

Agenda Reports & Other Papers

Presented to the
Meeting of the
County Council on
Tuesday
15 November 2016



HERTFORDSHIRE COUNTY COUNCIL

THE COUNTY COUNCIL

SUMMONS AND AGENDA

for the meeting to be held on Tuesday, 15 November 2016 at 10.00 a.m. in the Council Chamber, County Hall, Hertford.

GROUP MEETINGS

Conservative Group	9.00 am Tuesday, 15 November 2016	Council Chamber
Liberal Democrat Group	8.30 am Tuesday, 15 November 2016	Group Room
Labour Group	9.00 am Tuesday, 15 November 2016	Group Room

PRAYERS at 9.50 a.m.

Prayers led by the Reverend Deborah Snowball, Parish Church of St Mary the Virgin, Rickmansworth

Members are reminded that all equalities implications and equalities impact assessments undertaken in relation to any matter on this agenda must be rigorously considered prior to any decision being reached on that matter.

PART I (PUBLIC) AGENDA

1. MINUTES

To confirm the Minutes of the Meeting of the Council held at 10.00am on 19 July 2016 (circulated separately).

2. CHAIRMAN'S ANNOUNCEMENTS

3. PUBLIC QUESTIONS - STANDING ORDER 8(10)

To deal with questions from any member of the public being resident in or a registered local government elector of Hertfordshire, to the Leader of the Council and Executive Members about the policies and /or strategic priorities of the Council or about any matter over which the Council has power or which directly affects the County.

4. PUBLIC PETITIONS - STANDING ORDER 15

The opportunity for any member of the public, being resident in Hertfordshire, to present a petition relating to a matter over which the County Council has control, containing 1,000 or more signatories who are either resident in or who work in Hertfordshire.

Notification of intent to present a petition must have been given to the Chief Legal Officer at least 20 clear days before the meeting where an item relating to the subject matter of the petition does not appear in the agenda, or at least 5 clear days where the item is the subject of a report already on the agenda.

[Members of the public who are considering raising an issue of concern via a petition are advised to contact their local County Councillor <http://www.hertfordshire.gov.uk/your-council/>

The Council's arrangements for the receipt of petitions are set out in [Annex 22 - Petitions Scheme](#) of the Constitution].

If you have any queries about the petitions procedure for this meeting please contact Elaine Shell, Democratic Services Manager, by telephone on (01992) 555565 or by email to elaine.shell@hertfordshire.gov.uk

5. OFFICER REPORTS RELEVANT TO EXECUTIVE PORTFOLIOS

5A ADOPTION OF THE REVISED MINERALS AND WASTE DEVELOPMENT SCHEME

Portfolio: Environment, Planning and Waste

Report of the Chief Executive and Director of Environment

Note: This report will also be considered by the Cabinet at its meeting on 9 November 2016 and has been circulated to all Members of the County Council under separate cover. ***Please bring the report with you.***

6. EXECUTIVE REPORT TO COUNTY COUNCIL

Report of the Executive (attached).

7. QUESTIONS TO EXECUTIVE MEMBERS

To deal with questions from Members of the Council to the Leader of the Council and Executive Members.

8. REPORT FROM THE OVERVIEW AND SCRUTINY COMMITTEE

Report of the Chairman of the Overview and Scrutiny Committee (attached)

9. REPORT FROM THE HEALTH SCRUTINY COMMITTEE

Report of the Chairman of the Health Scrutiny Committee (attached)

10. PROPOSED CHANGES TO THE CONSTITUTION OF THE HERTFORDSHIRE HEALTH AND WELLBEING BOARD

Report of the Chief Legal Officer (attached)

11. APPOINTMENTS TO THE INDEPENDENT MEMBERS ALLOWANCES PANEL

Report of the Chief Legal Officer (attached)

12. NOTICES OF MOTION – STANDING ORDER 9 (6)

12.1 M A Watkin to move (seconder:):-

“Council resolves that the Executive Member for Enterprise, Education & Skills write to the Prime Minister and Secretary of State for Education:-

- a) expressing our opposition to any change to free schools to enable them to select on the basis of academic ability;*
- b) calling on the Government to respect the spirit of existing legislation on Grammar Schools and not seek to use loopholes within it to create effectively new grammar schools under the pre-text of expansion; and*
- c) calling on the Government to respect localism and promise that if they do proceed with their plans, Councils will not have the system imposed on them and will be free to opt out.”*

12.2 C J White to move (seconder: **K M Hastrick**):-

“Hertfordshire County Council believes that the Government’s plans in relation to the funding of local pharmacies:-

- (a) threaten patient access to pharmacies and pharmacy services throughout the County, especially in rural areas;*
- (b) risk reducing services such as free delivery of prescription drugs, family planning advice and advice on medicines and other remedies; and*

- (c) *will thereby put more pressure on GPs, hospitals and social care, at odds with the strategies currently pursued by the NHS in Hertfordshire. We therefore*
- (i) *call on the Government to abandon these cuts and maintain a fully-funded community pharmacy service; and*
- (ii) *request the Leader of the Council to write to the Secretary of State for Health accordingly.”*



**KATHRYN PETTITT
CHIEF LEGAL OFFICER**

Full copies of all reports may be found on the internet at
<https://cmis.hertfordshire.gov.uk/hertfordshire/CabinetandCommittees.aspx>

HERTFORDSHIRE COUNTY COUNCIL

MINUTES of the Meeting of the County Council held at County Hall, Hertford, on Tuesday, 19 July 2016

MEMBERS IN ATTENDANCE

D Andrews	C M Hayward	I M Reay
D A Ashley	R J Henry	L F Reeve
J R Barfoot	T C Heritage	R M Roberts
D J Barnard	D J Hewitt	P A Ruffles
S A Batson	F R G Hill	R Sangster
S Bedford	N A Hollinghurst	D T F Scudder
R H Beeching	T W Hone	A M R Searing
N Bell	T Hunter	R H Smith
J Billing	T R Hutchings	A Stevenson
F Button (Chairman)	S L C Johnston	J J Taylor
L A Chesterman	A Joynes	S J Taylor
R F Cheswright	L R Kercher	R A C Thake
G R Churchard	D E Lloyd	R G Tindall
M J Cook	J Lloyd	A S B Walkington
M Cowan	P V Mason	M A Watkin
H K Crofton	G McAndrew	J A West
T L F Douris	A McKay	C J White
D S Drury	R Mills	A D Williams
S B A F H Giles-Medhurst	M B J Mills-Bishop	J D Williams
E M Gordon	R G Parker	C B Woodward
R I N Gordon	A Plancey	C B Wyatt-Lowe
D Hart	R G Prowse	W J Wyatt-Lowe
K M Hastrick	S Quilty	P M Zukowskyj

Upon consideration of the agenda for the Meeting of the County Council held on 19 July 2016, as circulated, action was taken or decisions were reached as follows:-

1. MINUTES

- 1.1 The minutes of the Annual Meeting of the Council held on 17 May 2016 were confirmed as a correct record and were signed by the Chairman.
- 1.2 The minutes of the Extraordinary Meeting of the Council held on 17 May 2016 were confirmed as a correct record and were signed by the Chairman.

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2. CHAIRMAN'S ANNOUNCEMENTS

(a) DEATH OF FORMER CHAIRMAN OF THE COUNTY COUNCIL NIGEL BROOK and DEATH OF JO COX MP

The Chairman advised that Council had received the sad news that former County Councillor and Chairman of the Council Nigel Brook had passed away on 27 May 2016 at the age of 80. Nigel had been elected to the County Council in 2000 and served until 2013, representing Hitchin Rural. During that time he served on several of the Council's committees including the Audit Committee, Overview and Scrutiny Committee, Pensions Committee and Development Control Committee. He also represented the County Council on the Police Authority and served as Chairman of the Council from 2007 – 2009.

D E Lloyd, S J Taylor and C J White spoke in tribute.

DEATH OF JO COX MP

Council recalled that on 16 June 2016, Jo Cox, the Labour Party Member of Parliament for Batley and Spen, died after being shot and stabbed multiple times in Birstall, West Yorkshire shortly before she was due to hold a constituency surgery. Jo died carrying out her public duty, representing the people she was elected to serve.

Council stood in memory of Nigel Brook and Jo Cox.

(b) THE QUEEN'S BIRTHDAY HONOURS LIST

Council congratulated Hertfordshire residents recognised in the Queen's Birthday Honours List 2016, including:-

- (i) Lin O'Brien, Chief Executive of Hertfordshire Catering Ltd, who was awarded an MBE for her services to Education;
- (ii) Former Deputy Chief Fire Officer, John Mills, who was awarded the Queen's Fire Service Medal; and
- (iii) Hertfordshire Fire and Rescue Service Volunteer Angela Joseph, from the Watford and Three Rivers Fire and Rescue Volunteer Team, who was awarded the MBE for her services to fire safety.

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(c) QUEEN'S AWARD FOR VOLUNTARY SERVICE

The Chairman informed Council that three organisations in Hertfordshire had received the Queen's Award for Voluntary Service; the highest award given to local volunteer groups across the UK to recognise outstanding work done in their own communities. They were:-

Box Cleva

A non-contact amateur boxing initiative installing discipline, respect and healthy living in children;

DENS Ltd

An organisation seeking positive solutions to the problems of single homeless people and poverty in Dacorum; and

The Crescent Support Group

An organisation providing care and support for those living with, or affected by HIV.

Council congratulated all involved.

(d) GOVERNMENT PRIMARY AUTHORITY AWARDS

Council congratulated the Community Protection Joint Protective Services Team, made up of fire and trading services officers, who won Team of the Year at the Government's Primary Authority Awards for their work helping Hertfordshire-based businesses grow whilst staying on the right side of regulatory requirements.

(e) NATIONAL PUBLIC SECTOR COMMUNICATIONS AWARDS

The Chairman advised that the County Council's Sexual Health campaign for men 'Get Checked', organised by Public Health and Communications, had won a UK Public Sector Communications Award on 14th July in the 'Best use of Evaluation and Research category. Council congratulated all those involved in the campaign.

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(f) HERTFORDSHIRE YEAR OF MENTAL HEALTH

Council was advised that The Hertfordshire Year of Mental Health came to a close in July; over the course of the year 650 mental health advocates had been recruited and trained across the private, voluntary and public sector. Hertfordshire is the only county in England where every council – District and County – have an elected member champion for mental health. The County Council has two – Colette Wyatt-Lowe and Teresa Heritage. A national event for elected member champions is being organised by the national agencies leading the programme including the LGA, and it will be held in, and showcase, Hertfordshire, in the early autumn.

(g) RECOGNISING HERTFORDSHIRE

Council was informed that, since the last County Council meeting in February, the Chairman and Vice-Chairman had, between them, attended several events which recognised Hertfordshire. These events included:-

- The CDA (Community Development Action) Hertfordshire; 50th anniversary afternoon tea;
- 2016 British Empire Medal presentations;
- The ‘Visit Herts’ launch event;
- The Centenary of Cub Scouting in Hertfordshire celebrations;
- The Hertfordshire County Show; and
- The Pearl Uzumi Women’s Grand Prix cycling event.

The Chairman had also hosted a number of events including:-

- The Armed Forces Flag Raising; and
- The Chairman’s Garden Party.

3. PUBLIC QUESTIONS – STANDING ORDER 8(10)

3.1 There were no public questions.

4. PUBLIC PETITIONS – STANDING ORDER 15

4.1 Mr M Ormerod presented a petition containing over 1,000 signatures in the following terms:-

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"Hertfordshire County Council Day Services

In May 2016, many Hertfordshire residents with a learning disability and their family carers received letters from the Health and Community Services department at County Hall telling them about major changes to their day services from 31 October 2016 onwards. The letters explained that because of reductions in central government funding, the County Council would have to reduce their day services and that this is likely to include:

- fewer paid staff working in the service*
- fewer activities for people to take part in*
- a reduction in the number of days the service is open*
- fewer day service premises*
- hot lunches no longer cooked on-site*

We the under-signed believe that these reductions in frontline services will lead to a real reduction in the quality of life of the people who rely on them. We wish to make the point that they need these services and are referred to them because their level of disability and their consequent vulnerability means that they are not able to access universal or mainstream services without appropriately trained support. We also believe that these reductions will result in extra pressure on their family carers with the potential for carer breakdown and extra pressure on the staff working in residential or supported living settings. This is likely to lead to additional problems in others areas of health and social care provision and even greater costs being incurred.

We therefore call upon Hertfordshire County Council to withdraw these proposals."

4.2 The petition was received by **C B Wyatt-Lowe**, Executive Member for Adult Care and Health.

4.3 The following motion was proposed by **R G Tindall** and duly seconded:-

"Council requests the Cabinet to withdraw the proposals contained in the letters from the Health and Community Services referred to in the petition presented on 19th July".

4.4 The following amendment was proposed by **C B Wyatt-Lowe** and duly seconded:-

"After the word 'Cabinet' insert 'to complete the planned consultation

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before deciding whether to and after the word 'withdraw' insert the words ', amend or confirm'

the amended motion to read:-

"Council requests the Cabinet to complete the planned consultation before deciding whether to withdraw, amend or confirm the proposals contained in the letters from the Health and Community Services referred to in the petition presented on 19th July".

4.5 The amendment at 4.4 was then voted upon and CARRIED.

4.6 The substantive motion at 4.4 was then voted upon and CARRIED as follows:-

"Council requests the Cabinet to complete the planned consultation before deciding whether to withdraw, amend or confirm the proposals contained in the letters from the Health and Community Services referred to in the petition presented on 19th July."

5. OFFICER REPORTS RELEVANT TO EXECUTIVE PORTFOLIOS

5.1 There were no officer reports relevant to Executive Portfolios.

6. THE EXECUTIVE REPORT

6A. LEADER OF THE COUNCIL – EXECUTIVE REPORT

6.1 The following motion proposed by **R I N Gordon** was CARRIED:-

"That the report of the Executive (being the report under Standing Order 7) be received and that the position of Key Decisions in the decision-making process shown in the current edition of the Forward Plan referred to in the report be noted."

6B(i) 6.2 The following motion proposed by **S B A F H Giles-Medhurst** and duly seconded was LOST:-

"This Council has no faith in the performance of its current highways contractors to meet the levels of service Herts residents deserve."

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6B(ii) 6.3 The following motion was proposed by **S J Taylor** and duly seconded:-

“This Council:-

Welcomes the decision to review the options to consult on the way forward for flood defence and risk management.

However there is no explicit reason why the County Council cannot make provision for some remedial works on flood defences. In light of recent flash flooding in the County, that has caused misery for many residents, it is now incumbent upon the Council to commit to protecting residents from this recurring problem.

These remedial works can be carried out in concert with the consultation process on the longer term strategic problems that are becoming more prevalent, which have caused many resident a great deal of distress in recent years.

This Council, therefore, directs the Portfolio Holders for Resources & Performance, Community Safety & Waste Management, and Environment, Planning & Transport, together with the Chief Executive and the Director of Resources, to revisit the Labour Group’s recent budget amendment with a view to setting up a new Flood Defence Fund with resources taken from PFI Waste Capital Reserve and Invest to Transform Fund and Revenue Reserve. Over 2 years the amounts would be £1 million from PFI for 2 years and £1.5million from Invest to Transform for 2 years. A further £500K for 2 years to come from the Revenue Reserve; totalling £6 million set aside over the next 2 years for the necessary remedial works, with future funding kept under review.”

6.4 The following amendment was proposed by **D A Ashley** and duly seconded:-

“Delete all after the first paragraph, amended motion to read:-

“This Council welcomes the decision to review the options to consult on the way forward for flood defence and risk management.””

6.5 **S J Taylor** raised a point of order under Standing Order 10(1) regarding the amendment at 6.4. The Chairman ruled that the amendment was in order.

6.6 S J Taylor withdrew the motion at 6.3. The amendment at 6.4 therefore fell with no vote being taken on either the motion or the amendment to it.

6B(iii) 6.7 The following motion proposed by **C B Wyatt-Lowe** and duly seconded was CARRIED:-

“As the Hertfordshire Year of Mental Health comes to a close, the County Council:-

- *thanks all those who have made the pledge to help challenge mental health discrimination and to improve the lives of those with mental health problems and especially the councillors who have signed up as Mental Health Champions;*
- *welcomes the numerous new partnerships made with mental health focused organisations;*
- *recognises that there is more to be done to tackle mental health stigma and discrimination; help people get better access to treatment and care; and to gain parity of access to treatment for both mental and physical health; and*
- *commits itself to build on the success of the Year of Mental Health and to make sure that good mental health remains a top priority for years to come.”*

6B(iv) 6.8 The following motion proposed by **A S B Walkington** and duly seconded was CARRIED:-

“This Council welcomes the principles outlined in the Bus Services Bill and the opportunity it could give local councils to improve services. These include powers that will allow authorities to set standards of service, incorporating branding, ticketing and frequency.

This Council remains concerned that powers to franchise services, similar to those of the Mayor for London and TfL, will only be made available to areas that have chosen to have a directly-elected mayor, unless the Secretary of State issues regulations providing that other authorities, including County Councils, have such powers and they get special permission from the Transport Secretary on a scheme by scheme basis.

This Council believes:

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- *that these powers should be accessible for all councils, with bus services in county areas like Hertfordshire of crucial importance for people who live in isolated and rural areas, for countering traffic congestion in our towns and for improving east-west connectivity across the County;*
- *that these reforms, particularly over franchising, are a golden opportunity to halt the decline in bus usage and help ensure that services are sustainable and should be made available to all councils by default;*
- *that the Government should ensure that councils are given support to enable the costs of setting up a franchise to be met*

and calls upon the Executive Member for Environment, Planning & Transport to make representations to the Government for County Councils to have the power to franchise without having to have a directly elected mayor and without first seeking the Secretary of State's approval on a scheme by scheme basis."

6.9 In supporting the motion at 6.8 **D A Ashley** requested that it be recorded that he considered that franchising alone may not be able to deliver all the benefits set out in the motion.

