

# POLICY AND RESOURCES COMMITTEE

## NOTICE AND AGENDA

For a meeting to be held on Tuesday, 24 May 2022 at 8.30 pm in the Penn Chamber, Three Rivers House, Rickmansworth

Members of the Policy and Resources Committee:-

Councillors:

Sarah Nelmes (Chair)  
Stephen Giles-Medhurst  
Chris Lloyd  
Reena Ranger  
Andrew Scarth

Roger Seabourne  
Phil Williams  
Paul Rainbow  
Ciaran Reed  
Stephen Cox

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*Joanne Wagstaffe, Chief Executive  
Tuesday, 17 May 2022*

The Council welcomes contributions from Members of the public to aid discussions on agenda items at the Policy and Resources Committee meetings. Details of the procedure are provided below:

For those wishing to speak:

Members of the public are entitled to register and identify which item(s) they wish to speak on from the published agenda for the meeting. Those who wish to register to speak are asked if they could contact the Committee team by e-mail ([CommitteeTeam@threerivers.gov.uk](mailto:CommitteeTeam@threerivers.gov.uk)) 48 hours before the meeting. Registering 48 hours before the meeting allows the Committee Team time to prepare the speaker sheet in advance of the meeting.

Please note that contributions will be limited to no more than three minutes.

In the event of registering your interest to speak on an agenda item but not taking up that right because the item is deferred, you will be given the right to speak on that item at the next meeting of the Committee.

Those wishing to observe the meeting are requested to contact the Committee Team by email at [CommitteeTeam@threerivers.gov.uk](mailto:CommitteeTeam@threerivers.gov.uk) 48 hours in advance of the meeting taking

place.

In accordance with The Openness of Local Government Bodies Regulations 2014 any matters considered under Part 1 business only of the meeting may be filmed, recorded, photographed, broadcast or reported via social media by any person.

Recording and reporting the Council's meetings is subject to the law and it is the responsibility of those doing the recording and reporting to ensure compliance. This will include the Human Rights Act, the Data Protection Act and the laws of libel and defamation.

The Policy and Resources Committee meeting will not be broadcast/livestreamed but an audio recording of the meeting will be made.

1. **APOLOGIES FOR ABSENCE**
2. **NOTICE OF OTHER BUSINESS**
3. **DECLARATIONS OF INTEREST**

**To receive any declarations of interest.**

4. **TO RECEIVE THE RECOMMENDATIONS FROM THE LOCAL PLAN AND EQUALITIES SUB-COMMITTEES OF POLICY AND RESOURCES COMMITTEE** (Pages 5 - 10)

This report is being presented to the extra Policy and Resources Committee to re-establish the following sub-committees of the Policy and Resources Committee for 2022/23: Local Plan and Equalities.

5. **EXCLUSION OF PRESS AND PUBLIC**

If the Committee wishes to consider the remaining item in private, it will be appropriate for a resolution to be passed in the following terms:-

“that under Section 100A 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 under paragraph 1-7 of Part I of Schedule 12A to the Act. It has been decided by the Council that in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

(Note: If other confidential business is approved under item 3, it will also be necessary to specify the class of exempt or confidential information in the additional items.)

1. **OTHER BUSINESS - IF APPROVED UNDER ITEM 3 ABOVE**

**To receive any declarations of interest.**

**General Enquiries: Please contact the Committee Team at**  
[committeeteam@threerivers.gov.uk](mailto:committeeteam@threerivers.gov.uk)

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## EXTRAORDINARY POLICY AND RESOURCES COMMITTEE – 24 MAY 2022

### PART I – DELEGATED

#### 4. LOCAL PLAN AND EQUALITIES SUB-COMMITTEES OF POLICY AND RESOURCES COMMITTEE (CED)

##### 1 Summary

- 1.1 The report is being presented to the extra Policy and Resources Committee to re-establish the following sub-committees of the Policy and Recourse Committee for 2022/23: Local Plan and Equalities.
- 1.2 The extra meeting has been included in the calendar of meetings specifically for this item of business as the two sub-committees will meet before the first ordinary meeting of the Policy and Resources Committee on 13 June 2022.
- 1.3 The report proposes that the Members appointed to them be proportional based on the number of seats each Group has following the election on 5 May.
- 1.4 Any Member of the Council is able to be appointed as a Member of a sub-committee. This was agreed by the Policy and Resources Committee at their meeting on 14 June 2021 (Minute No.PR05/21 refers). In addition any Member can be a substitute
- 1.5 The Members appointed to the two sub-committees should have the following proportional membership: 5, 3 and 1.
- 1.6 It is proposed that a separate report will be taken to the ordinary Policy and Resources Committee meeting on 13 June to re-establish the Constitution sub-committee (as there is no urgency for this sub-committee to be re-established). Also to be included in the report will be to discuss if the Covid-19 Response sub-committee is re-established for 2022/23 although it was not re-established for 2021/22.

