

Minutes



To: All Members of the Resources,
Property & The Economy
Cabinet Panel, Chief
Executive, Chief Officers, All
officers named for 'actions'

From: Legal, Democratic & Statutory Services
Ask for: Stephanie Tarrant
Ext: 25481

RESOURCES, PROPERTY AND THE ECONOMY CABINET PANEL 14 FEBRUARY 2018

ATTENDANCE

MEMBERS OF THE PANEL

M Bright (Vice-Chairman), F Button, H K Crofton, S J Featherstone (substituted for A J S Mitchell), T R Hutchings (substituted for C M Hayward), S K Jarvis (substituted for S B A F H Giles-Medhurst), P V Mason, R H Smith, S J Taylor, A S B Walkington, J D Williams (Chairman), P M Zukowskyj

OTHER MEMBERS IN ATTENDANCE

D A Ashley

Upon consideration of the agenda for the Resources, Property and the Economy Cabinet Panel meeting on 14 February 2018 as circulated, copy annexed, conclusions were reached and are recorded below:

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

PART I ('OPEN') BUSINESS

1. MINUTES

- 1.1 The Minutes (Part I and Part II) of the last meeting held on 15 December 2017 were agreed.
- 1.2 An action from the last meeting saw a Member from each group have the opportunity to shadow the LEP Skills and Employment Board. Members were given an overview of the experience.
- 1.3 Steve Faber was introduced to the Panel as the newly appointed Managing Director of Herts Living Ltd.

2. PUBLIC PETITIONS

- 2.1 There were no public petitions.

ACTION

3. INTEGRATED PLAN 2018/19 – 2021/22 (RESOURCES, PROPERTY & THE ECONOMY)

3.1 The Panel received the County Council’s draft Integrated Plan (IP) for 2018/19 – 2021/22 and was invited to comment to Cabinet on its content and proposals, including the areas which related specifically to the Resources, Property and the Economy portfolio. Prior to the meeting Members had received and considered the following documents: (i) a report containing the headline outcomes of public engagement and consultation in relation to the Plan; (ii) the Integrated Plan, including a report on those areas specifically related to Resources, Property and the Economy functions; (iii) comments from service Cabinet Panels, where those aspects of the Plan relating to individual services had been considered and discussed; (iv) comments from the Overview and Scrutiny Committee, following scrutiny of the Plan on 24 January 2018, where evidence was gathered, and on 1 February 2018 when it agreed its comments and suggestions for Cabinet’s consideration.

(i) Public Engagement and Consultation

3.2 Members noted the Public Consultation Document, which outlined the results of the public engagement and consultation regarding the Council’s budget and spending priorities for 2018/19 and beyond.

(ii) Integrated Plan 2018/19 – 2021/22

3.3 Members considered the reports published in relation to the Integrated Plan and noted the depth of discussions previously undertaken as part of the Overview and Scrutiny process.

3.4 Members acknowledged the portfolio error as detailed at 4.3 of the Resources, Property and the Economy Integrated Plan report, where it recognised that the Libraries savings was to be included in the Education, Libraries and Localism portfolio.

3.5 Key areas for the portfolio were noted and work force planning and the future of digital were discussed. It was noted that the digital strategy had been sent to all Members and was to be followed up with a seminar on the work that was being progressed around digital.

3.6 It was noted that the latest funding position, and proposals for how the additional funds were proposed for incorporation in the revised Integrated Plan had been included in the report to Cabinet (19 February 2018) and circulated via email to Resources Panel Members. The report to Cabinet could be viewed using the following

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link: [Cabinet Agenda – 19 February 2018](#)¹.

3.7 Members expressed concerns in relation to recruitment and retention of staff, especially in adult social care and discussed the resources available to mitigate risks. It was advised that Officers recognised the risks and that the Adult Social Care Precept and the additional £2.584 million funding made available by the Secretary of State would be used to help stabilise the care market. It was also noted that the Audit Committee had selected risks around staffing, recruitment and retention as the subject for their next risk focus review and that a report from the Assistant Director for Human Resources would be produced for the Audit Committee in March 2018. In response to a Member question it was confirmed that this would cover issues affecting both council staff and external contractors.

