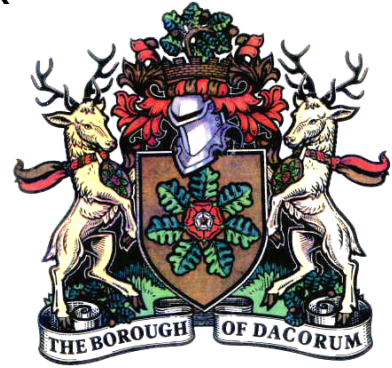


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SUMMONS

MEETING OF THE COUNCIL

Wednesday 18 January 2017

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 18 January 2017 at 7.30 pm to transact the business set out below.

A handwritten signature in black ink, appearing to read 'Sally Marshall'.

**SALLY MARSHALL
CHIEF EXECUTIVE**

TO ALL MEMBERS OF THE COUNCIL

Contact: Jim Doyle

ext 2222

AGENDA

1. MINUTES

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 Solicitor to the Council.

4. ANNOUNCEMENTS

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

4.1 By the Mayor:

4.2 By the Chief Executive:

4.3 By the Group Leaders: Any apologies for absence

4.4 Council Leader and Members of the Cabinet:

Councillor Williams

Councillor Marshall

Councillor Elliot

Councillor Mrs Griffiths

Councillor Harden

Councillor G Sutton

Leader of the Council

Environmental, Sustainability and Regulatory Services

Finance & Resources

Housing

Residents & Corporate Services

Planning and Regeneration

5. QUESTIONS

To consider questions (if any) by members of the Council of which the appropriate notice has been given to the Solicitor to the Council.

6. BUSINESS FROM THE LAST COUNCIL MEETING

To consider any business referred from the previous meeting

7. CABINET REFERRALS (Pages 4 - 10)

To consider the following referrals from Cabinet:

- 7.1 CA/117/16 29 November 2016 Governance Arrangements for the Community Infrastructure Levy (CIL)
- 7.2 CA/127/16 13 December 2016 Budget Monitoring Quarter 2 2016/17
- 7.3 CA/132/16 13 December 2016 Update on Sustainable Development Advice Note & Sustainability Checklist
- 7.4 CA/134/16 13 December 2016 Committee Timetable 2017/18
- 7.5 CA/135/16 13 December 2016 Council New Build Programme Update

8. OVERVIEW AND SCRUTINY REFERRALS

None

9. CHANGES TO COMMITTEE MEMBERSHIP

To consider any proposals for changes to committee membership

10. CHANGE TO COMMITTEE DATES

To consider the following proposal for changes to committee dates:

Move Housing & Community Overview & Scrutiny Committee on 15 March 2018 to the 21st of March 2018.

11. CABINET REFERRALS PART 2 (Pages 11 - 14)

- 7.6 CA/137/16 13 December 2016 Leisure Review-Review of the Council's Approach to Managing Leisure Services
- 7.7 CA/139/16 13 December 2016 Stationers Place, London Road, Apsley – Award of Main Contract to Construct 21 New Flats For Rent

12. CALL IN AND URGENCY PROCEDURE (Pages 15 - 18)

Agenda Item 7

CABINET REFERRALS

29 November 2016

7.1 CA/117/16 GOVERNANCE ARRANGEMENTS FOR THE COMMUNITY INFRASTRUCTURE LEVY (CIL)

Decision

Resolved to Recommend:

- 1) the Terms of Reference to the Infrastructure Advisory Group as set out in Appendix 3 of the Cabinet report, including that authority is delegated to the Chairman of the Infrastructure Advisory Group to approve spending of CIL receipts of up to £50,000 on projects not identified in the Infrastructure Business Plan.
- 2) the allocations of CIL funds to those Infrastructure themes set out in Section 3 of the Cabinet report
- 3) that funding is allocated to these themes for use in 2018/19 and 2019/20
- 4) that submissions for CIL funds are encouraged from April 2017 using the CIL submission forms at Appendix 4.
- 5) entry into the Memorandum of Understanding with Hertfordshire County Council as set out in Appendix 5 of the report to Cabinet
- 6) that authority is delegated to the Assistant Director (Planning, Development and Regeneration) to:
 - (a) finalise the wording of the CIL submission bid form and associated guidance notes; and
 - (b) finalise guidance notes for Town and Parish Councils and Ward Councillors.

Reason for Decision

The report sets out proposals for the governance of the Community Infrastructure Levy (CIL) and seeks Council approval for them.

