to be aware of:

- Arts and Culture Strategy – Engagement and consultation work is complete with above expected numbers responding to the survey and focus groups, with over 850 engaged with in total. A Member workshop was held on 23rd January to feedback outcomes of sector and public consultation and members views were sought to feed into the Strategy development.
- Old Town Hall Service Review – Interim Findings were shared at a Member Workshop on 23rd January including feedback from engagement sessions. Members views were sought to inform the review process
- Dacorum Heritage Trust – in process of agreeing future SLA for next 2 years
- Officers have been working to find a solution for the location of the Tringe Festival for 2025 and safeguard this event which is important to the residents of Tring and the borough. This followed the previous venue increasing its prices beyond the affordability of the event organisers.

Business from the last Council meeting

Action reference	Date of meeting	Action	Attachments	Response/update
FC14	13/11/2024	<p>Cllr Timmis addressed the Leader re. the consultation on new local plan noting that there is a large map in the reception of The Forum of the new plan which includes the towns, greenbelt, villages, areas of manufacture and various alternative green spaces. Cllr Timmis noted that one thing that appears to be missing and not marked is the AONB and asked the Leader to please explain why that is?</p> <p>Cllr England responded he is not aware of why and advised he would enquire with officers and will provide a written response.</p>		<p>The map in the Forum is the 'submission policies map'. Local Authorities have to produce one of these as part of the plan making process, as set out in planning law. It is one of our 'core documents' that gets submitted to the Secretary of State alongside the Regulation 19 plan itself, and will be examined by the inspector.</p> <p>Officers believe that this map only needs to present the designations where the Local Plan affects the boundaries, or has control over how their location is defined. These include things like Green Belt, employment areas and location of SANGs.</p> <p>Officers have chosen not to include designations that the Local Plan does not affect the boundaries of, or have any control over their locations, on the policies map. These designations include but are not limited to, scheduled ancient monuments, national landscapes, flood zones, SSSIs, and the Chilterns Beechwoods Special Area of Conservation (SAC).</p> <p>Despite this, these designations will still be considered as constraints in planning terms, and the Council has draft policies in the Regulation 19 Local Plan to cover the proposed approach to them. For example, the planning inspector will still investigate how the Council has considered the Chilterns National Landscape within the Local Plan.</p>
FC15	13/11/2024	<p>Cllr Mitchell addressed the Leader and asked; with all the good work happening at adventure playgrounds, would it be possible to consider satellite schemes for areas where residents do not have access to the established playgrounds due to the distance required to get to them.</p> <p>Cllr England advised he would be happy to take that request away to see what can be done within current resource arrangements and would provide a written response.</p>		<p>Officers are currently undertaking a review of the Adventure Playground Service and I have asked them to consider and report on whether any satellite service can be provided within existing resources. There will inevitably be an impact on service delivery but any such implications will be reflected in the outcome report once the review is completed. It is currently anticipated that the Service Review will be completed in March, following which the outcome paper will be taken through the usual governance and reporting procedures.</p>
FC20	13/11/2024	<p>Cllr Mitchell addressed Cllr Bromham as the Portfolio Holder Neighbourhood Operations and asked; when will refurbishment works start at the Warners End play park (situated in Gadebridge)</p> <p>Cllr Bromham advised he would need to refer to officers for the timeline and will provide a written response.</p>		<p>Works on commenced on Monday 18 November and were completed just before Christmas. The playground is fully open and being enjoyed by visitors</p>
FC21	13/11/2024	<p>Cllr Douris addressed Cllr Bromham as the Portfolio Holder Neighbourhood Operations and referred to a question asked at the previous meeting (action point reference FC12 under tonight's agenda item 6 business from last Council meeting) in which he was asked to provide a timeline regarding parking options/verge hardening. Cllr Douris commented that the written response provided was a series of steps, rather than a timeline, and asked; could I please have a timeline with dates and times to fulfil that response, noting that he would be happy to receive a written response.</p> <p>Cllr Bromham confirmed he would review the response provided.</p>		<p>we need to appoint a project manager who will build the project plan with timelines and this is in progress. A JD has been prepared and evaluated and the appointment should be in spring, following the recruitment process</p>

Agenda Item 8

Item 8 – Cabinet referrals

8.1 CA/103/24 TREASURY MANAGEMENT OUTTURN AND PERFORMANCE INDICATORS 2023/24

19th November 2024

RESOLVED TO RECOMMEND

Cabinet **recommended that Council** accept the report on Treasury Management performance and the Prudential Indicators for 2023/24.