**(iii) INTEGRATED PLANNING PROCESS 2018/19 - 2021/22:
COMMENTS FROM SERVICE CABINET PANELS**

3.8 The Cabinet Panel considered a report which outlined comments from each of the service Cabinet Panels.

**(iv) SCRUTINY OF THE INTEGRATED PLAN PROPOSALS 2018/19 –
2021/22**

3.9 Members acknowledged a report from the Overview and Scrutiny Committee which detailed the evidence gathered by the eight portfolio groups with recommendations to Cabinet on the draft Integrated Plan.

3.10 Members commented on the first recommendation in the scrutiny report around contracts and risks and noted that lessons could be learnt from other authorities' experiences and that communities should be engaged more, especially with regards to regeneration programmes. In addition, it was noted that the recommendation was made up of three strong points, each of which should be considered fully.

3.11 In relation to the second recommendation it was noted that collaborative working with district and borough councils around infrastructure had begun and was to continue with cooperation on delivery. It was noted that Officers, alongside the LEP, were reviewing a growth bid from Oxfordshire County Council to Central Government to determine if Hertfordshire could secure further funding for infrastructure development.

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- 3.12 Members noted that the examples given in the second recommendation should be considered more widely e.g. with a highways structure that could accommodate the growth agenda and technology advances.

Conclusion

- 3.13 The Panel provided comment to Cabinet on the proposals relating to the Integrated Plan in respect of the Resources, Property and the Economy Portfolio. The Panel also identified issues that it felt Cabinet should consider in finalising the Integrated Plan proposals. These are outlined in the preceding text.
- 3.14 It was noted that P Zukowskyj, A S B Walkington, S K Jarvis and S Taylor abstained from the vote on the recommendations set out in the paper.

4. RESOURCES MONITOR – QUARTER 3 (OCTOBER – DECEMBER 2017)

[Officer Contact: Stuart Bannerman Campbell, Assistant Director Improvement and Technology, Tel: 01992 588397 / Ben Negus, Business Support Officer – Resources, Tel: 01992 556012]

- 4.1 Members received an overview of the performance of the Resources service over the period October - December 2017, which included details of key performance within Human Resources (HR), Finance, Assurance, Property, Improvement & Technology, Legal, Democratic and Statutory Services, Hertfordshire Business Service (HBS), Community Engagement and Service-wide Resources Indicators. The summary of performance could be viewed on page 2 of the report Q4 Resources Monitor².
- 4.2 Members commented on the fraud indicator, as detailed on page 8 of the report and discussed the possibility of risk assessments to lessen the opportunities for fraud. Members acknowledged that the performance target was unlikely to be reached for fraud; however Nick Jennings, Counter Fraud Manager, was working alongside District Councils to manage cases across the county and undertake preventative work. In response to a Member's question, it was advised that the Key Performance Indicator for fraud could be reviewed to determine if there were other specific targets available to demonstrate successes within the area.
- 4.3 The Panel discussed the Hertfordshire Business Services (HBS) income target and it was advised that as a result of the decision to

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move network printing arrangements to a cost recovery basis, to avoid the risk of recording notional surpluses generated from internal business, the HBS income target for 2017/18 may have been set too high. It was advised that work was being undertaken with the HBS management team on an Invest to Transform proposal intended to support targeted investment in HBS to help maintain its competitiveness and secure continued strong operational performance.

- 4.4 Members commented on the maximisation of the apprenticeship levy and it was advised that the levy was a charge calculated according to overall pay roll costs that created a digital account, in effect a source of funds available to be used for training and development of new apprentices. It was noted that there were challenges to optimising the use of the apprenticeship levy as there were still significant areas of council work, including adult social care, where government accredited training programmes were not yet available for apprentices. The County Council was therefore targeting early use of available funds on those areas where accredited training was available.
- 4.5 In response to a Member question, it was clarified that the Key Performance Indicators covered within the report were under regular review, with any challenges or suggestions from Members on new/revised indicators being considered. It was noted that IT systems availability was now being formally reported on.

Conclusion

- 4.6 The Panel:
- Commented on the performance, projects, and audit matters outlined within the report, as detailed above.
 - Suggested further actions to address any performance concerns raised in the report or covered in the detailed electronic monitor, as detailed above.