6B(v) 6.10 The following motion proposed by **R G Tindall** and duly seconded was LOST:-

"Having regard to the serious reduction in homeless service provision that will result, Council calls upon the Cabinet to discontinue the proposal to end on 31st March 2017, Housing Related Support contracts for single homeless person's schemes as contained in Cabinet Agenda item 10 at paragraphs 4.8 to 4.10, and to enter into meaningful contract negotiations for future years."

7. QUESTIONS TO EXECUTIVE MEMBERS

7.1 During the period for questions to Executive Members under SO(8)(7)(c) the following Members asked questions (and, where indicated, supplementary questions) of the Executive Member or their Deputy as stated [the audio recording of this item of business can be found here [Questions to Executive Members](#)].
[Questions are listed by portfolio].

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Executive Member	Questioner	Subject
Leader of the Council	P M Zukowskyj	Granting of a further Deed of Variation to the contract with Veolia ES Hertfordshire Limited to extend the deadline for acceptance of the Revised Project Plan (for the delivery of a recycling and energy from waste facility) ¹
	L F Reeve	Effect of EU referendum result on residents of Hertfordshire ¹
	C J White	Officer and Local Member joint working when planning service development (e.g. school place planning)
	S J Taylor	Opportunity for cross party briefing on the impact of the UK's exit from the EU on the County Council, including the impact on its Treasury Management Strategy.
Environment, Planning & Transport	C J White	Performance of Thameslink and impact on residents of Hertfordshire using its services ¹
	S J Taylor	The Council's Transport Vision and the inclusion/promotion of use of environmentally friendly forms of transport
	L F Reeve	Discussion with the new London Mayor on the London Plan (e.g. regarding housing and transport) and Hertfordshire's relationship with London in that context
Highways	S B A F H Giles-Medhurst	Press release issued regarding the Council's new Highways triage system (for dealing with highway faults) ¹
	J Billing	Time taken to implement 20mph zones in local division ¹
	A S B Walkington	Action being taken to deal with ragwort along the dual carriageways in the St Albans area

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Public Health, Localism & Libraries	Ron Tindall	Impact of reduction in public health funding and whether approaches are being made to central Government ¹
	R Mills	Impact of reductions in funding for health visitors and school nursing on mental health services, particularly for children and young people
	C B Wyatt-Lowe	Motion at the Local Government Association regarding public health funding
Resources & Performance	L F Reeve	Use of underspends achieved by the Council and monies raised via the social care precept ¹
Adult Care & Health	R G Tindall	Provision of a common Council & NHS Wheelchair Service ¹
	E M Gordon	Questions raised and answers provided on adult care services earlier in the Council meeting
Children's Services	M A Watkin	Action being taken to reduce the proportion of Children and Young People looked after by the Authority NEET (not in education, employment or training) ¹
	N Bell	Feedback on the local area inspections of Special Education Needs services and whether the 'Voice of the Child' was taken into account in the inspection process ¹
Community Safety & Waste Management	M Cowan	Proposals for the future of the fire stations in the Welwyn Garden City and Hatfield areas ¹
	R J Henry	Incidence of fly tipping and reduction in opening hours Household Waste Recycling Centres ¹
	C B Wyatt-Lowe	Household Waste Recycling Centre in Hemel Hempstead
Enterprise, Education & Skills	M A Watkin	Review of and future sustainability of the delivering SEN provision locally
	J Billing	Future of the Education Bill ¹

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	C M Hayward	Appointment of Justine Greening as Minister of State for Education and standard of education provided in Hertfordshire
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* Questions answered by the Deputy Executive Member

Notes: 1 - denotes that a supplementary question was also asked
2 – denotes that a written reply will be given

7.2 Written questions to Executive Members – Standing Order 8(9)

The written questions and replies are set out in the Annex to these minutes.

8. REPORT FROM THE OVERVIEW AND SCRUTINY COMMITTEE

8.1 The following motion proposed by **T W Hone** and duly seconded, was CARRIED:-

“That the report from the Overview and Scrutiny Committee be received.”

9. REPORT FROM THE HEALTH SCRUTINY COMMITTEE

9.1 Council was advised that the options being explored for the future provision of local health and care services in west Hertfordshire were discussed at the Committee’s meeting on 12 July 2016. The options could be viewed in the ‘Your Care Your Future’ document here <http://www.yourcareyourfuture.org.uk>. Members, particularly those representing residents in the west of the County, were encouraged to review the document and were also advised that, should they wish to respond to the public engagement being undertaken on the proposed options, they could do so via the website here <http://www.yourcareyourfuture.org.uk/get-involved/>. All feedback received would be considered prior to a preferred option being selected towards the end of 2016.

9.2. The following motion proposed by **S Quilty** and duly seconded was CARRIED:-

“That the report from the Health Scrutiny Committee be received.”

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10. ALLOCATION OF EXECUTIVE FUNCTIONS

10.1 The following motion proposed by **R I N Gordon** and duly seconded, was CARRIED:-

“That Council notes the allocation of the Executive responsibilities to the Director of Resources and the amendments that have been made to the Constitution to reflect this allocation as referred to in paragraph 2.3 of the report.”

11. NOTICES OF MOTION – STANDING ORDER 9(6)

11.1 The Chairman advised that, in accordance with Standing Order 9(8), she had determined that the substance of the motion received under Standing Order 9(6) was of such significance to Hertfordshire and such topicality that the motion should be debated at this meeting. In accordance with Standing Order 9(8) the Chairman determined that there would be three speakers, one from each political group, and that speakers would each have a maximum speaking time of 5 minutes.

11.2 **S B A F H Giles-Medhurst**, as mover of the motion set out at 11.3, informed Council that, with the consent of the seconder of the motion, and in accordance SO 11(5) the motion he proposed would be amended as set out at 11.3.

11.3 The following motion proposed by **S B A F H Giles-Medhurst** and duly seconded was CARRIED UNANIMOUSLY:-

“In the light of recent racism, xenophobia and hate crimes that have taken place in the Country, the Council is proud that here in Hertfordshire we live in a diverse and tolerant society. Racism, xenophobia and hate crimes have no place in our County.

The Council wants to reassure all people living lawfully in Hertfordshire irrespective of their origins, race, religion, beliefs, nationality or ethnic origins that they are valued members of our community contributing to our diverse and vibrant area and are welcomed.

Therefore this Council:-

- a) *publicly condemns all and any such attacks on any person or persons living in Hertfordshire and this Council pledges to continue, in partnership with others, to tackle racist, xenophobic and criminal behaviour; and*

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- b) *urges the Cabinet to continue to work to ensure local bodies and programmes have support and resources needed to fight and prevent racism and xenophobia.”*

**KATHRYN PETTITT
CHIEF LEGAL OFFICER**

CHAIRMAN _____

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WRITTEN QUESTIONS TO EXECUTIVE MEMBERS – STANDING ORDER 8

1. **Written question from S B A F H Giles-Medhurst to J D Williams, Executive Member for Enterprise, Education and Skills?**

“How many fines have been issued to parents for taking children out of school in term time in last four terms and what is the amount of those fines?”

J D Williams has replied:

“Over the last four terms i.e. Summer 2015, Autumn 2015, Spring 2016 and Summer 2016 (to 30 June), 846 Education Fixed Penalty Notices (commonly known as FPNs) have been issued. The associated penalties are £60 if paid in 21 days or £120 if paid in 28 days.

To offer a better comparison to the total issued in 2012-13, over the current academic year 2015-16 (to 30 June), 613 FPNs have been issued.

The associated value of penalty payments received to date is £17,940.”

2. **Written question from S B A F H Giles-Medhurst to J D Williams, Executive Member for Enterprise, Education and Skills?**

“How many fines have been issued to parents for taking children out of school in term time in 2012-13 year and what is the amount of those fines?”

J D Williams has replied:

“Over the academic year 2012-13, 207 FPNs were issued. The associated penalties were £60 if paid in 21 days or £120 if paid in 28 days.

The value of penalty payments received was £5,200.

Penalty notices are issued by the Local Authority at the request of schools and relate to periods of unauthorised absence. This may include unauthorised absence for a family holiday, for other reasons or for a combination of the two and do not solely relate to unauthorised holidays in term time. The Authority does not receive the aggregate value of the penalty notices issued. Some penalties will be withdrawn and some parents will have been prosecuted for non-attendance over the period of the absence following non-payment of the penalty.”

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3. Written question from S B A F H Giles-Medhurst to T L F Douris, Executive Member for Highways:

“How many Highways Locality schemes for the year 2015/16 were not completed as at the 5th April 2016?”

T L F Douris has replied:

“Up to the end of March 2016, out of a programme of 1144 schemes, 92 construction projects and 40 design/feasibility projects had not been completed.

As at 14 July 2016, 45 of these have now been completed.”

4. Written question from S B A F H Giles-Medhurst to T L F Douris, Executive Member for Highways:

“What was the total value of these uncompleted schemes?”

T L F Douris has replied:

“The value of the schemes as at the end of March 2016 was £492k for the construction projects and £108k for the design/feasibility projects.”

5. Written question from S B A F H Giles-Medhurst to T L F Douris, Executive Member for Highways:

“How many “failure to delivery” events have there been in Ringway’s Contract and what is the total amount of the financial penalties imposed as a result from 1st March 2016 to date broken down by month?”

T L F Douris has replied:

“In March 2016 there were 58 FDE’s which resulted in a deduction of £15,920

In April 2016 there were 55 FDE’s which resulted in a deduction of £9,960

In May 2016 there were 29 FDE’s which resulted in a deduction of £5,700.”

6. Written question from S B A F H Giles-Medhurst to T L F Douris, Executive Member for Highways:

“How many fault repairs that have been logged via members of the public via the web site have been closed down with the following response (as

below) going to the members of the of public since the 1st March 2016 when in fact no work has been carried out?

'We have inspected this location and the necessary works have been carried out. No further action is planned. Thank you for bringing this to our attention?'

T L F Douris has replied:"

"In the time available, it is not possible to give a definitive answer in response to the question raised as the highway service would need to look at each enquiry received on an individual basis, checking where work had been done and whether or not the customer had provided an email address for a response.

However, I can confirm that, since 1st March 2016, 13,613 enquiries have been closed with the response "We have inspected this location and the necessary works have been carried out. No further action is planned. Thank you for bringing this to our attention."

To provide some context to this answer, officers have carried out a check of emails they have received from Members escalating fault reporting concerns and over the last 3 months we have found less than 10 examples where the specific response "We have inspected this location and the necessary works have been carried out. No further action is planned. Thank you for bringing this to our attention" was raised as a problem. Furthermore, it is interesting to note that out of 135,000 customer reported defects received between 1 January 2015 and 31 May 2016 we received 407 replies from customers where, although the response had indicated a repair had been carried out, the customer said it hadn't, which equates to 0.301% of faults reported."

7. Written question from S B A F H Giles-Medhurst to T L F Douris, Executive Member for Highways:

"On the 24th of February 2014 I asked a question of you at Council regarding the continuing problems with the closing down of highways faults which are not fixed and the repeated apologies I was getting when Ringway and other contractors have failed to deliver the service expected of them.

You replied that, "I have been working with the customer leads in highways to keep the feedback comments under review and updated. HCC teams have also introduced a new audit process that involves checking a sample of responses each month to decide if the response to the customer is appropriate based on the work carried out. Issues are being fed back to Ringway teams." And that "On the general issue of fault reporting, I have also taken action by instigating a fault reporting summit where I meet with

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**CHAIRMAN'S
INITIALS**

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senior officers and staff from the 3 organisations (HCC, Ringway and SERCO)."

Given we are now two years later and these problems are still occurring on a regular basis what action has been taken to address this gross misinformation to residents of faults being incorrectly closed down and why is it still occurring?"

T L F Douris has replied:

"Over the past 2 years I have continued to work with officers and Ringway to address concerns raised by residents and Members regarding the highways fault reporting system. There have been 5 fault reporting summits where I have met the team (HCC, Ringway and SERCO) who lead on this to identify changes and developments to improve the overall customer experience.

In August 2014 we introduced an online questionnaire seeking feedback from customers on how helpful they found the fault reporting process. Feedback through the system is reviewed on a regular basis and is used to help inform an annual review of the feedback responses. In July 2015 the standard set of feedback responses to customer reported defects were updated, taking account of the responses from our residents.

From the responses received, approximately 75% of customers are satisfied with the ease of using the system and the general information provided.

I am not complacent and I remain committed to improve this service still further for the benefit of Hertfordshire's road users."

8. Written question from S B A F H Giles-Medhurst to R A C Thake, Executive Member for Community Safety and Waste Management, and C M Hayward, Executive Member for Resources and Performance:

"How many of the Council's buildings have installed a defibrillator? And what is the total number of these that are installed? If some buildings do not have a defibrillator what do the Executive Members intend to do about that?"

R A C Thake and C M Hayward have replied:

"A total of 6 council buildings have a defibrillator installed. There are 9 machines installed across our 4 main sites; County Hall, Mundells, Apsley and Stevenage Campus. These are supported by trained staff and the devices are appropriately maintained and serviced. Each of our 29 Fire Stations has access to defibrillators as all fire tenders have such equipment installed and staff are trained in their use.

**CHAIRMAN'S
INITIALS**

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Whilst there is no legal requirement for employers to provide such equipment it is appropriate that at sites with large numbers of staff we should provide such facilities and have members of staff trained in their use. Smaller sites maintain a first aid service that is designed to cope with minor staff injuries.

With regard to public access or community defibrillators Sawbridgeworth and Hoddesdon Fire Stations each have a public access community procured machine. Fire staff at four stations, (Buntingford, Wheathampstead, Much Hadham and Ware), are actively fund raising with local people to deliver machines in their areas. Local Members have supported these initiatives through the use of their locality budgets. Members of the community are trained in the use of the machines by the local fire station staff and have committed to use these skills as and when required.

Again, whilst the County Council is under no legal obligation to either provide, house or train members of the public in the use of such equipment the provision of such community assets must be encouraged. However, it requires local level commitment in terms of funding and volunteers to undertake training to ensure a sustainable service is delivered. We therefore support the stance that our Fire Service has taken in assisting those who wish to own and operate such equipment and would encourage other members to do so wherever possible. Should Members be aware of towns and parishes that have similar aspirations either the Fire Service or the Property Service would be able to assist in identifying suitable publicly owned buildings in which such equipment might be housed.”

9. Written question from S B A F H Giles-Medhurst to C M Hayward, Executive Member for Resources and Performance:

“Given that communities in England have been allocated £5.3billion of EU regeneration funding up to 2020 how much of this is at risk in Hertfordshire?”

C M Hayward has replied:

“Hertfordshire has been notionally allocated circa £59m (actual amount depends on exchange rates) European Structural & Investment Funds (ESIF) which consists of circa £30m European Regional Development Funds (ERDF), £27m European Social Funds (ESF) and £2m European Agricultural Farming and Rural Development (EAFRD). This funding is for the period 2014-2020. It is managed by central Government (DCLG, SWP and DEFRA) and Hertfordshire Local Enterprise Partnership (LEP) and the local ESIF Committee providing specification and call details on behalf of the County.

To date contracts have been exchanged for one ESF project (£1.8m) and one ERDF project (£212k). This funding is secured. In addition we have three ESF projects (£6.5m) and three ERDF projects (£2.8m) which are at contract signing stage. We await details of next steps from DCLG/DWP/DEFRA for these. The position is currently unclear on the remaining balance.”

10. Written question from S B A F H Giles-Medhurst to C M Hayward, Executive Member for Resources and Performance:

“How many of the Council’s contracts are with companies who are based in or wholly owned by or have parent companies in the remaining 27 EU member states?”

C M Hayward has replied:

“Relatively few of the Council’s contracts are with companies from other EU member states. In terms of company ownership, analysis of the Council’s top 30 suppliers by value (accounting for c. £442m of spend last year) shows that the following have parent companies based in other EU countries:

- *Ringway / Eurovia (Vinci, FRANCE)*
- *Arriva The Shires (Bundesrepublik Deutschland, GERMANY)*
- *Npower (RWE AG, GERMANY)*
- *Colas Ltd (Bouygues, FRANCE)*

In terms of the actual entity HCC contracts with (rather than the parent company) an analysis of all payments made in the last financial year shows that trade payments totalling c. £116k were made to 6 companies with a non-UK European address (5 Ireland, 1 France).”

11. Written question from S B A F H Giles-Medhurst to C M Hayward, Executive Member for Resources and Performance:

“Are there any of the Council’s contracts based on payments within the foreign exchange market? And if so what is the financial risk to the Authority?”

C M Hayward has replied:

“The Council has some small supplies contracts where payment is made in Euros, the typical total value of these is less than £100k p.a. so exposure to foreign exchange movements is very small.

The Council has recently entered into a contract for a Renewable Energy from Waste Facility. Provision of this facility, which is subject to planning permission, includes the purchase of some equipment priced in Euros by the provider. The Council is exposed to some risk should the exchange rate be lower than assumed in the contract price, at the time planning permission is obtained. It holds an £8m reserve to provide for this and other potential risks on this contract.”

12. Written question from S B A F H Giles-Medhurst to C M Hayward, Executive Member for Resources and Performance:

“Under the terms of Section 106 agreements how much has had to be returned to developers because the date of expiry of the agreement has passed in each of last five financial years?”

C M Hayward has replied:

“The following S106 amounts have been returned to developers because date of expiry has passed:

Year	£'000
2015/16	62
2014/15	0
2013/14	29
2012/13	45
2011/12	16

“

13. Written question from S B A F H Giles-Medhurst to C M Hayward, Executive Member for Resources and Performance:

“What is the total amount spent on external consultants in each of the last three financial years?”

