

FULL COUNCIL MEETING

NOTICE AND AGENDA

You are hereby summoned to a meeting of the Council to be held in the Penn Chamber, Three Rivers House, Northway, Rickmansworth on Tuesday, 17 October 2023 at 7.30 pm for the purpose of transacting the above mentioned business:-

1. APOLOGIES FOR ABSENCE

2. MINUTES

(Pages
49 - 68)

To confirm as a correct record of the minutes of the Full Council meeting, held on 11 July 2023 to be signed by the Chair.

3. CHAIR'S ANNOUNCEMENTS

4. RECEIVE ANY PETITIONS UNDER PROCEDURE RULE 18

None received.

5. QUESTIONS FROM THE PUBLIC UNDER PROCEDURE RULE 15

Question 1 from the Public, Chorleywood Residents' Association

5a) With regard to the upcoming Regulation 18 Consultation on the new Local Plan, whilst the Joint Residents Association supports the approach to site selection agreed by the Local Plan Sub-Committee on the 24th August, to make sure that the consultation is successful we believe it is essential that;

- information on the consultation and how residents can respond be provided to all residents through delivery of leaflets to homes or similar means either before the commencement of the consultation or during the early days of the consultation, and
- information on the updated new Local Plan policies is made available to consultees so that respondents to the consultation can understand how those policies will influence what will be delivered on the sites selected, e.g. housing mix, scale and infrastructure. We feel that this may mean that residents raise less issues that are already covered by the policies.

In light of this, can the Council confirm there will be a communication to all residents as described above and that the policies will be available to residents in a form that is easy to navigate and understand?"

Written response:

Thank you for the question, as I confirmed at Policy & Resources the Council is preparing an information leaflet to be delivered to every house in the district outlining the latest consultation and providing links to how to respond. Assuming full council agrees the consultation, the leaflet will be printed, and we hope that distribution will start by the 23rd or earlier. The consultation will go live from the 27th for 6 plus weeks and the delivery is expected to take some two weeks weather permitting. The consultation documents will also be made available to all the Parish's for their use and for the public, if they need to look at hard copies, in the libraries. It has not been possible to include the new updated policies as have not been agreed by Policy & Resources Committee and Council and as such are not available to be published as part of this consultation. Had we done so this would have delayed this consultation for some months due to the work involved. These will form a part of the next consultation the Regulation 19 however, following helpful suggestions we are providing a link policy by policy subject on the council web site directing people to the reports and minutes of the Local Plan Sub-Committee so they can see how we are proposing to amend, update the polices and the evidence that is required.

Question 2 from the Public, Resident in South Oxhey

- 5b) With reference to the Council agreeing the Council Tax Base 2023/2024 on 13th December 2022, and the Council Tax - District Element paper dated 21st February 2023, members appear to have failed to notice, and acknowledge item 8.2 which states two conditions for when a referendum is required. Further reference can be found at the Government Policy Paper - Local Government Finance Policy Statement 2023-24 to 2024-25.

The Council paper on 21st February 2023 said a referendum would be required if either;

- 3%; or more than 3% above its 2022/23 level; and
- more than £5.00 above its 2022/23 level

The average increase in the district for 2023/24 for a Band D property is £5.65 (2.99%). Therefore, there is no need for a referendum on the 2023/24 district element of the council tax charge as this is below 3%.

The Leader of the Council sent a Council Tax insert letter to residents saying the rise was £6.94!

However, the Council may believe it would need to exceed both referendum thresholds for the public to then be entitled to a referendum, but the Government Finance Policy Statement 2023-2024 to 2024-25 states : "A bespoke Council Tax referendum principle of up to 3% or £5, whichever is higher, for shire districts."

If the average increase for a Band D property is noted to be £5.65 and being more than the £5 threshold and the Council acknowledges it has failed in its legal obligation to hold a referendum, will the Council adjust the 2023/24 Council Tax back to the 2022/23 amount to correct the unlawful increase and refund residents the extra money they have paid?

Written response:

For 2023/24, District Councils were permitted to raise Council tax by the higher of up to 3% or £5.00 without a referendum. For Three Rivers, the higher increase was generated by using the percentage increase of 2.99%, giving an average band D Council tax increase of £5.65. As this is below 3% this increase is lawful without the need for a referendum.

Question 3 from the Public, Shikha Chadha Bhatia

- 5c) A survey has been conducted by the BCC in its 2 wards that of Rickmansworth Town and Moor Park and Eastbury. Is a TRDC Committee going to audit the results so that the same can be verified, especially since the outcome decides whether or not the mortgage for the BCC community hall can be applied for to the Secretary of State? Who will be the members of such an audit committee?"

Written response:

TRDC are not involved in the BCC consultation. BCC is a separate organisation to TRDC and has its own elected members and constitution and as such any questions on the consultation should be directed to them.

6. TO RECEIVE RECOMMENDATIONS FROM THE POLICY AND RESOURCES COMMITTEE MEETING ON 11 SEPTEMBER AND 5 OCTOBER 2023

(Pages
69 - 202)

- 6a) Budget monitoring report

Recommendation:

To Council:

1. That the revenue budget virements as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.
2. That the revenue budget supplementary estimates as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.
3. That the revenue variances to be managed as set out in appendices 1 to 3 be noted.
4. That the capital variances as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term

financial plan.

6b) Calendar of meetings

Recommendation:

The Committee are asked to recommend to Council:

1. That the attached draft Calendar of Meetings for 2025/26 be agreed with Members able to comment on the dates before ratification by Council on 17 October 2023.
2. That the proposed changes in the scheduling of the meetings as detailed in Paragraphs 1.2 and 1.3 of the report be agreed for recommendation to Council on 17 October 2023.

6c) Local Plan Regulation 18 Part 4 Consultation

Recommendation:

- That Full Council approves the Local Plan Regulation 18: Part Four: Three Rivers' Preferred Local Plan Lower Housing Growth Option – Protecting More Green Belt Land document as set out in Appendix 1 for public consultation in accordance with the regulations and the Local Development Scheme.
- That delegated authority be granted to the Head of Planning Policy & Conservation in consultation with the Lead Member for the Local Plan to make any minor changes that are required before the documents are published for consultation.

[Agenda for Policy and Resources Committee on Monday, 11th September, 2023, 7.30 pm - Modern Council \(threerivers.gov.uk\)](#)

[Agenda for Policy and Resources Committee on Thursday, 5th October, 2023, 7.30 pm - Modern Council \(threerivers.gov.uk\)](#)

7. CHANGE TO THE MEMBERSHIP TO THE LOCAL PLAN SUB-COMMITTEE

To note that Councillor Louise Price will replace Councillor Phil Williams on the Local Plan Sub-Committee.

8. QUESTIONS TO THE LEADER, LEAD MEMBERS, CHAIRS OF COMMITTEES AND REPORTS FROM THE CHAIRS OF THE COMMITTEES, AND QUESTIONS ON THE CHAIRS REPORTS

8a) Question to the Leader of the Council, Councillor Sarah Nelmes from Councillor Keith Martin

During July's Full Council, a member of the Liberal Democrat Administration held up a Conservative Party leaflet, recently delivered to residents in Mill End and Maple Cross. Full Council was told that the leaflet contained misleading information about a local planning matter. This was not challenged by that group during Full Council. Three Rivers Officers deemed this matter sufficiently serious to write to a member of the

local Conservative Party, stating that the misleading information should be withdrawn, and that no such repetition - misleading residents - should occur. The Conservative Party has made no such withdrawal or correction. Are the actions of the local Conservative Group, firstly in misleading the public and then doing nothing to correct the record, acceptable?

Written response:

Delivering misleading information to residents can neither be justified or excused. The same goes for taking no action to inform every household that received the newsletter, that they had been misled. What is appalling is that the author of these publications has not even bothered to reply to senior council officers and as recently as the 2nd October issued further misleading inaccurate and untruthful leaflets.

8b) Question to the Leader of the Council, Councillor Sarah Nelmes from Councillor Ciaran Reed

Despite being the ward member for Chorleywood North & Sarratt and being instrumental in the process to obtain new Community Infrastructure Levy funding for the King George V Playground in Sarratt, I was not allowed to contribute to the Three Rivers District Council press release. When I asked officers about not including my comments, I was told that Three Rivers District Council's communications were decided by the Leader of the Council, in consultation with officers. I was also told that there was no clear policy on when ward members are or are not included in press releases. Will Three Rivers District Council look at producing such a policy and providing a clear set of criteria, rather than just the whims of the political Leader of the Council, to ensure that Council communications are not an arm of the Lib Dem campaign?

Written response:

Council Policy, in common with most Councils, state that press releases contain quotes from either the Lead Member, the Council Leader, or both. Other figures - including representatives of partner organisations - may also be included in draft releases when considered appropriate by communications officers, with the agreement of the Lead Member and Leader. Exception to this approach is made during the pre-election period, when no reference is made to individual politicians or groups in press releases. During this period senior officers are featured.

I would also point out that the Lead Member for Infrastructure was instrumental in ensuring that the monies were allocated for this site and ensuring that the monies were released for work to start this Summer rather than to wait for this Council meeting.

8c) Question to the Leader of the Council, Councillor Sarah Nelmes from Councillor from Councillor Reena Ranger

Three Rivers District Council was the very last principal authority in Hertfordshire to record and livestream its meetings. However, unlike other councils, the static camera does not capture all members in the room, or pan to or zoom in on those speaking. Could Three Rivers District Council resolve this to promote engagement and meet accessibility needs for our residents?

Written response:

The decision to use static rather than tracking cameras was made by Members at the

Policy & Resources Committee meeting on 19 July 2021. You were present at that meeting, and this was agreed by all councillors. the voting being unanimous.

8d) Question to the Leader of the Council, Councillor Sarah Nelmes from Councillor Stephen King

How much has this authority spent on communications with the public (including salaries and on-costs) in the last two financial years?

Written response:

*Communications Expenditure
2021-22 financial year £246,000
2022-23 financial year £318,000*

The council's communications team was restructured in 2022 and expanded to include digital services and Watersmeet marketing resulting in some movement of salaries. One post in 2022-23 was funded through grant funding at a value of £41,000 included in the figures above. The figures also include the cost of the council's website, online services platform, social media management and district notice boards maintenance.

8e) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Narinder Sian

A public consultation was carried out, in July 2022, on the views of the parking which were brought in during 2020 in Croxley Green. We still do not have the feedback and actions to the public, when will this be available?

Written response:

Further consideration of this parking scheme was delayed following changes to the Red House pub visitor parking and a request for short term visitor parking in the vicinity. The schemes were combined, and the final stages of statutory consultation were completed in September 2023. The results of this final consultation are now being reviewed by our parking enforcement provider (Hertsmere BC) with a final decision due and implementation later this year.

8f) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Chris Mitchell

A public consultation was held this year on the short term parking that serves the shops at the end of Frankland Road and on the Watford road, and further notices were put up in August. Please can you state when the new proposal will be put in place.

Written response:

This request for short term visitor parking in the vicinity of the local shops/businesses in this part of Croxley Green followed changes to the Red House pub visitor parking. Three Rivers DC consulted on proposals for changes to parking in the area and have combined further work on the Traffic Regulation Order with the Croxley Green review. The final stages of statutory consultation were completed in September 2023. The results of this final consultation are now being reviewed by our parking enforcement provider (Hertsmere BC) with a final decision due implementation as soon as possible.

8g) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Chris Mitchell

Please can you update the council on progress to install the EV charging points in the

car parks as agreed last year. As you know the charging points in the Community Way car park in Croxley Green have been out of action for some years now, and there is nowhere in Croxley Green for public charging at present.

Written response:

Officers continue to pursue Electric Vehicle Charging Infrastructure in Council car parks in our key town centres. Officers are speaking with specialist Officers and operators and continue to explore external funding opportunities. A specification document has been drafted with details to be finalised shortly. A final decision on locations, numbers of chargers and costs is still awaited.

The Community Way car park charges were not installed by this council and the providers are no longer operating. The car park is has been assessed to provide a new EV charging points and I have discussed with officers but the location suggested might remove too many other car parking bays. So, I have asked for a different location to be invested. The key to any installation location however is having a suitable high voltage cable to enable a fast chargers point. Once we are in position to finalise plans I will be discussion with ward members for the car parks we intend to have instated in this financial year.

8h) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Narinder Sian

Following on from my question at the July Full council meeting on the implementation of the Beryl bikes cycle scheme in the district. Could the lead provide an update on the progress being made. A project plan for the feasibility study component would be useful.

Written response:

The Lead Member and Officers met with Watford BC Members and Officers in late July 2023 to discuss the opportunities for the extension of the Beryl Bike scheme into Three Rivers DC. A proposal from Beryl Bikes with locations and any costs is still awaited. Once we have these we can progress further. I have asked officers to chase for them.

8i) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Philip Hearn

When the public is next consulted on the Local Cycling & Walking Infrastructure Plan proposals, will Three Rivers District Council commit to writing by letter to all affected households to make them aware of the proposals and how they can have their say?

Written response:

It was confirmed at the last Full Council the public consultation in Three Rivers on the LCWIP was conducted in the same way as previous LCWIPs, promoted by Herts County Council, with the only difference being the layout of the mapping. All LCWIP consultations have been conducted online and publicised via posters, members and social media with some public engagement where possible and appropriate. If further consultation on the Plan or specific proposals are required Officers will consider the method of consultation necessary but given the Council's move to an online consultation platform 'Have Your Say' and the volume and associated costs of letter drops consultation by letter is not expected until we get in to detailed scheme designs which may or may not require Traffic Orders, HCC have confirmed this their approach.

8j) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Philip Hearn

When can the public expect to hear the outcome of the Local Cycling & Walking Infrastructure Plan consultation?

Written response:

In late July 2023 the Local Cycling and Walking Infrastructure Plan (LCWIP) public consultation closed. There were over 1000 responses in addition to online map comments. As this is a County Lead Scheme and any final proposals that has to be signed off by the Herts County Councils Highways and Transport Panel, the responses are all currently being reviewed by Hertfordshire County Council prior to any further discussion with Three Rivers DC or any decisions. Due to the volume of responses, it is not anticipated there will be any further update until early 2024. Once further information is available it will be shared with Members and stakeholders.

8k) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Reena Ranger

District and borough councils have the power to designate areas where no vehicle engine idling should take place and impose fines on people idling their engines in those areas. Will Three Rivers District Council designate areas outside schools as “no idling zones” and use its officers to enforce them?

Written response:

As previously advised at Full Council the Council may apply for designation under The Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002. However, specific criteria needs to be met. The Council has an Air Quality Management Area so meets the first criteria for designation. However, part of the application for designation would include the submission of evidence to demonstrate that there is a problem locally. There is no current available evidence detailing there is specific problem outside schools in Three Rivers DC. On any designation consideration would also need to be given to how the regulations would be enforced and resourced appropriately.

Notwithstanding the above, idling engines is recognised as a common problem around schools everywhere and the Council are tackling idling engines through behaviour change campaigns with the support of HCC and other organisations including the local schools.

8l) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Debbie Morris

Residents of The Woods in Moor Park & Eastbury have made complaints to Three Rivers District Council over many months this year about the difficulties they're having in driving safely out of their driveways. The problem is their sight lines, which are significantly compromised by lawful parking close to the driveway entrances. To redress this, parking restrictions need to be extended each side of the driveways. Officers have advised that no new parking schemes can be considered for the time being, nor are likely to be until 2024 owing to a lack of staff resources. Assuming that the Lead Member agrees that residents' and their visitors' safety should not continually be put at risk, what is he going to do about the situation?

Written response:

In the continued absence of a Senior Transport Officer, or alternative Officer, new parking schemes are not currently being pursued. However, Officers are aware of the concerns about parking in this area and the request has been added to the Parking Management Programme request list where it will be assessed against a list of criteria to determine if it is prioritised in the future. However, whilst the Local Authority has powers to implement parking schemes to manage the demands of parking on the highway it does not have the authority to introduce safety schemes. Only Herts County Council can undertake road safety schemes and as this is being raised as a safety issue the Councillor could raise with her County Councillor, Councillor Renna Ranger who has a £90,000 local budget that can go towards such projects .

8m) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Debbie Morris

Three Rivers District Council residents are struggling – and on some occasions, find it impossible – to park at the Aquadrome on sunny weekends and public holidays or after extended periods of heavy rainfall, when large areas are flooded. As our residents pay for this popular facility, they should be able to access it. What does Three Rivers District Council propose doing to address these problems?

Written response:

The Aquadrome is well located for access by public transport and active modes of travel and where possible residents are encouraged to access the site by sustainable modes.

The Aquadrome is part of a flood plain and flooding of the site is a naturally occurring event providing natural flood protection for the wider area, the healthy functioning of the river ecosystems, and helps sustain the high biological diversity present at this nature reserve. Flooding is closely monitored and areas of the Aquadrome, including parts of the car park, are closed to the public in the event of any risk to public safety.

As part of the recently approved Aquadrome Management Plan a review of the car park provision will be undertaken which will include capacity and consideration of local flooding issues.

8n) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Andrea Fraser

What is Three Rivers District Council doing to make the payment machines in the Rose Garden car park easier to use for residents and visitors, we receive many complaints about how long it takes to be able to operate the machine and it is not clear to residents if the transaction has been successful?

Written response:

New parking machines were introduced into the Council's car parks in December 2022. There are improvements compared to the previous machines particularly in terms of the ticketless technology. It does take a couple of minutes for the machines to update the car registration details and a screen displaying confirmation of 'issue/purchase', with a paper receipt being available if required. However, these machines and the technology are no different to the parking machines in some of the adjacent Councils car parks. Officers have received few complaints since the new machines were installed. There are no plans to change the machines.

8o) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Joan King

When are the double yellow lines, which the Labour Group has consistently pushed for and secured funding for, going to be installed at the junctions of Oxhey Drive and side roads?

Written response:

This parking scheme forms part of a wider Local Improvement Scheme, the final statutory consultation of which was completed in August 2023. The works have been ordered and it is expected implementation will be during October 2023.

8p) Question to the Lead Member for Public Services, Councillor Paul Rainbow from Councillor Stephen Cox

When the Lead Member came to South Oxhey in July to have his picture taken by a bus shelter, he was unsure had been installed when questioned, that I asked for at a stop I had arranged to get installed and by parking bays that had already been in use for three months thanks to Labour councillors' pressure, did he also avail himself of the opportunity to look at the state of the refuse bins at Erskine House, Filton House and Forfar House?

Written response:

I have not as yet visited the locations but I am fully aware of the issues. The Council continues to work with Thrive Homes, who are the Management Company responsible for these locations, to assist them in implementing measures that will help to ensure that the area remains clear of waste and litter. From the Councils perspective this has included increasing the frequency of bin collections, returning to collections when they could not be undertaken due to access issues relating to parked cars and communicating with residents regarding responsible disposal and storage of their waste. All complaints received are passed to Thrive Homes and the Councils Enforcement Officers monitor their response and update me regularly on this matter. Whilst this is a matter for Thrive to own and resolve, the Council is committed to working in partnership with Thrive to ensure our residents have the environment they deserve.

8q) Question to the Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst from Councillor Chris Lloyd

Please could the lead member update us on the Watford Croxley link work, that might improve sustainably and public transport ?

Written response:

Following the cancellation of the Metropolitan Line Extension project Hertfordshire County Council, in conjunction with Watford BC and Three Rivers DC and other major stakeholders are looking at alternative use of the disused railway line between Watford and Croxley. Consultants were commissioned to undertake a feasibility study and develop proposals for innovative options suitable for the disused railway corridor. The first stage of this study was completed earlier this year. A further piece of feasibility work has now been commissioned with one of the consultants, Atkins. This report will develop further design concepts of a series of public transport and active travel transport options prior to a Strategic Outline Business Case being prepared. This report is in its final stages and is due to be presented as a formal document later this year.

8r) Question to the Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst from Councillor Keith Martin

Our roads are an absolutely vital, integral part of the infrastructure of Three Rivers. All residents, businesses and not-for-profit organisations rely on our roads. Would the Lead Member for Infrastructure therefore like to comment on the increasing number of complaints we all receive in respect of the unrepaired potholes blighting our roads?

Written response:

With a 400% increase insurance claims this year and over 1,600 potholes in Herts it's a dreadful state of affairs. I also know residents have found it hard to get such claims agreed as the county council relies on not all potholes being reported or they do not warrant action is intervention because its "not deep enough" so residents and traders are faced with further costs in a cost of living crises for the failures if the County Council.

In February, the County Council rejected proposals to increase invention levels and funding for potholes and this we are now all suffering.

8s) Question to the Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst from Councillor Keith Martin

Would the Lead Member for Infrastructure agree with me that the decision of the Secretary of State to approve the planning permission previously granted by this Council for the expansion of Leavesden Studios, which will generate up to 4,000 local jobs and significantly boost economic growth in our area, along with the dedication of land to improve biodiversity, is excellent, positive news? Could the Lead Member detail the key benefits of this expansion?

