

Minutes



To: All Members of the Cabinet,
Chief Executive, Chief Officers

From: Legal, Democratic & Statutory Services
Ask for: Deborah Jeffery
Ext: 25563

CABINET 13 NOVEMBER 2017

ATTENDANCE

MEMBERS OF THE CABINET

D A Ashley, T L F Douris, T C Heritage, T W Hone, R Sangster, J D Williams (Acting Leader and Chairman for the meeting) C B Wyatt-Lowe

Deputy Executive Members attending on behalf of an Executive Member

A D Williams (attending on behalf of R M Roberts)

Other Members in Attendance

D Andrews, J Billing, T Hutchings, R Thake

Upon consideration of the agenda for the Cabinet meeting on 13 November 2017 as circulated, copy annexed, conclusions were reached and are recorded below:

Note: No conflicts of interest were declared by any member of the Cabinet in relation to the matters on which decisions were reached at this meeting.

PART I ('OPEN') BUSINESS

1. MINUTES

- 1.1 The Minutes of the Cabinet meeting held on 23 October 2017 were confirmed as a correct record and signed by the Chairman.

2. QUESTIONS FROM MEMBERS OF THE COUNCIL TO EXECUTIVE MEMBERS

- 2.1 There were no questions from Members of the Council to Executive Members.

CHAIRMAN'S INITIALS

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3. PUBLIC PETITIONS

3.1 There were no public petitions.

4. SUPPORTING YOUNG PEOPLE IN HERTFORDSHIRE: DEVELOPING A NEW APPROACH

[Item of Urgent Business – no Ref No.]

Decision

4.1 Cabinet

- i. endorsed the proposal to remodel services in line with Council and Children’s Services priorities and the need to make savings as described in the Report; and
- ii. noted that detailed proposals for a remodelled service would be presented to the Cabinet Panel in February 2018 and to Cabinet in February 2018.

Reasons for the decision

4.2 Prevention is a corporate priority and Children’s Services, through the Families First Strategy, aims to support children, young people and their families to be resilient, independent and reach their potential, therefore reducing the need for high cost services. In line with the focus on prevention, Children’s Services now intend to review the services provided covered by YC Hertfordshire.

4.3 The review and its implementation will be phased over two years to allow for service remodelling processes and workforce development, including consultation with the workforce, partners and young people. While the ambition is to build on strengths and successes to develop a new approach, the review will also aim to make savings in the region of 20% over a 2 year period, while still improving the outcomes for young people.

4.4 In reaching its decision to approve the proposals, Cabinet considered its statutory responsibilities; the financial implications of the proposals; and the recommendations of the Children’s Services Cabinet Panel.

Any alternative options considered and rejected

None.

**CHAIRMAN’S
INITIALS**

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5. HERTFORDSHIRE YOUTH JUSTICE STRATEGIC PLAN 2017 – 2018
[Forward Plan Ref: A070/17]

Decision

- 5.1 Cabinet agreed to recommend to County Council that Council approves the Hertfordshire Youth Justice Strategic Plan 2015 – 2018, 2017 update, attached as Appendix A to the report.

Reasons for the decision

- 5.2 A Youth Justice Strategic Plan is required under Section 40 of the Crime and Disorder Act 1998 ("the Act"). Hertfordshire's Youth Justice Strategic Plan ("the Plan") runs from 2015-18 and is refreshed annually. The areas that need to be covered in the Plan are detailed within the Act and it requires local approval and submission to the Youth Justice Board who are obliged to publish it as directed by the relevant Secretary of State.
- 5.3 In accordance with the Council's Constitution, County Council is required to approve the Hertfordshire Youth Justice Strategic Plan as part of its policy framework. County Council will consider Cabinet's recommendation at its meeting on 21 November 2017.

**6. PROPOSED CONSULTATION ON HERTFORDSHIRE COUNTY COUNCIL
ADMISSION ARRANGEMENTS FOR 2019/20**
[Forward Plan Ref: A036/17]

Decision

- 6.1 Cabinet agreed that consultation is undertaken proposing that:
- i. the definition of "nearest school" for use in rule 5 of the County Council's primary oversubscription criteria is amended;
 - ii. reference to the Shared Anti-Fraud Service is added to the definitions section in the cases of fraudulent address verification;
 - iii. the published admission number at Watton-at-Stone Primary and Nursery School is reduced to 30; and
 - iv. the remainder of the County Council's admission arrangements and schemes of coordination are retained for 2019/20.