5. HERTFORDSHIRE COUNTY COUNCIL FINANCE REPORT – QUARTER 3, 2017/18
[Officer Contact: Steven Pilsworth, Assistant Director of Finance
Tel: 01992 555737]

- 5.1 The Panel considered the Quarter 3 (October – December 2017) Finance Monitor report, which summarised the 2017/18 outturn position against revenue and capital budgets, and performance against key indicators for treasury and debt management. A summary is set out below; the full report can be viewed here: [Q4](#),

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Finance Report³.

- 5.2 Revenue Monitor: An improvement was noted with the projected revenue outturn at 31 December 2017 after proposed carry forwards being an underspend of £3.906 million.
- 5.3 It was also noted that there was an improved forecast for debt repayment, with the latest figures detailed in the Integrated Plan report.
- 5.4 Members commented on those families that had been supported as having No Recourse to Public Funds, as detailed on page 11 of the report and it was queried if the County Council were looking for alternatives to using hotel accommodation for homeless families. It was advised that District Councils may be able to assist with supplying temporary accommodation and that closer working relationships with District Councils could help diminish expensive hotel costs. It was noted that there was a lot of work being undertaken in relation to the housing agenda and that this would be raised with the Director of Children's Services.
- 5.5 In response to a Member question on why the 'action required' was increasing on the Debt Recovery Performance chart (page 54 of the report), it was advised that a briefing note would be provided to explain the chart in further detail. It was noted that from historic Panel discussions that some debts were from deceased within Adult Care Services and therefore took time to resolve.
- 5.6 Members acknowledged the shortfall in savings identified within Libraries, as set out on page 18 of the report and queried why it was assumed that members of library staff were at the mid-point of their pay grade, when most were at the top of the grade. It was advised that averages were taken into account across many teams with compensating factors being taken into account. Members were informed that the shortfall had been considered in detail by the Education, Libraries and Localism Cabinet Panel who remained supportive of the overall Inspiring Libraries strategy. It was also noted that work is ongoing to investigate the possibility of an alternative delivery model for libraries.

Owen Mapley,
Director of Resources.

Stephen Pitsworth,
Assistant Director - Finance

Conclusion

- 5.7 The Cabinet Panel noted the content of the report.

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6. INVEST TO TRANSFORM PROPOSALS TO SUPPORT DELIVERY OF ADULT SOCIAL CARE INTEGRATED PLAN PROPOSALS

[Officer Contact: Helen Maneuf, Assistant Director Planning & Resources (Tel:01438 845502)]

- 6.1 Members considered a report which detailed an Invest to Transform Programme for Adult Care Services, which had been designed to support the delivery of the Integrated Plan Proposals. Members noted that the report had previously been considered at the Adult Care and Health Cabinet Panel on 30 January 2018.
- 6.2 The Labour Member supported the proposals as set out in the report but noted that they would abstain from voting due to their opposition to the charging of fees for elements of social care provision. Members heard that there were developments in models used in other countries, such as Holland and Italy, where a social enterprise model had been created. It was advised that Suffolk County Council was looking into the model from Holland and that the Director of Adult Care Services for Hertfordshire was following their progress closely.
- 6.3 Members discussed the value of working further alongside District Councils and the voluntary sector in providing services. It was noted that the County Council had begun working closer with District Councils in relation to social care accommodation with Supported Housing Accommodation Boards now established in the majority of district council areas. It was also noted that the County Council was working in partnership with four District Councils to deliver a Home Improvement Agency to take a joint approach to adapting properties to enable residents to remain living in their own homes.
- 6.4 Concerns were expressed by some Members with regards to charging for some services; however it was advised that where individuals received benefits to enable for them to pay for care, it would not be unreasonable to request that they made a contribution to the services they were receiving.
- 6.5 Members queried the link between the business case and the savings detailed within the Integrated Plan and it was advised that the Integrated Plan incorporated the proposed savings. It was noted that future Integrated Plan reports would highlight any savings that were to be made from Invest to Transform proposals.
- 6.6 Members commented on the outstanding debt of £13.9 million, as detailed on page 6 of appendix A and it was advised that there was a significant risk of some of the debt being declared bad debt and being unrecoverable and that the Invest to Transform Proposals would commission work to improve ways of working and recover debts.

