



**HERTSMERE BOROUGH COUNCIL**

**MEETING  
OF THE COUNCIL**

**WEDNESDAY, 22 JANUARY 2014**

**7.30 PM**

**COUNCIL CHAMBER, CIVIC OFFICES,  
ELSTREE WAY, BOREHAMWOOD**

**AGENDA**

## **Please note:**

YOU CAN LOOK AT A PAPER COPY OF THE NON-CONFIDENTIAL COMMITTEE AGENDA AND REPORTS OF OFFICERS AT LEAST FIVE WORKING DAYS BEFORE THE MEETING AT:

The Civic Offices, Elstree Way, Borehamwood.

YOU CAN LOOK AT AN ELECTRONIC VERSION OF THE NON-CONFIDENTIAL COMMITTEE AGENDA AND REPORTS OF OFFICERS AT LEAST FIVE WORKING DAYS BEFORE THE MEETING AT:

The Council's Area Office at Bushey Centre, High Street, Bushey,  
The Council's Area Office at The Wyllyotts Centre, Darkes Lane, Potters Bar,  
Aldenham Parish Council Offices, Aldenham Avenue, Radlett; and  
all County Council libraries in Hertsmere.

Background papers used to prepare reports can be inspected at the Civic Offices, on request.

The unconfirmed Minutes of meetings are usually available to look at seven working days after the meeting.

Please note that apart from the formal webcasting of meetings, no part of any meeting of the Council, its committees or other bodies shall be filmed, sound recorded or broadcast, nor shall unauthorised electronic devices be used at those meetings, without express permission. Application for any such permission must be submitted to the Chief Executive or Head of Legal and Democratic Services not less than five working days before the meeting.

***FOR DIRECTIONS TO THE MEETING VENUE, PLEASE VISIT [www2.hertsmere.gov.uk/democracy](http://www2.hertsmere.gov.uk/democracy) OR CONTACT DEMOCRATIC SERVICES ON 020 8207 7806 or 020 8207 7483***

CONTACT DEMOCRATIC SERVICES ON (020) 8207 7578 OR (020) 8207 7484 FOR ANY FURTHER ADVICE.

Chief Executive  
Civic Offices  
Elstree Way  
Borehamwood  
Herts WD6 1WA

COUNCIL AGENDA  
WEDNESDAY, 22 JANUARY 2014

1. **COMMUNICATIONS AND APOLOGIES FOR ABSENCE**

- (a) Communications by the Mayor (if any) relating to business on the agenda.
- (b) Apologies for absence.
- (c) Any motions by Members relating to the order of business on the agenda.

2. **DECLARATIONS OF INTEREST (IF ANY)**

Members are required to declare any Disclosable Pecuniary Interests they or their spouse/partner have in any matter which is to be considered at this meeting. Members must also declare any other pecuniary or non-pecuniary interests they have in any matter to be considered at this meeting. The responsibility for declaring an interest rests solely with the member concerned.

Members must clearly state to the meeting the existence and nature of any Disclosable Pecuniary Interest, other pecuniary interest or non-pecuniary interest and the agenda item(s) to which it/they apply.

Disclosable Pecuniary Interests are prescribed by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 as follows:

a. Employment, office, trade, profession or vocation

Any employment, office, trade, profession or vocation carried on for profit or gain.

b. Sponsorship

Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by a member in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

c. Contracts

Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and

the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.

d. Land

Any beneficial interest in land which is within the area of the relevant authority.

e. Licences

Any beneficial interest in land which is within the area of the relevant authority.

f. Corporate tenancies

Any tenancy where (to the member's knowledge) - (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.

g. Securities

Any beneficial interest in securities of a body where – (a) that body (to the member's knowledge) has a place of business or land in the area of the relevant authority; and (b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

**In cases of Disclosable Pecuniary Interest, Members must withdraw from the meeting room while the matter is being considered.**

3. **MINUTES**

To confirm and sign the minutes of the Council meeting on 20 November 2013.

ATTACHED  
(Pages 9 - 28)

In accordance with the Constitution no discussion shall take place upon the minutes, except upon their accuracy.

4. **ANNOUNCEMENTS BY THE MAYOR**

To receive such announcements as the Mayor may decide to make to the Council.

5. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

Questions received from members of the public in accordance with Council Procedure Rule 10.

ATTACHED  
(Pages 29 - 30)

6. **URGENT DECISIONS EXEMPT FROM CALL-IN**

No decisions have been taken with the approval of the Mayor as matters of urgency in accordance with the provisions of the Constitution – Overview and Scrutiny Procedure Rule 14(j).