Reasons for the decision

- 6.2 The Council must determine on an annual basis the admission arrangements and published admission number (PAN) for all community and voluntary schools in Hertfordshire; and the coordinated schemes of admission to all

**CHAIRMAN'S
INITIALS**

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maintained schools and academies in the County. The School Admission Code requires consultation before the published admission number of any school is reduced. The request to decrease the PANs for Watton-at-Stone Primary & Nursery School is proposed to ensure the future financial viability stability of the school.

- 6.3 The proposal to amend the current definition of “nearest school” for primary schools is directly linked to the rapid increase in the number of own admission authority primary schools, especially academies, and aims to increase clarity and transparency for parents.
- 6.4 With regard to the Shared Anti-Fraud Service, as both a future deterrent, and to increase the investigative focus in complex cases where address evidence is in dispute, Cabinet agreed that referrals from the Admissions Team will be made to the Shared Anti-Fraud Service. The Council’s admission arrangements will be amended (Appendix Aiii) to make this clear to parents and carers.
- 6.5 Cabinet’s decision enables consultation to be undertaken on the proposals. The 6 week formal consultation will be undertaken between 1 October 2017 and 31 January 2018.
- 6.6 Cabinet considered the above, together with the outcome of the equalities impact assessment on the admission proposals and the recommendations of the Education, Libraries and Localism Cabinet Panel, in arriving at its decision above.

Any alternative options considered and rejected

None.

7. OUTCOME OF THE PUBLIC CONSULTATION ON THE PROPOSAL TO CHANGE THE AGE RANGE OF WIDFORD SCHOOL TO ALLOW NURSERY-AGED CHILDREN TO BE ADMITTED FROM THE AGE OF 2

Decision

- 7.1 Cabinet approved the proposal and authorised the Director of Children’s Services to publish a statutory notice to change the age range of Widford School to allow nursery-aged children to be admitted from the age of 2.

Reasons for the decision

- 7.2 The only pre-school provision in the village of Widford offering free early-education places for 2 and 3-year-olds, closed at the end of July 2017. This proposal to change the age range of the School from 4 to 11 years to 2 to 11 years will enable the School to offer free early-education places for these children to ensure continued provision in the local area.

**CHAIRMAN’S
INITIALS**

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- 7.3 In arriving at its decision to authorise the Director of Children’s Services to publish a statutory notice to lower the admission age of Widford School to allow nursery-aged children to be admitted from the age of 2, Cabinet considered the outcome of the consultation (280 consultation letters were circulated; a total of 5 responses were received), the positive response from the governing body for the proposal; the financial implications that there are no anticipated costs associated with the proposal; the equalities implications of the proposal; and the recommendation of the Education, Libraries and Localism Cabinet Panel.

Any alternative options considered and rejected

None.

8. OUTCOME OF THE PUBLIC CONSULTATION ON THE PROPOSAL TO ‘AMALGAMATE’ REDBOURN JUNIOR SCHOOL AND REDBOURN INFANTS AND NURSERY SCHOOL

[Forward Plan Ref: A053/17]

Decision

- 8.1 Cabinet approved the proposals and authorised the Director of Children’s Services to publish statutory notices to close Redbourn Junior School on 16 April 2018; and increase the age range of Redbourn Infants and Nursery School to 11 from 17 April 2018.

Reasons for the decision

- 8.2 The governing bodies of both the Infant and Junior Schools asked the Council to amalgamate the schools to create one 2 f.e. primary school, providing education through from 3 to 11, in the best interests of the local community and children. The governors’ judgement is that one school will provide a consistent approach to each child’s primary education under the leadership and management of one head teacher and one staffing structure. It is proposed to extend the age range of the infant school to create the new primary school as this school is currently high performing and is judged by Ofsted to be ‘outstanding’.
- 8.3 In arriving at its decision to authorise the Director of Children’s Services to publish a statutory notice to close Redbourn Junior School on 16 April 2018; and increase the age range of Redbourn Infants and Nursery School to 11 from 17 April 2018, Cabinet considered the outcome of the consultation (approximately 676 consultation letters were circulated; a total of 25 responses were received), the positive response from the governing bodies for the proposal; the financial implications that there are no anticipated costs to the Council associated with the proposal; the equalities implications of the proposal; and the recommendation of the Education, Libraries and Localism Cabinet Panel.

