

HERTFORDSHIRE COUNTY COUNCIL

MINUTES of the meeting of the County Council held at County Hall, Hertford, on Tuesday, 17 February 1998.

MEMBERS IN ATTENDANCE

N E Agar	J M Dwerryhouse-Spears	D L Kerr	P Riches
P M Aldis	R J M Ellis	A Kilkerr	R Sanderson
T I Ambrose	K F Emsall	I H Laidlaw-Dickson	A M R Searing
J E Anderson	B C Engel	B J Lamb	R H Smith
D A Ashley	F J Escott	A Lee	R J Smith
M V Bayes	G L Francis	N Lindop (Chairman)	W A Storey
D Beatty	G D Game	D B Lloyd	I E M Tarry
J D Beesley	J Gipps	R Mays	J Taunton
H A Burningham	P V Goggins	J T Metcalf	S H Tendeter
G Burrow	A K Gray	R Mills	R A G Thomas
F Button	M Green	S J Mills	J W A Usher
P T J Channell	B P Hall	M V Moore	P A Webb
A R Choudhrey	B N W Hammond	J R Morton	G F Wenham
G R Churchar	N A D Haslam	S R Munden	C J White
R A Clark	R Hebborn	M H O'Neill	M Wilson
F W Clayton	D W Hills	F G Peacock	B Wing
K J Coleman	J A Hobday	J M Pitman	B A York
M D Colne	M J Hobday	J E Price	
R N Copping	M H T Janes	G A G Pulman	
D J Drake	T G M Kent	E A Rafferty	

Upon consideration of the agenda for the meeting of the County Council held on 17 February 1998, as circulated, action was taken or decisions were reached as follows:-

1. MINUTES

The minutes of the meeting of the Council held on 25 November 1997 were confirmed.

2. CHAIRMAN'S ANNOUNCEMENTS

2.1 Kidnapping and murder of local Councillor in Spain

The Chairman referred to the Council's resolution in July 1997 to write to the local Council in Ermua, Spain, expressing the County Council's condemnation of the abduction and murder of Councillor Miguel Blanco.

The Chairman read out a message of thanks which had subsequently been received from the Mayor of Ermua.

2.2 Congratulations

The Council congratulated Stevenage Borough Football Club on their recent successful F.A. Cup run, which had reflected great credit on the town and the County.

The Council congratulated the Emergency Planning department on being given the Investors in People Award.

3. QUESTIONS TO CHAIRMAN OF THE HERTFORDSHIRE POLICE AUTHORITY

None were received.

4. PUBLIC PETITIONS

Mr N Hyde from Hitchin presented a petition and addressed the Council regarding Water Resources and the County Structure Plan.

This was referred to the Environment Committee.

5. REPORT OF THE POLICY COMMITTEE - 29 JANUARY 1998 (Presented by **I H Laidlaw-Dickson**, Chairman of the Committee)

5.1 Item 1 - County Council Resource Budget 1998/99 - 2001/02

- (a) Immediately before consideration of this item Mr G Hopson presented a petition in respect of the funding of Adult Education Classes in Hertfordshire and Ms Z Warne presented a petition on behalf of the Welwyn-Hatfield Youth Forum concerning the proposed reduction of over £700,000 in the Youth and Community Budget.
- (b) The Recommendations of the Committee, together with the five additional resolutions set out in the report of the Chief Financial Officer, which had been circulated as a separate document, were ADOPTED and CARRIED as follows (note: original Recommendation (4) was amended by one of the resolutions):-
- “(1) That amelioration of the Community Services Committee budget target by £26,000 be agreed, to enable :
- i) the deletion of the mess managers allowance saving
 - ii) the adjustment of the saving on Fire Service training courses to £30,000.

- (2) That capital expenditure of £350,000 be agreed to ensure that priority investments in Welwyn Fire Station refurbishment, Fire & Rescue Command and Control Equipment and in a new retained fire station at London Colney can proceed without delay

and

that the Community Services Committee Chief Officers and the Chief Financial Officer consider options for alternative source of funding for the Committee's capital priority schemes, and in the event that some programmed schemes in 1998/99 can be funded cost effectively from leasing or other sources, the level of revenue support to the capital programme be reduced accordingly.