Corporate Priorities

Community Engagement
Service Improvement and Delivery
Vibrant Communities
Sustainable Future
Clean, Safe and Green
Homes to be Proud of
Proud and Thriving Borough

Statutory Officer Comments

Monitoring Officer:

The outturn report provides an overview of activity and performance against the Council's Treasury Management Strategy and demonstrates a responsible approach to borrowing, lending and investment activity. I am satisfied that decisions made during the period were sound, aligned with Council policies and adequately managed within approved risk parameters.

Deputy S151 Officer:

This is a Deputy S151 Officer report.

Advice

Nigel Howcutt introduced the report

Recommendation agreed

8.2 CA/111/24 TREASURY MANAGEMENT 2024/25 MID-YEAR PERFORMANCE REPORT

10th December 2024

Decision

RESOVLED TO RECOMMEND

Cabinet **recommended that Council** accept the 2024/25 Treasury Management performance report.

RESOLVED TO RECOMMEND

Cabinet **recommended that Council** not include balances held in the reserve account as part of investment balances in the short term.

Corporate Priorities

A clean, safe and enjoyable environment
Building strong and vibrant communities

Ensuring economic growth and prosperity
Providing good quality affordable homes, in particular for those most in need
Ensuring efficient, effective and modern service delivery
Climate and ecological emergency

Statutory Officer Comments

Monitoring Officer:

No further comments to add to the report.

Deputy S151 Officer:

This is a Deputy S151 Officer report. Comments are contained within the body of the report.

Advice

Nigel Howcutt introduced the report

Recommendation agreed

8.3 CA/118/24 COUNCIL TAX BASE REPORT

10th December 2024

Decision

RESOVLED TO RECOMMEND

1. That cabinet **recommends to Council** the making of the determination in paragraph 2.17 of this report, to widen the categories of unoccupied properties on which an additional council tax premium is charged with effect from 1 April 2026.

RESOLVED TO RECOMMEND

2. That Cabinet **recommends to Council** that there be no changes made to the Local Council Tax Support scheme for 2025/26.

3. That Cabinet approves the Collection Fund surplus estimate of £220,092.83 as at 31 March 2025. The Dacorum Borough Council share of this surplus is £25,272.97.

RESOLVED TO RECOMMEND

4. Cabinet **recommends to Council** that Dacorum's share of the Council tax surplus (£25,272.97) be transferred to the funding equalisation reserve, specifically to manage fluctuations in the collection fund position.

5. That Cabinet approve the payment profile for the surplus identified at 3) above and contained at section 2.27 to this report (Table 3).

6. That Cabinet approves the calculation of the Council's tax base for the year 2025/26 incorporating an estimated collection rate of 98.5%.

7. That, in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by the Council as its tax base for the year 2025/26 shall be 60,009.4 and its constituent elements shall be:

Table 1 Taxbase 2025/26

Part of Area - Parished and Non Parished	100% Tax base	98.5% Tax base
Hemel Hempstead	32,533.0	32,045.0
Aldbury	480.0	472.8
Berkhamsted	8,722.3	8,591.4
Bovingdon	2,170.3	2,137.7
Chipperfield	919.2	905.5
Flamstead	692.0	681.7
Flaunden	179.0	176.3
Great Gaddesden	463.1	456.1
Kings Langley	2,401.6	2,365.6
Little Gaddesden	640.2	630.6
Markyate	1,370.6	1,350.1
Nash Mills	1,247.3	1,228.6
Nettleden with Potten End	827.1	814.7
Northchurch	1,422.0	1,400.6
Tring Rural	735.0	724.0
Tring Town	5,435.2	5,353.7
Wigginton	685.2	675.0
Total Taxbase	60,923.1	60,009.4

Corporate Priorities

Engage with residents and partners to have a real say on our services and the borough
Running the Council efficiently and putting residents at the heart of everything we do
Foster arts, culture and leisure opportunities
Take action on the Climate and Ecological Emergency
Provide a clean, safe and green-focussed environment
Enable well-maintained and affordable homes, where people want to live
Realise our potential as a great place to live and work with a thriving business community.

Statutory Officer Comments

Monitoring Officer:

No comments to add to the report.

S151 Officer:

This is a Section 151 officer report. Comments contained within the body of the report.

Advice

Nigel Howcutt introduced the report

Recommendation agreed

8.4 CA/08/25 REVIEW OF SCRUTINY BY THE CENTRE FOR GOVERNANCE AND SCRUTINY

28th January 2025

Decision

RESOLVED TO RECOMMEND

(1) **Recommended that Council** consider and agree the action plan supporting each recommendation in the report.

RESOLVED TO RECOMMEND

(2) **Recommended that Council** agree the proposed revised committee timetable (Appendix 3)

Corporate Priorities

Community engagement: Engage with residents and partners to have a real say on our services and the borough.