9. OUTCOME OF THE PUBLIC CONSULTATIONS ON THE PROPOSAL TO INCREASE THE NUMBER OF PLACES AT WOODFIELD, BREAKSPEARE SCHOOL ON THE SITE OF MEADOW WOOD AND HAYWOOD GROVE SPECIAL SCHOOLS

[Forward Plan Ref: A045/17 and A054/17]

Decision

- 9.1 Cabinet approved the proposals and authorised the Director of Children’s Services to publish statutory notices to increase the number of places by 8 at Woodfield special school; by 8 at Breakspeare special school (on the site of Meadow Wood special school); and by 8 at Haywood Grove special school from 9 April 2018.

Reasons for the decision

- 9.2 There is a rising demand for places in some categories of special schools. Woodfield severe learning difficulties (SLD) school in Malmes Croft, Hemel Hempstead, Breakspeare SLD school in Gallows Hill Lane, Abbots Langley on the site of Meadow Wood PNI (physical and/or neurological impairment) school in Coldharbour Lane, Bushey and Haywood Grove social, emotional and mental health needs (SEMH) school in St Agnells Lane, Hemel Hempstead have been identified through their geographic location, specialisms and site size, to be able to support additional accommodation to cater for additional pupils. Enlarging these schools will enable more children to have their needs met in a local school as opposed to an out of county provision.
- 9.3 In arriving at its decision to authorise the Director of Children’s Services to publish statutory notices to increase the number of places by 8 at Woodfield special school; by 8 at Breakspeare special school (on the site of Meadow Wood special school); and by 8 at Haywood Grove special school from 9 April 2018, Cabinet considered the outcome of the consultations (188 consultation letters were circulated to Woodfield School; a total of 11 responses were received, 183 consultation letters were circulated to Haywood Grove School; a total of 3 response were received, consultation letters were circulated to Breakspeare School; a total of 3 responses were received), the financial implications; the equalities implications of the proposal; and the recommendations of the Education, Libraries and Localism Cabinet Panel.

10. INSPIRING LIBRARIES – THE NEXT PHASE

[Forward Plan Ref: A046/17]

Decision

- 10.1 Cabinet endorsed the ambitions and priorities for the next phase of the ‘Inspiring Libraries’ Strategy, as set out in the report.

**CHAIRMAN’S
INITIALS**

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Reasons for the decision

- 10.2 The 'Inspiring Libraries' Strategy was adopted by Cabinet in July 2014 to provide a vision and direction for the library service over the next ten years. Specific proposals were agreed for the implementation of the strategy in its first three years. The Council now needs to set priorities for the next phase of the Strategy.
- 10.3 The 'Inspiring Libraries' approach of reducing services where necessary to achieve budget savings, whilst continuing to invest in library buildings and technology to ensure that the service is equipped to meet future demands has also helped to secure Hertfordshire's reputation nationally as an ambitious and responsible library authority.
- 10.4 In reaching its decision, Cabinet considered the financial implications; the equalities implications; and the recommendation of the of the Education, Libraries and Localism Cabinet Panel.

11. AN ALTERNATIVE DELIVERY MODEL FOR HERTFORDSHIRE LIBRARIES [Forward Plan Ref: A047/17]

Decision

- 11.1 Cabinet agreed that:
- i. a multi-disciplinary working group be established to further explore the business case and governance arrangements for establishing an alternative delivery model for Hertfordshire Libraries, including representatives from Legal Services, Finance and HR;
 - ii. an application should be made to the Department for Digital, Culture, Media and Sport Mutuals Team for free professional support and advice to inform this work;
 - iii. a consultation document should be published on the principle of creating an alternative delivery model for Hertfordshire Libraries in order to seek feedback on the idea from customers, partners, stakeholders, library staff and volunteers; and
 - iv. a further paper to be presented to Cabinet in the spring of 2018, for decision on whether to adopt an alternative delivery model.