- (3) That a special contingency of £890,000 be set up for Education purposes in 1998/99, the use of which to be considered by the Education Committee, and that the allocation of the contingency be made by the Chief Executive in consultation with Policy and Education Committee spokespersons.
- (4) That the following revenue budgets be agreed and allocated as follows:

	£m
Community Services	46.007
Education	416.641
Environment	56.719
Policy	7.943
Education Special Contingency	0.890
Social Services	147.170
Central Items	24.647
Revenue Support To Capital	2.599
TOTAL	702.616

- (5) That the following withdrawals from specific reserves be made and applied in general support of the Council's revenue budget:

	£m
Late Rate Adjustment	0.200
Insurance	0.450
Quantum Care & Lease Management Costs	1.800
County Supplies & Impressions Repairs & Maintenance Fund	<u>0.150</u>
	2.600

and that in order to provide funds for investment in services the Chief Executive and Director of Social Services report to the next Social Services and Policy Committees on the

options for realising the capital value of the County Council's Elderly Peoples Homes, whilst ensuring that the current service to residents is at least maintained and the interests of staff are fully taken into account and that detailed proposals showing how the £1.8 million from the Quantum Care and Lease Management costs specific reserve will be replaced be presented not later than November 1998.

- (6) That £3.87 million be withdrawn from the Education Capital reserve to support the Education Capital Programme.
- (7) That the Capital Programme for 1998/99-2001/2002 set out in Appendix 3 be approved but that for the Community Services Committee only the 1998/99 programme be approved at this stage, pending the outcome of the review of alternative sources of funding for priority projects.
- (8) That service committees be asked to cover redundancy costs arising from budget decisions by appropriate budget management in the remainder of 1997/98 and 1998/99, as far as this is possible.
- (9) That the Policy Committee support the Education bids for the Standards Fund and National Learning Grid funding and that if these are successful the Education Committee consider the implications of meeting the County Council share from within the approved budgets and submit a further report to the next meeting of this Committee in April.
- (10) That the Policy Committee delegate to the Director of Strategy and Information, in consultation with a member reference group consisting of five members (3 : 2), the allocation of the Commissions and Cross Service Issues budget of £0.74 million.
- (11) That the Chief Executive after consultation with the Leader and Deputy Leader of the Council and the Conservative Group Leader be authorised to commit resources to continue the productivity review, under the oversight of the Member Steering Group, and that a final report be submitted to the Policy Committee.
- (12) That the Chief Financial Officer be authorised to borrow on behalf of the County Council for the year ending 31 March 1999 such amounts as are required to meet approved capital expenditure within the limits of the basic and supplementary credit approvals received, such amounts to be borrowed for periods which will not result in the overall borrowing limit

of £150 million being exceeded, and of which no more than £70 million shall be short term and 30% with variable interest rate terms.

- (13) That vehicles and equipment up to a value of £1.5 million be purchased by the County Council in the year ending 31 March 1999, the total cost of which to be financed by entering into operating lease agreements as defined by Regulation 6 of the Local Authorities (Capital Finance) Regulations 1990, with the County Council acting as lessee.
- (14) That the provision for 1998/99 pay awards be made and delegated to service Committees when the awards are known, but that £7.135m be allocated to schools' budgets to cover the 1998/99 teachers and non-teaching staff awards.
- (15) That the Chief Executive be authorised to issue the County Report leaflets after consultation with the Chairman and Vice-Chairmen of the Policy Committee.
- (16) That the Band D Council Tax for the County Council in 1998/99 be £529.42 and that the amount of tax calculated for all bands be as follows:-

Band A	£352.95
Band B	£411.77
Band C	£470.60
Band D	£529.42
Band E	£647.07
Band F	£764.72
Band G	£882.37
Band H	£1,058.84.

- (17) That the precept amounts required from the District Councils be as follows:-

	£
Broxbourne Borough Council	17,139,829.56
Dacorum Borough Council	28,363,147.08
East Hertfordshire District Council	27,702,960.34
Hertsmere Borough Council	20,425,553.02
North Hertfordshire District Council	23,350,159.10
St Albans City & District Council	29,367,986.24
Stevenage Borough Council	13,946,431.65
Three Rivers District Council	18,979,876.41
Watford Borough Council	15,744,950.80
Welwyn Hatfield District Council	<u>19,933,414.78</u>
Total	214,954,308.98.”

5.2 Item 2 - Members Allowances

- (a) The following motion was proposed by **D A Ashley**, and duly seconded:-

“That the recommendations of the independent panel be accepted in full, for introduction on 1 April 1998, and that a review be undertaken by the County Secretary, in consultation with Group Leaders, at the end of January 1999, with a view to a report being brought to Policy Operations Sub-Committee in March 1999.”