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Conclusion

- 6.7
- The Cabinet Panel recommended to Cabinet that it agrees the proposed Invest to Transform Programme for Adult Care Services (detailed in Appendix A) designed to support delivery of Integrated Plan Proposals.

7. RURAL ESTATE LAND AT BALDOCK

[Officer Contact: Roger Arbon, Senior Estates Officer, 01992 588052]

- 7.1 The Panel reviewed a report which considered the future of the land at Baldock, as set out in the report and to agree that it should be made available for development for the uses for which it is being allocated in the North Hertfordshire District (“NHDC”) Local Plan.
- 7.2 The Panel discussed the timescales for the process and queried if rural freeholder tenants were being engaged with. It was clarified that discussions with tenants had commenced.
- 7.3 Members queried the use of the term disposal within the recommendation and it was clarified that the term disposal would include both the selling of sites and the transfer of sites to Herts Living Ltd for development (once the governance and the process for transferring assets had been finalised).
- 7.4 In response to a Member question, it was clarified that there may be different strategies for different parts of the land for disposal and it was noted that there would be opportunities for democratic oversight of future plans for how development of the larger sites would be pursued.

Conclusions

- 7.5 The Resources, Property and the Economy Cabinet Panel recommended to Cabinet that it:-
- i) agrees the land at Royston Road, East of Clothall Common, Baldock as shown on the plan (Site identification 101A), attached as Appendix A to the report, is surplus to County Council requirements and approves the proposed disposal of the land,
 - ii) delegates to the Director of Resources in consultation with the Leader of the Council (as responsible for the Resources, Property and the Economy portfolio) and the Executive Member for Environment, Planning and Transport, to approve the terms of the sale of the land at Royston Road, Baldock.

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iii) agrees that the rural estate lands to the North and East of Baldock (as shown on the attached plan RE2842/F, attached as Appendix B to the report, are surplus to needs and can be released for disposal for the creation of urban extensions developments and authorises a programme of phased closure of the Hertfordshire County Council's Rural Estate service in this location to achieve the required timetable of land releases and disposals for those developments, with the details to be agreed by the Director of Resources in consultation with the Leader of the Council (as responsible for the Resources, Property and the Economy portfolio) and the Executive Member for Environment, Planning and Transport; and

iv) authorises a scheme for rationalisation of the Baldock Estate be prepared by the Director of Resources and tenants consulted prior to its implementation, and that the Director of Resources in consultation with the Leader of the Council (as responsible for the Resources, Property and the Economy portfolio) be authorised to agree the termination of tenancies and payment of appropriate compensation.

8. ST ALBANS CITY AND DISTRICT COUNCIL LOCAL PLAN CALL FOR SITES CONSULTATION (JAN/FEB 2018)

[Officer Contact: Andrea Gilmour, Interim Head of Development Services 01992 556477 / Dick Bowler, Estates Manager 01992 556223]

- 8.1 The Cabinet Panel reviewed a report which detailed landowner representations to be submitted by Property (Development Services) officers to the current St Albans City and District Council Local Plan Call for Sites consultation. It was noted that the County Council's policy in relation to the land at the former Radlett Airfield would need to be amended in order to include the site in the consultation.
- 8.2 Some members noted that sites 1,2,6 and 7 were in effect adjacent and development would impact on the traffic pressures along the A414 and commented that there appeared that the council was not including other sites outside of green belt land. Members were advised that at this point the sites were being put forward as potential sites for development and that it would be up to St Albans City and District Council to determine if any of the sites would be included within their Local Plan.
- 8.3 The Panel noted that the Former Radlett Airfield site had planning permission from the Secretary of State for the development of a Strategic Rail Freight Interchange and that full planning permission was scheduled for consideration by the planning committee of St Albans City and District Council in early March 2018. Some Members

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commented that it was considered that the local preference for the site would be to use the land for a housing development and therefore offering the site for consultation, would allow St Albans City and District Council the opportunity to consider the site for a Garden Village. Members discussed the time and legal constraints in place for the County Council should they wish to put forward a planning application for the site.

Conclusion

- 8.4 The Resources, Property and The Economy Cabinet Panel recommended to Cabinet that:-
- The County Council supports the promotion of the eight sites referred to in the report through the Local Plan process to assist St Albans City and District Council in achieving its housing and employment land requirements; and
 - The inclusion of the Former Radlett Airfield in this process is authorised to enable the site to be considered by St Albans City and District Council for inclusion in the Local Plan.