7. **SPECIAL URGENCY DECISIONS QUARTERLY REPORT**

The Leader reports that, in the last quarter, no key decisions have been taken in circumstances of Special Urgency, as set out in Rule 16 of the Constitution's Access to Information rules.

8. **REPORT OF THE LEADER OF THE COUNCIL**

The Leader will make an oral report on the list of items enclosed. The Constitution provides for a maximum of 45 minutes debate after the Leader has completed his report.

ATTACHED  
(Pages 31 - 32)

*Members are requested to bring their copy of the minutes of the Executive meeting on which the Leader will report – 15 January 2014.*

9. **REPORT OF THE OVERVIEW AND PERFORMANCE CHAIRMAN**

The Chairman of the Overview and Performance Committee will make an oral report on the list of items enclosed. The Constitution provides for a maximum of 30 minutes debate after he has completed his report.

ATTACHED  
(Pages 33 - 34)

10. **ELSTREE WAY CORRIDOR AREA ACTION PLAN - SUBMISSION DRAFT**

To help deliver development in a co-ordinated manner and to provide a degree of certainty for both landowners and developers through setting out clear planning guidance, the Council has produced a draft Elstree Way Corridor Area Action Plan. This

C/14/05  
(Pages 35 - 132)

report proposes that this draft be subject to consultation; be submitted for Examination and be used for interim development management purposes.

11. **REVISED STATEMENT OF COMMUNITY INVOLVEMENT (2014)**

This report proposes that the Council adopts a revised Statement of Community Involvement with immediate effect. The Statement is a statutory document which sets out how the Council will consult on both planning policy documents and individual applications.

C/14/06  
(Pages 133 - 186)

12. **ANTI-BRIBERY POLICY AND PROCEDURE**

Report C/14/01 advises the Council of the implications of the Bribery Act 2011 and proposes an Anti-Bribery Policy for adoption by the Council.

C/14/01  
(Pages 187 - 200)

13. **SETTING THE TAX BASE 2014/15**

Report C/14/03 details the calculation made to arrive at the Council's Tax Base to be used in determining the level of council tax for 2014 – 2015.

C/14/03  
(Pages 201 - 218)

14. **PROPORTIONALITY - REVISIONS FOLLOWING CHANGES TO GROUP SIZES**

This report proposes changes to the membership of Committees etc. to reflect a change in the political representation on this authority.

C/14/02  
(Pages 219 - 224)

15. **APPROVAL OF A PERIOD OF ABSENCE FROM MEETINGS BY A COUNCILLOR**

Report C/14/04 advises the Council of the absence from meetings of a Councillor and recommends that that absence be approved.

C/14/04  
(Pages 225 - 228)

16. **UPDATES FROM OUTSIDE BODIES**

Updates are to be provided by Members serving as representatives on the following bodies:

South Mimms Village Hall	Councillor Wayne
Wayside Community Centre	Councillor Swallow
West Herts Crematorium Joint Committee	Councillor West
West Herts Crematorium Joint Committee (Scrutiny Committee)	Councillor Kieran
Worknet	Councillor Quilty

17. **QUESTIONS FROM MEMBERS OF THE COUNCIL**

Questions received from Members in accordance with Council Procedure Rule 11.

ATTACHED  
(Pages 229 -  
230)

18. **NOTICES OF MOTION**

No Notices of Motions have been received from Members in accordance with Council Procedure Rule 12.

19. **OPPOSITION BUSINESS**

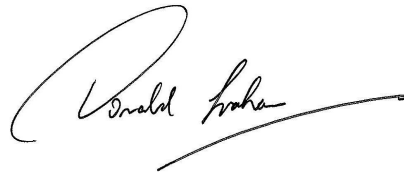
No items of Opposition Business received from the Labour Group.

20. **ANY OTHER URGENT BUSINESS**

To consider such matters (if any) which, by reason of special circumstances (to be specified in the minutes of the meeting), the Mayor (or in his absence, the Chair) is of the opinion should be considered at this meeting as a matter of urgency (LGA 1972 S100B(4)(b)).

21. **DATE OF NEXT MEETING**

The next scheduled meeting of the Council will take place on Wednesday, 26 February 2014 at the Civic Offices, Elstree Way, Borehamwood.

A handwritten signature in black ink, appearing to read 'Donald Frazer', with a long horizontal flourish extending to the right.

**CHIEF EXECUTIVE**

Civic Offices  
Elstree Way  
Borehamwood  
Herts, WD6 1WA

14 January 2014