Reasons for the decision

- 11.2 The Inspiring Libraries, a new strategy for Hertfordshire Library Service 2014-2024' was adopted by Cabinet on 14 July 2014 to set the vision and direction for the service over the next ten years, and provide a framework for future decisions about service priorities.

**CHAIRMAN'S
INITIALS**

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- 11.3 The library service has been asked to consider ways of making a saving of £500,000 over the next two to three years, over and above savings already identified, due to ongoing pressures on the Council budget. It is estimated that adopting an alternative delivery model could save £588,000 in non-domestic rates, although establishing an independent organisation would also incur some additional expenses.
- 11.4 In reaching its decision, Cabinet considered the government guidance which challenges local authorities to explore alternative forms of delivery and financing library services before making any reductions in library services; the potential benefits which would still allow the Council to fulfil its statutory responsibilities and to deliver the themes of the Inspiring Libraries strategy for the benefit of residents; the potential challenges and risks of adopting an alternative delivery model; the financial implications; the equalities implications; and the recommendations of the of the Education, Libraries and Localism Cabinet Panel.

12. FUTURE MANAGEMENT OF HERTFORDSHIRE COUNTY COUNCIL'S ART COLLECTION

[Forward Plan Ref: A035/17]

Decision

- 12.1 Cabinet agreed that:
- a. the Schools Loan Collection be closed;
 - b. consultation with the public and interested organisations on art works that are currently identified for sale takes place, so that all views can be taken into account prior to their final disposal;
 - c. Subsequent to the consideration of views expressed through the consultation process with the Executive Member for Education, Libraries and Localism, that the Director of Resources be authorised to dispose of 500 medium value works from the Schools Loan Collection that have little or no relevance to Hertfordshire; and that these works should be sold to achieve best value for the Council;
 - d. The Director of Resources be authorised to dispose of 46 high value, nationally significant works from the Schools Loan Collection that have little or no significance to Hertfordshire, after full consideration of the views expressed through the consultation process with the Executive Member for Education, Libraries and Localism; and that these works should be sold to achieve best value for the Council;
 - e. 700 low value works from the Schools Loan Collection be offered to local interest groups and the general public in Hertfordshire;
 - f. options be developed for the conservation and potential relocation of

**CHAIRMAN'S
INITIALS**

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four sculptures within Hertfordshire which are insured for a total of £21.85 million;

- g. 53 lower value works, that have a distinct connection to local towns/villages, be offered to relevant Hertfordshire museums and galleries, by sale or gifting; and
- h. a proportion of the income from the sale of works to be used to invest in the remaining collection, in particular the conservation and potential move of the sculptures.

Reasons for the decision

- 12.2 The Council has an Art Collection of 1826 works, which is valued for insurance purposes at £26.2 million. There has been no resource to manage the collection since 2012 and the works are at risk of deterioration. The Council has a responsibility to use these assets effectively but not a statutory duty to hold, display and conserve works of art. In addition, how the works are managed moving forward will continue to be an ongoing issue for the Council as many are not in ideal storage conditions and have conservation needs.
- 12.3 Cabinet considered the above in reaching its decision, together with the financial implications and the recommendations of the Education, Libraries and Localism Cabinet Panel.

13. CONSULTATION ON THE DRAFT MINERALS LOCAL PLAN
[Forward Plan Ref: A037/17]

Decision

- 13.1 Cabinet agreed to recommend to Council that County Council approves the Draft Minerals Local Plan, attached at Appendix 1 to the report, for a ten week period of public consultation from 4 December 2017 to 9 February 2018, in accordance with Regulation 18 Town and Country Planning (Local Planning) (England) Regulations 2012.

Reasons for the decision

- 13.2 The Minerals Planning Authority has a statutory responsibility to prepare a Minerals Local Plan for Hertfordshire in line with national policy and regulations. The existing Minerals Local Plan, adopted in March 2007, requires a formal process of review to ensure that the contents of the Plan reflect changes made to national policy, through the National Planning Policy Framework, and to ensure that recent guidance and changing circumstances in the county are incorporated into the county's minerals policy.
- 13.3 The County Council will consider Cabinet's recommendation at its meeting on 21 November 2017.