Service improvement and delivery: Running the Council efficiently and putting residents at the heart of everything we do.

Statutory Officer Comments

Monitoring Officer:

This is a report of the Monitoring Officer in his service capacity as Assistant Director, Legal and Democratic Services and therefore comments have been incorporated within the report.

S151 Officer:

The proposed action plan and revised committee timetable is not expected to have an impact on major financial decision-making processes going forward, with the standard Cabinet and Council authorisations and approval processes unchanged

Advice

Mark Brookes introduced the report

Recommendation agreed

8.5 CA/10/25 CLIMATE AND ECOLOGICAL EMERGENCY SPENDING PROPOSAL

28th January 2025

Decision

RESOLVED TO RECOMMEND

Cabinet **recommended that Council** approve the release of £1.16m of New Homes Bonus, currently held in reserve, for spend on sustainability projects as detailed in the report.

Corporate Priorities

Sustainable future: Take action on the Climate and Ecological Emergency

Clean, safe and green: Provide a clean, safe and green-focussed environmentCommunity engagement:

Engage with residents and partners to have a real say on our services and the borough

Statutory Officer Comments

Monitoring Officer:

Officers will need to agree appropriate reporting to Overview and Scrutiny Committees so that the impact of the funding can be measured against the Council's Climate Change Commitments. It is suggested that this is done annually as a minimum

S151 Officer:

The proposed outcomes and outputs from the projects outlined in this report are aligned with the strategic rationale set out for the Climate Change and Resilience reserve, hence it is appropriate to utilise these funds to finance these projects.

Advice

Aidan Wilkie introduced the report

Recommendation agreed

8.6 CA/11/25 TRANSFORMING PUBLIC PROCUREMENT UPDATE & IMPACT – PROCUREMENT ACT 2023

28th January 2025

Decision

RESOLVED TO RECOMMEND

Cabinet **Recommend that Council** agree the following:

1. To the updates to the Commissioning & Procurement Standing Orders (CPSOs) as set out below
 - a) That the content of the proposed CPSOs is separated out so that the principles, objectives, and ambitions remain, but the technical guidance is removed.
 - b) That the CPSOs are redrafted to simplify and improve the strategic governance and operational effectiveness as set out in section 2.3.2 of the main report.
 - c) That the ‘Supplementary Instructions’ attributed to the CPSOs, that set out the technical aspects of the commissioning and procurement activities for officer compliance, are drafted as separate documents as set out in section 2.3.3 of the main report.
 - d) That any future amendments to the CPSOs will be subject to the amendment protocol as set out in section 2.3.4 of the main report.
 - e) That the content of the CPSOs shall be based upon the procurement principles, objectives, and ambitions as set out in section 2.3.5 of the main report.
2. That the Constitution will be updated to ensure that the Financial Regulations align with the financial thresholds stated on the CPSOs as set out below
 - a) Part 8 – Annex 1 Financial Regulations (Annex D Schemes of Delegation) increase value for Head of Service for contract letting from £75k to £99,999 and for Team Leaders from £25k to £29,999, and to increase approvals on Unit 4 for Team Leaders from £25k to £29,999.
 - b) Section 5: The acquisition of assets (Regulation E.5) increase value for Head of Service for total asset purchase price from £75k to £99,999 and for Team Leaders from £25k to £29,999
3. That the Constitution will be updated as set out below:
 - a) Part 8 – Annex 2 Procurement Standing Orders replace the existing CPSOs with the new updated version that incorporates the changes brought about by the implementation of the PA23.

RESOLVED TO RECOMMEND

4. Cabinet **recommended that Council** delegated authority to the Monitoring Officer to make any consequential amendments to the Constitution to give

Corporate Priorities

Community engagement:

Engage with residents and partners to have a real say on our services and the borough.

Service improvement and delivery:

Running the Council efficiently and putting residents at the heart of everything we do
Sustainable future:
Take action on the Climate and Ecological Emergency
Proud and thriving borough:
Realise our potential as a great place to live and work with a thriving business community

Statutory Officer Comments

Monitoring Officer:

The amendments proposed will ensure that the Council complies with the Procurement Act 2023 but will also provide more useable technical guidance to ensure that officers follow standing orders in all procurements and achieve value for money for the Council.

S151 Officer:

The proposal is to ensure that the Council complies with the Procurement Act 2023 and no direct financial implications are expected because of these changes.