Written response:

TRDC granted planning permission for expansion of Warner Bros. Studios Leavesden (WBSL) in February 2023 and this decision was fully supported by the Secretary of State. There are a number of benefits, economic and environmental, namely:

- The approved expansion will require in excess of £250 million in infrastructure investment between late 2022 and the end of the 2026. It is estimated that the opening of the additional sound stages would attract an additional £208 million in annual film and TV production at WBSL and raise the total annual level of film and TV production at WBSL to £613.8 million.*
- The full implementation of the Masterplan will add 1,625 FTEs (full time equivalent jobs) of employment and £85.7 million in GVA (gross value added) to the local economy by 2027. As a result, by 2027 WBSL's annual contribution to the local economy will increase to 5,891 FTE and £360.9 million GVA.*
- An Employment and Skills Plan will be delivered through the S106 Agreement in order to ensure that local recruitment and training initiatives are carried out both during the construction phase of the development and the long-term operation of the Studios.*
- The Lower Field will be maintained in perpetuity as an accessible green space for ecological and environmental benefits and the proposed development will deliver a BNG of 12.65% (habitat units) and 51.90% (hedgerow units) which would be in accordance with Environment Act when it becomes law.*
- The proposed solar PV will generate over 1,600,000kWh per year. Whilst the primary purpose is to power the Studios, any surplus will be exported to the*

wider electricity network for public use. As a result of the extent of PV proposed, all electricity used on application site will come from 100% renewable energy. The development is estimated to demonstrate an 86% reduction in overall regulated carbon emissions which is significantly above both the current 5% policy threshold and draft future guidance of 20%. Over 1000 tonnes of regulated CO₂ will be saved across WBSL site every year.

8t) Question to the Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst from Councillor Philip Hearn

Why is the proposal for 190 homes on Chorleywood Station car park included in the consultation on the new Local Plan when the single-track entrance way cannot be widened due to precious protected grassland on Chorleywood Common?

Written response:

The Council wishes to maximise the amount of development on brownfield land so as to avoid having to build more homes on our precious Green Belt. The Regulation 18 consultation stage is still the information gathering stage of Local Plan preparation and none of the sites included in the Local Plan Regulation 18 Part Four consultation are yet being agreed for allocation. We are asking for residents, businesses, land owners and other stakeholders for their views on the sites included in the consultation, and indeed on the sites not being proposed for potential allocation. The responses received through this consultation will be considered alongside the responses to previous consultations prior to the Council preparing its Regulation 19 draft Local Plan.

8u) Question to the Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst from Councillor Andrea Fraser

What steps have Three Rivers District Council taken to 'activate' Rickmansworth High Street following the prohibition of motor vehicles?

Written response:

In response to the temporary closure of the High Street to motor vehicles, the Council has sought to encourage alternative uses of the High Street. Officers supported the Community Council in securing external funding to commence the monthly market and other events including providing project support. Officers have highlighted opportunities in the High Street with press releases/news items and worked with external organisations to identify opportunities for the High Street, this includes recent Herts Growth Board funding. Pavement licences under the temporary pavement licence process continue to attract no fee (the Council has waived the £100 fee per application) and Officers continue to review High Street infrastructure such as the improvements to car parks (new lighting, disabled access ramp) and cycle storage.

8v) Question to the Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst from Councillor Andrea Fraser

How does this council plan to spend CIL receipts from developments in Rickmansworth in the next year?

Written response:

The Council will review, assess and respond and bring to Committee to any bids for CIL monies but none are outstanding or pending for Rickmansworth at this stage or across the District. The application process is now twice a year with the next opportunity to submit applications on 1 January 2024. Strategic CIL monies held by the Council are not allocated to specific areas, the monies received can be spent anywhere in the District provided a strategic infrastructure project meets the CIL regulations and local requirements.

With regard to the parish/unparished funds, any levy received for Batchworth Community Council or Rickmansworth Unparished area is spent within that parish. There are currently no pending CIL applications for those areas. The application process is the same as the strategic fund process.

However, you will be aware that the last Council agreed to spend a large amount of CIL money on towards a new bridge at the Aquadrome and also bid for government funding to ensure it would be wider than present.

8w) Question to the Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst from Councillor Oliver Cooper

Northwood HQ and the Ministry of Defence objected to the planning application to build 29 flats opposite Northwood HQ (22/1875/OUT). In approving that application, Three Rivers District Council concluded that there was “no evidence” it would harm security, and appeared to reduce the weight of the Ministry of Defence’s objection because it understandably did not want to publicly detail the security risk to Northwood HQ. The decision notice appears to not yet to be issued, and so it can still be called in. Will this council proactively ask the MoD and DLUHC if they wish to call in the application and not issue the decision notice unless and until they confirm they do not wish to?

Written response:

Northwood Headquarters (NHQ) did submit an objection to planning permission 22/1875/OUT, citing their general concern of overwatch and line of site into the main entry point from the development. Their objection was taken very seriously, and the Case Officer met with representatives from NHQ to discuss their concerns. The committee report presented to Members of the Planning Committee sets out in detail as to why the scheme was considered acceptable in respect of the security concerns raised. During the April Planning Committee, the Case Officer advised members that they could seek a ‘call in’ from the SOS if they remained concerned. As a result, the agreed resolution was to approve Outline Planning Permission subject to a Section 106 Agreement and on the basis that the SOS do not seek to “call in” the application on security grounds with a timescale to be agreed and circulated to members for agreement after the meeting.

Following the April Planning Committee, the Case Officer circulated emails to members of the said committee advising that a timescale up to Friday 26 May would be provided for the SOS to call-in the application. On 30 May, the Case Officer confirmed that the Head of Establishment at NHQ did not wish for the SOS to call-in the application as they were unable to provide any further security justification. Consequently, the Council has already offered the MOD to call in the application. Due to on-going discussions with regards to the Section 106 Agreement pertaining to securing an affordable housing review mechanism, the application has not been formally approved. It is anticipated that agreement will be reached shortly.

8x) Question to the Lead Member for Economic Development and Planning

Policy, Councillor Stephen Giles-Medhurst, from Councillor Stephen Cox

Why and will the Lead Member apologise for it, did this council use a Liberal Democrat Party photograph on a press release regarding the Green Belt, rather than a politically neutral one?

Written response:

A photograph of the Lead member and the Vice Chair of the Local Plan Sub Committee was indeed used regarding a Green Belt Press Release but neither they nor indeed the photo mentioned were Liberal Democrats, and the Press Release was as is required non-political but the decision of the Council.

8y) Question to the Lead Member for Housing, Public Health and Wellbeing, Councillor Andrew Scarth from Councillor Chris Mitchell

The application for the Local Authority Housing fund was agreed at the February council meeting. Please can you update members on progress with this and any future potential acquisitions following on from the Sarratt property agreed in September P&R meeting.

Written response:

As Councillors will be aware the Council is pursuing two routes to deliver the homes required under the LAHF. The first route is the proposed redevelopment of 4no. garage sites in 3no. locations across the District namely: 2no. sites at Pollards in Maple Cross; 1no. in Queens Drive in Mill End and 1no. in Jacketts Field in Abbots Langley. It is intended the redevelopment will provide 22no. of the 24no. homes required under the LAHF scheme.

Officers have been working incredibly closely with colleagues at Watford Community Housing to bring forward the development sites. At the time of writing Planning applications have been submitted for the sites at Pollards & Queens Drive. Officers are in discussions over some issues before submitting the site at Jacketts Field. With respect to the remaining 2no. units to be provided, Officers obtained approval to submit an offer to acquire a property in Sarratt and that is proceeding as necessary, a further review of available and suitable properties on the market is being undertaken to acquire the final unit.

8z) Question to the Lead Member for Housing, Public Health and Wellbeing, Councillor Andrew Scarth from Councillor Reena Ranger

The Three Rivers District Council-owned Eastbury Recreation Ground has tennis courts and football goalposts, and hosts community events. Will the Lead Member ensure that a defibrillator is installed in the vicinity so that should the need arise, one will be available?

Written response:

Officers are currently working with Batchworth Community Council on the installation of a defibrillator within the vicinity of the site.

8aa) Question to the Lead Member for Housing, Public Health and Wellbeing, Councillor Andrew Scarth from Councillor Reena Ranger

Following the introduction of ULEZ, many residents in Moor Park & Eastbury may need to pay a charge to visit their doctor or dentist. Will the Lead Member make

representations to the Hertfordshire & West Essex and North West London Integrated Care Boards stating that the boundaries caused by ULEZ may lead to health inequalities and lack of access to medical provision for the residents of Moor Park & Eastbury?

Written response:

The Strategy and Partnerships Team are in touch with GP's and Pharmacies in Northwood, Hillingdon & no concerns have been raised from staff in relation to patients stating ULEZ is a barrier to them accessing health services. Discussions will continue in case a problem arises in colder months.

Three Rivers District Council are part of the Watford and Three Rivers Locality Board and meets monthly with a range of health professionals and teams. ULEZ will be raised at the next meeting and any concerns will be escalated through Locality Board procedures to the Integrated Care Board.

8bb) Question to the Lead Member for Housing, Public Health and Wellbeing, Councillor Andrew Scarth from Councillor Joan King

How many reports have the Environmental Health Department received of mould in residential properties the last year district wide, detailed by ward and precisely what action was taken upon each report?

Written response:

Officers in Residential Environmental Health have opened 19 investigations following reports of excessive damp and mould in residential properties, for the period of September 2022 to September 2023. This has been broken down into the Ward these properties were located and the outcome of these investigations below:

Ward	Number of Complaints	Outcome
Chorleywood/Maple Cross	2	Case 1 - Remedial works completed by landlord. Case 2 – Investigation ongoing.
Dickinsons	1	Investigation ongoing.
Gade Valley	3	Case 1 - Remedial works completed by landlord. Case 2 – Remedial works completed by landlord. Case 3 – Investigation ongoing.
Moor Park & Eastbury	2	Case 1 – Directed to contact landlord to request remedial works. Case 2 – Remedial works completed by landlord.
South Oxhey	3	Case 1 – Extensive works required. Tenant provided with managed move by landlord. Case 2 – Investigation ongoing. Case 3 - Remedial works completed by landlord.
Durrants	1	Investigation closed following no further contact from customer.
Leavesden	2	Case 1 – Insufficient information provided to progress. Case 2 – Inspection conducted by

		Officer from EH. No further action taken, and advice given.
Carpenders Park	1	Extensive works required. Tenant provided with managed move by landlord.
Chorleywood North & Sarratt	1	Inspection arranged by EH Officer, however, not attended by customer. Case closed due to no further contact.
Penn & Mill End	2	Case 1 – Advice given to resident. No further action. Case 2 – Investigation ongoing.
Oxhey Hall & Hayling	1	Investigation ongoing.

It is important to note that the number of investigations conducted by Officers is not a true reflection of the total number of complaints the Council have received from residents regarding excessive damp and mould within their properties. On first receipt of a complaint about excessive damp and mould within a property, Officers will request the complainant provide evidence that this issue has been raised with their landlord in a formal capacity but and following this issue being raised with their landlord, no action has been taken.

This evidence must be provided to the Council to ensure that the landlord of the property has been given a sufficient opportunity to resolve the issue amicably with their tenant. If this evidence is provided, the Council will write to the landlord in an attempt to resolve the issue on an informal basis, however, if this is not achieved, the Council have a range of enforcement powers that are available to them to ensure that remedial works are completed.

Registered Providers have a responsibility to keep their properties in a safe, secure, and good condition. Should a complaint about excessive damp and mould in a property be received from a tenant of a Registered Provider within the District, Officers will contact that Registered Provider on an informal basis, to ensure that they are fulfilling this responsibility to their tenants.

8cc) Question to the Lead Member for Leisure, Councillor Chris Lloyd from Councillor Keith Martin

A combination of new and improved facilities at South Oxhey Playing Fields have been warmly welcomed by the residents of South Oxhey, Oxhey Hall and the wider community. Does Councillor Lloyd agree with me that Officers have done an outstanding job in using CIL money and Lawn Tennis Association funding to provide excellent facilities for Three Rivers residents?

Written response:

Yes, I fully agree. We now have two fully refurbished multi-use outdoors. Officers did a brilliant job in obtaining funding from the Lawn Tennis Association, which has been used to supplement CIL money. The outdoor gym is already attracting regular users, as is the dog agility area. The first organised event in the skate park took place in mid-August and another has been held since.

8dd) Question to the Lead Member for Leisure, Councillor Chris Lloyd from Councillor Chris Mitchell

The question on why Three Rivers have not provided a public toilet in the Barton way

recreation ground has been asked by the public many times. Can this be given some serious thought and if not why not.

Written response:

The only public conveniences operated by the Council are the toilets at Rickmansworth Aquadrome. Some local organisations have volunteered to allow the public to use their facilities during their normal opening hours. In Croxley Green, this is the Fox and Hounds situated on New Road and includes disabled facilities. More information is available on the Council website:

<https://www.threerivers.gov.uk/services/community-and-living/community-toilets>

8ee) Question to the Lead Member for Leisure, Councillor Chris Lloyd from Councillor Abbas Merali

Padel tennis is one of the fastest growing sports in the UK. The Lawn Tennis Association are providing grants to develop facilities. What are Three Rivers District Council's plans to incorporate padel as part of their leisure provision?

Written response:

There is currently no budget and consequently no plans to incorporate padel tennis facilities as part of the Councils leisure provision. Such facilities which would cost in the region of £75k each and although it is fast growing in popularity nationally, it is still quite niche. Officers will continue to monitor any local demand for the sport and identify any opportunities to incorporate it into the existing programme where external funding becomes available.

The Council has excellent working relationships with the Lawn Tennis Association and has had great success in securing grants from them under the Parks Tennis Investment programme to develop facilities in the district. In the past year this has seen the LTA invest £5,500 at Denham Way and £51,667.95 at South Oxhey to support the larger Council leisure improvement projects at those locations. Officers have spoken with the Lawn Tennis Association who have confirmed that the Parks Tennis Investment Programme does not include padel tennis. The only other funding the LTA have available is the "quick access loans" scheme which would not be suitable for this purpose.

8ff) Question to the Lead Member for Leisure, Councillor Chris Lloyd from Councillor Andrea Fraser

What measures are being taken to prevent flooding of the Aquadrome lakes and car park over the upcoming autumn/winter months?

Written response:

The Aquadrome is part of a flood plain and flooding of the site is a naturally occurring event providing natural flood protection for the wider area, the healthy functioning of the river ecosystems, and helps to sustain the high biological diversity present at this nature reserve. Flooding is closely monitored and areas of the Aquadrome, including parts of the car park, are closed to the public in the event of any risk to public safety. As part of the recently approved Aquadrome Management Plan a hydrological survey will be undertaken in order to more fully understand the movement of water across the site. The management plan implementation also include a review of the car park provision which will include consideration of local flooding issues.

8gg) Question to the Lead Member for Leisure, Councillor Chris Lloyd from Councillor Stephen King

I welcome the new leisure facilities at the South Oxhey Playing Fields and congratulate the officers on their hard work in achieving this. Can the Lead Member advise when the pathway suitable for disabled into and within the entrance of the dog training area which the Labour Group requested and is necessary will be installed?

Written response:

Thank you for your positive feedback on the new leisure facilities at South Oxhey Playing Fields. An accessible route from the main pathway into the dog training area is currently being investigated by Officers, including identifying costs and a suitable budget for the work.

8hh) Question to the Lead Member for Leisure, Councillor Chris Lloyd from Councillor Stephen King

Can the Lead Member confirm that the storm gullies in Oxhey Wood between Jubilee Close and Abraham Close are in full working condition, cleared and will perform the function they are designed for this winter?

Written response:

As is usual at this time of the year the Councils Grounds team are currently in the process of inspecting and clearing gullies across the district ahead of the winter period. This includes those in Oxhey Wood.

8ii) Question to the Lead Member for Sustainability and Climate, Councillor Jon Tankard from Councillor Chris Mitchell

Please can you update the council on progress with the insulation programme for housing so far this year.

Written response:

TRDC have continued to progress a range of initiatives aimed at advancing domestic retrofit in the District this year, including delivering Social Housing Decarbonisation Fund (SHDF) Wave 1 and Wave 2 projects, our ECO4 project with E.ON, and Fast Followers projects.

- SHDF Wave 1 – this project partnered with Thrive Homes, Watford Community Housing (WCH), and Watford Borough Council is due to complete at the end of October 2023. By the end of the scheme, 139 socially rented homes (82 owned by Thrive in Three Rivers, and 57 owned by WCH in Watford) should have been improved to an EPC C rating primarily through the installation of external wall insulation. The exact outcomes of the project will only be known after the end of October 2023 when all homes have had a post-installation survey and the measures installed have been lodged with Trustmark.*
- SHDF Wave 2 – this project partnered with Thrive Homes is expected to run until March 2025, and aims to improve approximately 155 solid-wall properties (of which approximately 121 will be Thrive socially-rented homes, and the remainder “private infill” properties subject to their eligibility) with external wall insulation, to improve the homes to an EPC C rating. Thrive are currently procuring a managing agent for the scheme, and surveys to 83 Thrive homes have been completed so far.*

- *ECO4– After a period of targeted marketing earlier this year, our ECO4 project partnered with E.ON has focused on supporting residents who have applied to the scheme through the customer journey. So far, we have had 82 residents apply to E.ON’s scheme, and of those 54 are at the pre-qualification or survey stage, and approximately 20 applications have been approved for installation.*
- *Fast Followers projects – we are currently working with the National Energy Foundation to establish a “Retrofit One Stop Shop” service as a pilot, funded by the Fast Followers grant from Innovate UK. This pilot service will launch later this year and aims to expand uptake of retrofit among “able to pay” residents excluded from current grant funding schemes by offering residents independent, bespoke advice and support to help them plan, procure, finance, and deliver high quality retrofit to their homes, with a particular focus on residents living in “hard to treat” properties that face greater obstacles to retrofit.*
- *Using Fast Followers funding, we are also working with Grand Union Community Energy to bring Transition Streets to Three Rivers. Under Transition Streets, small groups of neighbours meet over a few months to complete a free programme of seven short, home-based workshops covering key topics to save money and cut carbon emissions, and our Transition Streets pilot will have a particular emphasis on reducing energy use at home and retrofitting to improve energy efficiency. Residents participating in the pilot Transition Streets projects will benefit from a (basic) free thermal imaging survey of their home to identify areas of heat loss. We are currently looking for households that wish to participate in Transition Streets.*

The Greater South East Net Zero Hub have been overseeing a LAD3/Sustainable Warmth scheme across the region on behalf of Local Authorities, as the Hub received the grant funding directly from central Government. Latest available figures indicate that approximately 32 fully-funded energy saving measures have been installed to homes in Three Rivers since the scheme started in October 2022.

8jj) Question to the Lead Member for Sustainability and Climate, Councillor Jon Tankard from Councillor Narinder Sian

Could the lead provide an update on the grassland management plan. Would be useful to know what progress has been made against the 50% target previously set together with an update on the procurement of equipment and appointment of contractors.

Written response:

On the 15 March 2023, Officers presented a report outlining recommendations for the 2023 Alternative Grass Management (AGM) regime.

Within the report found at: <https://www.threerivers.gov.uk/meetings/leisure-environment-and-community-committee-15-march-2023> (item 10) at point 4.70, it estimated that 85% of available grass would be managed for the benefit of biodiversity. An update on this percentage will be provided at the end of the financial year in the Members Information Bulletin following the completion of the grass cutting season, as outlined in the committee approved plan.

Machinery required by the Grounds Maintenance team to support the implementation of the AGM has been purchased and used during the 2023 grass cutting season. In addition, a multi-year contract has been awarded to a local contractor to undertake the first Hay Meadow Cut and Lift.

8kk) Question to the Lead Member for Sustainability and Climate, Councillor Jon Tankard from Councillor David Coltman

What is Three Rivers District Council going to do about the awful fly-tipping problem at Delta Gain?

Written response:

Delta Gains is the responsibility of the Management Company, Orbit Facilities Management (OFM) and not the Council. The bins are situated in the open, in a public thoroughfare and therefore are open to abuse from members of the public and anyone who wishes to dispose of waste. Council officers recently attended to empty the bins and found them to be filled with rubble and builders' waste. As a consequence, the crew were therefore unable to empty the bins as to do so would have caused damage to the Council's refuse vehicle. This was reported and following discussions with Cllr Coltman and a representative from OFM the bins were cleared by the management company.

Council officers have advised the responsible Management Company OFM that they should re-site the bins so as to not be accessible to the general public and a meeting is being arranged between TRDC staff and OFM to look at options. Officers will continue to support where possible.

8II) Question to the Lead Member for Community Partnerships, Councillor Steve Drury from Councillor Ciaran Reed

Residents of Chestnut Avenue in Chorleywood petitioned Three Rivers District Council earlier this year about having CCTV installed at the end of the road, given concerns about crime. The Lead Member has responded negatively to their petition, citing the cost of purchasing a new camera. At the Climate Change, Leisure, & Communities Committee meeting (which the Lead Member did not attend), we were told that Three Rivers District Council has cameras as a part of the Community Safety Partnership Board that can be moved. Will Three Rivers District Council consider recommending to the Community Safety Partnership Board moving one of these, even temporarily, to Chestnut Avenue?

Written response:

Burglary and vehicle crime is a key priority for our Community Safety Partnership. Although CCTV provides a good deterrent, there are also other proactive crime prevention tools. Whilst we understand the concerns for the area and road unfortunately, we are not in a position to purchase additional cameras as this cost exceeds budget and resource for CCTV which is already at its limit.

The Community Safety Partnership have 6 moveable cameras in the district. To request a camera to be moved a sponsor on the Community Safety Board would need to be found and then the request submitted to the board. Requests are assessed against the need/priority of locations. This option has been given to residents. To date, the local residents have not been in contact to request a sponsor is found or to submit a request. Three Rivers District Council could consider being the sponsor should the residents wish to explore this option.