- (b) The following amendment, proposed by **R H Smith**, and duly seconded, was LOST:-

“(i) That in place of the Panel’s recommendations on mileage, the following Department of Environment rates be paid, namely

under 999cc	-	31.7p per mile
999 - 1199cc	-	35.2p “
over 1199cc	-	43.5p “

for those duties set out in Appendix 1 attached to these minutes, together with:-

- local meetings under the ‘Community Government’ heading
- up to 25 visits per member per annum to County Hall or other County Council establishments.

- (ii) That the budget for mileages claimed by members be set and capped at £85k, rather than the £65k mentioned in the

report.

(iii) That to fund the additional £20k, Basic Allowance be set at £2,740 per annum rather than £3,000.”

(c) The following amendment, proposed by **S H Tendeter**, and duly seconded, was LOST:-

“That the words ‘and that an independent evaluation be undertaken’ be inserted in place of ‘and that a review be undertaken by the County Secretary, in consultation with Group Leaders’.”

(d) The motion at (a) was then LOST.

(e) The following motion was proposed by **J T Metcalf**, and duly seconded:-

“That the draft Allowances Scheme for 1998/99 attached hereto be adopted, for implementation from 1 April 1998.”

(f) The following amendment, proposed by **M Hobday**, and duly seconded, was LOST:-

“That Attendance Allowances be paid at the rate of £20 per duty for all meetings listed in paragraph 1 and Appendix 1 of the proposed Scheme, where the member is a member of the Committee or body, is a named local member on a particular agenda, or is invited to attend, and that Basic Allowance be paid at £1,680 per member per annum.”

(g) The following amendment, proposed by **J T Metcalf**, and duly seconded, was LOST:-

“(i) Delete all of paragraph 4 (mileage) and replace with the proposal in recommendation 7 of the Independent Panel, namely:-

- Having regard to the maxima set under the DoE Regulations, abolish existing Travel Allowances and replace with a single, flat mileage allowance at the current AA recommended rates for vehicles between 1100-1400cc, doing an annual mileage of less than 10,000 miles (currently 33.29p a mile) for all cars.
- Maintain the link with the AA rates as long as it does not exceed the highest rates payable under the DoE scheme at any time.
- Review annually in line with the AA recommended rates.

(ii) Car Passenger and cycling miles to be paid at maximum DoE rates.

(iii) Mileage, car passenger and cycling allowances to be payable

for all duties covered by the existing (1997/98) Scheme.”

- (h) The following amendment proposed by **M Hobday**, and duly seconded, was LOST:-

“That, in paragraph 4 (mileage), the top rate of mileage be reduced to 40p per mile and that the £5,000 saved be used to increase Basic Allowance by £64 per member per annum.”

- (i) The following amendment proposed by **J T Metcalf**, and duly seconded, was LOST:-

“Delete the first sentence of paragraph 5 (other travelling) and replace with: ‘Reimbursement up to the standard class public transport fares (except where some other class is needed to get a seat) for all duties covered by the existing (1997/98) Scheme’.”

- (j) The following amendment proposed by **M Hobday**, and duly seconded, was LOST:-

“That in the second sentence of paragraph 5, ‘fare’ be replaced by ‘option’ and the word ‘such’ be deleted.”

- (k) The following amendment proposed by **M Hobday**, and duly seconded, was LOST:-

“That the following words be added at the end of paragraph 5 of the proposed Scheme:-

- ‘(i) That members accept responsibility for their own mileage reductions by taking on board Business Travel Wise, including car sharing, thereby reducing the number of cars on the road and saving revenue for the County Council.
- (ii) That the Local Government Association be lobbied with the County Council’s concerns that legal minimum figures for passenger and cycling allowances should be raised’.”

- (l) The motion at (e) was then LOST:-

- (m) The following motion was proposed by **D Beatty**, and duly seconded:-

“That the Members Allowances Scheme for 1998/99 be made, based on the existing (1997/98) scheme, but that total expenditure be capped at £380k, being the 1997/98 estimated expenditure (£370k) plus 2.7% inflation (£10k).”

- (n) The following amendment proposed by **B P Hall**, and duly seconded, was LOST:-

“That all words after ‘existing (1997/98) Scheme’ be deleted.”

- (o) The motion at (m) was then carried.