The proposals include changes to the financial thresholds for Heads of Services and Team Managers that are both appropriate and considered. These changes are the first recent significant change in these thresholds and reflect the medium-term inflationary increases impacting the council

Advice

The report was introduced by Ben Hosier

Recommendation agreed

8.7 CA/12/25 COUNCIL TAX SETTING COMMITTEE

28th January 2025

Decision

RESOLVED TO RECOMMEND

1. Cabinet **recommended that Council** agree the creation of a Council Tax Setting Committee.

RESOLVED TO RECOMMEND

2. Cabinet **recommended that Council** agree to the terms of reference for the Committee as set out in section 2 of the report and delegates authority to the Monitoring Officer to make the required changes to the Constitution to incorporate the Committee

Corporate Priorities

Community engagement
Service improvement and delivery
Vibrant communities
Sustainable future
Clean, safe and green
Homes to be proud of
Proud and thriving borough

Statutory Officer Comments

Monitoring Officer/S151 Officer

This is a joint report of the Monitoring Officer and Chief Finance Officer and comments have been incorporated in the report

Advice

Mark Brookes introduced the report

Recommendation agreed

8.8 CA/19/25 HRA BUSINESS PLAN

11th February 2025

Decision

RESOLVED TO RECOMMEND

Cabinet **recommended that Council** approve the proposed update of the HRA Business Plan at Appendix A

Corporate Priorities

Community engagement: Engage with residents and partners to have a real say on our services and the borough

Service improvement and delivery:

Running the Council efficiently and putting residents at the heart of everything we do

Vibrant communities: Foster arts, culture and leisure opportunities

Sustainable future: Take action on the Climate and Ecological Emergency

Clean, safe and green: Provide a clean, safe and green-focussed environment

Homes to be proud of: Enable well-maintained and affordable homes, where people want to live

Proud and thriving borough: Realise our potential as a great place to live and work with a thriving business community

Statutory Officer Comments

Monitoring Officer:

The annual review provides a robust mechanism to monitor the business plan to ensure that it takes account of changes in government policy, law and the economy and will thereby assist the Council to meet its statutory requirements.

S151 Officer:

The HRA business plan is built on a robust financial model, based on a large number of demand and supply side drivers that are reviewed annually. The assumptions included in the HRA business plan are evidence-based assumptions, utilising both housing sector specialist advice, and independent economic and treasury guidance.

As a result of the volume of drivers included in the HRA business plan, that have an impact on the housing strategy and service delivery to tenants, this plan is accurate at the point of development but requires an ongoing review and assessment of the assumptions included, hence the requirement to undertake annual reviews.

The most significant risk to the current sustainability of the HRA business plan is the recommissioning of the asset management contract in 2026, which will shape future HRA business planning.

Advice

Nigel Howcutt introduced the report

Recommendation agreed

8.9 CA/20/25 BUDGET 2025/2026

Decision

RESOLVED TO RECOMMEND

Cabinet recommended that Council agree the following:

General Fund Revenue Estimate

1. Set a Dacorum Borough Council General Fund Council Tax requirement of £14.172m, and a provisional amount of £15.565m for the combined Borough Council and Parish Councils' requirement for 2025/26.
2. Approve a Band D Council Tax increase of £6.86 (2.99%) for Dacorum Borough Council.
3. Approve the base estimates for 2025/26, as shown in Appendix A1.
4. Approve the forecast balances of Revenue Reserves as shown in Appendix J1, J2, and J3, and approve section 9 of this report as the updated Reserves Strategy.
5. Note proposed Fees and Charges for 2025/26 as set out in Appendices C3, D3, and E3.
6. Approve and adopt the Treasury Management Strategy for 2025/26, as detailed in Appendix K.
7. Approve and adopt the Capital Strategy for 2025/26, as detailed in Appendix L.
8. Note that this budget paper, if approved by Council, will form part of the Medium-Term Financial Strategy.

Capital Programme

9. Approve the Capital Programme for 2025/26 to 2028/29, as detailed in Appendix I.
10. Approve the financing proposals in Appendix I subject to an annual review of the financing options by the Chief Finance Officer, in consultation with the Portfolio Holder for Corporate and Commercial, during the preparation of the Statement of Accounts. Housing Revenue Account (HRA)
11. Set dwelling rents according to DLUHC guidance, which provides for a rent increase of CPI plus 1% which equates to 2.7%. The average dwelling rent is proposed to be £130.07 per week in 2025/26 (based on 52 weeks).
12. Approve the HRA budget for 2025/26 as shown in Appendix F. Employer Terms and Conditions
13. Note that the hourly rate of all Council employees continues to exceed the rate proposed by the rates of the Living Wage Foundation, for 2025/26.(to be reviewed annually thereafter).

Statement by Chief Finance Officer

14. 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.

Corporate Priorities

Community engagement
Service improvement and delivery
Vibrant communities
Sustainable future
Clean, safe and green
Homes to be proud of
Proud and thriving borough

Statutory Officer Comments

Monitoring Officer

In accordance with the Council's Constitution, it is the responsibility of the Cabinet to agree proposals for the Budget, and to present those proposals to the full Council for approval. Once full Council approve the Budget it is the responsibility of Cabinet to implement it.