Other options given to the residents includes looking at independent installation of the CCTV camera on private property ensuring the appropriate ICO compliant signage. We can also provide some more general Community Safety advice which would include things like personal ring doorbells with camera around property, signing up to neighbourhood watch or developing a street watch group, there are also private security options we are aware of in that area that they could look at being part of, surveillance signage possible, dash cams on cars.

We continue to work hard with the Police and other partners to address Community safety and reduce crime in Three Rivers providing a number of initiatives, projects and support for the community.

8mm) Question to the Lead Member for Community Partnerships, Councillor Steve Drury from Councillor Andrea Fraser

What is Three Rivers District Council doing to address the stencilled graffiti appearing all over Rickmansworth?

Written response:

Environmental Protection Officers record instances of graffiti where they are reported, found and where this is on the Councils assets or land it is cleared swiftly. Where it is not on Council property it is reported to the relevant authority, where this is known. There are however significant issues in locating correct contact details for companies that own the utility boxes. As well as BT and Virgin, there are now stickers for O2 and Orange. Officers make every effort to report through the relevant websites and customer service centre but there is no designed facility to report graffiti. In addition, it is unfortunate but owners of the street furniture do not see the removal of graffiti as a priority and therefore it can be left for 6-12 months.

8nn) Question to the Lead Member for Resources, Councillor Keith Martin from Councillor Chris Mitchell

At the last full Council meeting a question was asked by Councillor Rainbow to the lead member on whether or not the Red Cross building in Croxley Green is dilapidated. Cllr Martin replied to say that this was not and if it was Three Rivers would set out a notice to the leaseholder to identify what works was required. However, in the latest "Focus" liberal democrat newsletter it states "TRDC is finalising plans to demolish the Dilapidated building". Which is true, and if it is delapidated why have you not issued the notice you described.

Written response:

Officers' opinion is that the premises are not in a state of dilapidation and remain in sufficient repair as to not require intervention from the Landlord under the terms of the Lease.

The use of the phrase 'dilapidated' is a subjective term but applied in the context of the Lease and the repairing obligations, such a threshold has not been reached where it would be appropriate to take any action.

8oo) Question to the Lead Member for Resources, Councillor Keith Martin from Councillor Abbas Merali

After only four months of the year, Three Rivers District Council is projected to overspend its budget by over 12%. What has Three Rivers District Council learned from their budgeting process and how can we be confident that the budget will not need to be revised further for the rest of the year?

Written response:

The Council holds a general fund balance and Economic Impact Reserve to manage cost pressures or shortfalls in income that emerge after the budget is set. These reserves will be appropriately utilised during 2023/24 alongside taking action to reduce

the forecast overspend. The overspend has primarily arisen due to risks around inflation (contracts and pay) and the global economy (cost of recycling gate fees) materialising during the year. When setting the budget, we always ensure that known pressures are funded through additional income or when necessary, reducing spend and the MTFP for 2023/24 to 2025/26 included planned service efficiencies of £0.796m. When considering financial risks, a balance must always be struck between finding additional savings to fund possible financial pressures and accepting a level of financial risk that can be managed by reserves if the risks materialise. We will continue to plan prudently, using reserves to manage risks that emerge during the financial year, whilst also ensuring that general balances remain above our risk assessed level.

8pp) Question to the Lead Member for Resources, Councillor Keith Martin from Councillor Andrea Fraser

Three Rivers District Council currently has unused office space available at Three Rivers House. Would they consider allowing Batchworth Community Council or other institutions in the community to use some of this space this rent-free or at a peppercorn rent until a tenant is found?

Written response:

As Members will be aware the ground floor of Three Rivers House is currently being marketed for letting, with some tentative enquiries being explored. It may be possible to consider 'meanwhile uses' in limited circumstances providing that such uses are compatible with the Council's use of the building and cover the costs of occupation, e.g. Business Rates, facilities management & utility costs. Any such occupation would have to be able to be terminated quickly in the event of securing a commercial tenant and allow continued effective marketing of the space.

8qq) Question to the Lead Member for Resources, Councillor Keith Martin from Councillor Oliver Cooper

On 18th October 2022, Cllr Martin told Councillor Fraser that he thought it was a good idea for Three Rivers District Council to publish all Freedom of Information requests that it had received and responses it has given, as many councils have and as the Information Commissioner's Office recommends. A supplementary response resiled on this and said that it would cost too much. What price would Three Rivers District Council be willing to pay for this additional transparency?

Written response:

8rr) Question to the Lead Member for Resources, Councillor Keith Martin from Councillor Stephen Cox

What precisely has this council done to monitor that the Leaseholder has not breached any repairing obligations at the Pavilion in Green Lane (including dates, times and results of inspections) and does Legal Counsel remain of the opinion that the premises remain compliant with the lease in its entirety?

Written response:

There is no formal inspection timetable, unless or until a 'Lease event' should arise, for example a rent review, lease renewal, etc. The Pavilion is a long-leasehold premises with a considerable term remaining, the frequency of formal inspections is

limited. However, Officers are very familiar with the premises and undertake regular visits & observations. The Lease does set out the responsibilities that the Tenant has in order to maintain the premises in "...good and substantial repair and condition...". When issues do arise, either via Officer observations or from Member & resident reports, they are investigated, and appropriate action is taken.

Discussion of possible breaches of tenant covenants and/or service of a section 146 Notice and the chances of successfully forfeiting the lease should remain commercially confidential and legally privileged, and such privilege would be waived if this question were fully answered in open session.

9. LEADER AND LEAD MEMBER REPORTS AND TO RECEIVE ANY QUESTIONS

Report from the Leader of the Council, Councillor Sarah Nelmes

The first thing I must mention in my report is to express, with I am sure the support of all groups in this Chamber, my sorrow and sadness at the appalling events unfolding in the Middle East. My thoughts are with all those affected.

I the last couple of months I have been involved with many events highlighting some of the great things about Three Rivers – an invitation to the home of the American Ambassador to focus on the work of Warner Brothers, employing 4000 people in the area, a fantastic event showcasing our South Asian communities and what they contribute to our area, our White Ribbon accreditation (confirming our commitment to reduce violence against women and girls, and our involvement in Herts Pride, again celebrating our commitment to our LGBTQ+ communities.

Our Communities team are working to encourage update of Cancer screening throughout the district. This as many of you will know, is a cause very close to my heart – early detection means much improved outcomes. Wear it Pink on 20 September for Breast Cancer awareness week.

In Customer Service Week we showcased some of the fantastic work our teams do to support our customers and I know how hard they are all working to make our customers' experiences even better.

Report from the Lead Member for Public Services, Councillor Paul Rainbow

Parking Schemes

Rickmansworth West and Croxley Green – both these schemes have been through the final stage of consultation. Hertsmere BC are reviewing the responses received on behalf of TRDC and will report back to Officers imminently. How we proceed will be shared with Ward Councillors once the outcome of the final consultations are known.

Chorleywood – Consultants have reviewed the proposals and

consultation responses and made recommendations on how to progress. Officers are due to meet with Local Ward Councillors ahead of progressing to the next stage of the process.

Sandy Lodge Way – Local Ward Councillors have approved final detailed designs, and the scheme is progressing to the final stages.

Harefield Road – Consultants have reviewed the proposals and consultation responses and made recommendations on how to progress. Officers are due to meet with Local Ward Councillors ahead of progressing to the next stage of the process.

Primrose Hill - Consultants have reviewed the proposals and consultation responses and made recommendations on how to progress. Officers are due to meet with Local Ward Councillors to discuss responses to the recent consultation and whether to progress the scheme.

Local Improvements – final report to be agreed with implementation due in October 2023.

EV Charging

Officers are continuing to progress Electric Vehicle Charging proposals in Council car parks in the District's main retail centers. Opportunities for external funding are being explored.

Beryl Bikes

A meeting with Beryl Bikes representatives and Watford Borough Council Officers was held with regard to expanding scheme into the District. Further information from Beryl Bikes is awaited.

New Leavesden Shared Signage

New signage identifying pathways in Leavesden to be used as a 'shared space' for pedestrians and cyclists is to be implemented later this month.

Report from the Deputy Leader and Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst

Local Plan

Is this effectively covered in the reports to the Policy and Resources Committee and the recommendations to council on 17th October to undertake a further m and I hope final Regulation 18 consultation on a new **Preferred Local Plan for Lower Housing Growth- Protecting more Green Belt Land**. Subject to the decision of Council, consultation should start on October 27th October with a statutory advertisement. I want to thank Marko Kalik and his team who have worked tirelessly through-out the Summer on this.

Article 4 Direction

We have had continued discussions with DLUHC regarding Article 4 Directions in our allocated employment sites and main town centres following the making of a non-immediate Article 4 Direction last year. We are awaiting the final response from DLUHC following additional evidence being sent. DLUHC have assured us that they will be responding 'very soon'. They have not given indication that the Article 4 direction will be refused so we are only expecting minor amendments. Once we have received a response, we will confirm the Article 4 direction through the committee process.

Planning

The development management section continues to perform very well against their performance indicators at a local and national level. The next quarter performance statistics will be reported to Central Government later this year and published in the Members Bulletin.

A public inquiry is currently underway relating to the refusal of 92 houses over two sites in Sarratt. The Inquiry will sit again late October 2023. The Inquiry is likely to last for a total of 11 days.

An appeal has been lodged against the refusal of two applications for residential development in land off Green Street in Chorleywood, and that appeal is also expected to proceed as a public inquiry. The Planning Inspectorate have not yet confirmed dates for the public Inquiry.

It has been reported in the media that Warner Bros have committed to commencing work on the expansion the Council granted planning permission for in February 2023 and Planning Officers are working with their agent in respect of matters to be resolved before works commence. Warner Bros have already started work on the ecological enhancement works known as the Gypsy Lane Habitat enhancement as part of their planning permission for the fields between Gypsy Lane and Old Mill Road that will be open to the public.

The planning application for the permanent film studios at Langleybury is pending consideration following a further public consultation on amended plans and is expected to be presented to Planning Committee later this year.

There is also a pending outline planning application for the construction of a data centre of up to 84,000 sqm (GEA) and the creation of a country park, at land north of Mansion House Farm, Bedmond Road, Abbots Langley and an application for a further one-year consent to provide a continued temporary access from Uxbridge Road to the Reach Free School. These will come to committee in due course.

Infrastructure

Consultants Atkins, commissioned by HCC, are in the final stages of a feasibility report for different transport solutions for a Watford to Croxley link (W2CL). This report will develop design concepts of a series of transport options prior to a Strategic Outline Business Case being prepared. On submission of this report further details will be shared before wider consultation.

Officers are continuing to progress Electric Vehicle Charging proposals in Council car parks in the District's main retail and local centres. Assessments of each car park and the ability for siting of charges including rapid ones has been undertaken. Due to positioning, there may be a small loss in some sites

of car parking bays but officers are working with a provider and are seeking to minimise this as we explore further opportunities for external funding, including government funding. However, we have committed, if required, Community Infrastructure monies for this.

The Herts County Council lead public consultation on the Rickmansworth High Street temporary road closure has now finished. The results are currently being analysed by HCC and will be shared for discussion with the Project Board.

Any conclusions arising from this and the data collected by HCC and any recommendations will be presented to the General Public Services and Economic Development Committee..

Report from the Lead Member for Housing, Public Health and Wellbeing, Councillor Andrew Scarth

Housing

There are currently 71 households in temporary accommodation that has been provided by the Council. This figure includes one household that is currently in refuge accommodation, five households that are in contractual lets with registered providers (2 based in Watford and 3 in Three Rivers). This also included 9 households that are in nightly let accommodation outside of the District. These households will be brought back to District as soon as suitable accommodation becomes available.

As of 5 October 2023, Three Rivers have had 184 Homes for Ukraine guests arrive in the District (146 Adults and 38 Children). Since my last report to Full Council in July 2023 the Service has had no homelessness applications who moved to the UK via this scheme.

Housing Services have recently received resignations notices from two Housing Options Officers and a Housing Supply Officer has recently left the Council. These upcoming vacancies have presented the Service with an opportunity to undertake a restructure that will ensure the Housing team will continue to offer customers a high quality and professional service. The restructure will enable the Service to increase its capacity to identify vulnerable customers approaching the Service and increase the Housing department's ability to achieve positive outcomes for those customers who are victims of domestic abuse. A new role of Domestic Abuse Caseworker will enable it to provide this service, enabling time and dedication to be spent on those in crisis.

The appointment of two Housing Advisors who will be responsible for the initial contact and assessment of the customer, following a homelessness approach. This will include the procurement of and placement into temporary accommodation, if required. The Housing Supply Officer that is currently funded using grant funding will not continue to be funded, therefore the Service will operate with one

Housing Supply Officer, supported by the Housing Advisors. The Housing Supply Officer will be responsible for the housing register and nominations to Registered Providers.

The Senior Housing Options Officer role has been expanded and changed to Housing Solutions Manager, now line manager responsibility of the Housing Options Officers, Housing Advisors and Housing Supply Officer.

The role of Housing Navigator has now been filled; Tiffany Samuda started in the role on 4 September 2023.

Strategy and Partnerships Team – Health and Wellbeing

- The Healthy Hub has seen 272 engagements at events, activities, and services during the last 3 months. A new professional referral form has been developed to support partner referrals into the service. Three Rivers Health Hub will also be presenting at the Healthy Hertfordshire Conference as an example of best practice.
- As part of our 'Place Based Health Inequalities work' the team has recently funded Watford Football Club Charitable Trust to deliver Man On in Mill End which is a sports-based mental wellbeing programme designed to support men aged 18+ with their mental health through physical activity and a conversation café.
- Ascend has also been delivering a series of workshops in their allotment (Dig Deep) to engage people experiencing social isolation with an outdoors project where they will learn new skills, develop social networks, and find out more about support services available in the local area.
- Working with local GP surgeries we have been supporting them in engaging those who did not attend their breast cancer screening to increase access and looking to expand this into lung cancer prevention.
- The team are also working with Hertfordshire and West Essex Integrated Care System to develop a proposal of how local government can work with Health and develop our partnership working.

Report from the Lead Member for Leisure, Councillor Chris Lloyd

Watersmeet

- The Pantomime (Sleeping Beauty) VIP night Friday 15th of December at 6:30pm. I look forward to seeing you there.
- Recent top selling shows include The Illegal Eagles music act on 8 September which sold out and the Think Floyd music act on 6 October which was close to sell out.
- Electrical works in progress, due to complete this month. The new foyer lighting is more energy efficient and provides defused

consistent light across the space. The additional wall sockets reduce the need for extension leads.

- Thanks to the Friends of Watersmeet and Friends of Watersmeet Film Society for their help with the funding of the disabled toilet.

Leisure

Playscheme / Play Rangers

Playscheme

- Fully booked over the summer with 1,500 bookings – (Yorke Mead School)
- 249 spaces funded through the HAPpy scheme grant of £7,470.
- 135 bookings partly funded by the Three Rivers ACE scheme Three Rivers Accessible childcare for everyone (ACE) is a Government Funded Scheme. Funding is set on a yearly basis, to offer holiday provision for families who are on a low income or receiving support from a professional.
- 96% of parents said they would recommend the service.

Play Rangers

- 63 sessions delivered over the summer holidays in the parks (Aquadrome, King George V, Scotsbridge Playing Fields, Oulton Way Play Area, Stones Orchard, Leavesden) including new locations of Denham Way Playing Fields and Manor House Grounds.
- Attendance of 1,222.
- 100% parents scored our staff 9 or 10 (on a scale of 1-10, with 1 being poor and 10 being excellent).
- 100% of parents said they would recommend the service.
- Term time sessions have resumed along with lunch time sessions in three primary schools (Yorke Mead, Malvern Way and Little Green). Working with Eastbury Farm Primary school to deliver some bespoke team building sessions for their classes this term.

Three Rivers ACE

- Worked with Dynamic Ducks, Junior Playmakers and Junior Adventure Group to offer funded spaces at holiday provisions this summer. Overall, 408 attendances this summer were funded.

Sports Development

- Croxley Skate Jam – I attended it on Saturday 2 September.
- TRDC received Sport England Together Funding that supported a girl's skate camp and (informal) jam event at South Oxhey. Camp was w/c 14 August with the girls 'meet up' took place on Saturday 19 August.
- Golf Numbers were done in July due to wet weather. I will request and update in next Members bulletin to include July, August and September. Played the nine hole in July with friends

for my annual game.

- Parkrun – 1st anniversary at Leavesden Country Parkrun on Saturday 21st October.
- Wider Sports Development - Supporting a number of clubs with enquiries around CIL including Rickmansworth Cricket Club (facility improvements), Sarratt Tennis Club (floodlights and surfacing), and Oxhey Jets Football Club (3G pitch). Clubs informed of new application process and criteria. Possible applications to be received in January funding cycle.

Arts Development

Artistsmeet

Current exhibition runs until has been extended until the end of October. It has been well attended and the artists have sold a considerable amount of artworks.

- My wife and I attended the evening event on 14th Sept. It was great to meet the Artists and see their works.
- Nov-Dec exhibition has been assigned to Chorleywood based artist Jackie O’Keeffe.
- Jan-Mar 24 exhibition has been assigned to Rickmansworth Arts Society.

Arts on Prescription / Wellbeing

We are welcoming in referrals from local organisations, refugee partnerships and health care professionals, for the new project starting on 5th October in Croxley Green @ the Library. This is being run by local artist Sian Fenwick.

Plans continue to develop for the Feb-May 24 project in Leavesden Country Park.

Art in the Park

The event on Monday 28 August was hugely successful and attracted large amounts of visitors. Artists fed back that this was a wonderful opportunity and officers also received very positive feedback for their support and guidance. I was unable to go as we celebrated my wife’s birthday with family, but I spoke with one of the Artists before and after the event.

Rickmansworth Aquadrome

AHR (Consultants) submitted the planning application for the bridge on 7th July. Planning application number 23/1139/FUL to be considered at the Planning Committee meeting on 19th Oct 2023.

Three site notices were erected at the Aquadrome to inform the community of the planning application to replace the bridge, upgrade footpaths, fencing, seating areas and signage.

Press release in partnership has been sent out including social media

to update the public.

<https://www.threerivers.gov.uk/news/pedestrian-bridge-planned-for-aquadrome>

Expression of Interest accepted by the National Lottery Heritage Fund for £1.3million. Officer due to meet with Lottery early October to discuss full application process – we have one year to submit.

Leavesden County Park

Widening of the entrance: JLT approved project. Public consultation completed. Big projects at Denham Way and South Oxhey have taken priority. Timetable:

Construction Tender issue, 4 weeks, 18 August – 29 September 2023
Tender Award: 6th October 2023

Initial Meeting with successful bidder gathering of documents for planning application, 2 weeks, 6 October 2023 – 19 October 2023
Submission of Planning Application (up to 12 weeks) - 21 October 2023

Planning Committee Meeting: dependent on application. Either: 16 November 2023, 14 December 2023 or 18 January 2024.

Commence works on first site, TBC, February 2024.

Open Spaces

Rights of Way

- Joined part of Action Day organised by Herts County Council. Signage for new Footpath in Chess Valley – Part of Croxley Boundary Walk. Took 1 year to get Footpath approved. Assistant in clearing work.
- Meeting in Sarratt and then with HCC about potential small sections of Footpath
- Walked Chess Valley Path with a member of the Chiltern Conservation Board .
- Meeting with Jon Tankard and Chess Smarter Water Project in Latimer.
- Attended a Bucks County Council event in Latimer in September on Chess Smarter Water. Minister – and Leader of Buckinghamshire County Council both present. Night before there had been sewage released at Chesham Sewage Treatment works.

Cattle Grazing - Awaiting confirmed dates for removal of cattle - they have left CWHE still awaiting dates for other locations.

Croxley Common Moor

The replacement noticeboard is due to be received by CMS in October. Date of installation will be advised.

The Bury Grounds Biodiversity Project

Aiming to enhance the biodiversity/habitats present (including a section of river channel), protect the heritage and improve the accessibility year-round. Working in partnership with Batchworth Community Council and Colne Valley Regional Park, work to secure external funding has commenced and a broad public consultation is live to aid understanding the site usage. - [The Bury Grounds Consultation | Have Your Say Three Rivers](#)

Biodiversity Opportunities Audit (BOA) delivery

- Spring Wildflower Planting at Eastbury Recreation Ground (Batchworth Ln, Eastbury, Northwood HA6 3HU): Planting of spring flowering wildflower plants accompanied with wildflower seed adjacent to the tennis courts. Planting will be taking place on 4th October, with volunteers and members of the local community- all are welcome to join. It is hoped that this planting will not only create a welcome burst of colour in the Spring, but also provide a much needed source of nectar for the pollinators that emerge early in the season including some butterfly and bee species.
- Woodland Creation at Cheshire Drive Open Space (Cheshire Dr, Leavesden, Watford WD25 7GP) & Barton Way Playing Fields (Barton Way, Croxley Green, Rickmansworth WD3 3QA): Creating small areas of woodland by planting approximately 100 whips (very young trees) at each site, the trees are then protected with guards and mulch mats to give them the best chance for success. The area of planting will be temporary fenced, without completely restricting access, to reduce the risk of trampling or crushing of the trees. The planting will take place this winter, with more detail to follow nearer the time. There are many benefits to woodland creation for local wildlife, for physical and mental health, and for the environment.
- Standard Tree Planting at locations throughout the District: Planting of 2-3m tall trees with adequate protection in appropriate locations. These trees will be planted through the Winter by contractors within council owned greenspaces and along within roadside verges. Where there isn't the space for woodland creation, or where it would be inappropriate, the planting of individual large standard trees is a fantastic opportunity providing many of the same benefits.