**CHAIRMAN'S
INITIALS**

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14. WASTE LOCAL PLAN REVIEW, DRAFT INITIAL CONSULTATION DOCUMENT

[Forward Plan Ref: A038/17]

Decision

- 14.1 Cabinet agreed to recommend to Council that County Council approves the Waste Local Plan draft Initial Consultation document, attached as Appendix 1 to the report, for a six week period of public consultation commencing in February 2018, in accordance with Town and Country Planning (Local Planning) (England) Regulations 2012.

Reasons for the decision

- 14.2 The Council, as Waste Planning Authority, has a statutory responsibility to produce a Waste Local Plan for the county which identifies sufficient opportunities to meet the identified needs of Hertfordshire for the management of waste, aiming to drive waste management up the Waste Hierarchy. The Waste Local Plan should identify sites and/or areas that may be suitable for waste uses and contain strategic and land use policies, against which planning applications are judged.
- 14.3 Since the adoption of the documents that make up the Waste Local Plan, there have been a number of changes to the planning system, regulatory framework and guidance related to waste management. Additionally, a review will ensure that the Plan takes account of new information and changing circumstances in the county so that appropriate guidance can be given to waste operators and the general public as to what waste development is required and where future waste development should take place.
- 14.4 The County Council will consider Cabinet’s recommendation at its meeting on 21 November 2017.

15. RIGHTS OF WAY IMPROVEMENT PLAN 2017/18 - 2027/28

[Forward Plan Ref: A049/17]

Decision

- 15.1 Cabinet agreed that:
- i. the Right of Way Improvement plan period be managed and reviewed on a 10 year cycle; and
 - ii. the Rights of Way Improvement Plan 2017/18 to 2027/28 be adopted as policy to guide non-statutory development and improvement of the public rights of way network.

Reasons for the decision

- 15.2 National guidance from the Department of Environment, Food & Rural Affairs stipulates that Rights of Way Improvement Plans, which are a statutory document, need to be reviewed at least every 10 years. The Council carried-out a review of its first Rights of Way Improvement Plan 2006/07 – 2010/11 after 5 years, to ensure it was up to date and fit for purpose, although the local area plans, which form part of the Rights of Way Improvement Plan, are kept under constant review and updated. Following that review the second edition of the Plan covered the period 2011/12 – 2015/16 and it was agreed that this review will now cover the period 2017/18 to 2027/28.
- 15.3 The Rights of Way Improvement Plan (RoWIP) is a public document that provides the context for the future management of and investment in the rights of way network, plus other paths and open spaces, over and above the Council’s current statutory duties, and aims to meet the needs and demands of the people of Hertfordshire and those visiting the county. The purpose of the RoWIP is to identify actions to increase accessibility for anyone who uses or wants to use the rights of way network.
- 15.4 In reaching its decision, Cabinet considered the financial implications; the equalities implications of the proposal; and the recommendations of the of the Environment, Planning and Transport Cabinet Panel.

16. CHANGES TO THE CONSTITUTION

[Forward Plan Ref: A071/17]

Decision

- 16.1 Cabinet agreed to recommend to Council that Council:
- (a) agrees the changes to the Council’s Constitution as set out in paragraph 2.8 the Report;
 - (b) authorises the Chief Legal Officer to amend Annex 3 to the Constitution to give effect to the decision at (a) above.”

Reasons for the decision

- 16.2 The High Speed Rail (London – West Midlands) Act 2017 (“the Act”) provides that planning permission is deemed to be granted under Part 3 of the Town and Country Planning Act 1990 for the construction of Phase 1 of the High Speed 2 (“HS2”) rail link between London and Birmingham (“the deemed planning permission”).
- 16.3 The Regulations are updated from time to time but do not currently specify functions under the Act. In order for applications under the Act to be dealt with efficiently and in a manner consistent with other planning applications, Council

is requested to delegate

(i) its highways functions under Schedule 4 of the Act to the Chief Executive and Director of Environment.

(ii) its town and country planning functions under Schedule 17 of the Act to the Development Control Committee and to the Chief Executive and Director of Environment.