S151 Officer

This is an s151 Officer report.

Advice


Nigel Howcutt introduced the report

Recommendation agreed



Council

Report for:	Council
Title of report:	Polling District & Polling Place Order
Date:	19 February 2025
Report on behalf of:	Councillor William Allen, Portfolio Holder for Corporate & Commercial Services
Part:	I
If Part II, reason:	n/a
Appendices:	Appendix A – Polling Districts & Polling Places Order
Background papers:	None
Glossary of acronyms and any other abbreviations used in this report:	HCC: Hertfordshire County Council

Report Author / Responsible Officer	
Catherine Silva Donayre, Strategic Director (Corporate & Commercial)	
Mark Brookes, Assistant Director (Legal & Democratic Services)	
Michelle Anderson, Electoral Services Manager	
 	
Mark.brookes@dacorum.gov.uk / 01442 228236 (ext. 2236)	
Michelle.anderson@dacorum.gov.uk / 01442 2282230 (ext. 2230)	

Corporate Priorities	Community Engagement Service Improvement and Delivery Proud and Thriving Borough
Wards affected	All of Dacorum
Purpose of the report:	1. To approve the updated Polling Districts & Polling Places Order

Recommendation (s) to the decision maker (s):	<ol style="list-style-type: none"> 1. That Council approve the updated Polling Districts & Polling Places Order in appendix A 2. That council approve the temporary use of Adeyfield Community Centre as a polling station for electors in the AC polling district, for the HCC elections only and subsequent return to Old House Road- Communal Hall thereafter.
Period for post policy/project review:	Every 5 years as part of the Polling District & Polling Place Review or as required

1. Introduction/Background:

Under the Representation of the People Act 1983, the council has a duty to divide its area into polling districts and to designate a polling place for each district.

The following definitions may be helpful when reading the report and Appendices.

- “Polling districts” are geographical electoral areas into which wards and constituencies may be sub-divided.
- “Polling places” are the buildings or areas designated by the council where electors in a polling district go to vote in person.
- “Polling stations” are the number of issuing desks in the building or area that is the designated polling place.

The Electoral Administration Act 2006, as amended, introduced a duty on all local authorities in Great Britain to review their polling districts and polling places at least once every five years.

The intention of the legislation was reviews would be completed by the January before a UK parliamentary general election. However, since the repeal of the Fixed Term Parliaments Act 2011, there is no longer any certainty as to when the next general election will be.

The Dissolution and Calling of Parliament Act 2022 means:

- the UK Parliament can be dissolved by the King on request of the Prime Minister, at any time within the 5 years of the life of the Parliament.

2. Updated Polling Districts & Polling Places Order

Following elections held in 2024 and various feedback received, a need has arisen to relocate from three existing polling stations and at the request of the Returning Officer, alternative sites have been identified as follows:

- Polling District AHB: Chaulden & Warners End Ward
 - Relocate from Great Sturgess Communal Hall to Warners End Community Centre, Stoneycroft (an existing Polling Place)
- Polling District DCAA: Tring West & Rural Ward
 - Relocate from Goldfield Infants School to Temperance Hall, Christchurch Road
- Polling District AAA: Hemel Hempstead Town Ward
 - Relocate from George Street Primary School to St Mary’s Church hall, High Street

Furthermore, due to renovation works being carried out, the following amendment will need to be made for the Hertfordshire County Council elections in May 2025 only:

- Polling District AC: Adeyfield West Ward
 - Temporarily relocate electors from Communal Hall, Old House Road to Adeyfield Community Centre (an existing Polling Place)

Site visits have been carried out and confirmation given that the locations are suitable to be polling stations.

3. Amendments made

A new polling place is created for Temperance Hall and St Mary's Church hall.

4. Consultation

The Returning Officer; Assistant Director, Legal and Democratic Services, relevant ward councillors; Group Leaders, Electoral Review Committee. There were no objections received.

5. Financial and value for money implications:

The provision of Polling Stations for elections is reviewed on a regular basis and the funding is overseen by the Electoral Commission and the Elections Claims Unit.

6. Legal Implications

Under the Representation of the People Act 1983, the council has a duty to divide its area into polling districts and to designate a polling place for each district. This must be reviewed every five years.

7. Risk implications:

Electoral matters require continual review to ensure that the democratic process operates effectively. A failure to provide polling places would likely result in legal challenges to elections and subsequent reputational damage.