Nature Themed Events

Through the summer 16 nature/wildlife themed events took place including: Explore Discover Learn at the HIVE; Wildplay Sessions; River Dipping; Bird Box Building; Meet the Cows and the Power of Flight.

There were three bat walks "Brilliant Bats," in September. Two were for the public and one was for a local Cub Scout group.

Capital Works

Denham Way Playing Fields: works are complete and Lease being finalised for the GetSet4Tennis Club occupancy of the pavilion.

South Oxhey Playing Fields: open day held on 16 September 12-2pm. Construction work has commenced on the tennis courts – due to be completed in October. Pioneering new system of 3d printing the concrete seating for this facility which is more eco-friendly with a 40% water saving and reduction in eco footprint for delivery etc.

Management Plans

South Oxhey Playing Fields, Carpenters Wood and Solomons and Pheasant Woods Plan being updated for 2024 – 2029. We are at the briefing document stage of the process and a consultation will be due to start at the end of September.

Play Area

Lincoln Drive: work on consultation with Families First team will take place in TBC and wider consultation with all residents in Lincoln Drive on what leisure provision is needed.

Fearney Mead: work on consultation will take place in TBC and wider consultation with all residents in Lincoln Drive on what leisure provision is needed.

Ebury Play Area (Aquadrome) – 2024/25 – The Tower has been damaged. Options will need to be looked at.

Strategic analysis on play areas – this piece of work is ongoing and is currently being reviewed. Annual inspections carried out by an external consultant are now complete. Team along with grounds will be reviewing any actions coming from the inspections. This will be monitored alongside resources and available budget.

Swimming Pool Support Fund

Second phase of SPSF is now open. Officers working with SLM to prepare bid.

Report from the Lead Member for Sustainability and Climate, Councillor Jon Tankard

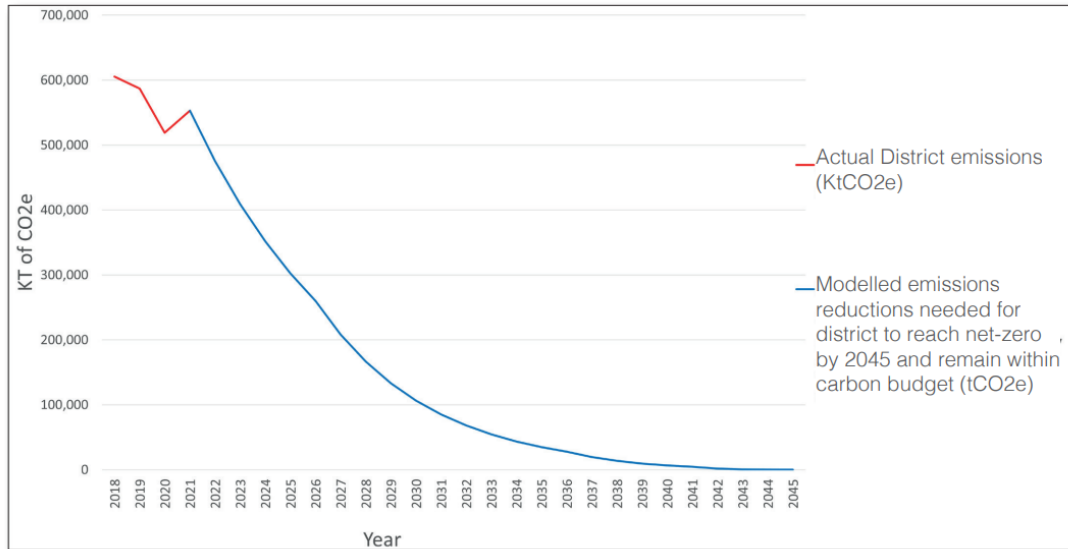
Sustainability and Climate Committee Report

Introduction

1. This month has been challenging for the Net-Zero agenda nationally, but we at the council remain committed to achieving our District Net-Zero Emissions by 2045 and cutting the Council Net-Zero Operational Emissions by 2030. This week, we have published our Climate Emergency and Sustainability Strategy 2023–2027 which details how we plan to achieve this.
2. In order to reach Net-Zero, the District's trajectory is steep, and,

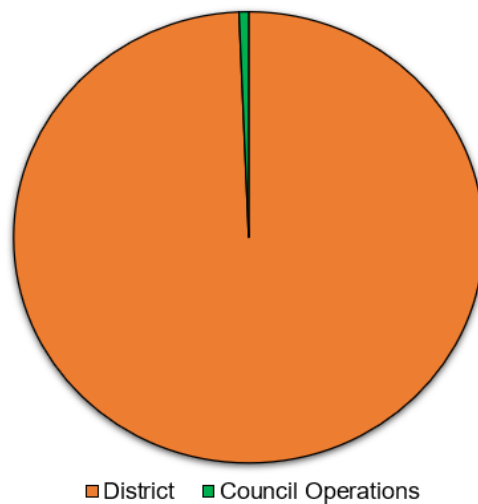
as is demonstrated below there is a need for a reduction in over 400Ktonees of Carbon by 2030.

Figure 2 Trajectory Ambition to achieve net zero for the district 2045



- As the graph below demonstrates, the Council’s Operational emissions account for only around 1% of the total District emissions. This means that the task of encouraging, supporting and empowering residents to reduce their own emissions is of critical importance if we are to achieve our Net-Zero goals.

Emissions in Three Rivers (2020-21)



- Alongside our Climate Emergency and Sustainability Strategy 2023–2027 we are entering into the Joint Strategic partnership with Dacorum Borough Council, St. Albans City and District Council, Watford Borough Council, Hertsmere Borough Council and Three Rivers District Council and with the support of Hertfordshire County Council, have agreed to work together to produce the South West Hertfordshire Joint Strategic Plan (JSP). This will provide an integrated strategic planning framework and evidence to support sustainable growth in the area to 2050.

5. We feel it is important to empower and enable (rather than enforce) residents to reduce emissions and as such we have been implementing initiatives to support behaviour change. For example, we have achieved the highest recycling rates in the country, not by a list of strict rules, but by education and empowerment of residents, to enable them to make those choices.
6. Last month I started a blog looking at my own carbon footprint. This exercise has highlighted how an individual's carbon footprint can be reduced by making small changes such as simple swaps in food and working from home more often, but it has also highlighted areas where there are missed opportunities due to challenges outside of the individual's control such as travel, due to the lack of public transport. Waste Aware highlights other areas where we could encourage improvement, for example, food waste currently equates to approximately 10% of a family's carbon emissions in some wards.
7. Simple choices can have a prolific effect, however understanding which choices have the biggest impact is not an easy task. It is not a simple job to calculate carbon footprint, it is time consuming and can be complex. If we want to make the residents of the district more aware of the impact of lifestyle choices we have to make it easy to explore and analyse. This is a point that the government commissioned 'Skidmore Report'* makes as recommendation 897 (of over a thousand recommendations!). It states:

Alongside enhanced public engagement, action is needed to ensure that people have the information they need to make green choices where they want to. The Review recommends that the government launches a competition to create a Carbon Calculator app in 2023. This should provide people with information on the carbon intensity of different choices, from how they travel to what they buy at the supermarket, allowing people to make informed choices where they want to. This should show people the costs of different options and the potential financial savings by making lower carbon choices, as well as the other co-benefits. Where relevant, it should point people to where they can access lower carbon options, and link to any support packages that exist. This should be backed up by a government communications campaign to introduce this new resource.

*Mission Zero: Independent Review of Net-Zero
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1128689/mission-zero-independent-review.pdf)

Sustainability, climate change ad energy efficiency

8. Sustainability strategy updates

- The Climate Emergency Strategy has been reviewed

following consultation and will be presented to CCLC on 11th October.

- SHDF (Social Housing Decarbonisation Fund) Wave 1 was extended to the end of October and is going to complete on time. Almost all issues connected to the tier 1 contractor Beinn going into administration have been resolved – except some scaffold removals which will be resolved shortly. Site visit took place with the monitoring officer last week. Ellie Nathan was highly praised as an exceptional project officer.
- SHDF Wave 2 (120 Thrive Homes, 34 infill) early in the delivery phase, with Thrive properties currently being surveyed and Thrive in the process of procuring a project managing agent.
- The Solar Together scheme has launched with 333 registrations from Three Rivers in the first week. Publicity running in local press and social media over the next 3 weeks, so expecting this response to grow significantly.

9. Fast Followers Project(s)

- Transition Street programme launched in the preferred target area Abbots Langley at Abbots Fest on 16th September and followed up with direct mail to a large number of homes. To date 20 people have registered an interest and will be invited to a street champion's event October 4th, where Ruth from Totnes will be speaking. Applicants will be shortlisted by the end of October.
- Work continues with NEF on the One Stop Shop preparation.
- Following a procurement exercise, a green finance consultant has been appointed to undertake a financial review of the council estate net zero trajectory and consider options for financing. This work will start mid-October.
- Structural surveys on key TRDC buildings have been completed with the report expected soon.
- Officers were due to speak at a TRDC landlords forum to provide options on how they can improve their EPC to a C. Since the legislative requirement has been removed by central government this event will focus on funding that is

available to landlords.

10. Behaviour Change: Waste

- County-wide #WorthSaving launch (piloted in TRDC) have launched county wide
- Planning to trial some different approaches to increase food waste recycling from flats.

11. Adaptation Risk Management

- Work continues on a climate resilience risk register, further details will be provided in November

12. TRDC Tree Management

- Ash Die Back – Following inspection of high-risk locations since last report, quotes for works are being obtained and an action plan for works is being prepared. Due to the large number of trees identified, works will need to be scheduled over multiple years.
- Oak Processionary moth – A joint policy on OPM is being developed with other Councils in Hertfordshire
- Starting to plan replacement and new tree planting for the forthcoming planting season.

Biodiversity

13. Cattle Grazing

- Cattle removed now from Chorley Wood House Estate. Awaiting confirmed dates for removal of cattle at other locations but anticipated to be by mid-October

14. Croxley Common Moor

- The replacement noticeboard is due to be received in October. Date of installation will be advised

15. The Bury Grounds Biodiversity Project

- Aiming to enhance the biodiversity/habitats present (including a section of river channel) and protect the heritage and improve the accessibility year-round.
- Working in partnership with Batchworth Community Council and Colne Valley Regional Park, to secure external funding has commenced and
- Broad public consultation is live to aid understanding the site usage. <https://haveyoursay.threerivers.gov.uk/the-bury-gardens-consultation#:~:text=Have%20your%20say%2C%20do%20you,below%20to%20have%20your%20say.>

Biodiversity Opportunities Audit (BOA) delivery

16. Spring Wildflower Planting at Eastbury Recreation Ground (Batchworth Ln, Eastbury, Northwood HA6 3HU): Planting of spring flowering wildflower plants accompanied with wildflower seed adjacent to the tennis courts. Planting took place on 4th October, with volunteers and members of the local community. It is hoped that this planting will not only create a welcome burst of colour in the Spring, but also provide a much needed source of nectar for the pollinators that emerge early in the season including some butterfly and bee species.

17. Woodland Creation at Cheshire Drive Open Space (Cheshire Dr, Leavesden, Watford WD25 7GP) & Barton Way Playing Fields (Barton Way, Croxley Green, Rickmansworth WD3 3QA): Creating small areas of woodland by planting approximately 100 whips (very young trees) at each site, the trees are then protected with guards and mulch mats to give them the best chance for success. The area of planting will be temporary fenced, without completely restricting access, to reduce the risk of trampling or crushing of the trees. The planting will take place this winter, with more detail to follow nearer the time. There are many benefits to woodland creation for local wildlife, for physical and mental health, and for the environment.

18. Standard Tree Planting: Planting of 2-3m tall trees with adequate protection in appropriate locations. Trees will be planted through the Winter within council owned greenspaces and along within roadside verges. Where there isn't the space for woodland creation, or where it would be inappropriate, the planting of individual large standard trees is a fantastic opportunity providing many of the same benefits.

19. Rickmansworth Aquadrome Project

- Officers still await the outcome of bid to the "Additional Mitigation Panel" (AMP) to carry out work to the Wet Woodland area and improvement works along the River Colne in partnership with Affinity Water.
- The EOI has been accepted by the National Lottery Heritage Fund with the Council invited to make a full application. Ongoing discussions will be held with NLHF officers (first meeting scheduled for early October) during bid preparation with bid submission in early 2024.

20. Air and Noise Pollution

- No significant issues at present

21. Cemeteries and Crematoriums

- Memorial Testing – Officers are currently procuring safety testing of all memorials as these works are due
- The new state-of-the-art and cutting-edge Hemel Hempstead Crematorium officially opened its doors to the public on Monday 18th September. Thanks go to David

Major, Chair of the West Herts Crematorium Joint Committee, who was a key player in the concept, development and delivery.

Environmental Forum and Water Partnership

22. Water Partnership

- Officers are continuing to liaise with Colne CAN (Catchment Action Network), to establish how the Council can support the Smarter Water Catchment application.
- Currently coordinating a cross council Officers working group focus on the regulatory aspect of water management

Report from the Lead Member for Community Partnerships, Councillor Steve Drury

I have had arrange of meetings over the last couple of months, firstly my thanks to Councillor Seabourne for agreeing to meet for a handover, and would like to thank him for all the work he has put into this role over the last few years.

I am having bi-monthly meetings now with officers concerning the partnerships side of the role and monthly meetings with the police, some virtual and some in person
Last week there was a briefing with the Citizens Advise Service who are also presenting this week to the CCLC committee.

On the 18 of October we have Local Strategic and Community Safety Board meeting along with The Deputy PCC here at TRDC.

Thanks to the officers concerned who contribute a lot to this role and for keeping me up to date on what's happening across the district and beyond.

Report from the Lead Member for Resources, Councillor Keith Martin

The comprehensive information found in September's Policy & Resources Committee agenda, which are accessible via the 17 October Full Council agenda, set out the budget and Medium Term Financial Plan position. As such they are not repeated here.

A report will be provided at November's Policy & Resources Committee, setting out the Council's financial position at the end of the first six months of the Council year, i.e. for the period commencing on 1 April 2023 and ending on 30 September 2023.

10. WRITTEN REPORTS FROM AND QUESTIONS TO CHAIRS OF AUDIT, PLANNING, LICENSING AND REGULATORY SERVICES COMMITTEES

Report from the Chair of the Planning Committee, Councillor Sara Bedford

The Planning Committee has had three meetings since the last Council meeting. There are several major applications due to be presented at the Planning Committee in the next few months. These include:

- A proposed Lidl store at World of Water Aquatic Centre, Hunton Bridge (22/1764/FUL). After the revised Highways report was accepted by HCC this is likely to be heard at the November committee.
- Land to the east of Langleybury Lane for a film hub (22/1945/FUL). No current date, but unlikely to be heard before December at the earliest.
- Proposed day nursery at Croxley House (23/0483/FUL) - likely to be heard in November.
- Two applications south of Foxgrove Path/Heysham Drive, South Oxhey (23/0701/FUL & 23/0699/AOD). As this report goes to print these are likely to be determined at this month's committee.
- Margaret House, Abbots Langley (23/1352/FUL) for the redevelopment of a former care home for 27 homes.

These are indicative dates, and the Council remains dependent on the responses of statutory consultees, including Hertfordshire County Council as the Highway Authority and Lead Local Flood Authority (LLFA). Amendments sought by applicants, often in response to objections, can also slow the process. I understand that residents dislike the uncertainty of a delayed application, but it is often unavoidable.

I thank planning officers for their continued support and their willingness to work with members and advise them on the technical aspects of applications.

11. MOTIONS UNDER COUNCIL PROCEDURE RULE 11

Councillor Stephen Giles-Medhurst, seconded by Councillor Sarah Nelmes, to move under Notice duly given as follows:

Motion 1

Council notes with disappointment that despite the decision of the July Council Gagan Mohindra Member of Parliament for Southwest Herts has still not apologised and withdrawn the misleading and inaccurate statement they made regarding the developments in the Green Belt and an Area of Outstanding Natural Beauty and again calls on them to put the record straight.

Councillor Stephen Giles-Medhurst, seconded by Councillor Matthew Bedford, to move under Notice duly given as follows:

Motion 2

Whilst welcoming the Government's announcements on 24 July to enable greater brownfield developments notes that in Three Rivers brownfield developments will only enable only 1022 971 new homes in our area against the accepted National Planning Policy Framework of figure that means the government requires Three Rivers to allocate sites for 11,466 dwellings over

18 years.

Notes that the announcements still not enable councils to agree their own Local Plan without government involvement.

Notes that until the NPPF and Standard methodology remains unchanged in the regulations that the council must follow along with the requirements for a 5-year land supply.

Notes and reconfirms that this Council will continue to bring forward for consultation a local plan that provides new suitable homes for future generations along with infrastructure whilst protecting the most Green Belt as possible and that as a result the number of new housing units proposed will be significantly less than the government's requirement probably by as much as 50% lower or more but irrespective of that calls on Three Rivers MPs to support such the Council's plan that protects 98% the majority of the Green Belt in our area.

Councillor Sara Bedford, seconded by Councillor Jon Tankard and Councillor Louise Price, to move under Notice duly given as follows:

Motion 3

Council notes the twin threats to our rivers from the Conservative government's failure to act on sewage discharges by privatised water companies, together with the recent pronouncement by the Secretary of State for Levelling Up, Housing and Communities of the government's intention to remove regulations regarding nutrient neutrality.

Council believes that both Conservative policies will add to the pollution of our precious waterways, seas and oceans and the habitats that depend on them.

Council further believes that extensive building in our Green Belt is also a threat to local habitats, and that whilst the Secretary of State for Levelling Up, Housing and Communities has brought forward this plan to amend the Levelling Up and Regeneration Bill, he has not sought to introduce an amendment to change the Standard Methodology or enable Local Planning Authorities to safeguard Green Belt land.

Council therefore calls for:

1. The immediate end to the threats to our waterways by a commitment to keep rules on nutrient neutrality and the retention of the entire Habitats' Directive.
2. A speeding up of the Environment Agency's largest ever criminal investigation into potential widespread breaches of environmental permit conditions at wastewater treatment works by all water and sewerage companies.
3. A reduction in the amount of sewage which can legally be discharged into waterways and the sea.
4. Changes to the National Planning Policy Framework, backed by primary legislation to enable the safeguarding of valuable Green Belt land.

Council therefore calls for the Chief Executive to write to the Secretary of State for Levelling Up, Housing and Communities, and the Secretary of State for the Environment, Food and Rural Affairs stating the council's views on these matters.

Councillor Paul Rainbow, seconded by Councillor Stephen Giles-Medhurst, to move under Notice duly given as follows:

Motion 4

Closure of ticket offices

Council notes with concern the announcement by the Rail Delivery Group that train companies are pressing ahead with plans to close up to 1000 rail ticket offices across England over the next three years.

Council believes that ticket offices provide a vital service to residents of Three Rivers. Having a clearly sign-posted place in the station for people with ticket enquiries provides certainty and confidence for customers who may struggle to otherwise locate station staff. Not all residents are able to use station ticket machines or have the means to book a ticket in advance. Complicated journeys involving connections are likely to require human assistance to ensure customers purchase the most appropriate and cheapest tickets, and do not incur penalties or pay more than necessary for their journey.

Council is concerned the closure of ticket offices will disproportionately affect elderly and disabled residents in Three Rivers – as well as those with poor literacy and IT skills. Statistics from Age UK that 3 million elderly people in the UK do not have access to the internet, and statistics from the Royal National Institute for Blind People that only 3% of those with partial or full sight loss feel able to use ticket machines.

Council is also concerned that there will be no regulations for minimum staffing levels at stations and on platforms, with the implications for passenger safety and for current station staff.

Council therefore resolves to instruct the Chief Executive to write to the Secretary of State for Transport, and the Chief Executive of the Rail Delivery Group, expressing this council's opposition to the possible closure of staffed rail ticket offices in this District, and to write to local train operating companies and TfL expressing the council's opposition to any plans to close the staffed ticket offices at local stations.

Councillor Paul Rainbow, seconded by Councillor Stephen Giles-Medhurst, to move under Notice duly given as follows:

Motion 5

Here at Three Rivers we recorded a rate of 63.5% for household waste recycled and composted in 2021/22.

It's a story of commitment. As an authority we have tried our best to make it easy for our residents to commit to recycling and continue to also focus on waste prevention and reuse. We have worked hard to ensure residents and businesses are given every opportunity to really understand the importance of recycling and, in response, you can see they have become dedicated to it.

Following a consultation from Defra on the wish for waste collection to be consistent across the country Councils have now been waiting for an announcement on the results for over two years. Without certainty on the collections that will need to be provided and where, councils cannot plan how they will effectively deliver these new services. There were many misgivings

about the proposals and the costs and It remains imperative that waste collection and disposal schemes reflect local needs, such as rurality or population density, to ensure that no authority is required to send lorries to cover large distances with a negligible environmental benefit. Yet no proposals have yet been made. Whilst councils want to be collecting more materials at kerbside, a prescribed way of doing so will prevent services from adapting to local communities.

Flexibility would allow councils to pilot innovative solutions to collecting additional materials without requiring each household to have new receptacles. For example, communal or smart bins for food and dry recycling which have been used successfully in built-up areas.

If changes are to be made from 2025 then Defra's response is needed urgently.

Without certainty, we cannot identify procurement timelines, and this will worsen the existing procurement bottlenecks – there is already a wait time of up to 2 years for new vehicles.

This is also holding back councils from replacing older fleets, decarbonising vehicles and finding renewable energy solutions.