C M Hayward has replied:

“External consultancy is defined as “external advice on organisational and process reviews, and similar projects”. It does not normally include consultants engaged for specific professional skills e.g. tax consultants, engineering, IT. Payments to external consultants over the last three years are:

Year	Spend £'000's
2015-16	684
2014-15	610
2013-14	945

HERTFORDSHIRE COUNTY COUNCIL

CABINET
WEDNESDAY, 9 NOVEMBER 2016 AT 2.00PM

COUNTY COUNCIL
TUESDAY, 15 NOVEMBER 2016 AT 10.00AM

<u>Agenda Item</u> <u>No</u> 7
<u>Agenda Item</u> <u>No</u> 5A

ADOPTION OF THE REVISED MINERALS AND WASTE DEVELOPMENT SCHEME (MWDS)

Report of the Chief Executive and Director of Environment

Author: Gemma Nicholson, Planning Officer, Policy (Tel: 01992 556732)

Executive Member: Derrick Ashley. Environment, Planning and Transport

1. Purpose of Report

1.1 To seek Cabinet approval to the changes made to the Hertfordshire Minerals and Waste Development Scheme (MWDS) (attached to Appendix 1 to the report) and consequently the new timetable (attached to Appendix 2 to the report) for document production.

2. Summary

2.1 Statutory local plan making regulations¹ require Hertfordshire County Council (“the County Council”) as Minerals and Waste Planning Authority to produce a MWDS. The scheme details the planning documents the Council intends to produce, the timetable for their production and indicates opportunities for public participation. The County Council has produced a number of these schemes since 2005, which are revised when necessary.

2.2 The previous Minerals and Waste Development Scheme (MWDS) was presented to the Community Safety and Planning Cabinet Panel and adopted by the County Council in November 2014.

2.3 The reasons for updating the MWDS are set out below:

- Following the first stages of the review of the Minerals Local Plan (Initial consultation, stakeholder event and call for sites) (MLP) the Minerals and Waste Planning Authority has reviewed the work undertaken so far and the elements needed within the next stages of plan production. Further

¹ The Town and Country Planning (Local Planning) (England) Regulations 2012.

technical work is needed to ensure that a robust evidence base supports the MLP this includes site assessment, sustainability appraisal and Habitats Regulation Assessment. The technical work will inform the next stages of the review process and is a crucial stage for the Draft Plan. The time needed to complete the technical work in full and ensure a robust evidence base for the Draft Plan needs be reflected in a revised MWDS.

- Since the MWDS was adopted in 2014, the Employment Land Areas of Search Supplementary Planning Document has been adopted by the County Council. Therefore, the MWDS should reflect this position.
- It is proposed that the MWDS should also set out the proposed timeline to review the Waste Local Plan. The Waste Site Allocations document (2014), which forms part of the Waste Local Plan states that 'the plan will be reviewed in full every five years and a partial review may be undertaken sooner than that if required'.

2.4 The MWDS and timetable has, therefore, been amended to reflect these changes, and is set out in further detail in Section 5 below. The scheme covers the period 2016 to 2020. The timetable attached as Appendix 2 to this report sets out the estimated plan production timescale during this time.

3. Recommendation/s

- 3.1 The Environment, Planning & Transport Cabinet Panel will consider a report on this item of business at its meeting on 2 November 2016. The Panel will be invited to recommend that Cabinet recommends to County Council that County Council approves the revised Minerals and Waste Development Scheme and new timetable as set out in the report and its appendices.
- 3.2 The Cabinet Panel's recommendation/s to Cabinet will be reported orally at the Cabinet meeting and circulated to Members in the Order of Business.
- 3.3 Cabinet's recommendation/s to County Council will be set out in the Council Order of Business.

Background

- 4.1 Under the Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Planning) (England) Regulations 2012, local planning authorities are required to produce a Local Development Scheme. For the County Council, this is known as Minerals and Waste Development Scheme (MWDS). This document should set out what documents are to be prepared, the timescale, and key milestones for their preparation over the coming three years, the resources required and any identifiable risks.
- 4.2 The County Council approved its first MWDS in April 2005 with subsequent updates in 2006, 2007, 2008, 2010, 2011, 2013 and 2014.

- 4.3 The chapters within the MWDS for Hertfordshire cover the requirements identified in paragraph 4.1 above. Section 2 covers the adopted minerals and waste planning documents in addition to other planning documents such as the Statement of Community Involvement, Authority's Monitoring Report (AMR) the Local Aggregate Assessment and Supplementary Planning Documents produced by the County Council.
- 4.4 Section 3 highlights the relationship between national policy, local plans and strategies which the County Council need to take into account when producing planning documents.
- 4.5 The MWDS also includes a section on review and monitoring which sets out the stages of preparation for the review of the Minerals and Waste Planning documents. Whilst the MWDS provides an overview of the milestones for plan production, the County Council is also required to produce additional documents for monitoring purposes in the form of the Authority's Monitoring Report and the Local Aggregate Assessment (LAA). The Minerals and Waste Development Scheme specifies that these will be carried out annually. The AMR contains monitoring information relating to whether the County Council has met the MWDS targets and milestones and whether there is a need to update the MWDS.
- 4.6 The timetable included within the MWDS and set out in Appendix 2 to this report also shows the documents that will either be continually monitored or produced during the timescale of the revised MWDS.
- 4.7 The Waste Core Strategy and Development Management Policies document sets out the strategic, spatial element of the waste development framework and contains development management policies, for waste management in the County. This document was adopted in November 2012. It is listed within the timetable to be monitored on an annual basis through the Authority's Monitoring Report (AMR).
- 4.8 The Waste Site Allocations document identifies sites and areas for waste management facilities. The document includes maps and planning briefs for sites identified as existing strategic sites, Allocated Sites and Employment Land Areas of Search. The Waste Site Allocations document was adopted in July 2014. The document will be monitored on an annual basis through the Authority's Monitoring Report (AMR). This document would record any issues which may trigger a review, for example changes in data, site circumstances or change in strategy direction.
- 4.9 The Employment Land Areas of Search Supplementary Planning Document is designed to assist developers submitting waste related developments within the 60 Employment Land Areas of Search (ELAS) that are identified in the adopted Waste Site Allocations document. Following public consultation in May – June 2015, this document was adopted by County Council in November 2015. It is listed within the timetable to be monitored on an annual basis through the Authority's Monitoring Report (AMR) along with the Waste Site Allocations.

- 4.10 Section 5 sets out the resources for staffing and support, budget provision and the management process for document production. In addition, this section includes risks and contingencies for the programming of work and within the decision making context.

5 Key Changes

- 5.1 The timetable outlined in the previous MWDS covered the period July 2014-December 2018 and set out the documents that the County Council intended to produce over that time. The MWDS has been updated to reflect the adoption of the Employment Land Area of Search Supplementary Planning Document (“SPD”) and to provide an up-to-date, accurate timescale of plan production for the Minerals Local Plan and to incorporate the review of the Waste Local Plan, taking account of anticipated Council meeting dates and possible extensions to consultations to allow for holiday periods.

Minerals Local Plan review

- 5.2 The main changes to the MWDS for the Minerals Local Plan are set out below. The key milestones for the Minerals Local Plan are also set out in Section 4 of the MWDS. The key milestones are considered to be realistic and achievable, barring unforeseen circumstances.
- 5.3 The main change is the delay to the MLP Draft Plan consultation due to further technical work needed to inform the Draft Plan to ensure that a robust evidence base supports the MLP. This will, consequently have a knock on affect to the subsequent stages of the review process.

Milestone	MWDS 2014	Proposed MWDS 2016
Initial Consultation (Public Engagement)	Included as part of evidence gathering	August 2015 – October 2015
Call for Sites	Included as part of evidence gathering	February – April 2016
Draft MLP Plan consultation (Public Engagement)	September-October 2016 (Six weeks)	August – October 2017
Date for Publication of MLP Proposed Submission (Public Participation)	June-July 2017 (Six week)	August – October 2018
Submission to the Secretary of State for independent examination	August 2017	November 2018
Possible independent examination period (depending upon the precise date when the document is submitted to	September-November 2017	January – March 2019

the Secretary of State)		
Publication of the Inspector's Report into the examination of the document (this is dependent upon the precise dates of the independent examination)	December 2017- February 2018	April - June 2019
Presentation of the Minerals Local Plan to Cabinet Panel, Cabinet and County Council for adoption	June-July 2018	October – November 2019
Proposed Date for Adoption of the Minerals Local Plan	July 2018	November 2019

Waste Local Plan review

- 5.4 The timeline for the Waste Local Plan review is set out below. These key milestones are also set out in Section 4 of the MWDS. The timeline shows the initial evidence base work to be undertaken through 2017 – 2019. It is anticipated that within this time at least one stage of public consultation would be undertaken and, if required, a call for sites. Following this, it is the intention that the Draft Waste Local Plan consultation would be undertaken in summer 2019 and subsequent plan making stages following this. The key milestones are considered to be realistic and achievable, barring unforeseen circumstances.

Milestone	Proposed MWDS 2016 Timeline
Initial stages including evidence gathering, initial consultation and call for sites (if required)	2017 -2019
Draft WLP Plan consultation (Public Engagement)	August – October 2019
Publication of Proposed Submission (Public Participation)	August – October 2020
Submission to the Secretary of State	November/December 2020
Possible Examination and Adoption of the Waste Local Plan	2021

6 Next Steps

- 6.1 The MWDS is not subject to independent examination and will not be published for the public to make formal comment. However, in order for it to be brought into effect there needs to be a resolution. This requirement is specified in Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011:

‘To bring the scheme into effect, the local planning authority must resolve that the scheme is to have effect and in the resolution specify the date from which the scheme is to have effect’.

- 6.2 It is, therefore, intended that the Minerals and Waste Development Scheme be considered by Cabinet on 9 November 2016 and for adoption by County Council at its meeting on 15 November 2016.

7 Financial Implications

- 7.1 The cost of producing the Minerals and Waste Development Scheme can be met from existing budgets. The approximate costs of document production are set out in the Minerals Waste Development Scheme.

8 Equalities Impact Assessment (EqIA)

- 8.1 When considering proposals placed before Members it is important that they are fully aware of, and have themselves rigorously considered, the equality implications of the decision that they are making.
- 8.2 Rigorous consideration will ensure that proper appreciation of any potential impact of that decision on the County Council’s statutory obligations under the Public Sector Equality Duty. As a minimum this requires decision makers to read and carefully consider the content of any Equalities Impact Assessment (EqIA) produced by officers.
- 8.3 The Equality Act 2010 requires the County Council when exercising its functions to have due regard to the need to (a) eliminate discrimination, harassment, victimisation and other conduct prohibited under the Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it and (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. The protected characteristics under the Equality Act 2010 are age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief, sex and sexual orientation.
- 8.4 It is not anticipated that people with protected characteristics will be affected disproportionately by the proposals set out in the report. Each stage of plan production will be subject to its own Equalities Impact Assessment.

Appendix 1 – Minerals and Waste Development Scheme

Appendix 2 – Minerals and Waste Development Scheme Timetable 2016

Background documents referred to and used in writing this report:

The National Planning Policy Framework (2012), DCLG

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

National Planning Practice Guidance (2014), DCLG

<http://planningguidance.communities.gov.uk/blog/guidance/minerals/>

Town and Country Planning (Local Planning) (England) Regulations 2012

http://www.legislation.gov.uk/ukxi/2012/767/pdfs/ukxi_20120767_en.pdf

The Planning and Compulsory Purchase Act 2004

<http://www.legislation.gov.uk/ukpga/2004/5/contents>

The Localism Act 2011

<http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted>

Hertfordshire Statement of Community Involvement (2013)

<http://www.hertfordshire.gov.uk/services/envplan/plan/hccdevplan/sci1/>

Waste Core Strategy and Development Management Policies document (adopted November 2012)

<http://www.hertfordshire.gov.uk/services/envplan/plan/hccdevplan/wasteplan/wstd-evfrmrk/>

Waste Site Allocations document (adopted July 2014)

<http://www.hertfordshire.gov.uk/services/envplan/plan/hccdevplan/wasteplan/wstd-evfrmrk/wastesiteallocationsdocument/>

Employment Land Area of Search SPD (adopted November 2015)

<http://www.hertfordshire.gov.uk/services/envplan/plan/hccdevplan/wasteplan/wstd-evfrmrk/18791775/>

Minerals Local Plan (adopted March 2007)

<http://www.hertfordshire.gov.uk/services/envplan/plan/hccdevplan/mlp/mlpadoptionmarch2007/>

Environment, Planning and Transport Cabinet Panel, (2 November 2016)

[Agenda and Reports](#)

Hertfordshire County Council

Minerals and Waste Development Scheme

November 2016

If you have any comments on this Minerals and Waste Development Scheme please contact:

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1.0 Introduction

Purpose of the Hertfordshire Minerals and Waste Development Scheme

- 1.1 The Planning and Compulsory Purchase Act 2004 requires every local plan making authority (LPA) in England to produce a development scheme, which sets out the timetable and details of planning policy documents that each LPA will produce.
- 1.2 To fulfil this requirement, Hertfordshire County Council (“the County Council”) as Minerals and Waste Planning Authority (MWPA) has been producing a development scheme known as the Minerals and Waste Development Scheme (MWDS) since 2005. This, and previous versions outline the minerals and waste planning policy documents that are to be produced, the timetable for their production and timings when public participation is likely to take place.
- 1.3 Although the requirement for producing a development scheme in the 2004 Act remains the same, the process of plan and document production has been amended by a number of subsequent Acts.
- 1.4 This development scheme has been updated to provide a more accurate timetable for the production of the new Minerals Local Plan¹ following the first stages of the review (Initial Consultation and stakeholder event). In addition to provide an update following the adoption of the Employment Land Areas of Search Supplementary Planning Document and to set out the future review timeline for the Waste Local Plan. This scheme covers the period 2016 to 2020.

Document	Minerals and Waste Development Scheme (MWDS)
Status	Project plan for minerals and waste planning documents
Description	Sets out the documents that the County Council will produce for minerals and waste in the county. It also sets out the programme for the preparation and review of these documents for the coming four years (up to December 2020).
Proposed Date for Adoption	November 2016

- 1.5 In line with the 2004 Act, this revised MWDS contains the following information:

¹ Once adopted, this will replace the current Minerals Local Plan, which was adopted in March 2007 and covers the plan period 2002-2016.

- The planning policy documents that are to be prepared by the authority;
- The subject matter of each of the planning policy documents;
- The timetable for their preparation, including details of public participation stages where applicable.
- Existing policies and their status.²
- The resources needed to ensure that the planning policy documents are produced in a timely fashion.
- How the progress of document production will be monitored against development scheme.

1.6 In order for this MWDS to be brought into effect, it must be presented to County Council for adoption. The scheme will be kept under review and subsequent revisions taken through the appropriate process for approval. Once adopted, this MWDS will be published on the County Council's website: www.hertfordshire.gov.uk.

² For Hertfordshire, this currently consists of the Waste Core Strategy and Development Management Policies document (November 2012), the Waste Site Allocations document (July 2014) and the 'saved policies' in the Minerals Local Plan (March 2007).

2.0 Hertfordshire Minerals and Waste Planning Documents

Minerals and Waste Planning Documents

- 2.1 The minerals and waste planning policy documents that are listed below, have been produced by the MWPA and set out the County Council's objectives and policies for minerals and waste development in the county. Relevant planning applications that are submitted to the County Council for determination, will be tested against these documents, which form part of the statutory development plan for Hertfordshire.

Adopted Waste Policies

- 2.2 The Waste Core Strategy and Development Management Policies and Waste Site Allocations documents that constitute the Waste Local Plan have now been adopted. The policies and sites that are contained within them are continually monitored and reported on an annual basis in the Authority's Monitoring Report (AMR) as set out in Section 4.
- 2.3 The policies in the Waste Core Strategy and Development Management Policies document along with the Waste Site Allocations document, replaced all of the previously 'saved' Waste Local Plan policies, from January 1999.

Waste Core Strategy and Development Management Policies Document 2011-2026

 <p>Hertfordshire Waste Development Framework Waste Core Strategy & Development Management Policies Development Plan Document 2011-2026 Adopted November 2012</p> <p>Spatial and Land Use Planning 0300 122 4847 www.hertsdirect.org</p> <p>تلفون ۰۳۰۰ ۱۲۲ ۴۸۴۷ www.hertsdirect.org Italiano 0300 122 4847</p> 	<p>The Waste Core Strategy and Development Management Policies document (adopted November 2012) is a strategic document setting out the spatial vision and strategic objectives for waste planning in Hertfordshire.</p> <p>This document contains the core policies needed to implement these objectives, as well as detailed development management policies to be used when making decisions on waste planning applications. This is to ensure that proposed waste development takes place in accordance with the highest standards and to meet sustainable development objectives as set out in the document. This document identifies areas of search for local authority collected waste management facilities, but does not identify specific sites.</p> <p>The Waste Core Strategy and Development Management Policies document has a 15 year plan period from 2011-2026.</p>
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<i>Timetable</i>	Adopted November 2012
<i>Status</i>	Local Plan - Development Plan Document
<i>Geographical Coverage</i>	County wide
<i>Conformity</i>	NPPF, MWDS, SCI, District/ Borough Local Plans
<i>Review and Monitoring</i>	This document has a 15 year plan period from 2011-2026. It will be annually monitored through the Authority's Monitoring Report (see Section 4). Any future review timetable for this document is set out in Section 4.
<i>Resources and Management</i>	See Section 5 and table under paragraph 5.7

Waste Site Allocations document (2011 – 2026)

	<p>The Waste Site Allocations document (adopted July 2014) identifies Allocated Sites and Employment Land Areas of Search required to meet the need for additional waste management capacity in the county to meet the sustainable development objectives as set out in the Waste Core Strategy and Development management Policies document. This document includes maps and waste site briefs for allocated sites and identified Employment Land Areas of Search (ELAS). The document also identifies existing strategic sites to be safeguarded for waste management facilities. This document has been written to be in conformity with the Waste Core Strategy and Development Management Policies document and so should be read in conjunction. The Waste Site Allocations document has a 15 year plan period from 2011-2026.</p>
<i>Timetable</i>	Adopted July 2014
<i>Status</i>	Local Plan - Development Plan Document
<i>Geographical Coverage</i>	County wide
<i>Conformity</i>	NPPF, Waste Core Strategy and Development Management Policies document, MWDS, SCI, District/ Borough Local Plans
<i>Review and Monitoring</i>	This document has the same 15 year plan period as the Waste Core Strategy and Development Management Policies document (2011-2026). It will be annually monitored through the Authority's Monitoring Report (see Section 4). Any future review timetable for this document is set out in Section 4.