8. Equalities, Community Impact and Human Rights:

There are no equalities or community impacts arising directly from this report. Polling stations have been fully assessed and are deemed fully accessible for all members of the public.

9. Sustainability implications

There are no sustainability implications arising directly from this report.

10. Council infrastructure (including Health and Safety, HR/OD, assets and other resources)

There are no council infrastructure implications arising directly from this report.

11. Statutory Comments

Monitoring Officer:

This is a report of the Monitoring Officer in his service capacity as Assistant Director, Legal and Democratic Services and therefore comments have been incorporated within the report.

S151: No further comments to add to the report.

12. Conclusions

After consideration, the above recommendation is deemed an appropriate amendment to the councils Polling Districts & Polling Places Order.

DACORUM BOROUGH COUNCIL

THE BOROUGH OF DACORUM (POLLING DISTRICTS AND POLLING PLACES) ORDER 2025

COMING INTO OPERATION – 1st March 2025

Chief Executive

The Forum

Hemel Hempstead

Herts

HP1 1DN

DACORUM BOROUGH COUNCIL

REPRESENTATION OF THE PEOPLE ACT 1983

THE BOROUGH OF DACORUM (POLLING DISTRICTS AND POLLING PLACES) ORDER 2025

DACORUM BOROUGH COUNCIL in exercise of the powers conferred by the Representation of the People Act 1983, as amended, DO HEREBY ORDER as follows:

1. This Order shall come into operation on the 1 March 2025 provided that for the purpose of all proceedings preliminary or relating to an election to be held on or after that day the said Order shall be deemed to have come into operation forthwith.
2. The Electoral Registration Officer shall be directed to make such rearrangements or alterations as may be necessary to the Register of Electors on account of the coming into operation of this Order.
3. From and after coming into operation of this Order the Parliamentary Constituency of Hemel Hempstead and so much of that part of the South West Hertfordshire Constituency and Harpenden & Berkhamsted Constituency within the Borough of Dacorum shall be divided into polling districts specified in columns (1) and (2) of the Schedule annexed to this Order and more particularly described in Maps on the Dacorum Borough Website.
4. For each Polling District constituted by this Order there is hereby designated a Polling Place situated at or near the place specified in column (3) of the said Schedule.
5. As from coming into operation of this Order, the Borough of Dacorum (Polling Districts and Polling Places Order 2023) and any subsequent variation orders made to it shall be repealed.
6. The Chief Executive of the said Council shall maintain on the Dacorum Borough Council website a copy of the Maps showing the boundaries of the Polling Districts and the situations of the Polling Places constituted and designated by this Order.
7. This Order shall be cited as “The Borough of Dacorum (Polling Districts and Polling Places) Order 2025”.

The COMMON SEAL OF THE
DACORUM BOROUGH COUNCIL
was hereunto affixed this
XXXXXXXXXX
in the presence of

AUTHORISED SIGNATORY

AUTHORISED SIGNATORY

Borough of Dacorum Polling Districts and Polling Places 2025

SCHEDULE OF POLLING DISTRICTS AND POLLING PLACES

1. HEMEL HEMPSTEAD CONSTITUENCY

(1) Polling District Letters	(2) Areas comprised in Polling Districts	(3) Polling Place
AAA	Hemel Hempstead Town (part)	St Mary's Church Hall, High Street
AAAA	Hemel Hempstead Town (part)	Highfield Hall, Bellgate
AABA	Hemel Hempstead Town (part)	Highfield Hall, Bellgate
AABB	Hemel Hempstead Town (part)	Carey Baptist Church, Marlowes
AAB	Hemel Hempstead Town (part)	Carey Baptist Church, Marlowes
ABA	Highfield Ward (part)	Highfield Hall, Bellgate
ABA	Highfield Ward (part)	Highfield Hall, Bellgate
ABB	Highfield Ward (part)	St Pauls Church Hall, Solway, Hemel Hempstead
AC	Adeyfield West Ward (part)	Adeyfield Community Centre, Queen's Square
AC	Adeyfield West Ward (part)	Adeyfield Community Centre, Queen's Square
ACA	Adeyfield West Ward (part)	Adeyfield Community Centre, Queen's Square
ADA	Adeyfield East Ward (part)	Hobletts Manor Junior School, Adeyfield Road
ADB	Adeyfield East Ward (part)	Adeyfield Community Centre, Queen's Square
AFA	Apsley and Corner Hall Ward (part)	Apsley Community Centre, London Road
AFAA	Apsley and Corner Hall Ward (part)	Apsley Community Centre, London Road
AFB	Apsley and Corner Hall Ward (part)	Two Waters Primary School, Highridge Road
AFC	Apsley and Corner Hall Ward (part)	Tudor Primary School, Redwood Drive
AFC	Apsley and Corner Hall Ward (part)	Tudor Primary School, Redwood Drive
AGA	Boxmoor Ward (part)	St Francis Parish Hall, Glenview Road