Any service changes and procurement processes will require democratic signoff from councillors. As announcements are deferred further, this impacts on when councils could start delivering services. Councils need certainty on future services and funding.

We ask that the Chief Executive writes to the Environment Secretary to ask that the response to the consultation is produced at speed to enable us to start the process towards reaching their aims.

Councillor Narinder Sian, seconded by Councillor Chris Mitchell, to move under Notice duly given as follows:

Motion 6

This Council notes the statement from Secretary of State Michael Gove that the government plans to remove the 'Nutrient Neutrality' requirement for Natural England to advise councils not to approve housing schemes that will add to nutrient pollution in already damaged rivers and waterways.

This Council believes this would be a retrograde step which will further damage our already struggling waterways. The associated £280m 'offsetting' funding is an open acknowledgement that scrapping these rules will increase pollution. The amount is a drop in the ocean and, as Feargal Sharkey has pointed out, 'you can't offset a dead river'. Further, this plan transfers responsibility and costs of dealing with pollution from profitable developers to the public.

This Council believes that instead of allowing housebuilders to pollute, Government should require water companies and housebuilders to invest in upgrading the infrastructure needed as a prerequisite to development whilst continuing to enforce mitigation schemes. We further believe that with the right investment and appropriate regulation of all sources of pollution to our waterways, from treatment works to agriculture, communities can have both high-quality affordable homes and healthy waterways.

Councillor Philip Hearn, seconded by Councillor Oliver Cooper, to move under Notice duly given as follows:

Motion 7

Three Rivers District Council notes its desire for better-informed public debate on the most important issues affecting local residents.

Three Rivers District Council notes the misleading communications on a recent leaflet distributed by the district councillors for Chorleywood South & Maple Cross which claimed that the Local Cycling & Walking Infrastructure Plan was developed and proposed by "consultants for Hertfordshire County Council".

This is false, as the very first line of the Local Cycling Walking & Infrastructure Plan states, "This document is the Local Cycling and Walking Infrastructure Plan for Watford Borough Council (WBC) and Three Rivers District Council (TRDC) developed with these two local authorities and in partnership with Hertfordshire County Council (HCC) as the Highway Authority".

Three Rivers District Council's leading role in developing the plan has also been made clear in multiple statements issued by the Lead Member through official communications and in officers' report to the Infrastructure, Housing, & Economic Development Committee in October 2022.

Three Rivers District Council instructs the Chief Executive to write to the district councillors for Chorleywood South & Maple Cross setting out the facts, seek assurances that they will not repeat misleading facts again, and request a retraction and a public apology for misleading residents within 5 working days of this motion being passed.

Councillor Oliver Cooper, seconded by Councillor Reena Ranger, to move under Notice duly given as follows:

Motion 8

Three Rivers District Council recognises the paramount importance of national security and is grateful to all who serve or have served to keep the United Kingdom and the world safe and free.

Three Rivers District Council is proud that the district is home to Northwood Headquarters, the principal headquarters of the British armed forces. Northwood is also home to five operational commands, including NATO Allied Maritime Command: NATO's principal establishment in the UK.

Northwood HQ is the residence of 850 service personnel and staff and is the workplace of over 2,500, making it one of the biggest single employment sites for the armed forces in the country.

Northwood HQ contributes significantly not just to the residential and working populations, but to the identity of Three Rivers.

While Three Rivers District Council is a signatory of the Armed Forces Covenant, every council in the country has and the content of the Covenant is now a legal requirement, so this does not represent the significance of Northwood HQ or our commitment to the armed forces.

Northwood HQ is not mentioned in the council's new strategic vision and is mentioned only cursorily on Three Rivers District Council's website, whereas it should be front of mind for the council.

Other authorities with large military establishments – such as Colchester, Plymouth, Portsmouth, and Rushmore (Aldershot) – have made declarations officially designating their councils as garrison or naval towns or cities as badges of pride in their important contributions to our national defence.

Three Rivers District Council therefore follows their lead in declaring that it is an Armed Forces Community. Three Rivers District Council further commits to ensure recognition of Northwood HQ – and its pride that Three Rivers is home of the UK's military command – is woven into our strategy and public identity as a council.

Councillor Abbas Merali, seconded by Councillor Philip Hearn, to move under Notice duly given as follows:

Motion 9

Three Rivers District Council recognises the important place that local sports clubs have for the communities in Three Rivers.

Three Rivers District Council believes that local sports clubs provide great social and health benefits to the community, increasing participation in physical activity and providing locations and activities that bring people together for a common purpose.

Three Rivers District Council further supports the independence of local sports clubs as excellent examples of the community self-organising.

Three Rivers District Council therefore understands that it should be an objective of the council to support local sports clubs and ensure their long-term financial viability.

Three Rivers District Council supports the Government's new funding to invest in grassroots football facilities to ensure that local clubs across the country can flourish, with a further £168 million being invested into facilities in England by 2025, on top of a continued £18 million annually.

Three Rivers District Council commits to support local sports clubs across the District by highlighting grants available to them and providing advice on how to apply for grants as well as to consider favourably funding applications including CIL applications, from this council.

12. 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 3 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.)

13. LIVESTREAMING DETAILS

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTIyYWNjNzltOWNmMy00OTI4LTk0YjEtZmIwOTE4ZGQ3Njlk%40thread.v2/0?context=%7B%22Tid%22%3A%2258420664-1284-4d81-9225-35da8165ae7a%22%2C%22Oid%22%3A%22e4bd9f48-5936-485c-82c1-bd8660567ae4%22%2C%22IsBroadcastMeeting%22%3Atrue%2C%22role%22%3A%22a%22%7D&btype=a&role=a

General Enquiries: Please contact the Committee Team at
committeeteam@threerivers.gov.uk

Joanne Wagstaffe, Chief Executive
17 October 2023

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Public Document Pack Agenda Item 2

THREE RIVERS DISTRICT COUNCIL

MINUTES

Of a meeting of the Full Council held in the Penn Chamber, Three Rivers House, Rickmansworth, on Tuesday, 11 July 2023 from 7.30 - 10.00 pm

Present:

Councillors Councillor Phil Williams (Chair), Councillor Raj Khuroya (Vice-Chair), Matthew Bedford, Sara Bedford, Ruth Clark, Oliver Cooper, Stephen Cox, Andrea Fraser, Stephen Giles-Medhurst, Rue Grewal, Philip Hearn, Lisa Hudson, Tony Humphreys, Khalid Hussain, Joan King, Stephen King, Chris Lloyd, David Major, Keith Martin, Abbas Merali, Chris Mitchell, Debbie Morris, Sarah Nemes, Louise Price, Kevin Raeburn, Paul Rainbow, Reena Ranger, David Raw, Ciaran Reed, Andrew Scarth, Roger Seabourne, Narinder Sian, Jonathan Solomons, Jon Tankard, Chris Whately-Smith and Anne Winter

CL29/23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors David Coltman, Steve Drury and Ian Morris.

CL30/23 MINUTES

The Minutes of the Annual Council meeting held on 23 May 2023 were confirmed as a correct record subject to the following amendment.

Councillor Narinder Sian replacing Councillor Chris Mitchell as the appointed Member on the Climate Change, Leisure and Community Committee

The Minutes of the Annual Council meeting held on 23 May 2023 were signed by the Chair.

CL31/23 CHAIR'S ANNOUNCEMENTS

The Chair announced that they had attended various events with details provided in the Members' Information Bulletin.

The Chair that they were looking to organise a footgolf competition and quiz night next year in aid in their two charities which are Watford Football Club Community Trust and Sustainable Three Rivers. A trek to Mount Olympus in Greece was also to be organised.

CL32/23 RECEIVE ANY PETITIONS UNDER PROCEDURE RULE 18 - NONE RECEIVED

None received.

CL33/23 QUESTIONS FROM THE PUBLIC UNDER PROCEDURE RULE 15

The Chair advised they would allow the two members of the public who had submitted questions to submit a supplementary question by email.

The written questions and written answers provided were included in the summons and could be viewed using the link below:

[Agenda for Full Council on Tuesday, 11th July, 2023, 7.30 pm - Modern Council \(threerivers.gov.uk\)](https://www.threerivers.gov.uk/agenda-for-full-council-on-tuesday-11th-july-2023-7.30-pm-modern-council)

CL34/23

RECOMMENDATIONS FROM THE INDEPENDENT REMUNERATION PANEL ON GROUP LEADER ALLOWANCE FOR THE NEW GROUP ON THE COUNCIL

Councillor Sarah Nelmes moved, seconded by Councillor Stephen Giles-Medhurst, the recommendation from the Panel as set out in the report.

On being put to the Council the motion was declared CARRIED by the Chair of Council, the voting being by general assent.

RESOLVED:

That the Green Group Leader receive an allowance of £1,640 in line with the other Opposition Group Leader allowance.

CL35/23

TO RECEIVE THE RECOMMENDATIONS FROM THE POLICY AND RESOURCES COMMITTEE MEETING ON 12 JUNE 2023

7a) Health & Safety Policy Statement 2023

Councillor Sarah Nelmes, seconded by Councillor Stephen Giles-Medhurst moved the recommendation.

On being put to Council the motion was declared CARRIED by the Chair of Council having been agreed by general assent.

RESOLVED:

That the Health & Safety Policy statement be agreed.

7b) Customer Service Strategy

Councillor Sarah Nelmes, seconded by Councillor Stephen Giles-Medhurst moved the recommendation.

Councillor Oliver Cooper, seconded by Councillor Philip Hearn proposed an amendment to the recommendation that the third bullet of page 11 of the strategy, be replaced with *“Providing a telephone option for those who do not have access or are unable to use the internet”* with *“Providing a telephone option with an aim of answering calls within 5 rings.”*

The Monitoring Officer advised that the proposed amendment could not be moved or debated as it would be contrary to Rule 11(6) due to the likely cost exceeding £10k.

On being put to Council the substantive motion was declared CARRIED by the Chair of Council the voting being 26 For, 10 Against and 0 Abstentions.

RESOLVED:

Approved the adoption of Customer Experience Strategy 2023-2026

7c) CIL Application – Mill End Community Centre

Councillors Sarah Nelmes and Roger Seabourne declared non-prejudicial interests in this item as they were a member of the Mill End Community Centre. They would not vote would remain in the room for the debate.

Councillor Stephen Giles-Medhurst moved, seconded by Councillor Chris Lloyd, the recommendations as set out in the report.

On being put to the Council the motion was declared CARRIED by the Chair of Council, the voting being by general assent.

(Councillors Sarah Nelmes and Roger Seabourne did not vote)

RESOLVED:

Approved CIL funding for the following schemes detailed in Table 1 of this report and summarised in the table below:

Table 1.

Applicant & Project Name	Infrastructure	Total Cost	CIL Amount	Year funds required
Mill End & District Community Association	Replacement Roof	£20,000.	£5,000.	2023
		£4,000.	£4,000.	2023
	Electrical Works		TOTAL: £9,000	

And any changes to the scheme proposals or variation of the financial requirements by up to 25% of the agreed commitment to be delegated to the Associate Director to determine in consultation with the Lead Member.

7d) Pedestrian Bridge, Aquadrome, Rickmansworth

Councillor Stephen Giles-Medhurst moved, seconded by Councillor Chris Lloyd, the recommendations as set out in the report.

On being put to Council the motion was declared CARRIED by the Chair of Council the voting being by general assent.

RESOLVED:

The recommendation is that Members approve CIL funding for the following schemes detailed in Table 1 of this report and summarised in the table below for 2023/2024:

Applicant & Project Name	Infrastructure
Three Rivers District Council <u>Rickmansworth Aquadrome Pedestrian Bridge replacement</u>	Replacement of existing pedestrian bridge from Riverside Drive

Any request for additional monies for this specific project is delegated to the Director of Finance, in consultation with the Lead Member, to determine having regard to the economic context and timescales for implementation, and who would consider an increase of up to 15% of the total CIL monies agreed.

7e) Substitutes on Licensing Committee

Councillor Stephen Giles-Medhurst moved, seconded by Councillor Sarah Nelmes moved the recommendation to rescind the decision at Annual Council in accordance with Rule 22.

On being put to Council the motion was declared CARRIED by the Chair of Council, the voting being by general assent.

RESOLVED:

To rescind the decision made at the Annual Council meeting on 23 May 2023 which permitted substitutes to sit on Licensing Committee.

7f) Summary of the Financial Year End Position 2022/23

Councillor Keith Martin moved, seconded by Councillor Stephen Giles-Medhurst the recommendations.

On being put to Council the recommendation was declared CARRIED the voting being 26 For, 0 Against and 10 Abstentions.

RESOLVED:

That the favourable revenue year end variance after carry forwards of £138,356 to be noted.

That the capital year end position as summarised in paragraph 2.6 and Appendix 3 be noted.

To approve to carry forward the unspent service budgets from 2022/23 to 2023/24 which total £490,772 to enable completion of projects as detailed at Appendix 2.

To approve the rephasing of capital projects from 2022/23 to 2023/24 which total £10,885,484 as detailed at Appendix 4.

To approve the creation of a new Commercial Risk earmarked reserve to manage financial risk associated with commercial ventures.

CL36/23

CHANGE TO THE MEMBERSHIP TO THE LICENSING COMMITTEE, REGULATORY SERVICES COMMITTEE AND ENVIRONMENTAL FORUM

Noted that Councillor Sarah Nelmes will replace Councillor David Major on the Licensing and Regulatory Services Committee.

Noted the resignation of Councillor Phil Williams on the Environmental Forum.

CL37/23

QUESTIONS TO THE LEADER, LEAD MEMBERS, CHAIRS OF COMMITTEES AND REPORTS FROM THE CHAIRS OF THE COMMITTEES AND QUESTIONS ON THE CHAIRS REPORTS

Written questions provided to the Leader and Lead Member were taken as read along with the written responses provided. To view the written questions and written responses (item 9 on the summons -please see the link below

[Agenda for Full Council on Tuesday, 11th July, 2023, 7.30 pm - Modern Council \(threerivers.gov.uk\)](https://www.threerivers.gov.uk/agenda-for-full-council-on-tuesday-11th-july-2023-7.30-pm-modern-council)

At the meeting the Leader and Lead Members were asked some supplementary questions on the written response provided with the responses provided at the meeting and after the meeting indicated below.

Councillor Sarah Nelmes, Leader of the Council, from Councillor Sara Bedford

9a No supplementary question.

9b. **Supplementary question:**

What other providers of training were considered? How was the choice made? A number of errors were made at the session I attended with the trainers getting confused on pre-determination and also brought up the 6 tests for conditions wrongly and did not cover costs.

Supplementary response provided after the meeting:

Following one of the previously leading providers of planning training closing business following the Covid Pandemic, there are very few providers of planning training with a specific focus on public sector or councillor training. Prior to 2021, training for Members had been given by Planning Officers. However, a combination of resourcing and capacity limitations, along with the benefit of external delivery bringing with it an increased breadth of experience, resulted in training being procured externally since 2021. This was procured via the Planning Advisory Service (PAS - part of the Local Government Association - LGA) although more recently the trainers were procured directly rather than through PAS. Given the limited availability for other external providers, and that PAS are part of the LGA, Officers did not consider other providers for this training.

There has been limited feedback given regarding the planning training, and whilst it is acknowledged that some comments in the training session may not have been clearly communicated, Officers were in attendance and had no concerns that the sessions were giving inaccurate or misleading advice that would prejudice Members ability to make decisions.

In respect of the breadth of the training, this is designed to give people with no knowledge about the planning system a basic introduction to ensure they are able to make well informed decisions. It is not possible (or appropriate) to cover all circumstances or elements of the planning system in a short introductory session. Officers request from Members details of further matters they require training on during the year but also expect Members to approach them should they have specific questions and queries.

9c. **Supplementary question:**

What updated information was supplied to Members, what decisions were examined from the previous year and is it not a concern that the training assumed that Members of the Planning Committee who sat on the Committee in April did not know what a material consideration was?

Supplementary response provided after the meeting:

The training is primarily aimed at Members with limited experience of the planning system, but Officers consider there is value in all Members receiving annual training to ensure they are appraised of any major updates or changes to the planning system, and to give a helpful reminder of matters that may not come up frequently. In the past year there have been few major changes to the planning system and thus the content of the training but planning is constantly in the news with 'emerging' changes which may be announced and take effect – for example the Levelling Up and Regeneration Bill or amendments to the NPPF, as well as particular appeals or court cases of note, and the annual opportunity to provide updates. There is no suggestion that Members who sat on Committee in April do not know what a material consideration is, but equally there are occasions throughout the year where matters are raised that are not material to planning which suggests a reminder is better than none.

9d. **Supplementary question:**

Only two working days' notice was given of the meeting to agents, did you know that one vote that was originally classed as spoiled was allocated to the incorrect candidate when added back and are you aware that one result was only saved from

being declared for two losing candidates when party representatives noticed just prior to declaration? Do you think this is appropriate.

Supplementary response provided after the meeting:

The above statements will be taken into account in the planning of future elections.

9e Supplementary question:

The Parish Candidates, Party representatives were not advised they were responsible for communicating with any party candidates and are you aware that the incorrect date for the submission of Parish election expenses was circulated post-election which could of led to the Parish candidates who received it submitting their expenses incorrectly later.

Supplementary response provided after the meeting:

Under Procedure Rule 14(4) it will take a little longer to draft a reply as that officer has left the Council so will need to access emails.

9f Supplementary question:

What material was the screen made out of which only allowed sound to move in one direction?

Supplementary response provided after the meeting:

The screens are made of acrylic, and the sound does not travel in one direction.

Leader of the Council, Councillor Sarah Nelmes, from Councillor Oliver Cooper

9g Supplementary question:

Would you please reconsider restoring the former website of which 13,000 pages could then be seen in future to hold us to account.

Supplementary response provided after the meeting:

All statutory and current relevant information has been transferred to the new website and is available to residents and customers. One of the objectives of the new website was to provide greater clarity, accuracy, and consistency of information to customers when they search for information or services, which is in alignment with the Customer Experience Strategy 2023-26 objectives. Maintaining out of date data on the website increases the risk of causing confusion by providing incorrect and misleading information to customers. I refer to my previous answer confirming that old archive content will be able to be provided on request.

Leader of the Council, Councillor Sarah Nelmes from Councillor Sara Bedford (allowed under Rule 14(3))

9gi Supplementary question:

What can be done on learn lessons from this to ensure that residents get a better response in future.

Supplementary response provided after the meeting:

As with any unauthorised encampment, the Officer Work Group will meet to review 'what went well' and 'what could be better next time'. As part of this review, Officers will look at the communications and reporting of such incidences to see if any improvements can be made.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Narinder Sian

9h Supplementary question:

Can you indicate which forum the feasibility study is likely to be presented at.

Supplementary response

Details would go through the General Public Services and Economic Development Committee. We are in discussions with Watford BC.

Question to the Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Chris Mitchell

9i Supplementary question

For the Community Way car park in Croxley Green is there potential for solar panels and could we set up a meeting with officers to see if the car park could be used a pilot.

Supplementary response

Would be interested in an exploratory meeting at this time just to hear what the proposals are.

9j No supplementary question.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Oliver Cooper

9k Supplementary question

What will be the impact on people going to Mount Vernon and the access road which is included in ULEZ and thought we had not fed back on those people being excluded or was it fed back in another way.

Supplementary response provided by Councillor Stephen Giles-Medhurst

Both the roads to the hospital are excluded from ULEZ and it was included in the original letter which went to the mayor. The access roads are excluded.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor David Raw

9l Supplementary question

On the parking and PCNs should the administration not take more responsibility and check the service being implemented for us.

Supplementary response:

There are constant checks and if you are to take the area as a whole or Uxbridge Road in isolation Hertsmere are visiting one to three times a day. From the data up to end of June we have had 351 visits to the area and to adjacent roads. We are not able to put CEOs there around the clock as we do not have that level of resource. In 2014 when the laws were changed, in order to remove things like spy cars, local councils were required to physically put the PCN on the windscreen of the offending vehicle. As things stand that is still the case so we are reliant on CEOs being there. People do park in the area for a very short time which makes it very difficult for the CEOs to be able to place a ticket on the offending vehicle. On CCTV if the Council was minded to write to the Government to move on this that may a potential avenue.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Philip Hearn

9m Supplementary question

The map and survey for the LCWIP consultation was put forward by TRDC officers to align with the Councils future vision for consultations so would the Lead Member apologise for the misleading answer to the question.

Supplementary response

The response was provided in consultation with HCC.

9n Supplementary question

Can the residents be assured that any who will be impacted will have a letter through their door informing them of any changes before they are implemented.

Supplementary response

The stage we are at the moment is very much a draft stage. There has been some misinformation put round. Filters can disrupt traffic, but people have been referring to them as road closures. They referred to the Governments gear change on their new vision for cycling and walking document from 2020 and which does refer to filters as being a way of reducing through traffic. Please do not refer to them as road closures because some vehicles can get through such as cycles and motorcycles.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Oliver Cooper

9o Supplementary question

What has been done different here compared to other Districts and what factors have been applied in Three Rivers which has meant we have not bid for funding for Three Rivers and installed electric charging points here which did not apply to other Councils.