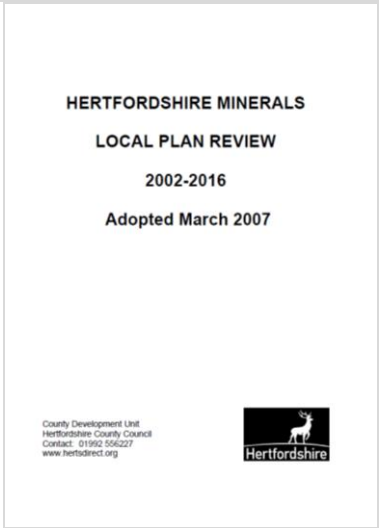
Resources and Management

See Section 5 and table under paragraph 5.7

Adopted Minerals Policies

- 2.4 The Minerals Local Plan Review was adopted in March 2007 and the policies were immediately saved for three years. After this three year period an application was made to save the policies for a further period from March 2010 for development management purposes, until they are replaced with new minerals policies. The list of 'saved' Minerals Local Plan policies are outlined in Appendix 2 and will be reviewed during the review of the Minerals Local Plan. As part of the continual monitoring process, subsequent Authority's Monitoring Reports will contain more detail regarding the status of each of these policies, how the policies are to be replaced, merged or deleted as the plan develops.

Minerals Local Plan

	<p>The Minerals Local Plan (adopted March 2007) is a strategic document setting out the aims, objectives and spatial strategy for minerals planning in Hertfordshire during the period 2002-2016.</p> <p>This document includes strategic policies in order to meet the need for mineral extraction together with more detailed development management policies to be used when determining planning applications for minerals related development.</p> <p>The document also identifies preferred areas for sand and gravel extraction along with other safeguarded mineral extraction sites and rail aggregate depots.</p>
<p><i>Timetable</i></p>	<p>Adopted March 2007</p>
<p><i>Status</i></p>	<p>Local Plan</p>
<p><i>Geographical Coverage</i></p>	<p>County wide</p>
<p><i>Conformity</i></p>	<p>NPPF, MWDS, SCI and District/Borough Local Plans</p>
<p><i>Review and Monitoring</i></p>	<p>The effectiveness of the policies and allocated sites within the Minerals Local Plan will be reported annually and published in the Authority's Monitoring Report.</p> <p>The initial stages of reviewing of this plan commenced in 2014 with a detailed project management plan outlining the stages required to deliver a sound Minerals Local Plan. See Section 4 for progress and next stages for the</p>

	review.
<i>Resources and Management</i>	See Section 5 and table under paragraph 5.7

Other Minerals and Waste Planning Documents

- 2.5 In addition to this MWDS there are a number of other documents that the County Council is required to produce and these are explained below. However, these documents do not form part of the statutory development plan for the county.

Statement of Community Involvement (SCI)

- 2.6 The Planning and Compulsory Purchase Act 2004 introduced the requirement for local planning authorities to produce a Statement of Community Involvement (SCI). The County Council's SCI sets out the policy for the involvement of communities in relation to the preparation of the minerals and waste planning documents. The consideration of planning applications for which Hertfordshire County Council is the planning authority (i.e. all planning applications relating to mineral extraction and waste management as well as development for County Council services such as schools, libraries etc.) is set out in the SCI.
- 2.7 The SCI was adopted by the County Council in March 2013 and reflects changes made to national planning legislation. The current SCI can be viewed on the County Council's website: www.hertfordshire.gov.uk. The County Council will consider the need to review the SCI through the AMR.

Authority's Monitoring Report (AMR)

- 2.8 The Town and Country Planning (Local Planning) (England) Regulations 2012, require the County Council to produce an Authority's Monitoring Report (AMR) containing information on the implementation of the MWDS and the extent to which the policies in the minerals and waste development planning documents are being achieved. Performance against any targets or monitoring indicators that are within the Waste Core Strategy and Development Management Policies document and the Waste Site Allocations document will also be reported.
- 2.9 The AMR is an annual report produced by the Minerals and Waste Planning Authority. All AMRs are placed on the County Council's website: www.hertfordshire.gov.uk. Prior to the publication of the Town and Country Planning (Local Planning) (England) Regulations 2012, the AMR was referred to as the Annual Monitoring Report.

Local Aggregates Assessment (LAA)

- 2.10 Previously, minerals information formed part of the AMR. However, the National Planning Policy Framework (NPPF), published in March 2012 introduced a new duty to produce a Local Aggregates Assessment (LAA). The NPPF stipulates that the LAA should be '*based on a rolling average of 10 years sales data and other relevant local information, and an assessment of all supply options (including marine dredged, secondary and recycled resources)*'.³
- 2.11 In addition to the requirements of the NPPF, the National Planning Practice Guidance (NPPG), published in March 2014, specifically outlines what a LAA should contain, which are the following three elements:⁴
- a forecast of the demand for aggregates based on both the rolling average of 10-years sales data and other relevant local information;
 - an analysis of all aggregate supply options, as indicated by landbanks, mineral plan allocations and capacity data e.g. marine licences for marine aggregate extraction, recycled aggregates and the potential throughputs from wharves. This analysis should be informed by planning information, the aggregate industry and other bodies such as local enterprise partnerships; and
 - an assessment of the balance between demand and supply, and the economic and environmental opportunities and constraints that might influence the situation. It should conclude if there is a shortage or a surplus of supply and, if the former, how this is being addressed.
- 2.12 LAAs that are produced by the MWPA, are presented to the relevant Cabinet Panel. The MWPA is also required to submit the LAA to the East of England Aggregate Working Party.

Supplementary Planning Documents (SPD)

- 2.13 There is no statutory requirement to produce a SPD, but if a local planning authority wishes to produce one, The Town & Country Planning (Local Planning) (England) Regulations 2012 stipulate how this should be done.

Minerals

- 2.14 The adopted Mineral Consultation Area SPD identifies areas of the county where particular considerations are needed to prevent the unnecessary sterilisation of sand and gravel resources, and sets out

³ National Planning Policy Framework, March 2012 (paragraph 145).

⁴ National Planning Practice Guidance, March 2014 (paragraph 62, reference ID: 27-062-20140306).

the procedure in which the District/Borough councils will work together to protect the resources in those areas.

- 2.15 The MWPA will consider the need to review this SPD as part of the Minerals Local Plan review process.

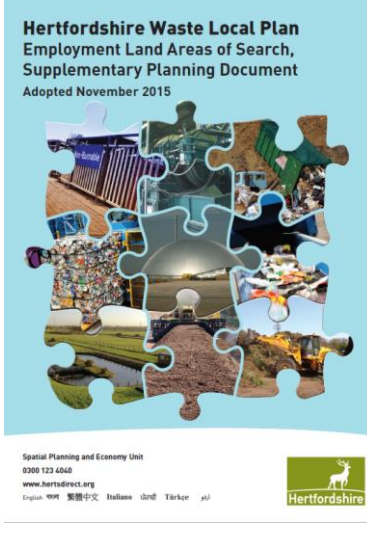
Waste

Employment Land Areas of Search Supplementary Planning Document

- 2.16 Following the completion of the examination into the Waste Site Allocations document in November 2013, the County Council agreed to produce a SPD that would be designed to assist developers submitting waste related developments within the 60 Employment Land Areas of Search (ELAS) that are identified in the adopted Waste Site Allocations document.

Progress since the last adopted scheme – November 2014

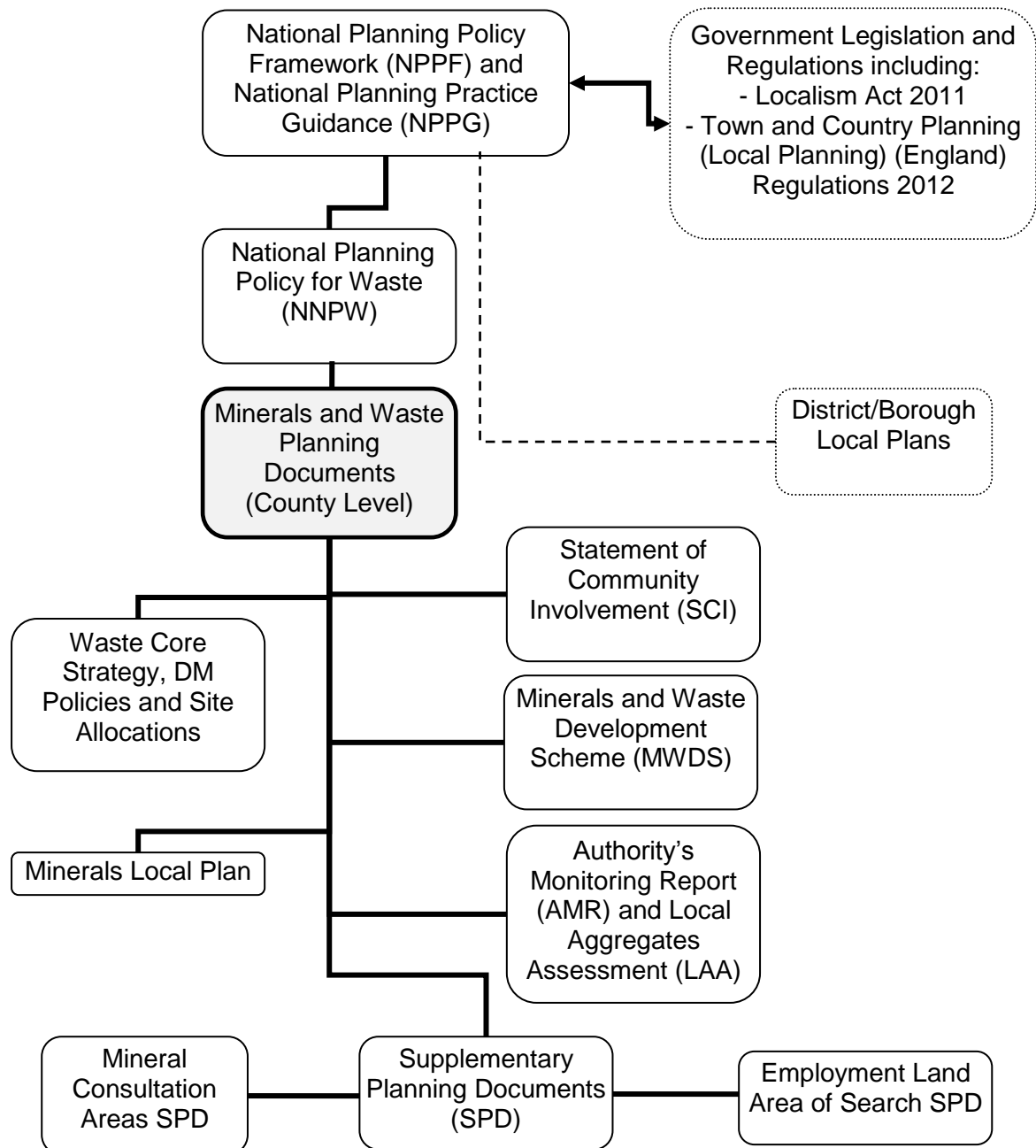
- 2.17 Although not officially part of the development plan, the production of the Employment Land Areas of Search SPD was included within the Minerals and Waste Development Scheme timetable. Since the adoption of the Minerals and Waste Development Scheme in 2014, the ELAS SPD has been subject to a six week public consultation on the draft document during May-June 2015.
- 2.18 The responses to the consultation were reviewed and a draft SPD for adoption presented to the Cabinet Panel, Cabinet and County Council in November 2015. SPDs do not need to be submitted to the Secretary of State for examination. The SPD was adopted at County Council on 10 November 2015.

	<p>The Employment Land Areas of Search (ELAS) Supplementary Planning Document (SPD) (adopted November 2015) provides further planning guidance into the suitability of waste related development on each of the 60 ELAS and is linked to the General ELAS Waste Brief that is contained in the Waste Site Allocations document. This document can be used as a material consideration in the decision of relevant waste related planning applications on the Employment Land Areas of Search. The SPD is in conformity with the Waste Core Strategy and Development Management Policies document and the Waste Site Allocations document.</p>
<p><i>Timetable</i></p>	<p>Evidence Gathering – 2014</p>

	Public Consultation on Draft SPD - 2015 Adopted November 2015
<i>Status</i>	Supplementary Planning Document
<i>Geographical Coverage</i>	County wide
<i>Local Conformity</i>	NPPF, Waste Core Strategy and Development Management Policies document, Waste Site Allocations document, MWDS, SCI, District/ Borough Local Plans
<i>Review and Monitoring</i>	Monitored on an annual basis as part of AMR. See Section 4 and 5.
<i>Resources and Management</i>	See Section 5 and table under paragraph 5.7

3.0 Relationship between National Policy and Local Plans and Strategies

3.1 The diagram below illustrates the relationship between the national and local level plans and the minerals and waste planning documents that are produced by the County Council. This is known as the chain of conformity.



National Planning Policy Framework (NPPF), National Planning Practice Guidance (NPPG) and National Planning Policy for Waste (NPPW)

- 3.2 In March 2012, the government published the National Planning Policy Framework (NPPF), which replaced the majority of previous national planning guidance that included Planning Policy Statements, Planning Policy Guidance and some Circulars. All planning policy documents must therefore be in conformity with the NPPF.
- 3.3 Since the publication of the NPPF, the government has produced and published the National Planning Practice Guidance (NPPG). The NPPG was launched as a web-based resource in March 2014, with its purpose being to supplement the NPPF and provide further guidance on it where necessary. The Department for Communities and Local Government (DCLG) has made it clear that the NPPG will be continually reviewed and updated, to ensure that it is effective and relevant.
- 3.4 In October 2014, the government published the National Planning Policy for Waste (NPPW) which replaced the previous planning guidance (Planning Policy Statement 10 (PPS10): Planning for Sustainable Waste Management).

Other Local Plans and Strategies

- 3.5 The Minerals and Waste Planning Authority also takes into account other local plans and strategies when producing planning documents. This includes, but not limited to, documents related to Waste in Hertfordshire, local transport issues, neighbourhood plans, the Hertfordshire Local Enterprise Partnership Strategic Economic Plan (SEP) and Hertfordshire's Local Nature Partnership.

4.0 Review and Monitoring

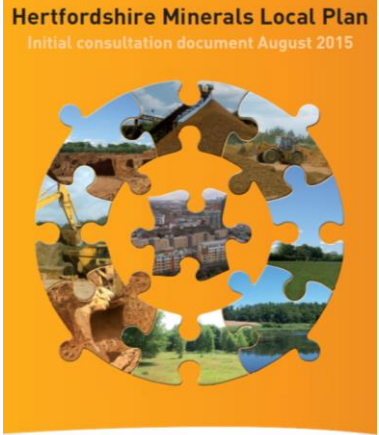
Stages of Preparation for the review of Minerals and Waste Planning Documents

- 4.1 This section of the MWDS identifies the key milestones and the resources required to undertake the review and plan preparation for new Minerals and Waste planning documents.

Review of the Minerals Local Plan 2007

- 4.2 Changes to national planning legislation through the Localism Act 2011, the publication of the NPPF in 2012 and the plan period of the adopted Minerals Local Plan ending in 2016, means that a review of minerals policy within the county is required to be undertaken.
- 4.3 The MLP will set out the vision, objectives and strategy for minerals development in the county and the strategic policies and proposals to deliver that vision. The review of the Minerals Local Plan will need to identify future allocated sites for sand and gravel extraction in the county, identify safeguarding areas and also set out detailed development policies by which minerals planning applications will be judged. It will also need to take into account the need to identify additional reserves that are required to meet the county's aggregates supply figures.
- 4.4 Given the need to carry out a Sustainability Appraisal (incorporating Strategic Environmental Assessment) and also the requirement to undertake a Habitats Regulation Assessment, it is considered appropriate to combine these and appoint external consultants to undertake the work. A list of other documents for which the County Council is proposing to appoint external consultants is outlined in paragraph 5.4 and 5.5. The appointment of external consultants will ensure specific expertise is employed and impartiality.
- 4.5 The plan production timetable outlined in Appendix 1 outlines the key milestones for plan production. During this time, there will be both formal and informal public participation including consultations through stakeholder events.
- 4.6 Work on background documents and the evidence base commenced in 2014/2015 for the review of the adopted Minerals Local Plan (2007). An initial consultation took place in August - October 2015, with the Initial Consultation document setting out the issues and potential options for the matters that needed to be addressed in the review of the MLP. The responses to the initial consultation were presented back to the Cabinet Panel in February 2016. A call for sites also took place in February to April 2016.