- 8.5 It was noted that one Liberal Democrat Member abstained from the vote on the recommendations set out in the paper and the Labour Member and two Liberal Democrat Members voted against the recommendations.

9. **LAND AT FOXGROVE PATH, SOUTH OXHEY – TO CONSIDER THE FUTURE OF THE LAND**
[Officer Contact: Sharon Roskilly, Senior Estates Officer, Tel: 01992 555988]

- 9.1 The Cabinet Panel reviewed Part I and Part II reports which detailed considerations to the future of the land at Foxgrove Path, South Oxhey. The land had been acquired as part of a portfolio of sites for new schools in 1958, however it has never been used for educational purposes and is considered surplus to requirements.

- 9.2 In response to a Member question on whether the Education Service were aware of the plans for the site, Members were assured by the Deputy Member for Education, Libraries and Localism that the service were aware of the proposals for the site and that it was not required for a school development.

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

- 9.3 The Panel agreed to move into Part II ('closed' session').

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- 9.4 That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the said Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.
- 9.5 Following discussion on the Part II Report, the Panel moved back into Part I (open session) and agreed the recommendations.

Conclusion

- 9.6 The Resources, Property and the Economy Cabinet Panel recommended to Cabinet that it:-
- i) declares the land at Foxgrove Path, South Oxhey, as shown on the plan at Appendix 1 to the report, surplus to requirements and be disposed of.
 - ii) delegates to the Director of Resources in consultation with the Leader of the Council (as responsible for the Resources, Property and the Economy portfolio) and the Executive Member for Environment, Planning and Transport the authority to agree the terms of the sale of the land and dispose of the land at Foxgrove Path, South Oxhey.

10. WHEATSHEAF FARM, HIGH CANONS, BOREHAMWOOD – TO CONSIDER THE FUTURE OF THE FARMHOUSE AND FARM BUILDINGS

[Officer Contact: Sharon Roskilly, Senior Estates Officer, Tel: 01992 555988]

- 10.1 The Cabinet Panel reviewed Part I and Part II reports which detailed considerations for the future of the farmhouse and farm buildings at Wheatsheaf Farm, High Canons, Borehamwood.
- 10.2 Members acknowledged that the farmhouse and buildings were in poor condition and declared surplus to service needs in 2017. Early discussions with Hertsmere Borough Council as the Local Planning Authority had identified potential for planning consent. The Local Member was in support of the proposals.

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

- 10.3 The Panel agreed to move into Part II ('closed' session').

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10.4 That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the said Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10.5 Following discussion on the Part II Report, the Panel moved back into Part I (open session) and agreed the recommendations.

10.6 **Conclusion**

The Resources, Property and The Economy Cabinet Panel to recommended to Cabinet that it :-

- i) approves that the farmhouse block and farm buildings at Wheatsheaf Farm, as marked red and blue on the Site Location Plan (EM 14446) at Appendix 1 to the report are declared surplus and to requirements and disposed of subject to 3.1 (ii).
- ii) delegates to the Director of Resources in consultation the Leader of the Council (as responsible for the Resources, Property and the Economy portfolio) and the Executive Member for Environment, Planning and Transport to agree and approve the terms of the sale and disposal of the farmhouse block and farm buildings at Wheatsheaf Farm and take such other steps as are appropriate to secure disposal of the site.

11. **OTHER URGENT PART I BUSINESS**

11.1 There was no other urgent Part I business.

PART II ('CLOSED') AGENDA

1. **LAND AT FOXGROVE PATH, SOUTH OXHEY – TO CONSIDER THE FUTURE OF THE LAND**

Conclusion

1.1 The recommendation on this item of business is recorded at item 9.6 above.

2. **WHEATSHEAF FARM, HIGH CANONS, BOREHAMWOOD – TO CONSIDER THE FUTURE OF THE FARMHOUSE AND FARM BUILDINGS**

Conclusion

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2.1 The recommendation on this item of business is recorded at item 10.6 above.

**KATHRYN PETTITT
CHIEF LEGAL OFFICER**

CHAIRMAN _____

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