Supplementary response provided after the meeting:

Recent funding available, including the On Street Residential Chargepoint Scheme (ORCS), is only for on street EV charging point (EVCP) installations aimed at residential use. The approach that has been pursued by Three Rivers DC to date has been for off street EVCP in its car parks and for rapid chargers which are aimed at enhancing our town centres and for visitors rather than residents. Different approaches have been pursued elsewhere across the County. As explained above Officers are currently considering alternative opportunities including how funding can be accessed.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Reena Ranger

9p Supplementary question

If displacement is a known problem will the Lead Member review the boundary roads and will they write to neighbouring authorities to ask for notification of schemes to be implemented with potential overspill consequences for our residents.

Supplementary response

We are working through a programme with reduced resources. All the schemes brought to our attention recently have been noted but we have to work to the plan.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Ciaran Reed

9q 20 days is a huge amount of time to go without a functional brown bin so does this Council provide compensation for the time people don't have their bin which they have paid for and would the Lead Member consider bringing this in.

Supplementary response:

If you can provide details of anyone waiting longer than 20 days, we can get responses arranged. We have been aiming for 20 days but we have issues at the moment with the supply chain and there is only a certain number of bins we can store. We were one of the earliest to introduce this level of recycling and a lot of the bins we had are coming to the end of their life.

9r No supplementary question

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Andrea Fraser

9s **Supplementary question**

Can the Lead Member confirm that parking charges will not go up in Rickmansworth in the next 12 months.

Supplementary response:

Not in the budget to increase.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Joan King

9t **Supplementary question**

Is the Lead Member aware that officers were already aware of this but were reminded by myself of the HCC funding for double yellow lines and should officers have been aware.

Supplementary response:

Was only brought to my attention recently and officers have been working hard to expedite this. I thank them for their time in doing this and they are trying to get this moved on speedily.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Stephen Cox

9u **Supplementary question:**

When is the Lead Member to be advised or was advised of the results of the statutory consultation as the answer only refers to when Ward Members would be advised.

Supplementary response provided after the meeting:

The Lead Member is still to be advised. Officers are still awaiting final feedback on the statutory notice consultation from their consultants (Hertsmere BC). Once received it will be discussed with the Lead Member and the Ward Members advised soon after.

9v **Supplementary question:**

Can the Lead Member advise, given that the Gosforth Lane scheme is only set to be implemented in part, when the next consultation dealing with the limited weight proposals which had been identified and the double yellow lines in Otley Way will be held?

Supplementary response provided after the meeting:

Officers have not yet confirmed a date, but I am aware there was a recent site visit to discuss the situation and proposals with Ward Councillors and Officers. Hertsmere BC Officers are currently reviewing the outcomes of this meeting and will be preparing further plans to share with Ward Councillors. I would expect a public consultation on further proposals in the Autumn.

Lead Member for Public Services, Councillor Paul Rainbow, from Councillor Stephen King

9w **Supplementary question:**

Can the Lead Member confirm that the answer to Point 3 is no, 4 none and 5 no and does the Lead Member accept that regular meetings are all very well but are you keeping on top of things and what is needed is a solution.

Supplementary response provided after the meeting:

As has been previously explained in the original response in relation to question 3 the bins at this location have been assessed as appropriate in size should they be used properly. As such, at this time, further bins will not be provided. In regard to question 4 again as previously responded on my instruction officers of this council have repeatedly made additional and special collections to clear and cleanse this area, they continue to work in partnerships with Thrive to seek to work with the local community to address the underlying behavioural issues which are causing the problems. Officers have met, both off and on site, on a number of occasions to discuss ways forward but of course I would be happy to meet with interested parties if it is felt that this will add value. As Lead Member I am regularly briefed on this matter and agree that a longer-term solution is required as this situation as well as being unacceptable for those residents who are subject to the impacts of thoughtless behaviour of others misusing this bin area is additional pressure on our Council waste service.

9x **Supplementary question:**

If the School Mead parking proposals are unfortunately on hold and are not able to be progressed this financial year, what is the plan and what are the next two locations to be investigated on the priority list for car parking bays.

Supplementary response provided after the meeting:

A further Work Programme is required to determine the next schemes to be progressed, there are currently no further schemes identified.

In the absence of a Transport Planner this further review of priority schemes has not progressed at the current time.

Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst, from Councillor Sara Bedford

9y **Supplementary question**

What is your view of the leaflets that have been circulated across the district over the past 6 months claiming these decisions are already made and the Council has approved sites for development.

Supplementary response

Total disgrace and is not true. It is clear the lead opposition is running a campaign of lies to hide the fact that the Government want Green Belt housing built but are refusing to allow local decision to be made by Councils hence the appeal decision in Surrey last week where the Government Inspector overruled the Council on a Green Belt site. No effort is being made to get the NPPF changed at this time. We will be putting forward a Local Plan which will not meet the Government targets but will protect Green Belt.

Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst, from Councillor Sara Bedford

9z **Supplementary question**

Why do you think opposition Councillors are saying the Council refused to consult until the Council forced them but clearly from the minutes this is not the case.

Supplementary response

I can only suspect it is confuse residents. It was the case at the Policy and Resources Committee the lead opposition refused on 5 December to back the consultation and only when we came to Council did, they change their mind. We have always supported consultation and continue to do so.

Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst, from Councillor Sara Bedford

9aa **Supplementary question**

The Council are not seeking to build £1,100 houses in an Area of Outstanding Natural Beauty is that not, correct?

Supplementary response

That is correct and despite the member of parliament being written to when the leaflet became apparent, they have not responded on the incorrect information. The planning applications referred to in the leaflet in Chorleywood were both refused planning permission in March 2023. I hope the Government Inspector will support the Council in turning down these applications.

Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst, from Councillor Matthew Bedford

9bb **Supplementary question**

Can you comment further on the results from the recent Regulation 18 additional sites consultation and the additional call for brownfield land.

Supplementary response

Unfortunately, no more brownfield sites have been put forward by the site owners or promoters but a couple of small additional sites have been proposed and will be coming back to the sub-committee as part of the process for reviewing what we bring forward to the public. We are looking to progress to a final Regulation 18 consultation, with a lower housing number, based on what the Council thinks is right and protects much more of the Green Belt but allows for some growth for social and affordable housing and new infrastructure over the next 18 years. Our target is likely to be 50% less than the Government target. Council should be proud of its consultation as evidenced by the 20,000 comments received to the two Regulation 18 consultations. No decisions have been made on potential sites and had already ruled out over 250 potential sites that had been suggested by site promoters.

Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst, from Councillor Andrea Fraser

9cc **Supplementary question**

On the save the High Street consultation I was wondering why the Council had not actioned some of the suggestions that were made

Supplementary response

They were not suggestions they were options for the council to look at in conjunction with the Chamber of Commerce and some of the suggestions are outside the scope of this council. In relation to the charges the £1 charge for 2 hours in Rickmansworth with the first hour free is the cheapest in the entire country where charges are made and has not been increased since it was first introduced 5 years ago.

Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst, from Councillor Andrea Fraser

9dd **Supplementary question**

Will the Leader of the GPZ call an extraordinary meeting to consider the recommendations on the different opening times requested by the retailers to help them out as they struggle with the current opening times presented to the Board recently.

Supplementary response:

The Board is a joint board set up by HCC and I am one of the representatives from TRDC along with the HCC member for the area and BCC. Meetings are called on ad hoc basis and I am yet to see any minutes or proposals from the recent meeting. I understand HCC are keen to complete the trial exercise to see what the results are

and as you aware at the public meeting the initial figures were showing an increase in footfall in the high street and a much longer dwell time than in previous years. We need to receive the data and review that along with the responses and the different views of everyone. It will be for the Highways Authority, the County Council to make their decision jointly.

Lead Member for Economic Development and Planning Policy, Councillor Stephen Giles-Medhurst, from Councillor Andrea Fraser

9ee Supplementary question

Should the Chair of the planning committee not have made statement on affordable housing, considering their interest in the planning training.

Supplementary response

I would want to check and verify the information you have provided. This council is clear on local planning policies we wish to secure 45% of all new housing as affordable housing but the Government allows developers to have get out clauses on affordability as a means of not providing affordable housing.

9ff No supplementary question

9gg No supplementary question

9hh No supplementary question

9ii No supplementary question

9jj No supplementary question

9kk No supplementary question

Lead Member for Resources, Councillor Keith Martin, from Councillor Chris Mitchell

9ll Supplementary question

Will the meeting be as described in my original question?

Supplementary response

It will and we have agreed the agenda.

Lead Member for Resources, Councillor Keith Martin, from Councillor Paul Rainbow

9mm Supplementary question

Does the Lead Member believe that the use of terminology such as “so dilapidated” is unfair on the tenant who is responsible for maintenance?

Supplementary response

It is not helpful because if the building was in that state and I am assured it is not a notice would have been served on the leaseholder to repair the building.

9nn Supplementary question

Does the Lead Member believe that it is misleading to put out such information.

Supplementary response:

If I received an email from an authoritative force and it had something which I believed to be accurate then it has the potential to mislead. One of the reasons for having the

meeting on Friday is to make sure we have authoritative information provided to residents so they can be clear on what is happening.

9pp **Lead Member for Resources, Councillor Keith Martin Councillor Sara Bedford (allowed under Rule 14(3))**

Supplementary question:

What could have been done to protect the car park and make it more difficult for the travellers to get in, such as what was done with the tree trunks at the Aquadrome car park.

Wished to put on record that the Head of Property and Major Projects had been superb in the support they had provided to the South Oxhey Jets.

Supplementary response provided after the meeting:

As part of the post removal review, the Officer Work Group will also consider if any proactive deterrents or measures could be put in place to better protect this site and other Council-owned sites. There are some specific user-based challenges with this site. As the Member will be aware the car park is regularly used by the Oxhey Jets Football Club and part of the site is currently occupied by a Contractor who is undertaking an insulation project in the area. The Contractor regularly receives deliveries of materials from larger good vehicles, which might find it difficult to navigate any physical preventative measures – Officers will look at what can be done to act as a deterrent, whilst still enabling reasonable use of the site.

CL38/23 LEADER AND LEAD MEMBER REPORTS AND RECEIVE ANY QUESTIONS

Noted the written reports from the Leader and Lead Members and oral updates provided as appropriate. Some oral questions raised on the written reports were provided with oral responses at the meeting while on other oral questions it was agreed a written response be provided after the meeting. Details of these are provided below.

A link to the reports is provided below under item 10 of the summons [Agenda for Full Council on Tuesday, 11th July, 2023, 7.30 pm - Modern Council \(threerivers.gov.uk\)](https://www.threerivers.gov.uk/agenda-for-full-council-on-tuesday-11th-july-2023-7.30-pm-modern-council)

Councillor Sarah Nelmes, Leader of the Council

Noted report and no questions raised.

Councillor Paul Rainbow, Lead Member for Public Services

Noted the report.

Question from Councillor Philip Hearn

In October 2022 the IHED Committee agreed to go out for consultation on the LCWIP and that any further comments, as appropriate, would be integrated into the consultation. Chorleywood Parish Council and Chorleywood Residents Association put a lot of effort into their response, including some alternative proposals and asked why these proposals did not appear in the consultation document.

Response provided after the meeting:

Whilst comments received were considered, and the Senior Transport Planner spoke with some Ward Councillors following the IHED Committee, it was not considered the consultation draft should be significantly amended. The concerns about specific routes, specifically in Chorleywood, were noted but these were routes derived from a detailed evidence base and it was considered appropriate that the Plan should go out to consultation with these routes detailed so wider resident/public comments on the proposals could be considered.

Question from Councillor Oliver Cooper

Why is there inconsistency between the leaflet that was distributed by the Liberal Democrats at the Chorleywood Village Day on Saturday stating that the Three Rivers and Watford LCWIP was drafted by Herts County Council consultants and owned by the County Council when the first line of the LCWIP states it was developed with TRDC and Watford Borough Council

Response provided after the meeting:

The LCWIP is a document prepared by and on behalf of 3 authorities: Hertfordshire County Council, Watford Borough Council and Three Rivers DC. The original consultants were commissioned by HCC on behalf of all 3 authorities.

Question from Councillor Debbie Morris

Can you provide a date on when the parking consultant's report will be provided with regard to Sandy Lodge Way.

Response provided after the meeting

This report is awaited from our consultants, it is expected by the end of July.

Question from Councillor Reena Ranger

What does the Lead Member feel a reduce parking standard in our local plan for new homes will do to help this District to make it an easier place to walk and cycle when anti-social parking or existing pressures are high.

Response provided after the meeting

Any reduction in parking standards is a tool which can be used to discourage car ownership and private car usage and conversely encourage further sustainable and active travel. However, it is often necessary to consider this as one of a number of measures to encourage more walking and cycling.

Councillor Stephen Giles-Medhurst, Lead Member for Planning Policy and Economic Development

Noted the report.

Thank you for the Head of Planning Policy and Conservation and the team on the work they are doing on the Local Plan.

Question from Councillor Reena Ranger

Electric vehicles are heavier than cars. Could you please tell me if any provision has been made to check what level of EV occupancy there is at our multi storey or raised car parks and are they adequately robust to take the weight and also robust to have solar panels on them.

Response provided after the meeting:

No work has been taken on this to date but given the parking of larger vehicles in the two Council multi storey car parks. The presence of EVs is not considered to raise an issue but this will be considered in work going forward.

Councillor Andrew Scarth, Lead Member for Housing, Public Health and Wellbeing

Noted the report.

Question from Councillor Joan King

There are currently 62 households in temporary accommodation which has been provided by the Council could comparable figures be provided for this time last year.

Response provided after the meeting

Please see the table below for comparison purposes of the number of households in temporary accommodation, data provided is as a snapshot on the last day of the month.

Jul-21	Jul-22	Jul-23
58	53	62

Councillor Chris Lloyd, Lead Member for Leisure

Noted the report. There were no questions.

Councillor Jon Tankard, Lead Member for Sustainability and Climate

Noted the report.

Question from Councillor Chris Mitchell

Can you please add Croxley Green to the Fast Followers

Supplementary response provided after the meeting:

Under the Fast Followers programme, TRDC and Grand Union Community Energy (GUCE) are working in partnership to launch the “Transition Streets” programme in Three Rivers over the next two years as a pilot. Transition Streets aims to bring neighbours together on a street-by-street basis to inspire them to make sustainability improvements to their homes and lifestyles, while saving money on their bills. Participating neighbours would meet together over a few months to complete a free programme of 7 short, home-based workshops covering key topics: Energy, Food, Travel, Water, Resource Use, and Biodiversity.

As Fast Followers is seeking to pilot the approach in Three Rivers as an innovative means of inspiring pro-environmental behavioural changes, and GUCE only has one part time officer to deliver the pilot project in our District over the 2-year Fast Followers programme and therefore are only able to facilitate 1-2 streets through the programme at any one time. Direct marketing will be sent to target areas that we believe are best suited to the trial, based on geodemographic data and other factors. Generic marketing will take place on a district wide basis. It is hope that the direct mail campaign will provide more encouragement for the targeted communities to apply, however it does not restrict others from applying and all applicants will be assessed against the criteria.

While anyone can participate in Transition Streets and it is a programme designed with inclusivity at its core, we are keen to use the pilot project to trial the approach with groups that would be representative of the wider community, so that relatable case studies can be created to inspire further engagement beyond the Fast Followers programme.

Using [CACI's Acorn data](#) and stakeholder insights, we have identified Abbots Langley and Bedmond, Leavesden, Penn and Mill End, and Rickmansworth Town wards as wards with the highest proportion of residents in the demographics that Transition Streets aims to engage. The primary demographic target for Transition Streets is “Comfortable Communities” defined as containing “*much of middle-of-the-road Britain, whether in the suburbs, smaller towns or the countryside. They are stable families and empty nesters in suburban or semi-rural areas*”, but other demographic categories of “Rising Prosperity” and “Financially Stretched” can be candidates too.

As Transition Streets emphasises the cost savings of sustainable changes, it is important that residents participating in the pilot project are motivated by the prospect of saving some money (and therefore we discounted wards with the highest proportions of “Affluent Achievers”), yet they should also have the financial means to be able to implement some changes which may have longer pay-back times such as home retrofit. We also recognised that residents facing the greatest socio-economic hardships are less likely to be able to commit their time and energy to a several month-long programme focusing on sustainability when they may be dealing with multiple

deprivations (and therefore discounted wards with the highest proportions of “Urban Adversity”).

We also decided to avoid areas that have already had extensive involvement in past and current retrofit projects such as South Oxhey and Carpenders Park, as the Transition Streets pilot programme has an emphasis on retrofit, which many people in these areas would already have been exposed to.

Though we have initially identified wards to focus our marketing of Transition Streets in, the project is ultimately dependent on the willingness of residents to take part, and we are therefore open to having residents from anywhere in the District express their interest in participating. Following the pilot project, we hope to expand Transition Streets across the District so that more residents from a diverse range of communities can join in.

If you do know of a street (a group of 6-8 households) that may be interested in participating in Transition Streets, then we would welcome any suggestions you have. Residents can also register their interest in the programme here:

<https://forms.gle/YH9zqMYyRSiiKTmB7>

Councillor Steve Drury, Lead Member for Community Partnerships

Not in attendance.

Councillor Keith Martin, Lead Member for Resources

Noted the report and no questions.

CL39/23 WRITTEN REPORTS FROM AND QUESTIONS TO CHAIRS OF AUDIT, PLANNING, LICENSING AND REGULATORY SERVICES COMMITTEES

Noted the written report from the Chair of Planning Committee.

No questions were raised on the report.

CL40/23 MOTIONS UNDER COUNCIL PROCEDURE RULE 11

Motion 1

Councillor Stephen Giles-Medhurst moved, seconded by Councillor Sarah Nelmes under notice duly given the motion as follows:

Council notes that the Member of Parliament for South West Herts (covering the majority of the Three Rivers Council area) has issued a leaflet at the end of May signed by him making a false claim about this Council.

The MP stated in this leaflet:

"The Liberal Democrat Council in Three Rivers have been pressing on with plans to build over 1,000 new dwellings across two of our green belt sites, which falls within the Chilterns' Area of Outstanding Natural Beauty (AONB)".

This is false.

In fact, the Council has not proposed or supported any development on any site within the Chilterns' Area of Outstanding Natural Beauty (AONB).

Without exception, every application for development on any site within the AONB has been rejected by Three Rivers Council (including both the current applications in respect of the Green Street site in Chorleywood).

The Council has not consulted about Green Street, Chorleywood or any other site in the AONB as a potential development site in its emerging Local Plan.

Council therefore expects the MP to withdraw the leaflet, issue a retraction and a public apology for misleading residents if he has not already done so as asked of him on 31 May.

Council instructs the Chief Executive to write again to the MP setting out the facts, seek assurances that he will not repeat misleading facts again and request a retraction and a public apology for misleading residents within 5 working days of this motion being passed if so a retraction has not already been received.

Council notes that its officers will, as have they have done so previously, rigorously defend any refusal of planning before the governments planning inspector and will do so re the Green Street, Chorleywood proposals.

Councillor Oliver Cooper moved, seconded by Councillor Philip Hearn the following amendments to the motion:

- Before the first original paragraph, add four paragraphs reading:
- “Council notes its desire for better-informed public debate on the most important issues affecting local residents.
- “Council notes a number of misleading communications, including a recent leaflet distributed by the district councillors for Chorleywood South & Maple Cross, which claimed that the Local Cycling & Walking Infrastructure Plan (LCWIP) was developed and proposed by “consultants for Hertfordshire County Council”.
- “This is false, as the first line of the LCWIP states, “This document is the Local Cycling and Walking Infrastructure Plan for Watford Borough Council (WBC) and Three Rivers District Council (TRDC), developed with these two local authorities and in partnership with Hertfordshire County Council (HCC) as the Highway Authority.”
- “TRDC’s leading role in proposing the plan has also been made clear in multiple statements issued by the Lead Member through official communications and in the officers’ report to IHED in October 2022.”
- In the first original paragraph, before “Council”, add “In addition, this”.
- In the fifth original paragraph, after “(AONB)”, add “and the applications in question were unanimously rejected by members of all parties at the Planning Committee. It would only have been correct if he had referred to the Green Belt, not AONB.”
- Add a new paragraph after the fifth original paragraph, reading: “This Council reminds all officeholders of the importance of releasing factually accurate information to our residents.”
- Delete all after.

It was advised by the Monitoring Officer that the proposed amendments were contrary to Rule 16(6d) as they had the effect of negating the motion and could not be considered.

On being put to Council the motion was declared CARRIED by the Chair of Council the voting being 26 For, 0 Against and 9 Abstentions (one Councillor was not present in the room for the vote).

RESOLVED:

The council notes that the Member of Parliament for Southwest Herts (covering the majority of the Three Rivers Council area) has issued a leaflet at the end of May signed by him making a false claim about this Council.

The MP stated in this leaflet:

"The Liberal Democrat Council in Three Rivers have been pressing on with plans to build over 1,000 new dwellings across two of our green belt sites, which falls within the Chilterns' Area of Outstanding Natural Beauty (AONB)".

This is false.

In fact, the Council has not proposed or supported any development on any site within the Chilterns' Area of Outstanding Natural Beauty (AONB).

Without exception, every application for development on any site within the AONB has been rejected by Three Rivers Council (including both the current applications in respect of the Green Street site in Chorleywood).

The Council has not consulted about Green Street, Chorleywood or any other site in the AONB as a potential development site in its emerging Local Plan.

Council therefore expects the MP to withdraw the leaflet, issue a retraction and a public apology for misleading residents if he has not already done so as asked of him on 31 May.

Council instructs the Chief Executive to write again to the MP setting out the facts, seek assurances that he will not repeat misleading facts again and request a retraction and a public apology for misleading residents within 5 working days of this motion being passed if so a retraction has not already been received.