16.4 As set out above. The County Council will consider Cabinet's recommendations at its meeting on 21 November 2017.

17. REVIEW OF THE COUNTY COUNCIL'S FINANCIAL REGULATIONS
[Forward Plan Ref: A010/17]

Decision

17.1 Cabinet agreed to recommend to the County Council that the revised Financial Regulations, attached as Appendix A to the report, be approved, and that the Chief Legal Officer be authorised to make any amendments necessary to ensure that this decision is reflected consistently throughout the Constitution.

Reasons for the decision

17.2 The Council's Financial Regulations are kept under continuous review to ensure that they comply with changing statutory requirements and continue to provide a secure framework for the developing business needs of the Authority. The last revision to these Regulations took place in February 2014.

17.3 Cabinet's decision will enable the County Council to consider the proposed revisions to its Financial Regulations and to the corresponding changes to its Constitution at its meeting on 21 November 2017.

18. TO CONSIDER THE FUTURE OF CUFFLEY CAMP OUTDOOR CENTRE
[Forward Plan Ref: A055/17]

18.1 Discussion took place on this item in Part I.

**19. PART II ('CLOSED') AGENDA
EXCLUSION OF PRESS AND PUBLIC**

19.1 Cabinet then decided to move into Part II ('closed' session') and passed the decision at paragraph 19.2 below.

19.2 That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the

grounds that it involves the likely disclosure of exempt information as defined in paragraphs 2, 3 and 4 of Part 1 of Schedule 12A to the said Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

19.3 Following discussion on the Part II Report on the item referred to at 18 above and Recommendations, Cabinet moved back into Part I (open session) and considered the Part I Recommendations and made the decision at 20 below.

20. TO CONSIDER THE FUTURE OF CUFFLEY CAMP OUTDOOR CENTRE
[Forward Plan Ref: A055/17]

Decision

20.1 Cabinet agreed that:-

- i. The County Council should withdraw from its lease at Cuffley Camp Outdoor Centre ('the Camp') and commit to further engage with the landlord in order to promote the site's continued use as an outdoor education centre serving young people;
- ii. The Director of Resources, in consultation with the Executive Member for Resources, Property and the Economy, be authorised to agree terms for the surrender of the County Council's lease of the premises used by the Camp; and
- iii. That the expenditure associated with the surrender of the lease for the premises be met from the Council's contingency budget.

Reasons for the decision

20.2 Cuffley Camp Outdoor Centre is located in Carbone Hill, Northaw and consists of an outdoor education centre for children and young people which is run by Hertfordshire Children's Services. The Camp is located upon land which the Council does not own. It was established in the immediate aftermath of the Second World War and the Council has held the property on a series of leases since then; the current lease is for 25 years from 2007 and, thus, has just over 14 years left to run.

20.3 The site comprises of a number of buildings, of which some can no longer be used as they require extensive work to be carried out, including asbestos works, and others are not fit for purpose. The landlord has stated that the Council has not maintained the site to an acceptable standard. In addition, the Council has not complied with year on year investment as stipulated in the terms of the lease. However, informal contact with the landlord indicates that, subject to terms, a surrender of the Council's lease would be accepted.

20.4 Cabinet, in reaching its decision, considered the information in the Part I and II

**CHAIRMAN'S
INITIALS**

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Reports; the information in the supplementary report, including that there are 31 known activity and residential centres in and around Hertfordshire within a 30-90 minute drive of Cuffley Camp; the intention that the site was to be self-sufficient, but had incurred loss every year; Schools and Academies have the option to make their own extra-curriculum activity choices in a competitive market; the revised equalities impact assessment that had been circulated; and the recommendations of the Children's Services and the Resources, Property and Economy Cabinet Panel.

PART II ('CLOSED') AGENDA

1. TO CONSIDER THE FUTURE OF CUFFLEY CAMP OUTDOOR CENTRE [Forward Plan Ref: A055/17]

Decision

- 1.1 The Part I decision reached on this item of business is recorded at item 20 above. The Part II decision reached on this item of business is recorded in the separate Part II Minutes.

KATHRYN PETTITT
CHIEF LEGAL OFFICER

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CHAIRMAN'S
INITIALS

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