- 4.7 Following these first stages of the review of the Minerals Local Plan, the Minerals and Waste Planning Authority has a clearer idea of the key stages to be undertaken and the elements within each stage needed moving forward. Further technical work is needed to inform the Draft Plan to ensure that a robust evidence base supports the MLP. The timeline for the MLP has therefore been revised to reflect this change and the revised dates for the continued plan production, consultations and public participation in line with the timetable in Appendix 1 including submission, examination and adoption are outlined below:

	<p>Once adopted, the MLP will set out the overall approach to minerals planning in the county and be used by County Council officers when determining planning applications. The Minerals Local Plan will be accompanied by a Sustainability Appraisal and Strategic Environmental Assessment, HRA and SFRA.</p>	
<p><i>Timetable</i></p>	<p>Initial Consultation</p>	<p>August 2015 – October 2015</p>
<p>Call for Sites</p>	<p>February – April 2016 (6 weeks)</p>	
<p>Date for Draft Plan consultation</p>	<p>August – October 2017</p>	
<p>Date for Publication of Proposed Submission</p>	<p>August – October 2018</p>	
<p>Date for Submission to the Secretary of State</p>	<p>November 2018</p>	
<p>Possible independent examination period</p>	<p>January – March 2019</p>	
<p>Publication of the Inspector's Report into the examination</p>	<p>April - June 2019</p>	
<p>Presentation of the Minerals Local Plan to Cabinet Panel, Cabinet and County Council for Adoption</p>	<p>October –November 2019</p>	

	Proposed Date for Adoption	November 2019
<i>Status</i>	Local Plan - under preparation	
<i>Geographical Coverage</i>	County wide	
<i>Conformity</i>	NPPF, NPPG, MWDS, SCI and District/Borough Local Plans	
<i>Review and Monitoring</i>	Once the MLP is adopted, policies will be monitored against appropriate targets and indicators, which will monitor the effectiveness of the policies and sites contained within the document. This will be carried out and reported annually as part of the Authority's Monitoring Report.	
<i>Resources and Management</i>	See Section 5 and table under paragraph 5.7	

Review of the Waste Local Plan

- 4.8 The Waste Local Plan comprises the Waste Core Strategy and Development Management Policies document (2012) and the Waste Site Allocations document (2014).
- 4.9 The delivery of waste management facilities, capacity requirements for waste and the list of safeguarded waste sites has been continuously monitored, reviewed and updated on an annual basis through the Authority's Monitoring Report. The results from these monitoring reports will inform how often the plan is reviewed and form part of the evidence base for future plan reviews.
- 4.10 Paragraph 3.10 of the Waste Site Allocation states that 'the plan will be reviewed in full every five years and a partial review may be undertaken sooner than that if required'. The WSA was adopted in 2014 and as it forms part of the Waste Local Plan, it is considered reasonable, therefore, to schedule the review process to commence within the next two years.
- 4.11 The WLP will set out the vision, objectives and strategy for waste planning in the county and will be used by County Council officers when determining planning applications.
- 4.12 The review of the Waste Local Plan may need to identify future allocated sites for waste development in the county and also set out detailed development management policies by which waste planning applications will be judged.
- 4.13 The proposed plan production timetable outlined in Appendix 1 outlines the key milestones for plan production. During this time, there will be both formal and informal public participation including consultations through stakeholder events.

4.14 The estimated dates for the production and public participation in line with the timetable in Appendix 1 including submission, examination and adoption are outlined below:

<i>Indicative Timetable- Waste Local Plan review</i>	Initial Stages including evidence gathering, initial consultation and call for sites (if required)	2017 - 2019
	Draft Plan consultation	August – October 2019
	Date for Publication of Proposed Submission	August – October 2020
	Date for Submission to the Secretary of State	November/December 2020
	Possible Examination and Adoption	2021
<i>Status</i>	Local Plan - in preparation	
<i>Geographical Coverage</i>	County wide	
<i>Conformity</i>	NPPF, NPPG, NPPW, MWDS, SCI and District/Borough Local Plans	
<i>Review and Monitoring</i>	Once the WLP is adopted, policies will be monitored against appropriate targets and indicators, which will monitor the effectiveness of the policies and sites contained within the document. This will be carried out and reported annually as part of the Authority’s Monitoring Report.	
<i>Resources and Management</i>	See Section 5 and table under paragraph 5.7	

4.15 Given the need to carry out a Sustainability Appraisal (incorporating Strategic Environmental Assessment) and also the requirement to undertake a Habitats Regulation Assessment, it is considered appropriate to combine these and appoint external consultants to undertake the work. A list of other documents that the County Council is proposing to appoint external consultants for is outlined in paragraph 5.6. The appointment of external consultants will ensure impartially and that specific expertise are employed.

Monitoring

4.16 The County Council has an obligation to regularly monitor the effectiveness of the policies in the Waste Core Strategy and Development Management Policies document and the allocated sites

and employment land areas of search in the Waste Site Allocations document. The AMR is the mechanism by which the County Council monitors these documents along with the 'saved policies' in the current Minerals Local Plan and its timetable for review which is outlined in Appendix 1 of this MWDS.

- 4.17 With regards to the MWDS, the AMR contains specific monitoring information relating to whether the County Council:
- i. has met the MWDS targets and milestones;
 - ii. is falling behind schedule or has failed to meet a target or milestone and the reasons for this; and
 - iii. needs to update the MWDS, particularly in light of (ii). Where it is necessary to update the MWDS, the steps and the timetable needed for the revision will be indicated.

Waste Local Plan Targets and Indicators

- 4.18 The adopted Waste Core Strategy and Development Management Policies document contains 28 Targets and 35 Indicators that are designed to assess how effectively the policies within it are being implemented.
- 4.19 At the Environment, Planning and Transport Cabinet Panel in July 2015, it was proposed that the targets and indicators were reviewed in order to streamline, remove duplication and remove any complications to enable the implementation of the Plan to be monitored effectively. It is important that waste data is monitored in order to see any trends within the county.
- 4.20 As such, the Waste Planning Authority has revised the targets and related indicators by combining some targets and indicators to remove repetition and adapting others to capture the data that is available to report on or removing irrelevant targets and indicators to streamline the reporting process.
- 4.21 In summary, the number of targets reduced from 28 to 17 and the number of indicators reduced from 35 to 18.
- 4.22 The AMR will report on the new targets and indicators as to whether these targets and indicators are being met, and if appropriate, what steps should be undertaken to ensure that that they are met in the future. The AMR also monitors which policies have been used throughout the period of the AMR, including the 'saved policies' in the Minerals Local Plan. Explanations as to why any policies have not been used to determine minerals and waste related planning applications are also given where appropriate.
- 4.23 Monitoring also utilises consultation statements produced for each stage of the plan production prepared in the relevant year under

review, and the completed legal audit. It also involves an assessment of public participation feedback from relevant community involvement exercises for the relevant year, and any formal feedback received from government agencies.

5.0 Resources

Staffing and Support

- 5.1 The existing Minerals and Waste Policy team in the Spatial Planning & Economy Unit includes one full-time Team Leader, three full-time Policy Officers and one two year fixed post Apprentice Planner. Input from unit support staff is also required from time to time, mainly in relation to public participation exercises. This is provided to both the Minerals and Waste Policy and Development Management teams, by one full-time equivalent staff member. It is anticipated that this resource should be adequate for the requirements of the MWDS and the review of the Minerals Local Plan.
- 5.2 Throughout the review of both the Minerals and Waste Local Plans, input and assistance from other Environment Department staff within the County Council and partner agencies is sought as follows:
- GIS and mapping;
 - Review of Strategic Flood Risk Assessment (SFRA);⁵
 - Review of Strategic Environmental Assessment/Sustainability Appraisal/Appropriate Assessment reports; and
 - Data gathering and other technical input from most sections of the Environment Department. Specifically, this includes:
 - Communications Team;
 - Environmental Resource Planning Team (includes the Lead Local Flood Authority, Historic Environment, Ecology, Landscape and the Built Environment);
 - Highways Operations and Strategy Team;
 - Information Management Team;
 - Access and Rights of Way Team;
 - Transportation Policy Team.
- 5.3 In addition to the above, the County Council considers it to be appropriate to obtain assistance from external consultants, when preparing some technical studies that will form part of the evidence base for both the Minerals and Waste Local Plans.
- 5.4 The following technical studies were identified as requiring specialist input by external independent consultants for the Minerals Local Plan:
- Sustainability Appraisal/Strategic Environmental Assessment for every stage of the review of the Minerals Local Plan;

⁵ Input may also be required from the Environment Agency and the County Council as Lead Local Flood Authority for Hertfordshire.

- Habitats Regulation Assessment;
- Minerals Site Selection Study and
- Strategic Flood Risk Assessment.

5.5 Consultants have been appointed to undertake the Sustainability Assessment/Strategic Environment Assessment, Habitats Regulation Assessment for the Minerals Local Plan and the Minerals Site Selection Study following a procurement process in Autumn/Winter 2014. These studies are now underway and therefore the expense of undertaking these studies have been taken into account in budget provision table below. However there may be future studies which will need to be accounted for.

5.6 In regards to the Waste Local Plan review it is considered appropriate to obtain assistance from external consultants to assist with the technical studies for:

- Sustainability Appraisal/Strategic Environmental Assessment for every stage of the review of the Waste Local Plan;
- Habitats Regulation Assessment;
- Strategic Flood Risk Assessment.
- Waste Capacity Study

Budget Provision

5.7 An estimate of budget required for the next three years is as follows:

	2016/17 (April 2016 – March 2017)	2017/18 (April 2017 – March 2018)	2018/2019 (April 2018 – March 2019)	Comments
<u>Staff</u>				
	£209,000	£211,000	£213,000	Current establishment (1FTE manager, 3FTE officers) plus new 1 FTE Apprentice
<u>Public Participation</u>				
Waste DPDs	£0	£2,000	£2,000	Written consultations and workshops in the early stages of the WLP review.
Minerals DPDs	£0	£2,000	£2,000	Written consultations (Draft Plan) and proposed submission for the MLP, plus associated stakeholder workshops etc.
Sub Total	£0	£4,000	£4,000	
<u>Printing</u>				
Waste DPDs	£0	£2,000	£2,000	
Minerals DPDs	£0	£2,000	£4,500	
Sub Total	£0	£4,000	£6,500	
<u>Consultants</u>				
Waste DPDs	£0	£50,000	£50,000	SEA/SA, HRA, Site Selection studies, SFRA, Waste Capacity study
Minerals DPDs	£50,000	£20,000	£20,000	SEA/SA , HRA, Site Selection study,

	2016/17 (April 2016 – March 2017)	2017/18 (April 2017 – March 2018)	2018/2019 (April 2018 – March 2019)	Comments
				attendance at examination and other preparation work for examination
Sub Total	£50,000	£70,000	£70,000	
<u>Legal</u>				
	£5,000	£5,000	£5,000	Legal Advice for Policy Matters
<u>Examination</u>⁶				
Waste DPDs	£0	£0	£0	
Minerals DPDs	£0	£0	£120,000 ⁶	Employ Programme Officer for Minerals Local Plan
Sub Total	£0	£0	£120,000	
Sub-Totals (excluding staff and legal advice)				
Waste DPDs	£0	£54,000	£54,000	
Minerals DPDs	£50,000	£24,000	£146,500	
Sub-total	£50,000	£78,000	£200,500	
Grand Total including staff and legal costs	£264,000	£294,000	£418,500	

Notes:

Staff commitments are included in existing budgets.
This is an estimate of budget requirements

⁶ Public Examination programmed for 18/19 for the Minerals Local Plan £120,000. The cost of the Examination, including the Programme Officer is met from an Inquiries budget.

Management Process

- 5.8 Preparation of the minerals and waste planning documents is the responsibility of the Spatial Planning & Economy Unit, Hertfordshire County Council. All reports and publications involving Council policy (i.e. Local Plan documents under the current system) require the review and approval of full Council, and prior to this, advice from the relevant Cabinet Panel.
- 5.9 Reports and publications not considered to be part of the Development Plan (e.g. Supplementary Planning Documents) may also need to be reviewed by Members and formally adopted by the Council as advised by the respective Cabinet Panel in line with the Council Constitution.
- 5.10 Where possible, the Environment Department's Plans Management Group will be informed of the preparation of the minerals and waste planning documents and internal office comments sought during plan production.

Risk Assessment and Contingencies

Risk and uncertainty in programming

- 5.11 As far as possible the scheduling and programme outlined in the timetable in Appendix 1, have allowed for key Panel, Cabinet and County Council meetings. However, the following points are noted:
- i) Panel, Cabinet and Council meetings have been noted on the programme as far as possible, although at the time of writing, no dates are available beyond July 2017. Future dates beyond this where it is anticipated that these documents will need to be presented to Cabinet Panel, Cabinet and County Council have been highlighted with an asterix.
 - ii) Existing 'saved' policies in the current Minerals Local Plan will be extant until new policies replace them as they are adopted.
 - iii) The timetable set out in Appendix 1 has considered the following inherent risks and uncertainties during the plan making phase:
 - a) Changes in current scheduled dates for the Cabinet Panel, Cabinet and County Council meetings.
 - b) Delay in the examination process of the Minerals Local Plan (due to the availability of the Inspector).
 - c) The timing of receipt of the Inspector's report has allowed for a longer period between the Examination and receipt of the report, due to its possible controversial nature and the potential for further consultation.

- d) Timings may be affected if any “omission” sites⁷ are put forward post submission.
- e) Depending upon the number, size and scale of allocated minerals sites the Minerals Local Plan could attract a large number of representations and sites could be put forward late in the process.
- f) Future changes to legislation and/or guidance may introduce unforeseen processes that will need to be taken into account.

5.12 The following factors may also need to be taken into account, but which have not been explicitly programmed into the timetable:

- The risk of challenge that correct procedures have not been followed. This is mitigated by the use of a Legal Audit Process, together with the Soundness Self-Assessment toolkit. Both of these are provided by the Planning Advisory Service (PAS).
- The cost for the Examination of the Minerals Local Plan is based on existing charges by the Planning Inspectorate and assume the equivalent of two-week examination plus site visits.
- The recruitment and retention of staff within the planning profession remains an issue of concern.

Risk in Political and Decision-Making Context

5.13 The County Council will monitor any changes to National policy and ensure that the documents produced by the Minerals and Waste Policy Team are reviewed as necessary.

⁷ “Omission” sites are proposals and sites that have not been put forward or considered throughout the document preparation and consultation process.

Appendix 2: Saved Policies from the Adopted Minerals Local Plan

Minerals Local Plan 2002 – 2016 (Adopted March 2007)

This table outlines the existing saved Minerals Local Plan policies. These policies, were ‘saved’ by a Direction of the Secretary of State in March 2010, and have therefore remained part of the Development Plan for Hertfordshire. Policies that will supersede the current saved policies listed below have yet to be written

Policy Number	Policy Title	Saved Policy Status (✓/✗)	To be replaced by which plan
1	Aggregates Supply	✓	MLP Review
2	Need for Mineral Working	✓	MLP Review
3	Sites for Sand and Gravel Extraction and the Working of Preferred Areas	✓	MLP Review
4	Applications Outside Preferred Areas	✓	MLP Review
5	Mineral Sterilisation	✓	MLP Review
6	Other Non-Energy Minerals	✓	MLP Review
7	Secondary and Recycled Materials	✓	MLP Review
8	Recycling Facilities on Mineral Sites	✓	MLP Review
9	Contribution to Biodiversity	✓	MLP Review
10	Railheads and Wharves	✓	MLP Review
11	Cumulative Impact	✓	MLP Review
12	Landscape	✓	MLP Review
13	Reclamation Scheme	✓	MLP Review
14	Afteruse	✓	MLP Review
15	Landfill	✓	MLP Review
16	Transport	✓	MLP Review
17	Criteria for the Control of Mineral Development to Protect Critical Capital and Other Environmental Assets	✓	MLP Review
18	Operational Criteria for the Control of Mineral Development	✓	MLP Review
19	Enforcement of Planning Control	✓	MLP Review

Appendix 3: Acronyms and Glossary

AA: Appropriate Assessment

Annual/Authority's Monitoring Report (AMR): An annual monitoring report to assess: i) the implementation of the Minerals and Waste Development Scheme; and ii) the extent to which policies in local development documents are being achieved. Area Action Plan Used, as required, to provide a planning framework for areas of change and areas of conservation. Area Action Plans will be classified as Development Plan Documents.

Adopted Policies Map: Expresses geographically the adopted development plan policies of the local planning authority. It must be revised as each new Development Plan Document is adopted.

Chain of Conformity: The detailed schedule of planning documents must list the Chain of Conformity for each document. This is also shown in the diagram in section 3. It refers to the hierarchy of documents, i.e. the waste site allocations must be in conformity with the waste core strategy, which in turn must be in conformity with the National Policy.

DCLG: Department for Communities and Local Government

Development Plan: This includes adopted Local Plans, neighbourhood plans and the London Plan, and is defined in section 38 of the Planning and Compulsory Purchase Act 2004. For Hertfordshire, this consists of the NPPF, the Waste Development Framework, the saved policies of the Minerals Local Plan and the respective district/borough Local Plan.

Local Plan (Development Plan Document - DPD): Development Plan Documents refer to Core Strategies, Site Specific Allocations of Land, Local Development Documents and Local Plans, and that are subject to independent examination. The Waste Local Plan was published at the time when the terminology used for the documents was DPDs.

Local Development Scheme (LDS)/Minerals and Waste Development Scheme (MWDS): A public statement of the local planning authority's programme for the production of local development documents. For County Councils this is known as the Minerals and Waste Development Scheme (MWDS).

'The Regs': The Town and Country Planning (Local Planning) (England) Regulations 2012

Saved policies: Existing adopted development plan policies are saved for three years from the date of commencement of the Act (Planning and Compulsory Purchase Act 2004). Any policies in old style development plans adopted after commencement of the Act will be saved policies for three years from their adoption or approval. The Local Development Scheme should explain the authority's approach to saved policies.

Site Allocations: Allocations of sites for specific or mixed uses or development to be contained in Development Plan Documents. Policies will identify any specific requirements for individual proposals.

Statement of Community Involvement (SCI): The statement sets out the authority's vision and strategy for community involvement in the preparation of local development documents and development control decisions. The statement will also set out how this links with other community involvement initiatives, for example, the community strategy. It should identify the community groups that need to be involved and the techniques required to effectively involve them both informally and formally. The Statement of Community Involvement is not part of the Development Plan.

Strategic Environmental Assessment (SEA): A generic term used to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' (2001/42/EC) requires a formal 'environmental assessment of certain plans and programmes, including those in the field of planning and land use'.

Strategic Flood Risk Assessment (SFRA): A desk based assessment which forms the basis for preparing appropriate policies for flood risk management at a local level.

Supplementary Planning Documents (SPD): Supplementary planning documents may cover a range of issues, both thematic and site specific, which may expand policy or provide further detail to policies in a development plan document. Supplementary planning documents may take the form of design guides, area development briefs, master plan or issue-based documents, which supplement policies in a development plan document. However, they do not form part of the Development Plan and are not subject to independent examination.

Sustainability Appraisal (SA): Tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors) and required in the Act to be undertaken for all local development documents.