Corporate Objectives

Affordable Housing

Some forms of affordable housing may claim exemption from the payment of CIL. It is not anticipated that CIL funds would be used to fund the provision of affordable housing although CIL funds could be utilised on infrastructure which would facilitate the delivery of housing sites.

Safe and Clean Environment

Open space and green infrastructure improvements have been identified as possible recipients of CIL funding within the Council's Regulation 123 List. Such works would contribute to a safe and clean environment.

Building Community Capacity

CIL revenues may be used on social enterprise and local community infrastructure which supports those in the most deprived areas. Local communities should feel empowered to carry out improvements within their neighbourhood by the delegated of a proportion of CIL funding to them under Regulation 59 of the CIL Regulations

Dacorum Delivers

The purpose of this report is to explain how the Council will make decisions on the spending CIL receipts upon new items of infrastructure. Key stages in this process include determining which infrastructure projects are capable of delivery and on-going management to ensure that our infrastructure priorities are delivered in accordance with an agreed timetable.

Monitoring Officer/S.151 Officer Comments

Monitoring Officer

Robust governance procedures are essential to ensure that CIL funds can be allocated to appropriate infrastructure in a timely and efficient manner and that spend is properly monitored.

This report, the annexed procedural guidance and associated documents demonstrate that an effective system of governance has been developed, however, the procedures should be kept under continuous review to ensure that they remain up to date and effective.

Deputy Section 151 Officer

The costs of CIL are factored into the Medium Term Financial Strategy and the income will be reviewed to ensure the forecast and actual income collected is monitored in line with Financial Regulations.

The costs of projects will need to be submitted through the budget setting process and will require all the necessary approvals to be built into the ongoing capital programme.

Advice

C Taylor explained that the report set out a range of governance procedures. She noted that there would be a member development session in March 2017 to understand the CIL arrangements.

Councillor Elliot asked if the council received any CIL money before work begun or was it claimed once the development was completed.

R Freeman replied that the council was not releasing any money which had not already been collected.

Councillor Marshall asked if these procedures were already in place.

C Taylor explained that procedures already existed and the council had already begun collecting CIL money. Increased work will be carried out with wards and CIL applications and they would be prioritised accordingly. She suggested that the money be left to accrue and therefore could be used for jobs which would have a big impact.

M Gaynor said it was important to allocate accordingly to ward councillors as well as town and parish councillors. He noted that the money should be used for infrastructure and capital and not for items which include ongoing running costs, for example litter bins.

Councillor Marshall felt that Town and Parish councils would have the mechanisms to keep records of CIL payments; however unparished wards would not have such information so how would they keep this information up to date.

R Freeman said reports are submitted to town and parish councils bi-annually and therefore this information could also be provided to ward councillors.

Councillor Harden asked how CIL money is shown in the budget papers.

J Deane said that this and S106 money is held separately to the council's budget. It would show on the statement of accounts but not in budget monitoring papers.

Councillor Tindall added that it should also be shown as treasury management.

J Deane confirmed this would be the case.

Councillor Tindall explained that town and parish council's will receive 25% and wards 15%, he asked where the difference of 10% went and why the values differed?

R Freeman replied that the CIL was required to give 15% to wards; however this would be increased for areas with a neighbourhood plan in place.

Councillor Williams asked to what degree councillors are obliged to take infrastructure plans into consideration.

M Gaynor suggested that money is allocated to those areas of communities seeking the benefits.

Councillor Williams added that other organisations are now aware of this scheme however the message they are being given is incorrect.

M Gaynor agreed they were receiving the wrong message and it was not the same as a grant process, which is the impression being given.

Voting

None.

13 December 2016

7.2 CA/127/16 BUDGET MONITORING QUARTER 2 2016/17

Decision

Resolved to Recommend:

- 1. Approval of the supplementary budgets set out below. Details for these supplementary budgets are set out in the body of the report to Cabinet and have a net nil impact on the General Fund Working Balance:**

- Increase the People and Performance Supplies and Services budget by £40k**
- Increase use of the Management of Change reserve by £40k**
- Increase the Community Partnerships Supplies and Services budget by £15k**
- Increase use of the Management of Change reserve by £15k**

- **Increase the capital budget for Disabled Facilities Grants by £133k to reflect additional grant funding received**

Reason for Decision

To provide details of the projected outturn for 2016/17 as at Quarter 2 for the:

- General Fund
- Housing Revenue Account
- Capital Programme

Corporate Objectives

Delivering an efficient and modern council

Monitoring Officer/S.151 Officer Comments

Monitoring Officer

No further comments to add.