AGB	Boxmoor Ward (part)	Camelot RFC, Chaulden Lane
AGBA	Boxmoor Ward (part)	Hemel Hempstead Methodist Church
AGC	Boxmoor Ward (part)	South Hill Centre
AHA	Chaulden and Warners End Ward (part)	Warners End Community Centre, Stoneycroft
AHA	Chaulden and Warners End Ward (part)	Warners End Community Centre, Stoneycroft
AHB	Chaulden and Warners End Ward (part)	Warners End Community Centre, Stoneycroft
AHC	Chaulden and Warners End Ward (part)	Chaulden Community Centre, Long Chaulden
AJ	Gadebridge Ward	Gadebridge Community Centre, Rossgate, Galley Hill
AJ	Gadebridge Ward	Gadebridge Community Centre, Rossgate, Galley Hill
ALA	Leverstock Green Ward (part)	St Albert the Great Primary School, Acorn Road, Hemel Hempstead
ALB	Leverstock Green Ward (part)	Leverstock Green Village Hall, Village Centre
ALB	Leverstock Green Ward (part)	Leverstock Green Village Hall, Village Centre
ALC	Leverstock Green Ward (part)	Hobbs Hill Wood Primary School, Peascroft Road
ALCA	Leverstock Green Ward (part)	Hobbs Hill Wood Primary School, Peascroft Road
AMA	Woodhall Farm Ward (part)	Woodhall Farm Community Centre, Datchet Close
AMB	Woodhall Farm Ward (part)	Brockswood Primary School, Shenley Road
AMB	Woodhall Farm Ward (part)	Brockswood Primary School, Shenley Road
APA	Grovehill Ward (part)	Grove Hill Community Centre, Henry Wells Square
APA	Grovehill Ward (part)	Grove Hill Community Centre, Henry Wells Square
APAA	Grovehill Ward (part)	Grove Hill Community Centre, Henry Wells Square
APB	Grovehill Ward (part)	St Thomas Indian Orthodox Church, St Agnells Lane, Hemel Hempstead

AQA	Bennetts End Ward (part)	Bennetts End Community Centre
AQB	Bennetts End Ward (part)	Belswains JM School, Barnfield
AQC	Bennetts End Ward (part)	Belmont Baptist Church Hall, Belmont Road
BA	Nash Mills Ward (part) (Nash Mills Parish)	Nash Mills Village Hall, 4 Lower Road
BA	Nash Mills Ward (part) (Nash Mills Parish)	Nash Mills Village Hall, 4 Lower Road
BAA	Nash Mills Ward (part)	Nash Mills Village Hall, 4 Lower Road
LA	Bovingdon, Flaunden and Chipperfield Ward (part) (Bovingdon Parish)	The Memorial Hall, High Street, Bovingdon
LA	Bovingdon, Flaunden and Chipperfield Ward (part) (Bovingdon Parish)	The Memorial Hall, High Street, Bovingdon
LB	Bovingdon, Flaunden and Chipperfield Ward (part) (Flaunden Parish)	The Village Hall, Flaunden
LC	Bovingdon, Flaunden and Chipperfield Ward (part) (Chipperfield Parish)	Chipperfield Village Hall, The Common
LD	Bovingdon, Flaunden and Chipperfield Ward (part)	Bourne End Village Hall
LE	Bovingdon, Flaunden and Chipperfield Ward (part)	The Boxmoor Trust Centre

2. HARPENDEN AND BERKHAMSTED CONSTITUENCY

EAA	Aldbury and Wigginton Ward (Aldbury Parish East Ward)	Aldbury Memorial Hall
EAB	Aldbury and Wigginton Ward (Aldbury Parish West Ward)	The Iron Room, Tring Station
EB	Aldbury and Wigginton Ward (Wigginton Parish)	St Bartholomews Church Hall
FA	Ashridge Ward (part) (Little Gaddesden Parish)	The Sports Pavilion, Little Gaddesden
FB	Ashridge Ward (part) (Nettleden with Potten End Parish)	Potten End Village Hall
KAA	Berkhamsted West Ward (part) Berkhamsted Parish West Ward (part)	Lagley Hall, Douglas Gardens
KAB	Berkhamsted West Ward (part) Berkhamsted Parish West Ward (part)	All Saints' Church Hall, Shrublands Road
KAB	Berkhamsted West Ward (part) Berkhamsted Parish West Ward (part)	All Saints' Church Hall, Shrublands Road