- 5.3** The Report of the Policy Committee dated 29 January 1998 and the Recommendations contained therein, as amended by minutes 5.1 and 5.2 were received and adopted.

6. NOTICE OF MOTION

The following motion, proposed by **R J M Ellis**, and duly seconded, stood referred to the Policy Committee for consideration and determination:-

“That the Leader and Deputy Leader of the Council and the Leader of the Opposition:

- (i) Declare any benefits (in cash or kind) that accrue to their respective political parties by way of donation, contribution or subscription from any person, persons, company or organisation that will benefit from the County Structure Plan - especially so far as the proposed developments west of Stevenage and at Hemel Hempstead are concerned

and

- (ii) undertake to disclose to the Council and the Hertfordshire public any such benefit in the future in accordance with accepted standards of probity in national and local government.”

ANDREW LAYCOCK
County Secretary

MEMBERS ALLOWANCES 1998/99

DRAFT SCHEME PUT TO COUNTY COUNCIL - 17 FEBRUARY 1998

NOTE: THIS SCHEME WAS NOT APPROVED, but is referred to in minute 5.2.

1. Attendance Allowance

- (a) Payable at £20 per day, or part day, for attendance by appointed members at meetings of:

Policy Staff Appointments and Appeals Sub-Committee
Education Cases and Appeals Sub-Committee
School Admissions and Exclusions Appeals Committees
Social Services Cases and Appeals Sub-Committee
Social Services Adoption Panels
Social Services Complaints Appeals Panel
Visits to Children's Residential Homes (under the County Council's statutory duty to inspect)

(Assume 250 claims per annum) Cost: £5k

- (b) Payable to all County Council representatives on the Local Government Association for all meetings of the LGA and its Committees where the LGA reimburses the County Council for such attendance.

2. Basic Allowances

£3,000 per member Cost: £231k

Future rates to be linked to APT&C pay awards.

3. Special Responsibility Allowances

£104k to be allocated. Chairman (£2,500) and Vice-Chairman (£250) of the County Council to be top-sliced, leaving £101,250 to be allocated. This to be divided 40% to the Administration Group; remaining 60% divided proportionately between the groups. Summarised as:

Chairman of the County Council	£2,500
Vice-Chairman of the County Council	£250
Administration	£40,500 + £30,770
Opposition	£29,980

4. Mileage

Payable at Department of Environment rates, namely

under 999cc	-	31.7p	per mile
999 to 1199cc	-	35.2p	“ “
over 1199cc	-	43.5p	“ “

but only for those duties set out in Appendix 1, where the member is a member of the Committee or body, is a 'named' local member on a particular agenda, or is invited to attend.

Cost: £65k

[NOTE: This will have the effect of deleting the following duties from the approved list in the current scheme:-

- local meetings under the generic heading 'Community Government' - Note that standing 'local' meetings, e.g. Library User Groups are still in the list.
- the 50 per annum visits to County Hall and other establishments.
- 25 'local' outside bodies currently in Appendix 3 of the present scheme.
- 6 meetings per annum where members are not members of the committee concerned.]

5. Other travelling

Reimbursement of standard class rail travel (except where first class is necessary to get a seat) for duties listed in Appendix 1.

Members must always seek out the most cost effective fare when undertaking such journeys.

6. Subsistence

Meals taken at County Hall will be provided free of charge up to the amounts set by the Department of Environment, listed below, but only in respect of those duties listed in Appendix 1 where the member is a member of the Committee or body, or is invited to attend.

Where Members are taking their meals through the main cafeteria, the salad bar or the snack bar, they will be required to sign at the till to confirm the cost of the meal taken, rather than paying and claiming reimbursement.

Where meetings take place outside of County Hall, where meals are not provided, members will be entitled to claim subsistence for appropriate duties up to the amounts set by the Department of Environment, namely:-

Breakfast	£4.48
Lunch	£6.17
Tea	£2.43
Dinner	£7.64

However, where the amount claimed exceeds 50% of these agreed rates, payments will only be reimbursed if the claim is accompanied by an appropriate receipt.

Cost: £10k

7. Care Allowance

£4 per hour for any duty in Appendix 1.