Useful contacts:

Hertfordshire County
Council, Spatial Planning
and Economy Unit

spatialplanning@hertfordshire.gov.uk

Minerals and Waste Policy
Team

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Minerals and Waste
Planning

www.hertfordshire.gov.uk

Department for
Communities and Local
Government (DCLG)

www.gov.uk

The Planning Inspectorate

<https://www.gov.uk/government/organisations/planning-inspectorate>

Hertfordshire County Council: Minerals and Waste Local Plan Production Timetable 2016

Document	2016												2017												2018												2019												2020											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Minerals and Waste Development Scheme								1	1	2	2																																																	
Minerals Local Plan review including Policies Map	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	3	3	3	3	3	3	3	4	4	4	4	4	5	5	6	6	6	7	7	7	8	8	8	9	9														
Waste Core Strategy and Development Management Policies Document																																																												
Waste Site Allocations Document including Policies Map																																																												
Employment Land Areas of Search SPD (Waste)																																																												
Waste Local Plan review including Policies Map																																																												
Authority's Monitoring Report																																																												
Local Aggregates Assessment																																																												
Cabinet Panel Meetings (date reference where known)	2	8	10	30								1	29	*		*								*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*													
Cabinet Meetings (date reference where known)	22	14	20	11								20	13	10	*	*								*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*													
County Council Meetings (date reference where known)	23	22	17	19								21	21	18	*									*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*													

Key Document Preparation Submission Examination Finalisation and Adoption

<p>Authority's Monitoring Report and Local Aggregates Assessment</p> <p>1. Preparation 2. Approval</p>	<p>Minerals Local Plan Process Stage</p> <p>1. Evidence Gathering 2. Draft Plan consultation 3. Consider representations and prepare for Proposed Submission Publication 4. Proposed Submission Public Participation 5. Submission 6. Examination 7. Inspector's Report 8. Finalisation 9. Adoption</p>	<p>Waste Local Plan Review</p> <p>1. Evidence Gathering 2. Draft Plan Consultation 3. Consider representations and prepare for Proposed Submission Publication 4. Proposed Submission Public Participation 5. Submission 6. Examination 7. Inspector's Report 8. Finalisation 9. Adoption</p>
<p>* Anticipated Cabinet Panel/Cabinet and County Council Meetings for document approval/adoption.</p>		
<p>Minerals and Waste Development Scheme</p> <p>1. Preparation 2. Adoption</p>		
<p>Waste Core Strategy and Development Management Policies Document, Waste Site Allocations Document including Policies Map and Employment Land Areas of Search SPD (Waste)</p> <p>1. Monitoring</p>		

Notes: County Council Elections in 2017 and 2020. General Elections 2020

HERTFORDSHIRE COUNTY COUNCIL

**COUNTY COUNCIL
TUESDAY, 15 NOVEMBER AT 10.00 A.M.**



EXECUTIVE REPORT TO COUNTY COUNCIL

This report is made by the Leader of the Council and, together with separate reports from each member of Cabinet, comprises the report under Standing Order 7.

1. Cabinet decisions since the last meeting of County Council

1.1 There will have been two Cabinet meetings (19 September and 9 November) since the last Executive Report to County Council on 19 July 2016. There were no items of business specifically attributed to me.

2. Executive key decisions made under special urgency provisions

2.1 The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 require the Leader of the Council to report to Council any executive key decisions taken in circumstances of special urgency, under the provisions of Regulation 11, with the agreement of the Chairman of the Overview and Scrutiny Committee.

2.2 One such decision was taken as follows:-

- Highwood School – Procurement strategy for the reinstatement works and temporary accommodation

2.3 The Key Decision Record is on the Council's website and can be viewed here:- [Decision Record](#)

3. Committee of the Regions

3.1 I have participated in Plenary and Commission meetings of the Committee of the Regions. No matters particularly relevant to Hertfordshire have arisen but an e-newsletter on recent activities is available at: <http://cor.europa.eu/en/news/Pages/enewsletter.aspx>

4. The Devolution debate

4.1 I continue to be involved in a number of conversations where the key focus has been on the Hertfordshire 'devolution' debate.

4.2 As part of this, I chaired the second meeting of the Public Sector Leaders' Steering Group which took place on Tuesday 18 October. Membership of this group includes representatives from the Hertfordshire Leaders' Group, Hertfordshire Local Enterprise Partnership, the Police and Crime Commissioner, Hertfordshire Partnership Foundation Trust, Herts Valleys Clinical Commissioning Group and myself. Discussion took place regarding

the draft Hertfordshire Narrative and Action Plan; One Public Estate; and a presentation was given regarding the Apprenticeship Levy.

5. Local / Internal events

- 5.1 On Wednesday 19 October, I gave a welcome speech at the Hertfordshire Rural Conference, which was appropriately held at Church Farm, Ardeley. This event was hosted by the Hertfordshire Community Development Agency (CDA), with input from the County Council. It was well attended and the programme covered a wide range of rural topics, including the national perspective on the rural economy; growth in the rural economy and assistance to businesses and rural communities; rural community safety and managing growth whilst protecting the countryside.
- 5.2 On Wednesday 26 October I gave a brief talk and took part in a Q&A session with the latest graduate intake.
- 5.3 On Monday 31 October, I attended and spoke at the annual British Virgin Islands (BVI) Reception in London. This year we are celebrating the fifth anniversary of our partnership with the BVI, which has proven successful for both parties over the years.

6. Hertfordshire Forward

- 6.1 I chaired a meeting of the Hertfordshire Forward Strategy Group on Tuesday 18 October. The key items for discussion were feedback from the annual Hertfordshire Forward Conference which took place on Thursday 30 June; NHS Sustainability and Transformation Plan; Hertfordshire Police and Crime Plan; the proposed agenda for the Hertfordshire Assembly on 3 November, along with the usual strategic updates.
- 6.2 The Hertfordshire Forward Assembly took place on Thursday 3 November, at which we had the pleasure of welcoming the BVI Premier, Orlando Smith. The key items for discussion were town centre regeneration in Hertfordshire and the draft Police and Crime Plan from the Police and Crime Commissioner.

7. Hertfordshire Leaders' Group (HLG)

- 7.1 A meeting of the HLG took place on Thursday 27 October. Key items on the agenda for discussion included feedback from the Hertfordshire Public Sector Leaders' Steering Group meeting on 18 October; Business Rates retention; One Public Estate; the Homelessness Reduction Bill, along with the usual strategic updates.
- 7.2 The next meeting is scheduled to take place on Thursday 26 January 2017.

8. Forward Plan – [November 2016]

8.1 I invite the County Council to receive the updated Forward Plan dated [1 November 2016].

9. Cabinet

9.1 The matters discussed at the Cabinet meetings held since the last Executive Report to Council can be found at the following locations:

[Cabinet - 19 September 2016](#)

[Cabinet - 9 November 2016](#)

**Robert Gordon, CBE
Leader of the Council
November 2016**

ADULT CARE AND HEALTH**1. Cabinet decisions since the last Executive Report to the County Council**

- 1.1 There will have been 2 Cabinet meetings (19 September and 9 November) since the last Executive Report to County Council. The items of business specifically attributed to this portfolio were:-

Cabinet - 19 September 2016

Changes to In-House Day Services – Cabinet agreed the proposed changes to in-house day services as set out in the report [Cabinet - 19 September 2016](#).

2. Consequences of Cabinet decisions before the last meeting of the County Council on 19 July 2016

- 2.1 None

3. Anticipated future decisions to be made by Cabinet

- 3.1 Cabinet - 9 November 2016

Mental Health Strategy – Cabinet will be asked to note and comment upon the Hertfordshire Mental Health strategy 2016-2021 [Cabinet - 9 November 2016](#)

- 3.2 Cabinet - 12 December 2016

Commission Nursing Care Bed Places – Cabinet will be asked to consider proposals relating to the Council's need to commission nursing care bed places

4. Key Partnerships

- 4.1 Health and Wellbeing Board – recent meetings have considered :-

- Prevention work with the Districts - a report providing an update on the Public Health District Offer.
- Progressing mental health improvement across the system - a report setting out plans and progress in developing a population approach to mental health across Hertfordshire, taking a system wide focus and involving all key partners.
- Annual adults' safeguarding report – a report to inform and update the Health & Wellbeing Board on the work of the Hertfordshire Safeguarding Adults Board (HSAB) and partnership over the year 2015/16, prior to the report being published.
- Constitution changes - a report outlining proposed amendments deriving from the annual review of the Health and Wellbeing Board constitution.

- Annual children's safeguarding report - a report providing the Health and Wellbeing Board with an update on the state of safeguarding children in Hertfordshire and of the work undertaken by the Hertfordshire Safeguarding Children Board (HSCB) during the period of April 2015 to March 2016.

5. Other comments

5.1 None

6. Cabinet Panels

6.1 Since the last Executive Report to Council, the Adult Care & Health Cabinet Panel has met on 7 September 2016, 20 October 2016 and 10 November 2016. The matters discussed can be found at the following locations:

[Adult Care and Health Cabinet Panel - 7 September 2016](#)

[Adult Care and Health Cabinet Panel - 20 October 2016](#)

[Adult Care and Health Cabinet Panel - 10 November 2016](#)

Colette Wyatt-Lowe
Executive Member for Adult Care and Health
November 2016

CHILDREN'S SERVICES

1. Cabinet decisions since the last Executive Report to the County Council

- 1.1 There will have been 2 Cabinet meetings (19 September and 9 November) since the last Executive Report to County Council. The items of business specifically attributed to this portfolio were:-

Cabinet - 9 November 2016

A joint report between the Director of Resources and the Director of Children's Services on the Invest to Save bid for Families First Triage will go to Cabinet on 9 November 2016 [Cabinet - 9 November 2016](#)

2. Consequences of Cabinet decisions before the last meeting of the County Council on 19 July 2016

- 2.1 Nothing to report.

3. Anticipated/ future decisions to be made by Cabinet

- 3.1 There are currently no anticipated Cabinet decisions required in the near future.

4. Key Partnerships

- 4.1 I sit on the Health and Wellbeing Board; Children and Young People's Integrated Commissioning Executive (CYPICE) and Hertfordshire's Safeguarding Children Board (HSCB).

5. Other comments

5.1 Hertfordshire – The best place in UK to raise a family.

The uSwitch Better Family Life Index which ranks 138 local authorities on 33 factors important to family life has ranked Hertfordshire as the best place to raise a family in the United Kingdom citing top GCSE grades, good pay, high employment and access to fast broadband. The full report can be viewed here; <https://www.uswitch.com/media-centre/2016/08/new-index-reveals-best-place-to-live-for-families-in-uk/>

5.2 Family Safeguarding

To date Family Safeguarding has contributed towards a 47% reduction in the number of children subject to a child protection plan and a 10% reduction in the number of children looked after compared with 2014 as well as a reduction in the percentage of agency staff in qualified social worker posts. Positive feedback continues to be received by staff, courts, families and schools. The service has attracted positive interest from the media as well as local authorities who have come to visit and learn from Hertfordshire's experience. An independent evaluation of the outcomes from Family Safeguarding has been undertaken by

the University of Bedfordshire. The report is in the process of being finalised and will be presented to Children's Services Panel in January 2017.

The Department for Education invited bids for Wave 2 innovation funding in June 2016. A bid for funding to increase the range of professionals in family safeguarding to extend 'Virtual School' and CAMHS (children and adolescent mental health service) therapeutic support to children in need of protection totalling £1m has been made. In addition, 4 other local authorities have applied for funding and Hertfordshire's support in implementing Family Safeguarding in their areas.

5.3 Family First Hubs/Triage

An Invest to Save bid to support the implementation of locally based Families First Hubs and Triage Panels will be presented to Resources and Performance Cabinet Panel on the 31 October and to Cabinet on the 9 November.

5.4 National Citizenship Service

Almost 800 young people took part in the Youth Connexions National Citizen Service (NCS) programme this summer, raising an amazing £12,500 for local charities and undertaking over 47,400 hours of volunteering in their communities. Youth Connexions held four graduation ceremonies at the University of Hertfordshire in Hatfield on 11 and 18 September. The events were opportunities for the NCS graduates to showcase their successful social action projects to their parents, reunite with their team mates and youth workers, and receive their NCS certificates of achievement. National Citizen Service gives all 16 and 17 year olds the chance to take part in activities that build skills for work and life and culminates in a team project to help the community. The estimated economic value of the hours volunteered in Hertfordshire in the summer 2016 is £179,646. The estimate is based on the average number of volunteering hours completed by each NCS participant during the course (60 hours) multiplied by the figure of £3.79 as the minimum hourly wage for workers above school leaving age but under 18 for the 800 participants that completed the programme.

5.5 SEND Inspection

The letter from Ofsted and the Care Quality Commission concerning Hertfordshire's SEND inspection during July 2016 has now been published. The report highlights some of the good work we are doing to support families with children and young people with special educational needs and disabilities, and praised teams in Hertfordshire for starting to make a difference to the outcomes for children and young people some of which included:

- Parents of very young children, who are experiencing local area support for the first time, often have high levels of confidence in how these arrangements are decided.
- The needs of most young children are picked up through a range of early years services, particularly at children's centres and child development centres.
- Schools, academies and colleges focus well on helping young people reach meaningful and aspirational destinations for further education or employment.

The inspection also raised a number of areas for improvement that we need to address including the way we communicate with young people and their families and our responsiveness to their feedback and concerns. The report also picked up on inconsistencies in areas of activity across the County. A post inspection action plan is being developed in partnership with parents and key partners. The full letter is available here <https://www.gov.uk/government/publications/local-area-send-inspection-outcome-letters>

5.6 Key Performance – September 2016

- The number of children subject to a child protection plan has reduced to 655 a rate of 25 per 10,000 0-18 population, one of the lowest in the Country.
- The number of children looked after in Hertfordshire has reduced to 907 plus 67 unaccompanied asylum seeking children (the lowest overall number since 2009) a rate of 37.2 per 10,000 0-18 population.
- The fostering service is currently projecting a net gain of 20 new foster carers by the end of March 2017. The service has recently launched a number of innovative recruitment initiatives, aimed at recruiting carers to meet priority service needs, such as bus advertising, petrol ad nozzles, social media promotion and continue to hold regular open evenings in venues across the County.

6. Cabinet Panels

- 6.1 Since the last Executive Report to Council, the Children's Services Cabinet Panel has met on 15 September 2016. The matters discussed can be found at the following location:

[Children's Services Cabinet Panel - 15 September 2016](#)

Richard Roberts
Executive Member for Children's Services
November 2016

COMMUNITY SAFETY AND WASTE MANAGEMENT

1. Cabinet decisions since the last Executive Report to the County Council

- 1.1 There will have been 2 Cabinet meetings (19 September and 9 November) since the last Executive Report to County Council. There were no items of business specifically attributed to this portfolio.

2. Consequences of Cabinet decisions before the last meeting of the County Council on 19 July 2016

- 2.1 There are no consequences of Cabinet decisions taken before 19 July 2016.

3. Anticipated/ future decisions to be made by Cabinet

- 3.1 There are no decisions planned for presentation to Cabinet related to the Community Safety and Waste Management portfolio.

4. Key Partnerships

- 4.1 In my role as Chairman of the Hertfordshire Waste Partnership (HWP) it is worth updating colleagues on some important progress related to joint working and fly tipping.
- 4.2 East Hertfordshire and North Hertfordshire Councils have been working over the summer on a project bringing together their waste collection services under a single contract and management structure. Through their respective Member processes both councils have agreed a process and time table which should deliver savings, which taken together, could be from £400k - £700k per annum. Officers are now working on the final specification before the Invitation to Tender is issued in October/November.
- 4.3 The development of the East/North Herts joint contract is strategically very significant as it is the first example of joint working at the full collaboration level. The potential savings noted above have since encouraged dialogue among a number of other HWP authorities with a view to similar projects being established elsewhere across the County.
- 4.4 Also worth highlighting is the fact that the HWP has recently taken over responsibility for the Hertfordshire Fly Tipping Group which is a multi-agency group including Hertfordshire's local authorities, the Hertfordshire Constabulary, the Office of the Police & Crime Commissioner, Hertfordshire Fire & Rescue Service, and the Environment Agency. The Group is tasked with improving the County's collective response to fly tipping.

5. Other comments

- 5.1 Hertfordshire Fire and Rescue Service has recently undergone a Local Government Authority Peer Review. This was led by Chief fire Officer Dave

Curry, Hampshire Fire and Rescue Service, and focussed on partnership working, information to operational crews and the effectiveness of the Community Protection Directorates Joint Protective Services Department. The completed report will be available shortly. The self-assessment produced in preparation for the review can be found here: [Fire and Rescue Peer Challenge 2016](#)

6. Cabinet Panels

- 6.1 Since the last Executive Report to Council, the Community Safety and Waste Management Cabinet Panel has met on 6 September 2016 and 1 November 2016. The matters discussed can be found at the following locations:

[Community Safety and Waste Management Cabinet Panel - 6 September 2016](#)

[Community Safety and Waste Management Cabinet Panel - 1 November 2016](#)

Richard Thake
Executive Member for Community Safety and Waste Management
November 2016

ENTERPRISE, EDUCATION AND SKILLS

1. Cabinet decisions since the last Executive Report to the County Council

- 1.1 There will have been 2 Cabinet meetings (19 September 2016 and 9 November 2016) since the last Executive Report to County Council. The items of business specifically attributed to this portfolio were:-

Cabinet to be held on 9 November 2016

Cabinet will be invited to agree to consult on reducing the Planned Admission Number (PAN) at one primary school by two places [Cabinet - 9 November 2016](#)

2. Consequences of Cabinet decisions before the last meeting of the County Council on 19 July 2016

- 2.1 The relevant notice has been served to secure an option to acquire additional land adjacent to a new 1 form entry (f.e.) school site to facilitate a 2f.e. school on the High Leigh development in Hoddesdon.
- 2.2 The Department for Education has now approved the capital funding for the new secondary school in Harpenden, also agreeing to the school Trust's application to defer its opening to 2018. Arrangements are in place to ensure that there will be sufficient places for 2017.
- 2.3 Agreement in principle has been reached with Transport for London to acquire land in Croxley Green for the new Croxley Danes secondary school. These two items represent major steps towards the provision of these much needed new schools.
- 2.4 The revised policy round removal of passenger assistants for home to school transport of infant-aged pupils was implemented from the start of the Summer Term, with consequential financial savings.