##### 2 Summary of Main Points

- 2.1 The two sub-committees have no decision-making powers with their remits being:

###### ***Local Plan sub-committee***

- 2.1.1 To make recommendations to the Policy and Resources Committee in respect of the preparation of the Local Plan in line with the most up to date Local Development Scheme which includes preparation, consultation, publication, submission and examination stages.

###### ***Equalities sub-committee***

- 2.1.2 To review and consider Equalities matters and make recommendations.

##### 3 Details

- 3.1 As responsibility for the matters considered by the sub-committees is under the remit of this Committee, it is for this Committee to appoint Members to them.
- 3.2 The sub-committees will need to be proportional to the number of seats each Political Group holds on the Council.

#### **4 Options and Reasons for Recommendations**

4.1 That the Committee re-establishes the two sub-committees and appoints Members with the political proportionality being 5, 3 and 1 on each sub-committee.

4.2 Due to the commercial confidentiality of the work on the Local Plan sub-committee, whilst the agendas for the meeting will be published on the Council's website it is highly likely that the majority of the meeting will need to be held in Part II. As such the reports will remain confidential until such time as the information can be published for the press and public.

4.3 That substitute Members be allowed and all Members of Council can be substitute Members.

4.4 That any Member of Council can be appointed a Member on the sub-committees.

#### **5 Policy/Budget Reference and Implications**

5.1 The recommendations fall within the Council's agreed policy and budgets.

#### **6 Community Safety, Public Health, Customer Services Centre Implications**

6.1 None specific.

#### **7 Legal Implications**

- Policy and Resources Committee have the power to set up sub-committees;
- The membership has to be politically proportionate;
- The sub-committee can be given delegated authority to make decisions within its remit save where reserved to Council such as constitutional changes and some aspects of the local plan framework;
- The provisions of Schedule 12A of the Local Government Act 1972 will apply to meetings of the sub-committee so they have to be held in public unless there are exceptions to the rule which allows for the meeting to move into private as Part 2 business; and
- Council has agreed that all Members can act as substitute Members. In view of the nature of the work of the Local Plan sub-committee it is of course desirable for there to be consistency within the attending membership. Substitutes should only be allowed in exceptional circumstances and not as a matter of course.
- That any Member who has any interest to declare on the Local Plan not be appointed to this sub-committee. This is for transparency and openness reasons.

#### **8 Equal Opportunities Implications**

8.1 None specific.

#### **9 Environmental Implications**

9.1 Holding of meetings virtually supports the Council's Climate Change strategy in reducing our carbon emissions.

#### **10 Communications and Website Implications**

10.1 Details of the meetings and agendas will be published for the sub-committees on the Council's website.

## **11 Risk Management and Health & Safety Implications**

11.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

11.2 The subject of this report is covered by the Committee service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this service plan.

11.3 There are no risks to the Council in agreeing the recommendations.

## **12 Recommendation**

12.1 That the two sub-committees be re-established (Local Plan and Equalities) and that Members be appointed with the following proportional membership: 5, 3 and 1 with any Member of Council being able to be appointed to the sub-committee subject to Political Proportionality Rules.

12.2 That the Members names to be advised at the meeting.

12.3 That the Committee be asked to agree:

a. That no decision making powers be delegated to the sub-committees;

b. That all Members of Council to be substitute Members.

12.4 That a separate report be presented to the ordinary meeting of the Policy and Resources Committee on 13 June 2022 to re-establish the Constitution sub-committee and on whether to re-establish the Covid-19 Response sub-committee for 2022/23.

Report prepared by: Sarah Haythorpe, Principal Committee Manager

### **Data Quality**

Data sources:

Policy and Resources Committee – P&R Committee 15 June 2020

Data checked by: Ciara Feeney, Solicitor to the Council, Alison Scott, Shared Director of Finance and Hannah Doney, Head of Finance

Data rating:

<b>1</b>	<b>Poor</b>	
<b>2</b>	<b>Sufficient</b>	
<b>3</b>	<b>High</b>	√

### **Background Papers**

None

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	Total seats				
<b>Sub-committees (P&amp;R Committee appointments)</b>	<b>9</b>	<b>5 - Liberal Democrat</b>	<b>3 - Conservative</b>	<b>1 - Labour</b>	
Equalities	9	Cllrs Stephen Giles-Medhurst, Raj Khiroya, Sarah Nelmes, Roger Seabourne, Anne Winters	3 - Cllrs Abbas Merali, Andrea Fraser, Rue Grewal	1 - Cllr Stephen Cox	No vote required - agreed by general assent
Local Plan	9	5 - Cllrs Matthew Bedford, Stephen Giles-Medhurst, Sarah Nelmes, Jon Tankard, Phil Williams	3 - Cllrs Rue Grewal, Reena Ranger, Philip Hearn	1 - Cllr Stephen Cox	No vote required - agreed by general assent

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