KBA	Berkhamsted Castle Ward (part) Berkhamsted Parish Castle Ward (part)	Bridgewater Middle School, Bridle Way
KBB	Berkhamsted Castle Ward (part) Berkhamsted Parish Castle Ward (part)	Berkhamsted Lawn Tennis and Squash Rackets Club, Lower Kings Road, Berkhamsted
KBC	Berkhamsted Castle Ward (part) Berkhamsted Parish Castle Ward (part)	Court House, Church Lane
KCA	Berkhamsted East Ward (part) Berkhamsted Parish East Ward (part)	Evangelical Free Church Hall, Kings Road
KCB	Berkhamsted East Ward (part) Berkhamsted Parish East Ward (part)	Swing Gate First School, Swing Gate Lane
JA	Northchurch Ward (Northchurch Parish)	Northchurch Social Centre, Bell Lane
DAA	Tring East Ward (Tring Parish Dunsley Ward)	Tring Scout Hall, Adjacent to 35 Grove Road, Tring
DBAA	Tring Central Ward (part) (Tring Parish Bunstrux Ward – part)	Nora Grace Hall, Faversham Close, Tring
DBBB	Tring Central Ward (part) (Tring Parish Bunstrux Ward – part)	Tring Community Centre, Silk Mill Way
DBCC	Tring Central Ward (part) (Tring Parish Bunstrux Ward – part)	New Mill Baptist Church, New Road, New Mill
DCAA	Tring West and Rural Ward (part) (Tring Parish Miswell Ward – part)	Temperance Hall, Christchurch Road
DCBB	Tring West and Rural Ward (part) (Tring Parish Miswell Ward – part)	Roman Catholic Church Hall, Langdon Street
DDAA	Tring West and Rural Ward (part) (Tring Rural Parish – part)	Long Marston Victory Hall
DDBB	Tring West and Rural Ward (part) (Tring Rural Parish – part)	Wilstone Village Hall
GA	Watling Ward (Flamstead Parish)	The Methodist Church Hall, Trowley Hill Road
GB	Watling Ward (Markyate Parish)	Markyate Village Hall, Cavendish Road
GB	Watling Ward (Markyate Parish)	Markyate Village Hall, Cavendish Road
GCA	Watling Ward (Great Gaddesden Parish – Part)	Great Gaddesden Parish Hall
GCB	Watling Ward (Great Gaddesden Parish – Part)	Gaddesden Row Community Hall

3. SOUTH WEST HERTS CONSTITUENCY

(1) Polling District Letters	(2) Areas comprised in Polling Districts and Reference	(3) Polling Place
PA	Kings Langley Ward (Kings Langley Parish North Ward)	The Community Centre, Rucklers Lane
PB	Kings Langley Ward (Kings Langley Parish South Ward)	All Saints Church Hall, Church Lane
PB	Kings Langley Ward (Kings Langley Parish South Ward)	All Saints Church Hall, Church Lane
PC	Kings Langley Ward (Kings Langley Parish Central Ward)	Methodist Church Hall, Hempstead Road

Agenda Item 11

WAIVER OF 6 MONTH COUNCILLOR ATTENDANCE RULE (SEC.85 LOCAL GOVERNMENT ACT 1972).

Section 85 (1) of the Local Government Act 1972 requires a member of a Local Authority to attend at least one meeting of that Authority within a six month consecutive period, in order to avoid being disqualified as a Councillor. This requirement can be waived and the time limit extended if any failure to attend was due to a reason approved by the Authority, in advance of the six month period expiring.

Councillor Stewart represents the Berkhamsted West Ward.

Section 85 (1) of the Local Government Act 1972 states that “if a member of a Local Authority fails, throughout a period of six consecutive months from the date of their last attendance, to attend any meeting of the Authority they will, unless the failure was due to some good reason approved by the Authority before the expiry of that period, cease to be a member of the Authority.” Attendance can be at any committee or sub-committee, or any joint committee, joint board or other body where the functions of the Authority are discharged or who were appointed to advise the Authority on any matter relating to the discharge of their functions.

Councillor Stewart has not been able to attend any Council or committee meeting since the 16th September, due to illness. The Monitoring Officer has received a request for the Council to consider approving an extension to the usual six month attendance rule enabling him to remain in office until he is able to resume normal duties.

This request has been submitted to approve an extension of the usual six month rule.

Section 85 (1) of the Local Government Act 1972 enables a Local Authority to approve the reason(s) for non-attendance of a Member at any meeting of the Authority throughout a period of six consecutive months, provided that approval is given by the Authority before the expiry of the six month period.

The Council is asked to approve Councillor Stewart’s non-attendance at meetings of the authority due to ill health for a six month period up to 19th July 2025 pursuant to Section 85 (1) of the Local Government Act 1972.

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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