3. Anticipated/ future decisions to be made by Cabinet

- 3.1 Changes are being planned for the way in which some education-related services are funded and delivered, as a result of the Government's decision to end the provision of Education Services Grant. For example, we are seeking additional financial contributions from Maintained Schools towards the cost of the Council discharging its responsibilities towards them. These may presently require further consideration by Cabinet.

4. Key Partnerships

4.1 Hertfordshire Local Enterprise Partnership (LEP)

There has been one meeting of the LEP Board since my last report. This was held in September in Bishops Stortford. Items discussed included an update on the Growth Deal 3 Challenge session and the regeneration plans for Hatfield

Town Centre. At the meeting Linda Haysey of East Herts District Council outlined the strategic housing locations in the Council's Draft Local Plan, and the emerging vision for Bishop's Stortford.

I also attended the LEP Programme Management Committee on 8 September, held at West Herts College in Hemel Hempstead which is currently being rebuilt, part funded by the LEP.

The LEP are currently awaiting the decision on their Growth Deal 3 bid to Government, following the Department for Communities and Local Government challenge session in July. The announcement is expected in the Autumn Statement on 23 November. Information about the LEP Board agenda and minutes are available at www.hertfordshirelep.com. The LEP's newsletter is circulated to all County Councillors.

I substituted for Derrick Ashley at a meeting of the Stevenage First Board on 22 September and heard the latest progress on the regeneration plans for Central Stevenage.

4.2 London Stansted Cambridge Consortium (LSCC)

On 8 September I met Alex Jones the new Chairman on the LSCC in Harlow to discuss the vision for the London Stanstead Cambridge Corridor. On 12 September I attended the LSCC Annual Conference in London which discussed the results of the independent Growth Commission. The County Council has responded to the Commission.



Jones A LSCC
response to Growth Co

4.3 Visit Herts

The new Brand and website for Visit Herts was launched in the Summer. Over 30 investors are now signed up to Visit Herts. Visit Herts has also secured external funding from Visit England for a 'Gardens and Gourmet' campaign next year.

A report on the first 18 months of Visit Herts activity was considered at Panel on 3 November, and it has been agreed to re-procure the service for a further 3 years with joint County Council and LEP funding.

5. Other comments

5.1 We have reached the milestone that over 90% of our schools have been rated Good or Outstanding by Ofsted. Early indications from the summer 2016 Key Stage assessments and examinations are of continuing high levels of educational attainment across Hertfordshire schools.

5.2 #HertsGreatSchools Week took place in October to celebrate the schools, pupils and teachers in Hertfordshire.

- 5.3 I attended the opening by Department for Education Minister Lord Nash of the rebuild of Kings Langley School. This is part of the first phase of the Education Funding Agency's Priority School Building Programme to address the needs of schools most in need of urgent repair.
- 5.4 The Government has issued a Green Paper 'Schools that Work for Everyone'. The Paper focusses on expanding the number of good school places available through independent schools assisting state schools, universities playing a direct role in school improvement, and selective and faith schools delivering more good school places. Its consultation closes on 12th December.
- 5.5 As part of a national programme, an Area Review of Post-16 Education and Training Institutions in Hertfordshire will be conducted between November 2016 and March 2017 under the direction of the Department for Education and the Skills Funding Agency. The County Council and the LEP are key stakeholders and are expected to contribute views on the fit of current post-16 provision with local educational and economic needs and provide the data and analysis to support these views.

6. Cabinet Panels

- 6.1 Since the last Executive Report to Council, the Enterprise, Education and Skills Cabinet Panel has met on 3 November 2016. The matters discussed can be found at the following location:

[Enterprise, Education and Skills Cabinet Panel - 3 November 2016](#)

David Williams
Executive Member for Enterprise, Education and Skills
November 2016

ENVIRONMENT, PLANNING AND TRANSPORT

1. Cabinet decisions since the last Executive Report to the County Council

- 1.1 There will have been 2 Cabinet meetings (19 September and 9 November) since the last Executive Report to County Council. The items of business specifically attributed to this portfolio were:-

Cabinet – 19 September 2016

Cabinet agreed the Transport Vision – draft Local Transport Plan consultation document, and agreed that public consultation should commence for a three month period [Cabinet - 19 September 2016](#).

Cabinet – 9 November 2016

Cabinet will consider the revised Minerals and Waste Development Scheme and will be invited to recommend that the document be referred to County Council for formal approval [Cabinet - 9 November 2016](#)

2. Consequences of Cabinet decisions before the last meeting of the County Council on 19 July 2016

- 2.1 None

3. Anticipated/ future decisions to be made by Cabinet

- 3.1 See paragraph 1.1 above for decisions due to be made by Cabinet on 9 November.

4. Key Partnerships

- 4.1 On 25 July I took part in a Hertfordshire Infrastructure and Planning Partnership (HIPP) tour of developments in the County which had been received Building Futures Awards earlier in the year for their innovative and sustainable design.
- 4.2 On 12 September I attended the Harlow Co-op Board which is co-ordinating growth and infrastructure provision in and around Harlow.
- 4.3 On the 29 September my Deputy attended the meeting of HIPP. Main items on the agenda were a discussion on possible cross county collaboration on planning matters and a presentation on the Transport Vision consultation.
- 4.4 On the 7 October I chaired the A1 Consortium meeting at which Highways England gave an update on their Smart Motorway proposals for the A1 in Hertfordshire.
- 4.5 On 13 October I chaired the Hertfordshire Local Transport Body, which considered updates on bids to Funding through Growth Deal 3 and the progress on major transport schemes in the County.

- 4.6 On the 18 October I attended a meeting of the A414 Member group, which for the first time, also included representatives from Harlow and Essex County Council.

5. Other comments

Transport – Rail Services

- 5.1 I have written to support TfL's business case to take over further suburban rail services, which was submitted on 14 October. I have used this opportunity to raise the idea of a capital region transport authority which would give more say to Hertfordshire in how services are run.
- 5.2 GTR's plans to curtail rail services at Watton at Stone for an indefinite period and force passengers to use replacement buses is completely unacceptable to the County Council. We will be making our views clearly known in the consultation response, and with other local authorities and the MPs we will be lobbying the Transport Minister to ensure that these proposals are quashed.
- 5.3 I arranged for Network Rail to brief members on the next round of public consultation on Crossrail 2 in advance of the consultation launch on 27 October.

Transport - Bus Services

- 5.4 Members may be interested to know that bus passenger journeys are increasing across the County with the commercial sector delivering approximately 93% of all journeys made. During 2015/16 37.87 million passenger journeys were made in the County up 10% on the year before and the highest number of journeys since 1988/9. This means that the County Council is supporting through subsidies approximately 6% of all passenger journeys made. The trend in overall numbers of bus passenger journeys in the County is rising at the same time the volume of County Council supported services has been reducing since 2010-11.
- 5.5 Officers have been working with schools to deal with a small number of capacity issues on some school routes. All entitled children have been provided with transport. There has been an increase in the number of applications for the SaverCard child concessionary scheme with 95% of applications made online.
- 5.6 We have been successful in securing £405k from the Department for Transport (DfT) through the Sustainable Travel Transition Year fund which will enable a raft of projects that will improve sustainable access (walking, cycling and use of passenger transport) to employment, training and education locations. The largest component of the bid is for a bespoke environmentally friendly bus shuttle service in St Albans which is out to tender and will be launched in November 2016.

Countryside Management Service (CMS)

- 5.7 There have been a number of fly-tipping / pollution incidents on rights of way (RoW) which we have had to deal with which present an unforeseen cost to the

Council to deal with. Officers are working with the Environment Agency to deal effectively with these incidents and to keep local residents and users informed.

- 5.8 The Countryside Management Service works with more than 360 volunteers who, between them, contribute more than 30,000 hours of activity annually with an estimated value of more than £365,000. Volunteer roles with the CMS include Health Walk Leader, Conservation Volunteer, Friends group Leader, Wood Warden and Footpath Friend. Further volunteering opportunities are being explored to make a contribution to improving the 3,000km of Hertfordshire's RoW through undertaking surveys or as a member of a small team clearing vegetation, installing kissing gates and repairing small bridges.
- 5.9 The spread of Ash Dieback into Hertfordshire has continued with confirmed cases now across the County. Oak Processionary Moth, which has been largely confined to areas of London, has now been confirmed in Watford Borough. Presence of past nests suggests it has extended its range into Hertfordshire undetected for up to two years. It is likely to become more commonplace in the County over the next few years with implications for the public purse and public health. A report to Panel in December will be able to provide more details.

6. Cabinet Panels

- 6.1 Since the last Executive Report to Council, the Environment, Planning and Transport Cabinet Panel has met on 14 September 2016 and 2 November 2016. The matters discussed can be found at the following locations:

[Environment, Planning and Transport Cabinet Panel - 14 September 2016](#)

[Environment, Planning and Transport Cabinet Panel - 2 November 2016](#)

Derrick Ashley
Executive Member for Environment, Planning and Transport
November 2016

HIGHWAYS**1. Cabinet decisions since the last Executive Report to the County Council**

- 1.1 There will have been 2 Cabinet meetings (19 September and 9 November) since the last Executive Report to County Council. There were no items of business specifically attributed to this portfolio.

2. Consequences of Cabinet decisions before the last meeting of the County Council on 19 July 2016

- 2.1 The Enhanced Highways Maintenance programme has been started. Members will be given local updates as the work affects their area.

3. Anticipated/future decisions to be made by Cabinet

- 3.1 At its January 2017 meeting, Cabinet will consider a proposal for the establishment of criteria for Playstreets in Hertfordshire.

4. Key Partnerships

- 4.1 Nothing to report.

5. Other comments**5.1 Responding to Emergencies**

Whilst local members will be aware of emergency events happening in their Division, they may not be aware of what seems to be a glut of incidents across the highway network recently.

I'm pleased to report that after considerable co-ordination with multiple agencies the utilities are completing their works in Fontmell Close ready for opening at the end of November.

One of the more complex incidents that we have had to deal with is the removal and clean up following the dumping of an unknown substance on our bridleway at Gore Lane, near the A10 in East Herts. Chemical testing identified the individual components of the substance, but not actually what it is, so it has been named 'gloop!' The gloop not only reacted with the surfacing of the bridleway to create a hazardous material, it seeped into the adjacent water course and lagoons, necessitating over 300,000 litres of contaminated water to be pumped out and disposed of, followed by dredging works, new pipework and the resurfacing of the bridleway.

It is during incidents like this, involving multi-agencies that one can see that our services, including Ringway, compare favourably to others, despite our own challenges.

Following an incident involving a collapsed sewer at Vicarage Road, Watford, I felt it necessary to request a review involving the relevant utilities to stress the

importance of communication and finishing works off quickly to avoid unnecessary disruption to local residents.

5.2 Future Highways

In September, the Highways and Environment, Planning and Transport Cabinet Panels met together to get a glimpse of what our future highways could look like, so that we can start to think how we are going to plan for them.

The step change in technology is not far away:

- Autonomous Taxis are already being trialled in Singapore and Pittsburgh
- Trials involving connected freight vehicles will be made on the M1 during 2017.
- Ford is expecting to have an autonomous car on general release by 2021

Key to all of this is the capture and analysis of 'big data'. These are large data sets that may be analysed computationally to reveal patterns, trends, and associations, especially relating to human behaviour and interactions. This will enable the equivalent of Apple, Google and Uber to plan and manage the transport of the future.

The County Council is part of the national 'One Transport' programme aimed at creating useable and transferable traffic data.

5.3 Road Safety

Hertfordshire's road casualty statistics for 2015 have been published recently. The good news is:

- Accidents have decreased by 4.7% (decreased by 4.3% nationally) compared with 2014.
- Casualties have decreased by 5.9% (decreased by 4.3% nationally) and this is the second lowest total on record.
- There were no child fatalities.

However, killed or seriously injured casualties increased by 3.3% (but decreased by 2.9% nationally)

There will be a more detailed report coming to the December Highways Panel on the subject.

6. Cabinet Panels

6.1 Since the last Executive Report to Council, the Highways Cabinet Panel has met on 12 September 2016 and 21 October 2016. The matters discussed can be found at the following locations:

[Highways Cabinet Panel - 12 September 2016](#)

[Highways Cabinet Panel - 21 October 2016](#)

Terry Douris
Executive Member for Highways
November 2016

PUBLIC HEALTH, LOCALISM AND LIBRARIES**1. Cabinet decisions since the last Executive Report to the County Council**

- 1.1 There will have been 2 Cabinet meetings (19 September and 9 November) since the last Executive Report to County Council. The items of business specifically attributed to this portfolio were:-

Cabinet – 19 September

Update on the libraries to be co-located with retained fire stations, including recommendations on the co-location proposal at Buntingford [Forward Plan ref: A046/16]: Cabinet noted the progress with the three libraries to be co-located with retained fire stations and agreed not to proceed with the proposed relocation of Buntingford Library with the retained Fire Station at this time but to review the position in 18 months' time. [Cabinet - 19 September 2016](#)

2. Consequences of Cabinet decisions before the last meeting of the County Council on 19 July 2016

- 2.1 Cabinet approved the refreshed Hertfordshire Compact on 11 July 2016. I attended and spoke at the public launch event of this partnership agreement, between statutory organisations and the voluntary and community sector, on 20 July 2016. 22 organisations, both statutory and voluntary, have opted to be signatories to the undertakings and principles contained within it.

3. Anticipated/ future decisions to be made by Cabinet

- 3.1 The following reports will be considered by the Public Health, Localism & Libraries Cabinet Panel on 24 November 2016 and will be considered by Cabinet on 12 December 2016:

- Hertfordshire e-Cigarette Policy [Forward Plan ref: A050/16]
- Hertfordshire Drug and Alcohol Strategy [Forward Plan ref: A051/16]

4. Key Partnerships

- 4.1 Hertfordshire Lifestyle and Legacy Partnership (HLLP)

The Partnership met on 28 September 2016 and discussed how to respond to Government's new sport and culture strategies in order to maximise the benefits for Hertfordshire. A small sub group has been formed to coordinate potential bids for Sports England grant funding. Consideration of a bid for grant funding through the Arts Council's Great Place Scheme is also being discussed by the Partnership.

4.2 Hertfordshire Armed Forces Community Covenant Board

The Covenant Board met on 12 October 2016. I was pleased to provide an update on our annual schools Christmas poster competition where we invite members of the Armed Forces serving abroad over Christmas to judge the entries. This year we are delighted to be working with the Royal Navy and those serving on HMS St Albans.

We have been working closely with our colleagues at Royal British Legion to ensure that Hertfordshire meet (and in some cases exceed) their top five policy commitments.

5. **Other comments**

5.1 Public Health

Hertfordshire County Council's #GetChecked campaign won the 'Best use of evaluation of research' award at the UK Public Sector Communications Awards 2016. The campaign used a range of eye-catching online materials through websites, social media advertising and mobile phone advertising to encourage men to think about their sexual health, resulting in over 13,000 people visiting the webpage for more information.

5.2 Volunteering

- On Wednesday 19 October, County Hall welcomed a number of the County Council's outstanding army of volunteers to celebrate their achievements in a Volunteer Awards event hosted by the Chairman of the Council. Winner and runners up for six different categories were presented with trophies and certificates to thank them for their contribution to communities in Hertfordshire. We'd like to extend our thanks to the vast amount of people who were nominated for an award, all of whom deserve recognition for their work.
- #TeamHerts, the new Hertfordshire wide volunteering service launched in April 2016, is successfully recruiting people to volunteering roles through a website where you can search by geographical area or interest. They have also launched a Time-bank type app called Hourworld where a more flexible approach can be used, allowing ad hoc requests for help to be matched with people who have an hour or two to spare. Both platforms are being promoted to voluntary organisations and possible volunteers via a number of network and training events around the County.
- Connect Hertfordshire, the support service for all voluntary organisations in Hertfordshire, is also about to launch a website; they are networking effectively to achieve a consistent pathway of support for voluntary organisations and they are taking forward some work on measuring and recognising social value effectively.

5.3 Local Democracy Week

Local Democracy Week took place from 10-16 October. Events and activities were held throughout the week to celebrate, inform and encourage residents to get more involved in the work that we do as an organisation. This included councillor visits to local schools to talk about the importance of local democracy; a series of short films about local democracy posted on social media featuring the Youth Parliament and care leavers; a schools debate hosted by the Chairman; and the launch of the Hertfordshire Young People's Manifesto.

5.4 Libraries and Heritage Services

- On Saturday 16 July, I attended the launch of the 2016 Summer Reading Challenge ('The Big Friendly Read') at Stevenage Library. This year was the most successful ever for the Summer Reading Challenge in Hertfordshire Libraries, with 20,022 children participating and 445 volunteers supporting the challenge, including 330 young volunteers (14-24). During September, I attended Summer Reading Challenge presentation events at St Albans, Welwyn Garden City and Harpenden libraries.
- On Saturday 24 September, I attended an event at County Hall jointly organised by Hertfordshire Archives and Local Studies and Hertfordshire Constabulary to celebrate 175 years of policing in the County.
- On 30 September, I attended an event to mark the 80th birthday of Bushey Library, - the first library to be built by the County Council when it took over responsibility for public libraries in the 1930s.

5.5 Customer Services

- Performance at the Customer Service Centre has been positive over the quarter. Average wait times were 20 seconds for July, 18 seconds for August and 24 seconds for September. Taking into account issues with the telephony system in September the average wait time would have been 21 seconds.
- Further content is now live at our own website including [school admissions](#) and [adult social care](#).