Council notes that its officers will, as have they have done so previously, rigorously defend any refusal of planning before the governments planning inspector and will do so re the Green Street, Chorleywood proposals.

Motion 2

Councillor Stephen Giles-Medhurst moved, seconded by Councillor Sara Bedford under notice duly given the motion as follows with additional point 4:

Green Belt and Local Plan

Council notes various pronouncements made by Michael Gove as Secretary of State for Levelling Up & Communities and other prominent Conservative MPs that the standard methodology for calculating housing numbers is not going to be compulsory and that councils need not build on the Green Belt, although such changes have not yet been applied to local authorities. Councils are required to follow.

Council believes that our towns and villages are important to communities and that the green space within and around them is precious.

Council therefore requests that officers continue to work on:

1. Conducting further search for brownfield land, with publicity to landowners and the public.

2. Preparing a draft Local Plan with an evidence-based approach to safeguard undeveloped Green Belt land.

3. Ensure there is an evidence-based response to support the approach outlined in 2 above in any submission we are required to make to the planning inspectorate.

- 4. That in light of misleading and inaccurate information being circulated across the District about the Local Plan and planning decisions, the Council should use all facilities at its disposal to correctly inform residents of the factually correct information concerning the Local Plan and other matters.**

Councillor Ciaran Reed, seconded by Councillor Oliver Cooper proposed an amendment to the motion as follows, which was rejected by the proposer of the motion.

- In numbered list 2, after "land", add:

- “and that does not allocate any sites in the Green Belt for development unless the site is both:
- (i) substantially developed; and
- (ii) where the harm to the Green Belt from development is either low or moderate

On being put to Council the substantive motion with the addition of point 4 was declared CARRIED by the Chair of Council the voting being by general assent.

RESOLVED:

Green Belt and Local Plan

Council notes various pronouncements made by Michael Gove as Secretary of State for Levelling Up & Communities and other prominent Conservative MPs that the standard methodology for calculating housing numbers is not going to be compulsory and that councils need not build on the Green Belt, although such changes have not yet been applied to legalisation councils are required to follow.

Council believes that our towns and villages are important to communities and that the green space within and around them is precious.

Council therefore requests that officers continue to work on:

1. Conducting further search for brownfield land, with publicity to landowners and the public.
2. Preparing a draft Local Plan with an evidence-based approach to safeguard undeveloped Green Belt land.
3. Ensure there is an evidence-based response to support the approach outlined in 2 above in any submission we are required to make to the planning inspectorate.
4. That in light of misleading and inaccurate information being circulated across the District about the Local Plan and planning decisions, the Council should use all facilities at its disposal to correctly inform residents of the factually correct information concerning the Local Plan and other matters.

Motions 3 and 4 fell under Rule 11(4)

CHAIR

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**BUDGET MONITORING REPORT TO 31 JULY 2023
(DoF)**

Budget Monitoring Summary

- 1.1 Budget monitoring report is a key tool in scrutinising the Council’s financial performance and is designed to provide an overview to all relevant stakeholders. It is essential that the council monitors its budgets throughout the year to ensure that it is meeting its strategic objectives within its resource limits and, where necessary, corrective action is taken. A key principle of budgetary control is to align the budget holders’ financial responsibilities and their management responsibilities.
- 1.2 This report shows the expected financial position over the three year medium term based on the Council’s actual financial performance at the end of period four (31 July 2023) set against the latest budget.
- 1.3 **Revenue Summary**
- 1.3.1 The original 2023/24 budget as approved by Council 12 February 2023 was £13.754m. The latest budget which totals £14.245m includes the variances previously reported to Policy and Resources Committee in March 2023 (Period 10 Budget Monitoring) and July 2023 (2022/23 Year end report). The forecast year end position for 2023/24 at Period 4 is estimated to be £15.372m giving an unfavourable variance of £1.127m.
- 1.3.2 The table below shows how the forecast year end position has been constructed:

Revenue Budget 2022/23	£000
Original Net Revenue Budget	13,754
Carry Forward from 2022/23 (Year end report July 2023)	0.442
Latest Approved Budget	14,245
Supplementary Estimates to budget reported at Period 4 (<i>to be approved</i>)	320
Variances to budget reported at Period 4 (<i>to be noted</i>)	807
Forecast Total Net Expenditure 2022/23	15,372

The main variances are shown in the table below: Committee	2023/24 Revenue Account – General Fund Summary				
		(A)		(B)	(B – A)
	Original Budget	Latest Budget	Net Spend to Date	Year end Forecast	Supplementary Estimates and Variances
	£000	£000	£000	£000	£000
General Public Services & Economic Development	3,887	3,978	252	4,481	503
Climate Change, Leisure and Community	2,442	2,499	(537)	2554	55
Policy & Resources	5,026	5,369	8204	6,157	788
Total Service Budgets	11,355	11,846	7,919	13,192	1,346
Corporate Costs (Interest Earned/ Paid) and Parish Precepts	2,400	2,400	1,027	2,180	(219)
Net General Fund	13,755	14,245	8,946	15,372	1,127

1.3.3 The significant supplementary estimates and variances above include the pay award, inflationary increases in contracts and the cost of recycling materials.

1.4 Capital Summary

1.4.1 The original 2023/24 capital budget as approved by Council on 12 February 2023 was £4.602m. The latest budget which totals £15.488 million includes the variances previously reported to Policy and Resources Committee in July 2023 (2022/23 Year end report). The forecast Year end position for 2023/24 is now estimated to be £15.572m, which results in a service variation of £0.084m.

1.4.2 The table below shows how the forecast Year end position has been constructed:

Capital Investment Programme 2022/23	£000
Original Budget	4,602
Rephasing from 2022/23	10,886
Latest Approved Budget (Council July 2022)	15,488
Variances to budget reported at Period 4 (<i>to be approved</i>)	84
Forecast Capital Expenditure 2023/24	15,572

1.4.3 The forecast variances to agreed budget are shown in the table below:

Description	£000
Three Rivers House Whole Life Costing	
Additional budget to be funded by a capital contribution from Salex towards the cost of the new air source heat pump being installed at Three Rivers House	89
Denham Way MUGA	
Additional budget to be funded by a capital contribution from HS2 towards the new MUGA at Denham Way	20

Energy Performance Certificates	
Capital budget not required as ongoing spend is revenue in nature. An offsetting variation is reported in the revenue forecast.	(2)
Aquadrome	
Capital budget not required as ongoing spend is revenue in nature. An offsetting variation is reported in the revenue forecast.	(23)
Total Capital Variance	84

1.5 Reserves Summary

1.5.1 The potential effect of both the revenue and capital variances upon on each reserve at summary level is shown in the table below. A list of reserve balances is shown at Appendix 7.

Description	Balance at 1 April 2023	Movement	Balance at 31 March 2024
	£000	£000	£000
Capital Reserves	(8,568)	(1,176)	(9,744)
Earmarked Reserves	(14,990)	0	(14,990)
Economic Impact Reserve	(1,618)	183	(1,435)
General Fund	(4,967)	1,782	(3,185)
Total	(30,143)	789	(29,354)

Details

2.1 Revenue Budget

2.1.1 The Council's latest approved services budget (excluding corporate budgets) is £11.846m. The forecast year end position is now estimated to be £13.192m which results in a service variance of £1.346m. After taking account of Corporate Costs, the total variation is £1.127m.

2.1.2 The table below shows the supplementary estimates and variances to be managed against each Committee. The position of each cost centre and an explanation of the main variances for each committee are set out in the detailed committee monitoring reports at Appendices 1 to 3 and within the Corporate Costs medium term revenue budget at appendix 4.

Committee	Supplementary Estimates £000	Variances to be managed £000	Total £000
General Public Services and Economic Development	175	328	503
Climate Change, Leisure and Community	32	23	55
Policy and Resources	108	680	788
Total	315	1,031	1,346
Corporate Costs (Interest Earned/ Paid) and Parish Precepts	0	(219)	(219)
Net General Fund	315	812	1,127

- 2.1.3 Within appendices 1 to 3, annex B sets out the supplementary estimates, variances to be managed, and budget virements requested for each committee. The detailed variations for Corporate Costs are set out in appendix 4.
- 2.1.4 The budget virements requested enable effective budget management by ensuring that budgets are aligned to service activity, management responsibilities, and reflect grant income and planned use of reserves. Budget virements must always net to zero across the Council's budget. Policy and Resources Committee is recommended to approve the budget virements at paragraph 10.1.
- 2.1.5 Supplementary estimates totalling £0.315m are requested at the end of period 4. Supplementary estimates are requested when there is certainty that a budget pressure will arise, and the pressure cannot be managed within the service area. Supplementary estimates are funded by an increase in the contribution from General Balances and if agreed, result in the latest budget being updated to reflect the agreed expenditure. The impact of agreeing the additional budget is taken into account in the General Fund reserves forecast at paragraph 2.2.1. Policy and Resources Committee is recommended to approve the budget virements at paragraph 10.2.
- 2.1.6 At the end of period 4, variances to be managed total £0.812m. The most significant pressure is £0.650m in relation to the expected pay award for 2023/24. Officers are in the process of identifying offsetting efficiency savings to reduce the forecast pressure within the current financial year. The Policy and Resources Committee is recommended to note these variances at paragraph 10.3.

2.2 Revenue Reserve Position

- 2.2.1 The effect of all Period 4 variances on the Council's General Fund Reserve over the medium term is shown in the table below:

Movement on General Fund Balance	2023/24			2024/25	2025/26
	Original £000	Latest Budget £000	Forecast £000	Latest £000	Latest £000
Balance Brought Forward at 1 April	(4,967)	(4,967)	(4,967)	(3,184)	(2,136)
(Surplus)/Deficit for Year	347	838	1,782	1,048	1,052
Closing Balance at 31 March	(4,620)	(4,129)	(3,185)	(2,136)	(1,084)

- 2.2.2 A prudent minimum general fund balance of £2.000m is considered appropriate. The general fund balance is forecast to remain above this minimum level over the medium term.
- 2.2.3 The Council also has the Economic Impact Reserve which is held to manage the impact of economic fluctuations. The reserve will be used in 2023/24 to fund the shortfall on the SLM management contract income as a result of the impact of COVID-19 on the leisure contract and the reprofiling of the management fee. The forecast for the Economic Impact Reserve is set out in the following table:

Movement on Economic Impact Reserve	2023/24			2024/25	2025/26
	Original £000	Latest Budget £000	Outturn £000	Latest £000	Latest £
Balance at 1 April	(1,618)	(1,618)	(1,618)	(1,435)	(1,287)
COVID-19 Impact for Year	0	0	183	148	148
Closing Balance at 31 March	(1,618)	(1,618)	(1,435)	(1,287)	(1,19)

2.2.4 After taking account of the Economic Impact Reserve, the Council's unrestricted reserves position is forecast to remain above the £2.0m risk assessed level across the MTFP at £2.224m as at 31 March 2026.

2.3 Investment Portfolio

2.3.1 The Council's Property Investment Board was allocated up to a total of £20.000m in 2017 to invest in acquiring property with a specific remit of achieving a 5% return (yield) on the investment. The table below shows those properties that the Council has acquired, the 2022/23 receivable rent, and the resulting yield.

2.3.2 The total rent due is forecast to be £1.039m which will achieve an average yield of 5.67%, above the 5% target.

2.3.3 The governance of property investments is covered in the Property Investment Strategy.

Investment Property	2022/23 rent £000	Total cost of property £000	Yield %	Comments
Nottingham	(205)	4,469	4.59%	Acquisition of freehold interest located in the city centre of Nottingham let to commercial tenants, for a combined rental of £227,600pa on a 10 year lease from Feb 2018 which is subject to upward only rent reviews in Feb 2023. With effect from the Feb 2023, Barclays Bank Plc rent has been negotiated and agreed at £145,000 pa. This will be to lease end Feb 2028. Due to financial difficulties which a number of high street brands have encountered, one tenant company was under a Company Voluntary Agreement (CVA). Effective from the 2/9/20 to 8/4/2023, paying only a concessionary rent of £12,000 pa as opposed to the contracted rent of £60,000 pa. Property Services have, with effect from the end of the CVA, reverted the rent back to £60,000 pa.
Norwich	(496)	7,169	6.92%	Acquisition of a freehold interest located in the city centre of Norwich. Let to commercial sitting tenants for 20 year lease from December 2007. The rent due wef 21-12-21 was £468,670. The rent is reviewed annually in line with RPI, with a collar and cap arrangement of 3% and 5% respectively. However the lease requires that every 5th year a market rent review is undertaken. Rent review undertaken and it has been decided to uplift rent wef 21-12-22 by cap rate of 5%. This will result in an annual rental figure of £492,103.58. Forecast includes an element of backdate rent in relation to the uplift following the rent review.
Lincoln Drive (South Oxhey)	(151)	2,740	5.51%	The purchase of a Temporary Accommodation hostel at Lincoln Drive, South Oxhey. This comprises of 20 units with a mixture of 1, 2 and 3 bedrooms. This represents the net rent after the deduction of the management fee payable to Watford Community Housing which includes voids and the provision for bad debts. Management costs have increased wef April 23 by 11%. Rent and bad debt provision remain the same.
The Grapevine	(187)	0	0.00%	A joint venture development with Watford Community Housing on the ex-public house site 'The Grapevine'. Loan facilities provided by TRDC to Three Rivers Homes Ltd comprises of £5.182M with an interest payment plus accrued interest amounting to £187k.
Total	(1,039)	14,378	5.67%	Average Yield

2.4 Capital Programme

2.4.1 The Council's capital programme has been designed to support and enhance its core services and priorities. The Council's Medium Term Capital Investment Programme is shown by scheme by each Committee at Annex C in Appendices 1 to 3 and includes variances and commentary from officers.

2.4.2 The latest capital budget including re-phasing from 2022/23 is £15.488m. The forecast year end position for capital expenditure by Services at Period 4 is £15.572m. This provides a variance to latest budget of £0.084m. The Policy and Resources Committee is recommended to approve a revised capital programme budget taking account of the budget variations as set out in appendices 1 to 3 at paragraph 10.4.

2.4.3 The table below shows the 2023/24 original budget, latest budget, forecast year end position, spend to date and variance for Period 4.

Committee	Original Budget £000	Latest Budget £000	Spend to Date £000	Year end Forecast £000	Variance £000
General Public Services & Economic Development	2,368	2,985	285	2,983	(2)
Climate Change, Leisure & Community	1,122	1,261	536	1,258	(3)
Policy & Resources	1,112	1,563	104	1,652	89
Total Service	4,602	5,809	925	5,893	84
Major Projects:					
South Oxhey Initiative	0	7	0	7	0
Property Investment	0	9,672	3,579	9,672	0
Total Capital	4,602	15,488	4,504	15,572	84

2.4.4 As at the end of Period 4, the spend totalled £4.504m and represents 29.08% of the latest budget.

2.4.5 The capital programme is mainly supported by three income streams; capital receipts (derived from the sales of assets), grants and contributions, and the use of reserves. In addition, the Council may prudentially borrow to fund its capital programme. Decisions on borrowing (amount and duration) will be taken when the need arises. Funding of the capital investment programme over the medium term is shown at Appendix 5.

2.5 Key Risk Areas

2.5.1 Resources are allocated in the revenue and capital budgets to support the achievement of The Council's corporate plan. The Council's budget is exposed to risks that can potentially impact on service level provision. The key risks highlighted as part of this quarter's monitoring are;

- **Inflation**

Inflation, as measured by the Consumer Price and Retail Price Indices, remains significantly above the Bank of England target of 2%. The 12 month Consumer Price Index (CPI) was 6.8% in July 2023 and the Retail Price Index (RPI) was 9.0%. Inflation drives costs across the Council's budgets with the most significant impact on pay, fuel and energy costs. The impact on the Council's budget is set out section 2.6 below.

- **Business Rates & Council Tax**

The cost of living crisis, low economic growth and risk of recession will continue to place pressure on households and businesses throughout 2023/24 and may impact on the collection rates for Council Tax and Business Rates (NNDR - National Non Domestic Rates). The table below shows the impact on collection rates in the first four months of this year:

Fund	P4 2023/24 Target	P4 2023/24 Actual	Difference
Council Tax	32.68%	39.50%	6.82%
Business Rates (NNDR)	33.00%	42.15%	9.15%

As at 31 July, collection rates for both Council Tax and NNDR are ahead of target, however, this reflects the profile of payment plan options such as the payment of Council Tax over 10 months of the year rather than 12. Year on year, the collection of Council Tax is marginally ahead of the position reported at 31 July 2022 when 39.2% (+0.30%) of Council Tax and 41.87% (+0.28%) of Business Rates due had been collected.

Any impact on collection rates will feed through the Collection Fund to impact on council spending power in 2024/25 through the Collection Fund surplus or deficit.

- **Recycling Costs**

The Council has a contract for the disposal of recycling. The cost of the contract is variable and is linked to the global commodities market. The price can fluctuate significantly and when demand for recyclable materials is high the Council receives income for the recycling. Currently, the Council faces a cost to dispose of recycling as demand for materials has reduced. Recent economic performance data released from China, where the economy appears to have entered a recession, suggests that demand for recyclable materials could remain low for longer, increasing the cost to the Council.

- **Interest Rates**

The Bank of England's response to high inflation has been to utilise monetary policy by increasing the Bank of England Base Rate. This has impacted on the cost at which government can borrow and has fed through to the rates at which Councils can borrow from HM Treasury through the Public Works Loans Board (PWLB), rates that can be achieved from deposits with HM Treasury through the Debt Management Office (DMO), local authority to local authority lending and borrowing, and the interest rates offered by banks on current accounts and fixed deposits. The Council's cashflow forecasts indicate that the Council does not have a borrowing requirement during 2023/24. Therefore, the risk to the Council is on the upside, as higher interest rates mean that the Council will be able to generate more income from investing cash balances. The Council's Treasury Management activity is reported to the Audit Committee and the performance against budget is contained within this report in Appendix 4.

2.5.2 The Council's overall key financial risk matrix is shown at Appendix 7. These are reported and monitored and reviewed by the Council's Audit Committee on a quarterly basis. The latest matrix was presented to the Audit Committee on 27 July 2023.

2.6 Impact of inflation

2.6.1 The pay award remains the most significant risk to the annual budget and MTFP. The unions submitted the 2023/24 pay claim, effective from 1 April 2023, which would see individual council employees receive an increase of RPI +2% (RPI presently 10.7%). An offer was made by the National Employers Panel on 8 March 2023.

2.6.2 The offer included an increase of £1,925 for all employees up to SCP43 and 3.88% above, and an increase in allowances of 3.88% effective from 1 April 2023. The offer was rejected by the three main unions (Unison, Unite and GMB), in the spring and unions have balloted members on potential strike action. The outcome of the ballots will be known in the Autumn but it is not expected that the pay award will be resolved until December at the earliest.

2.6.3 The offer made by the National Employers Panel is significantly above the 2.00% increase allowed within the budget for 2023/24 and represents an increase to the pay budget of 6.08%.

- 2.6.4 The total cost is estimated at £0.825m compared to a budget of £0.175m. This would create an annual pressure of £0.650m. This pressure could be met from general balances on a one off basis in the current year but will need to be addressed on an ongoing basis through the budget planning process.
- 2.6.5 Energy costs are expected to exceed budgets in year although the pressure has not materialised in actual costs to 31 July 2023. As far as possible, services will be expected to absorb increased costs by managing other expenditure.
- 2.6.6 An exercise is currently being undertaken to ensure that all utility bills are paid on an actual basis rather than on estimates. A further update will be provided in the next monitoring report when a forecast will be produced based on actual charges received and there will be further information available about the impact of the price cap reduction due in October.