S.151 Officer

This is a Section 151 Officer report.

Advice

Councillor Elliot confirmed that he was confident that the council would finish within budget by the year end.

Councillor Griffiths was pleased to hear we would finish within budget.

Councillor Williams noted that budgets were tight and funding received had decreased, therefore making it more difficult to balance the budgets.

Voting

None.

7.3 CA/132/16 UPDATE ON SUSTAINABLE DEVELOPMENT ADVICE NOTE & SUSTAINABILITY CHECKLIST

Decision

Resolved to Recommend:

- (a) The updated Sustainable Development Advice Note and associated Sustainable Development Checklist to inform Development Control decisions be adopted; and**
- (b) Authority be delegated to the Assistant Director, Planning, Development and Regeneration to make any necessary minor editorial changes to the Advice**

Note (Annex A of the report to Cabinet) and Checklist (Annex B of the report to Cabinet), prior to their final publication.

Reason for Decision

To agree an updated advice note setting out how the Council apply its policies related to sustainable development in light of the recent government policy changes.

Corporate Objectives

The Sustainable Development Advice Note (alongside updated Sustainable Development Checklist) supports the 'Dacorum Delivers' and 'Clean and Safe Environment' objectives. It will improve efficiency and effectiveness of services through the provision of upfront and clear advice on the sustainable development. It also demonstrates that the Council is able to respond to changes in national policy in a prompt and effective manner. The note will continue to ensure that sustainability remain a focus for change within the borough.

Monitoring Officer/S.151 Officer Comments

Monitoring Officer:

The updated Sustainable Development Advice Note will provide clarity to developers and ensure compliance with Core Strategy policies and is therefore recommended for approval.

Deputy S.151 Officer:

There are no direct financial implication so f this decision. Any resource implication in the future will need to be incorporated within the budget setting framework.

Advice

Councillor Sutton introduced the report and said its purpose was to agree an updated advice note setting out how the Council applied its policies related to sustainable development in light of the recent government policy changes.

J Doe added that there were a number of changes included within the report. It set out the national situation and Dacorum's response to it. The new advice note also set out examples of good practice.

Councillor Marshall asked if there would be any impact on staff as a result of this.

J Doe said no, if anything the process had been made simpler and the new checklist had simplified the process and the system being used.

Voting

None.

7.4 CA/134/16 COMMITTEE TIMETABLE 2017/18

Decision

Resolved to Recommend:

- **The Meeting Timetable for 2017/18 as set out in Annex A to the Cabinet report.**

Reason for Decision

To seek approval of the Meeting Timetable for 2017/18

Corporate Objectives

The various meetings of the Council, Cabinet and Committees support the achievement of the Council's Corporate Objectives

Monitoring Officer/S.151 Officer Comments

Monitoring Officer:

No comments to add to the report

Deputy S.151 Officer:

There are no direct financial implications of the recommendations.

Advice

None

Voting

None.

7.5 CA/135/16 COUNCIL NEW BUILD PROGRAMME UPDATE

Decision

Resolved to Recommend:

- 1. the approval of a supplementary estimate to fund a consultancy budget of £50,000 to develop plans to build new homes on 2 garage sites at Westerdale and Northend garage sites (as detailed in the report to Cabinet, subject to securing planning permission).**

Reason for Decision

To provide a full update on the Council New Build Programme

Corporate Objectives

Delivering Affordable Housing

Monitoring Officer/S.151 Officer Comments

Monitoring Officer:

No comments to add to the report.

Deputy S.151 Officer

The recommendations in this report require the approval of supplementary estimate of £50k to undertake the feasibility and associated work to progress the potential garage development scheme. This can be funded through the release of Section 106 funds already held by the Council.

Advice

E Brooks explained that the report was requested as a 6 monthly update. The report set out those developments already completed.

The purpose was to note progress of the Council New Build Programme and to recommend to Council, the approval of a supplementary estimate to fund a consultancy budget of £50,000 to develop plans to build new homes on 2 garage sites at Westerdale and Northend garage sites (as detailed in the report, subject to securing planning permission).

Councillor Griffiths added that the Housing & Community Overview & Scrutiny had discussed the garage sites at the recent budget meeting and members supported the proposal.

Voting

None.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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of the Local Government Act 1972.

Document is Restricted