Cost: £5k

8. TOTAL BUDGET CAPPED AT: £420k

9. REVIEW OPERATION OF SCHEME IN OCTOBER 1998

MEETINGS, ATTENDANCE BY MEMBERS AT WHICH RANKS FOR TRAVELLING AND SUBSISTENCE

County Council meetings

Main Committees and Sub-Committees listed in the Scheme of Delegation

MEETINGS, ATTENDANCE BY MEMBERS AT WHICH RANKS FOR TRAVELLING AND SUBSISTENCE, WHERE THE MEMBER IS A MEMBER OF THE COMMITTEE OR BODY, IS A 'NAMED' LOCAL MEMBER ON A PARTICULAR AGENDA, OR IS INVITED TO ATTEND

General

Commissions and sub-groups thereof

Member Task/Reference Groups

Standing Panels

Conferences where the County Secretary has approved the duty in advance

Joint member meetings with other local authorities

Ad-Hoc Member meetings and seminars (where more than one group are invited)
where the County Secretary has approved the duty in advance

Attendance by members at Town or Parish Council meetings in their divisions to explain County Council business

Visits to sites or establishments which are necessary as part of the consideration of a committee, sub-committee, commission or standing panel item

Attendance by Chairman of the Council, Vice-Chairman of the Council, Leader and Deputy Leader of the Council, Opposition Group Leader, Chairmen and Vice-Chairmen of committees, sub-committees and commissions, Opposition Group main committee and sub-committee spokespersons, at discussions with officers in connection with duties directly arising from those appointments.

Policy

Joint Staff Advisory Committees (APT & C and Manual Workers) including informal meetings

Catering Users Group

Consultation meetings with Business ratepayers

Community Services

Gypsy Forum and meetings held at Gypsy sites to which gypsy spokespersons from more than one party are invited

Fire Brigades Union Joint Consultative Committee

Local Youth & Community Forums

Library User Groups

Trading Standards Consultative Committee

Snowdonia Management Committee

Education

Local Forums
HCC/School Teachers' Associations Joint Committee
School Admissions and Exclusions Appeals Committees
Music Reference Group
Awards Appeals Panels
Education Support Centres Management Committees

Environment

Site meetings on Cases Sub-Committee issues
'Cases for Concern' meetings
Aldenham Country Park Advisory Board
Countryside and Local Forums

Social Services

Adoption Panels
Consultative Forums
Complaints Appeals Panels
Locality Planning Meetings
Review Panels - Residential Homes Act 1993
Visits to Children's Residential Homes
Forum on Accreditation and Inspection of Home Services
West Hyde Residential Centre Management Committee

Outside bodies

Age Concern Hertfordshire
Anti-Poverty Partnership
Archaeological Trust
Assembly of the European Regions
Association for the Disabled

B H L Tourism
Building Preservation Trust
Business Link - Hertfordshire Board

Careers Service (Limited) - Attendance as Director nominated by the County Council
Chiltern Standing Conference
Community Development Agency
Community Health Councils - East, North, North-West and South-West Herts
Community Trust
Conservation Society
Countryside Forum
Crouchfield Trust

Eastern District of Workers Education Association
Eastern Orchestral Board
Eastern Region Investment Agency
Eastern Sports Regional Forum
Eastern, Essex & Hertfordshire Regional Employers Organisation (RESOURCE)
EETB/Regional Tourism Council
Environmental Forum

Groundwork Trust

Health Authorities & Hertfordshire County Council Joint Consultative Committee
Hertfordshire & Bedfordshire Pastoral Foundation
Herts Education Foundation (HEF)

Letchworth Heritage Foundation
Lee Valley Regional Park Authority
Library Association
Link Scheme Trust
Local Government Association
Luton Airport Consultative Committee

Metropolitan Police - Local Consultative Committees

National Association of Citizens Advice Bureaux (NACAB) - Herts Outreach Project Advisory Group

- * National Rivers Authority (Anglian)
 - Great Ouse Local Flood Defence Committee
 - Regional Flood Defence Committee

Police Authority - Consultative Committees/Community Partnership meetings (not Lay Visiting)

Probation Committee (and Sub-Committees)

RESOURCE (See also Eastern)

Rolls Royce Site Leavesden Joint Committee

Safer Herts Partnership

SERPLAN

South-East Forum (Planning)

South East Museum Service/Executive Council

Standing Advisory Council on Religious Education (SACRE)

Standing Committee for Museums Services in Hertfordshire

Stansted Airport Consultative Committee

Stevenage Transport Forum

* Thames Water Authority, Regional Land Drainage Committee

West Herts Health Authority -Community Representatives Group

(*At the present time allowances for these bodies are claimable direct from the Water Authorities and members are advised to claim from that source, not from the County Council.)

ANDREW LAYCOCK
County Secretary