6. **Cabinet Panels**

- 6.1 Since the last Executive Report to Council, the Public Health, Localism and Libraries Cabinet Panel has met on 13 September 2016. The matters discussed can be found at the following location:

[Public Health, Localism and Libraries Cabinet Panel - 13 September](#)

Teresa Heritage
Executive Member for Public Health, Localism and Libraries
November 2017

1. Cabinet decisions since the last Executive Report to the County Council

- 1.1 There will have been 2 Cabinet meetings (19 September and 9 November) since the last Executive Report to County Council. The items of business specifically attributed to this portfolio were:-

Cabinet - 19 September 2016

Hertfordshire Enviro-Tech Enterprise Zone - Partnership Agreement [Forward Plan Ref: A036/16: Cabinet agreed to enter into the Memorandum of Understanding (MOU) with the Hertfordshire Local Enterprise Partnership, Dacorum Borough Council, St Albans City and District Council and the Department of Communities and Local Government to develop and operate the Hertfordshire Enviro-Tech Enterprise Zone (EZ) [Cabinet - 19 September 2016](#)

Sustainability Plan Submission To The Department for Communities and Local Government – To Provide Guaranteed Multi-Year Funding Settlement [Forward Plan ref: A041/16]: Cabinet agreed that the County Council should submit an Efficiency Plan to the Department for Communities and Local Government in order to meet the requirements for a four year funding settlement. [Cabinet - 19 September 2016](#)

Response To Consultations: 100% Business Rates Retention And Fair Funding [Forward Plan ref: A052/16]: Cabinet approved the proposed approach and principles to be used in the County Council's response to the consultation [Cabinet - 19 September 2016](#)

Cabinet - 9 November 2016

This report was submitted ahead of the November meeting at which the following item will be considered;

Invest to Save bid for Families First Triage [Forward Plan Ref: A055/16] – Cabinet will be asked to agree to the funding to set-up the local triage model for early help for families in Hertfordshire from the Invest To Transform Fund [Cabinet - 9 November 2016](#)

2. Consequences of Cabinet decisions before the last meeting of the County Council on 19 July 2016

- 2.1 At the July meeting of Cabinet the release of restrictions contained in the Green Belt Deed in relation to The Broxbourne School [Forward Plan Ref: A031/16] was agreed and this is moving forward.
- 2.2 At the September meeting of Cabinet the submission of the Sustainability Plan to the Department for Communities and Local Government [Forward Plan ref: A041/16] was agreed. A further consultation has since been announced, which contains proposals on a number of different aspects of the 17-18 settlement. The closing date for this consultation is 28 October.

3. Anticipated/ future decisions to be made by Cabinet

12 December 2016

- Quarter 2 Finance Monitor – Approval of Reprogramming [A056/16]

23 January 2017

- Integrated Plan including schools budget 2017/18 – 2019/20 [A057/16]
- Public Engagement and Consultation on the Integrated Plan Proposal [A058/16]

20th February 2017

- Review of Financial Regulations [A044/16]
- Integrated Plan 2017/18 – 2019/20 [A060/16]
- Public Engagement and Consultation on the Integrated Plan Proposal [A061/16]
- Overview & Scrutiny Committee Report on the Integrated Plan Proposal [A062/16]
- Service Cabinet Panels Comments on the Integrated Plan Proposals [A063/16]

4. Key Partnerships

4.1 Nothing to report.

5. Other comments

5.1 Nothing to report.

6. Cabinet Panels

6.1 Since the last Executive Report to Council, the Resources and Performance Cabinet Panel has met on two occasions, 1 September and 31 October. The matters discussed can be found at the following locations:

[Resources and Performance Cabinet Panel - 1 September 2016](#)

[Resources and Performance Cabinet Panel - 31 October 2016](#)

Christopher Hayward
Executive Member for Resources and Performance
November 2016

REPORT FROM THE OVERVIEW & SCRUTINY COMMITTEE

The Committee met on 2 September 2016 at 10.00 a.m.

1. Scrutiny Recommendations: Update

- 1.1 The Committee received a report providing the recommendations from the 'Children in Care Council Scrutiny'; the recommendations will be considered by the Monitoring of Recommendations Topic Group in due course.
- 1.2 Members received the Executive Member response to the 'Herts Care Quality Standards Topic Group' and requested that it be presented to the November meeting of the Monitoring of Recommendations Topic Group.

2. Scrutiny Work Programme

- 2.1 The Committee has considered its work programme, noting those scrutinies recently concluded and those scheduled for the forthcoming period.
- 2.2 The Committee has agreed to amend the work programme as follows:
 - a) To amend the 'Herts Waste Partnership Topic Group' objective to 'To understand and test the current service delivery model for waste management in Hertfordshire in the context of current and future challenges'
 - b) To amend the 'Public Health Topic Group' objective to 'To examine how effective the Public Health Department within Hertfordshire County Council is despite funding cuts to the department's budget 2015/16 and onwards'
 - c) To add 'Hertfordshire Safeguarding Adults Board 2017' (annual topic group) to the work programme
 - d) To hold the Corporate Parenting Seminar and Members Information Service Seminars after the 2017 Elections.
- 2.3 The draft scoping documents for the 'Child and Adolescent Mental Health Services'; 'Children Looked After'; 'Crime and Disorder (Scamming)', 'Hertfordshire Safeguarding Children Board'; and 'Public Health' scrutinies were also received.
- 2.4 Subsequent to receiving the draft scoping document the OSC and HSC Chairmen have agreed to postpone the CAMHS Transformation Board Topic Group until summer/autumn 2017; this is to allow the impact of initiatives instigated by the Transformation Board to be considered.

2.5 The Committee was also asked to discuss how best to approach training for new Members in relation to Corporate Parenting. Suggestions received were as follows:

- To put in place on-going training in relation to Corporate Parenting and Safeguarding and explore whether there is scope to invite district and borough Councils to the training as necessary; and
- to focus on the basics and involve other service areas that carry out the work with vulnerable children and young people such, as the Youth Offending Teams.

These suggestions will be reported back to the Member Development Group and used to inform Member training after the 2017 county elections.

3. Scrutiny of the Integrated Plan Proposals 2017/18 and Future Years

3.1 The Committee has received a report outlining the format of the Committee's scrutiny of the Integrated Plan (IP) Proposals 2017/18 and future years.

3.2 Members received a summary of the IPP Groups' Chairmen and Graduate Trainees responsibilities and a sample pro-forma for the collation of information. Findings from the IPP scrutiny groups will be collated into a draft report, to be circulated to the Committee by close of play on Friday, 27th January 2017. Suggestions to Cabinet will then be discussed when the Committee reconvenes on 2nd February 2017.

3.3 Members agreed they wanted to see further benchmarking information to inform the IPP scrutiny groups and a briefing note has been distributed. The Committee has agreed that information requests should relate to finance information that would contribute to the IPP only.

3.4 The Committee has further agreed that the IP documents relating to the IP scrutiny be included with all other finance papers relating to the IP to form a single pack of information.

3.5 The Committee concluded that the updated process is more structured than in previous years.

3.6 The OSC Chairman and Vice-Chairmen will be encouraging all eligible Members to participate in the scrutiny to help ensure its success.

3.7 The Director of Resources and the Executive Member for Resources and Performance will attend the OSC meeting in December to brief the Committee ahead of the formal scrutiny.

3.8 Officers are currently working on confirming the detailed arrangements for next year's IP scrutiny to ensure the scrutiny runs smoothly.

TERRY HONE
Chairman of the Overview & Scrutiny Committee
November 2016

REPORT FROM THE HEALTH SCRUTINY COMMITTEE

The Committee met on 12 July 2016

1. Scrutiny of Hertfordshire Health Organisations' Budgets and Quality of Care (Francis Review) Follow Up and Future Years: Feedback

- 1.1 The Committee has considered feedback on the annual scrutiny of Hertfordshire health organisations' budgets and quality of care (Francis Review) and welcomed suggestions for the future process, including the possibility of including health organisations' quality accounts within the annual scrutiny in 2017.
- 1.2 The importance of Member attendance at the relevant pre-briefings in order to ensure constructive questioning was highlighted.
- 1.3 Officers have agreed to work closely with NHS organisations to ensure that detailed information, particularly relating to finance, is provided from all Trusts. Members have requested that any financial data be presented (in table format) with the previous years' data and predicted future figures in order to provide context and enable trends to be identified.

2. 'Your Care, Your Future': Update

- 2.1 The Committee has considered an update on the 'Your Care, Your Future' programme, part of the West Hertfordshire Strategic Review, and noted that the 'Your Care, Your Future' plan fits with the Sustainability Transformation Plan. It has been agreed that West Herts Hospital Trust (WHHT) and Herts Valleys Clinical Commissioning Group (HVCCG) representatives will report back to the Committee with outcomes and draft plans as soon as they are available.
- 2.3 The Committee was given assurance that the CCG had not made any decisions about the options put forward at the time of the meeting and that it wished to be open and transparent in its decision making and planning process. The Committee acknowledged the need to ensure hospital services in the west of the County are equal to the provision in the east and north and supported this aim.
- 2.4 The continuing involvement of Healthwatch in this work was recognised and welcomed by the Committee.

3. Care Quality Commission (CQC) Report Monitoring of West Hertfordshire Hospitals Trust (Whht) Scrutiny Topic Group Update

- 3.1 The Committee has considered an update on the CQC Report Monitoring of WHHT Scrutiny Topic Group which met on 15 December 2015, 15 February 2016 and 27 May 2016. The Committee welcomed the report and the fact that outcomes would be followed up.

4. The Work Programme

- 4.1 The Committee has considered its future work programme, noting those scrutinies recently concluded and those scheduled for the forthcoming period.
- 4.2 The Committee has also added a scrutiny of the working of Child and Adolescent Mental Health Service (CAMHS) in Hertfordshire to its work programme with Members from the Health Scrutiny Committee and Overview and Scrutiny Committee to participate in this scrutiny topic group. This scrutiny will be held in the summer/autumn 2017 to allow the impact of initiatives instigated by the CAMHS Transformation Board to be considered.

The Committee meeting on 29 September 2016

The Health Scrutiny Committee meeting on 29 September 2016 was cancelled because Herts Valleys CCG was not able to present a final decision of its analysis of all options for Your Care, Your Future at that point. Therefore, it was not possible for the Committee to fully challenge the work undertaken at the time.

The Committee meeting on 8 November 2016

The Health Scrutiny Committee meeting on 8 November, which takes place after this report is published, will be reported to County Council on 21 February 2017.

Seamus Quilty, Chairman
November 2016

**PROPOSED CHANGES TO THE CONSTITUTION OF THE HERTFORDSHIRE
HEALTH AND WELLBEING BOARD**

Joint report of Director Health and Community Services and the Chief Legal Officer

Authors: Jamie Sutterby, Assistant Director, Integrated Health
 (Tel: 01992 556300)
 Keir Mann, Intermediate Care Programme Manager
 (Tel: 01992 556735)
 Richard Stevens, Lawyer, Environment (Tel: 01992 555576)

1. Purpose of report

- 1.1 To invite Council to consider whether to approve proposed amendments to the Constitution of the Health and Wellbeing Board.

2. Summary

- 2.1 An annual review of the Health and Wellbeing Board Constitution is written into the current Constitution.

- 2.2 Following the 2016 annual review changes are proposed in the following areas:

- Governance structure
- Role titles
- Representation including portfolio holding

- 2.3 The Health and Wellbeing Board considered the proposed amendments to its Constitution at its meeting on 6 October 2016 and recommended that County Council approves them.

3. Recommendation

- 3.1 That County Council:-

- (i) agrees the amendments to the Constitution of the Health and Wellbeing Board as set out in the report; and
- (ii) authorises the Chief Legal Officer to make the amendments to the Constitution of the Health and Wellbeing Board as approved in (i) above.

4. Background

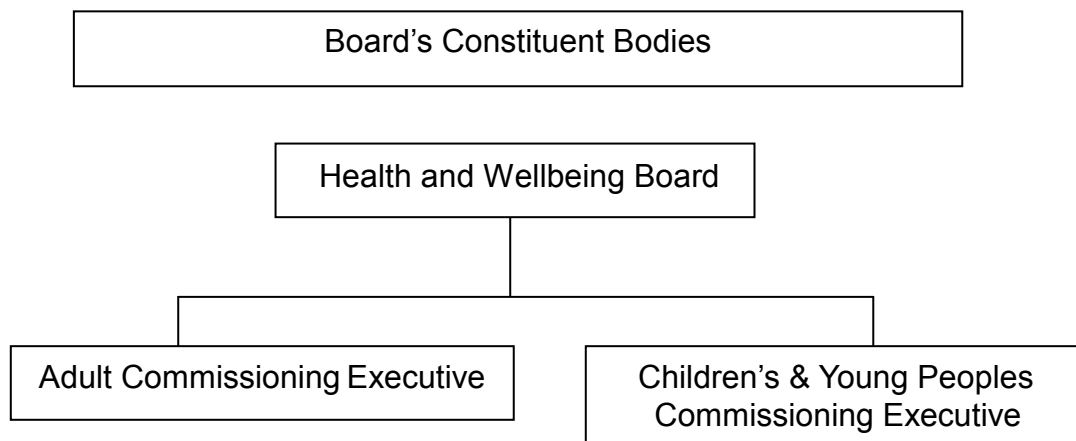
4.1 The Health and Wellbeing Board's Constitution states:

"7.2 This Constitution will be reviewed annually by the Board and any proposal for change submitted as a recommendation to the County Council."

4.2 The Board reviewed its current Constitution, and has proposed amendments for Council's consideration as set out below.

4.3 **Governance structures.** It is proposed that the governance structure diagram in the Constitution is amended to reflect changes to groups that sit under the Board.

Diagram 1 – Proposed governance structure



4.4 **Role titles.** It is proposed that paragraph 3.4.1 of the Constitution be revised to read *"The Lead Officer for the Board shall be an Assistant Director of Health and Community Services as nominated by the Director of Health and Community Services and the lead officer shall carry out their functions in a manner that is consistent with the applicable regulatory framework, including the County Council's."*

4.5 **Board representation.** Rather than make changes to the membership of the Board, it is recommended that a role of 'Portfolio Holder' is introduced to facilitate wider representation from key areas of the local system.

4.6 It is proposed that Portfolio Holders act as the link to key strategic groups, and lead working groups, as agreed by the Board, to make progress on specific issues. It is also proposed that the roles are informal, with no delegated authority to make decisions on behalf of the Board. For this reason, and to maintain a flexible approach to the introduction of the role, it is not recommended that portfolio holders should be written into the Board's refreshed Constitution.

4.7 A proposed list of portfolios is included below:

- Voluntary sector
- Pharmacy
- Primary care
- Housing
- Sustainability and transformation plan (STP)

4.8 It is intended that the Board agrees its portfolio holders and that they be drawn from the membership of the Board.

5. Financial Implications

5.1 There are no financial implications arising from the proposals in this report.

Background Information

Annex 11A of the County Council's Constitution

<http://www.hertfordshire.gov.uk/your-council/cpdrp/constitution/annexeconstitution>

Report and Minutes, Health and Wellbeing Board, October 2016

<https://cmis.hertfordshire.gov.uk/hertfordshire/Calendarofcouncilmeetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/605/Committee/13/Default.aspx>

APPOINTMENTS TO THE INDEPENDENT PANEL ON MEMBERS' ALLOWANCES

Report of the Chief Legal Officer

Author: Steven Charteris – Head of Democratic & Statutory Services
(Tel: 01992 555806)

1. Purpose of report

- 1.1 To seek the endorsement of County Council to the appointment of two independent persons to the Hertfordshire Independent Panel on Members' Allowances.

2. Summary

- 2.1 The Council is required by the Local Authorities (Members' Allowances) (England) Regulations 2003 to appoint and maintain an independent panel to make recommendations to the County Council on the content of the Council's Members' Allowances Scheme.
- 2.2 This year it became necessary to seek two new members to fill two vacancies which have arisen on the five member panel.

3. Recommendation

- 3.1 That Council endorses the actions of the Chief Legal Officer and appoints Nicholas Eldred and Christopher Clark to the Hertfordshire Independent Panel on Members' Allowances.

4. Background

- 4.1 The Panel comprises 5 independent members. With the resignation of two members this year due to personal commitments, an advertisement was placed in Hertfordshire newspapers inviting applications to fill the vacancies. Dr Hazel Bentall, Alan Lawrence, and Michelle Drapeau are the remaining members of the panel.
- 4.2 Five applications were received and all candidates were interviewed by the Chief Legal Officer and Head of Democratic & Statutory Services.
- 4.3 Following the interviews Nicholas Eldred and Christopher Clark were selected. Brief details of each are set out below:

- 4.4 **Nicholas Eldred:** Nicholas is an experienced solicitor who has been general counsel & secretary of three well-known organisations: O2uk, the BBC and Christie's International, the fine arts business.

He is currently the general counsel & secretary of the Architectural Association where he is assisting with a major governance review. Nicholas is also consultant solicitor to the English National Ballet.

He chairs the board of trustees of a national youth-focused charity called the Public Service Broadcasting Trust (operating under the brand name "Fixers") and is a past trustee of BBC Children in Need.

- 4.5 **Christopher Clark:** Chris started his career with an insurance company and qualified as a Chartered Insurance Practitioner. Subsequently he moved to insurance brokers where he worked in risk management consultancy and completed health and safety qualifications which enabled him to become a Chartered Member of the Institute of Occupational Safety and Health.

In 2003 he moved to an international plastics manufacturing company where, in addition, he was responsible for Human Resources. After 11 years in manufacturing he moved back into consultancy initially working for a niche health and safety consultancy.

He is currently owner of a health and safety consultancy business aimed at helping Hertfordshire based small and medium sized enterprises improve their health and safety performance.

- 4.6 The appointments are for a five year term and receive an allowance of £500 per annum, paid in quarterly instalments, along with travelling costs.

5. Financial Implications

- 5.1 There are no additional costs arising from the filling of these panel vacancies.

Background Information

Local Authorities (Members' Allowances) (England) Regulations 2003
<http://www.legislation.gov.uk/uksi/2003/1021/contents/made>