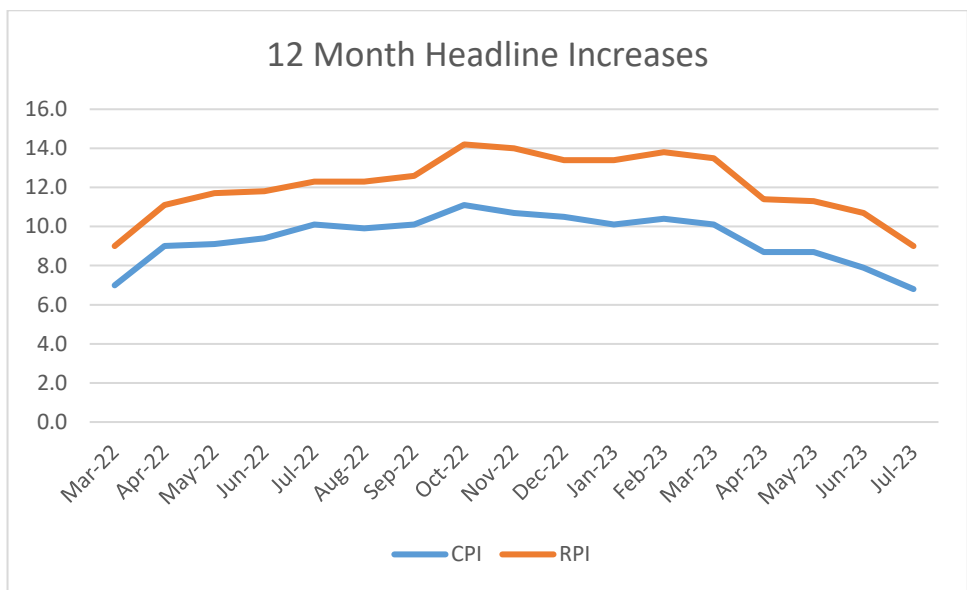
2.7 MTFP Planning Assumptions

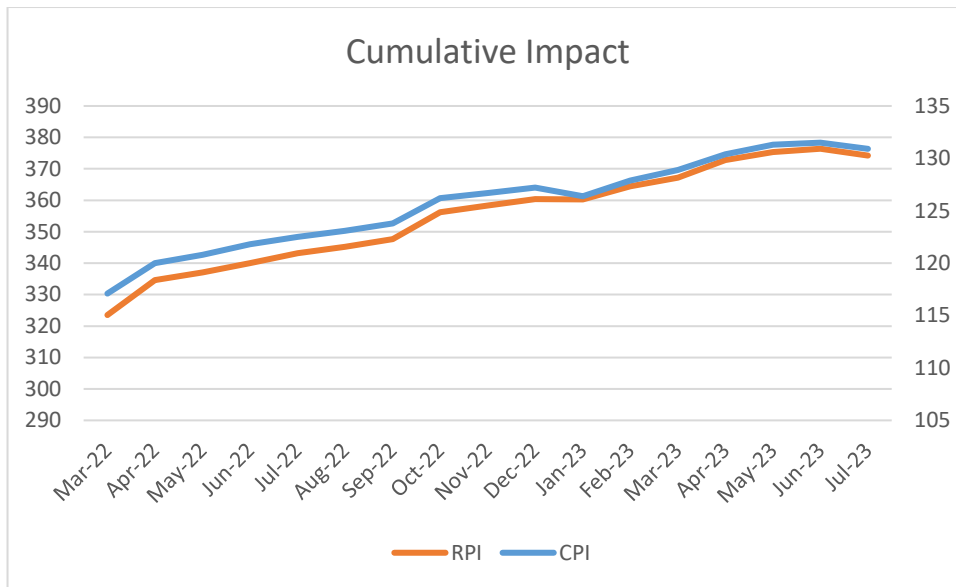
2.7.1 The current MTFP includes the following planning assumptions:

- 2% increase allowed for employee pay and member allowances
- 2.99% increase in Council Tax in 2024/24 (additional flexibility permitted as per the 2023/24 Local Government Finance Settlement) and £5.00 in 2025/26
- 1% growth in Council Tax Base for 2024/25 and 2025/26
- With the exception of budgets for pay and where contracts are index linked, budgets are cash limited with no allowance for inflation
- Fees and charges increase in line with inflation

2.7.2 When the current MTFP was agreed in February 2023, the latest report from the Bank of England's Monetary Policy Committee forecast inflation to fall sharply from the middle of 2023 to 5.0% by December 2023, 1.4% in December 2024 and 0.0% in December 2025. Although the Bank of England has raised interest rates from 3.0% in December to 5.0% to July 2023 (5.25% 3 August 2023), inflation has remained high to July 2023 with 12 month CPI at 6.8%.

2.7.3 The following graphs show the increase in CPI and RPI from March 2022/23 to July 2023/24.





2.7.4 High inflation and high interest rates impact the Council’s finances directly through higher pay awards and contract costs, but it also impacts on our residents which pushes up demand for services, decreases income from services such as planning and building control, and reduces Council Tax collection.

2.7.5 On 28 July, the Bank of England announced a review into the Bank’s ‘forecasting and related processes during times of significant uncertainty’ to be undertaken by an independent economist. It noted that ‘the UK economy has faced a series of unprecedented and unpredictable shocks’ and that there is a ‘need to adapt to a world in which we increasingly face significant uncertainty.’

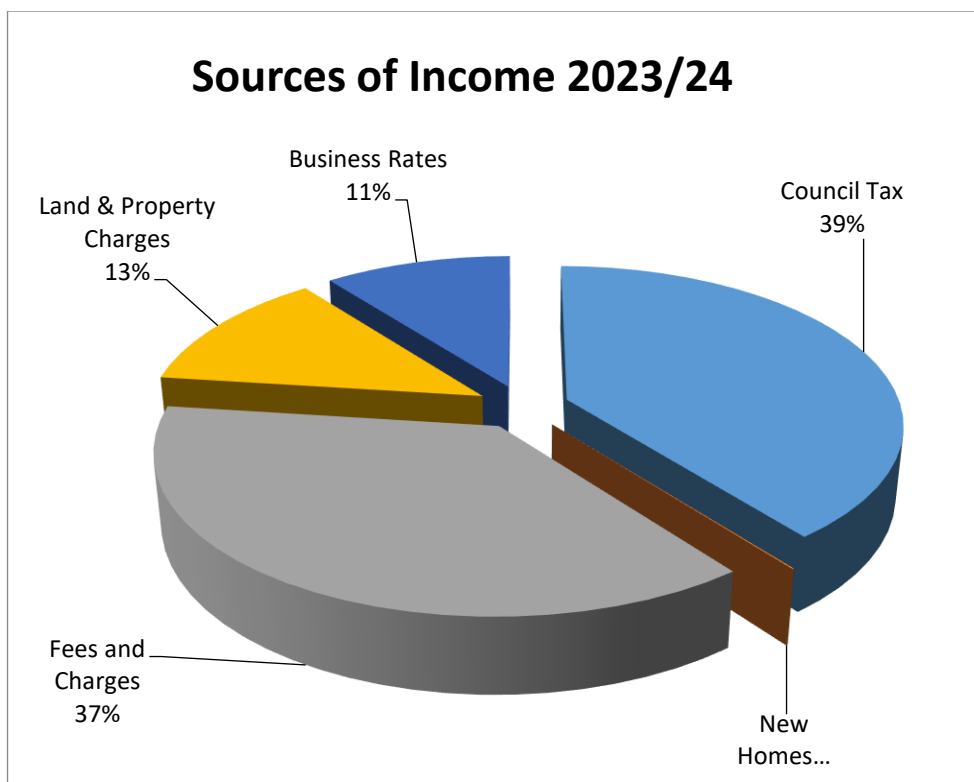
2.7.6 The economic uncertainty makes it particularly challenging for the Council to plan for the impact of inflation on the budget in future years. This is further complicated by a lack of certainty around the pay award for 2023/24 which is unlikely to be agreed until later in the financial year.

2.7.7 Planning assumptions will be kept under review throughout the autumn with the latest estimates incorporated into the proposed budget for 2024/25 and MTFP.

2.8 **Council Income**

2.8.1 The chart below shows the amount of income for each source as a percentage of total income.

Sources of Income 2023/24



- 2.8.2 Particular income generating items can fluctuate depending on the economic climate, popularity and affordability. The main risks that are considered the most critical and their financial position are shown in the table below. It should be noted that the income receivable from the Planning Services and Parking Enforcement are not linear and are subject to peaks and troughs throughout the financial year.
- 2.8.3 Environmental Services, trade waste is invoiced to customers half yearly in April and October and garden waste for existing customers is charged for in one instalment at the beginning of the financial year.
- 2.8.4 Garage rents are charged on a weekly basis and most are collected by a monthly direct debit. Licensing income relates to licences which are issued on a three or five year basis.

Service	Income Stream	2023/24 Original Budget £	2023/24 Latest Budget £	2023/24 Actual to date £	2023/24 Year end Forecast £	2023/24 Variance £
Regulatory Services	Application Fees	(696,420)	(696,420)	(186,083)	(696,420)	0
	Licenses	(200,260)	(200,260)	(88,174)	(200,260)	0
Parking	Penalty Charge Notices	(115,000)	(115,000)	(33,155)	(115,000)	0
	Pay and Display	(220,000)	(220,000)	(52,731)	(220,000)	0
Environmental Protection	Trade Refuse	(826,650)	(826,650)	(404,904)	(751,500)	0
	Garden Waste	(1,463,200)	(1,463,200)	(1,448,480)	(1,463,200)	0
	Clinical Waste	(113,850)	(113,850)	(56,038)	(113,850)	0
	Cemeteries	(222,673)	(222,673)	(108,574)	(222,673)	0
Property Services	Garages	(976,830)	(976,830)	(313,689)	(976,830)	0
	Shops	(210,000)	(210,000)	(85,598)	(210,000)	0
	Investment Properties	(890,089)	(890,089)	(383,664)	(890,089)	0

2.8.5 Further details on the Council's key budget indicators for revenue service income streams (including volumes and trends) are shown in the detailed Committee Monitoring Reports at Appendices 1 to 3.

2.9 Debtors (invoicing)

2.9.1 The Council charges its customers for various services by raising debtor invoices. If the debt remains outstanding, then a variety of recovery methods are employed including rearranging the payment terms, stopping the provision of the service or pursuing the debt through the legal recovery process.

2.9.2 As at the end of Period 4 (July), the total outstanding debt was £0.720m. This is equivalent to 2.83% of total budgeted income of £25.500 million. Debts less than a month old total £0.335m (46.47% of total debt) and it is considered that this sum will be recovered. Outstanding debt over a year old is £0.086m (11.97% of the total debt) which mainly relate to unpaid rent on Temporary Accommodation. The Council's debt recovery team will continue to chase these debts and initiate payment plans (instalments) wherever possible.

2.9.3 The table below shows a summary of the outstanding debt by the three main aged categories.

Aged debt	Services	Under 1 Month	Over 1 Month to year	Over a year	Total
Committee		£	£	£	£
General Public Services & Economic Development	Housing – Temporary Accommodation	6,924	16,463	52,183	75,570
	Economic Development and Planning Policy	0	217	7,463	7,680
	Public Services	135,980	44,648	3,009	183,637
Climate Change, Leisure & Community	Community Partnerships	182,649	16,310	360	199,319
	Leisure	1,708	72,167	0	73,875
	Sustainability & Climate	0	0	0	0
Policy & Resources	Resources	7,584	149,622	22,989	180,195
	Leader	0	0	220	220
Total		334,845	229,427	86,224	720,496

2.10 Treasury Management

2.10.1 The Council has managed its cash flows and adhered to its Treasury Management policy during the period to 31st July. The interest earned on the investments made by the Council supports the funding of the services it provides. The Council set an original budget of £0.290m on short-term investment interest for 2023/24. The Bank of England base interest rate was 4.25% on 1st April 2023, and was subsequently increased by 0.25% in May, 0.50% in June 2023. The base rate was therefore 5.00% at the end of the period. A further increase of 0.25% was made in August 2023. The increase in base rate has fed through into increased market returns for short-term deposits, we have therefore reported a favourable variance of £0.210m which means it is likely that the revised income budget of £0.500m will be achieved in 2023/24. This forecast is included within the variations reported in Corporate Costs, appendix 4.

2.11 Staff Vacancy Monitoring

2.11.1 A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post. The table below summarises the level of vacancies at the end of July 2023 with a detailed analysis by service within appendices 1 to 3.

Committee	No of Vacancies
General Public Services & Economic Development	15
Climate Change, Leisure & Community	2
Policy & Resources	14
Total	31

2.11.2 The percentage of vacant posts at the end of the first quarter is 8.56% when compared against the total number of 362 Council posts. In some cases, vacant posts will be covered by agency staff to ensure service delivery.

Options and Reasons for Recommendations

3.1 The recommendations below enable the Committee to make recommendations to Council to agree the allocation of financial resources to delivery Council services.

Policy/Budget Reference and Implications

4.1 In accordance with the Council's Constitution and Financial Procedure Rules, if the recommendations are accepted, this will amend the Council's budgets for 2023/24, and over the MTFP.

4.2 There are no substantial changes to Council policy resulting from this report.

Financial Implications

5.1 The following revenue and capital variations have been identified for all service committees at 31 July 2023:

Variance	2023/24 £	2024/25 £	2025/26 £
Revenue - (Favourable)/ Unfavourable	1,127,437	873,184	873,184
Capital - Increase / (Decrease)	84,262	296,024	(24,500)

5.2 The explanations relating to these variations are set out in the main body of this report and supporting appendices.

Legal Implications

6.1 There are no legal implications directly arising from this report.

Equal Opportunities Implications

7.1 Relevance Test

Has a relevance test been completed for Equality Impact?	Yes
Did the relevance test conclude a full impact assessment was required?	No

Staffing, Environmental, Community Safety, Public Health, Customer Services Centre, Communications and Website Implications

8.1 There are no relevant implications directly arising from this report.

Risk and Health & Safety Implications

- 9.1 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.
- 9.2 The Financial and Budgetary risks are set out in Appendix 6 and are also reported to each meeting of the Audit Committee. FIN07, which captures the risk that the medium term financial position worsens, is also reported within the Council's Strategic Risk Register.
- 9.3 The risks set out in Appendix 6 are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

Recommendation

To Council:

- 10.1 That the revenue budget virements as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.
- 10.2 That the revenue budget supplementary estimates as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.
- 10.3 That the revenue variances to be managed as set out in appendices 1 to 3 be noted.
- 10.4 That the capital variances as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.

Data Quality

Data sources:

Council's financial ledger

Data checked by:

Sally Riley, Finance Business Partner

Data rating:

1	Poor	
2	Sufficient	
3	High	✓

Background Papers

Budget papers to Council – February 2023

APPENDICES / ATTACHMENTS

- Appendix 1 General Public Services and Economic Development Committee Detailed Monitoring Report
 - Annex A - Medium term revenue budget by service
 - Annex B - Explanations of revenue variances reported this Period
 - Annex C - Medium term capital investment programme
 - Annex D - Explanations of capital variances reported this Period
 - Annex E – Key Income Streams
- Appendix 2 Climate Change, Leisure and Community Committee Detailed Monitoring Report
 - Annex A - Medium term revenue budget by service
 - Annex B - Explanations of revenue variances reported this Period
 - Annex C - Medium term capital investment programme
 - Annex D - Explanations of capital variances reported this Period
- Appendix 3 Policy and Resources Committee Detailed Monitoring Report
 - Annex A - Medium term revenue budget by service
 - Annex B - Explanations of revenue variances reported this Period
 - Annex C - Medium term capital investment programme
 - Annex D - Explanations of capital variances reported this Period
 - Annex E – Key Income Streams
- Appendix 4 Corporate Costs Medium term revenue budget
- Appendix 5 Funding the capital programme
- Appendix 6 Budgetary risks
- Appendix 7 Reserves Forecast 2023/24

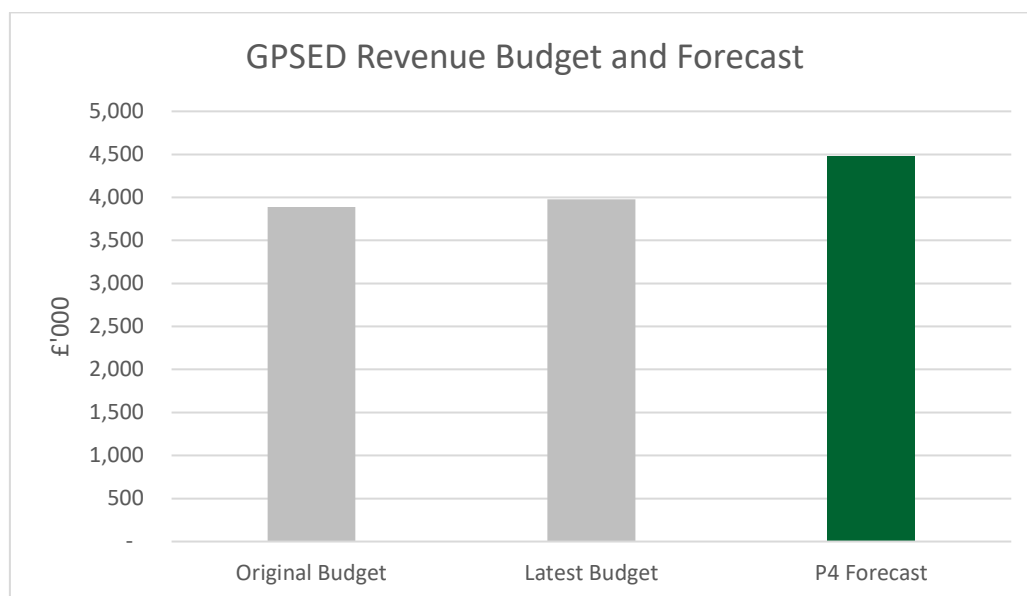
General Public Services and Economic Development Committee Detailed Monitoring Report

Overview

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the General Public Services and Economic Development (GPSED) Committee. The forecast is based on the position as at Period 4 which covers the period from 1 April 2023 to 31 July 2023.

Revenue

2. The latest forecast is net expenditure of £4.481m against the latest budget of £3.978m, a variation of £0.503m. The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget £000	Latest Budget £000	Yearend Forecast £000	Forecast Variation to Budget £000
Housing	395	395	395	0
Infrastructure and Planning Policy	752	792	792	0
Economic Development	2,740	2,791	3,294	503
Total	3,887	3,978	4,480	503

3. Annex B sets out the main variations to budget.

4. Income Streams

The key income streams are detailed in Annex E. All are currently on target to achieve budget income levels in 2023/24.

Capital Investment Programme

5. The latest capital investment programme for 2023/24 is £2.985m. A variation of (£0.002m) is reported.
6. Detailed Capital budgets and explanation of key variations are set out in Annex C and Annex D respectively.

Staff Vacancy Monitoring

7. A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post.

8. The following table sets out the vacancies as at 31 July 2023.

Department	Job Title	Comments	Total
Economic and Sustainable Development	Senior Planning Officer	Covered by interim	1.00
Regulatory Services	Community Infrastructure Levy Officer	Currently advertised	1.00
	Senior Transport Planner	Not currently advertised	1.00
Housing	Housing Navigator	Not currently advertised	1.00
	Housing Apprentice	Not currently advertised	1.00
Economy Infrastructure & Planning	Associate Director - Economy Infrastructure & Planning	Recently advertised	1.00
Environmental Protection	Waste and Recycling Administrator	Recently advertised	1.00
	Grounds Maintenance Operative	Recently advertised	2.00
	Grounds Maintenance Trainee Operative	Recently advertised	1.00
	HGV Driver	Recently advertised	1.00
	Loader	Currently advertised	2.00
	Street Cleansing Operative	Recently advertised	1.00
Residential Environmental Health	Housing Enforcement Officer	Recently advertised	1.00
Total General Public Services & Economic Development			15.00

**Annex A
GPSED Committee Medium Term Revenue Budget Service**

General Public Services and Economic Development								
Housing, Public Health and Wellbeing	Original Budget 2023/24 £	Latest Budget 2023/24 £	Spend to Date £	Forecast Outturn 2023/24 £	Variance @ P4 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Housing Services Needs	501,198	501,198	151,722	501,198	0	512,455	512,455	Income and Expenditure budgets of £41,800 required for Ringfenced Homes for Ukraine grant
Rent Deposit Guarantee Scheme	5,110	5,110	798	5,110	0	5,110	5,110	Demand led service
Homelessness General Fund	(176,770)	(176,770)	(477,569)	(176,770)	0	(176,770)	(176,770)	Income and Expenditure budgets of £394,558 required for Ringfenced grants received to date- £20,000 Ukraine Homeless Support, £300,359 Prevent Homelessness, £36,000 Rough Sleepers and £38,199 Domestic Abuse New Burdens
Housing Associations	(5,000)	(5,000)	0	(5,000)	0	(5,000)	(5,000)	Income will be received by year end
Refugees	0	0	0	0	0	0	0	
Env Health - Residential Team	70,097	70,097	(3,577)	70,097	0	71,314	71,314	Income and Expenditure budgets of £11,963 required for use of Earmarked Reserves to pay for agency staff
Public Health	0	0	(55,648)	0	0	0	0	
Total	394,635	394,635	(384,274)	394,635	0	407,109	407,109	

Economic Development and Planning Policy								
	Original Budget 2023/24 £	Latest Budget 2023/24 £	Spend to Date £	Forecast Outturn 2023/24 £	Variance @ P4 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Land & Property Info Section	6,987	6,987	17,268	6,987	0	(129)	(7,660)	Budget will be spent
Street Naming & Numbering	7,130	7,130	313	7,130	0	7,130	7,130	Budget will be spent
Development Management	263,664	274,664	309,030	274,664	0	273,005	273,005	Supplementary Estimate of £17,000 in 2023/24, £41,000 in 2024/25 and £24,500 in 2025/26 for CIL 5% admin income and equivalent expenditure budget to enable the recruitment of a CIL officer on a 2 year fixed term contract.
Director Community & Env Servs	130,211	130,211	0	130,211	0	130,118	130,118	Service subject to restructure
Development Plans	298,293	326,793	140,213	326,793	0	299,821	299,821	Budget will be spent
Hertfordshire Building Control	(4,323)	(4,323)	26,751	(4,323)	0	(4,323)	(4,323)	Service subject to restructure
HS2 Planning	0	0	109	0	0	0	0	Awaiting 1st Quarter income
GIS Officer	50,161	50,161	16,535	50,161	0	51,053	51,053	Budget will be spent
Total	752,123	791,623	510,219	791,623	0	756,675	749,144	

GPSED Committee Medium Term Revenue Budget Service cont.

Public Services	Original Budget 2023/24	Latest Budget 2023/24	Spend to Date	Forecast Outturn 2023/24	Variance @ P4	Forecast 2024/25	Forecast 2025/26	Officer Comments
	£	£	£	£	£	£	£	
Decriminalised Parking Enf	92,369	137,087	(34,963)	230,668	93,581	185,950	185,950	Supplementary estimate of £94,421 due to inflationary increase on parking contract. Budget virement of £840 for Fix & Fit Notice Boards to Communications
Car Parking-Maintenance	96,690	96,690	106,462	110,466	13,776	110,466	110,466	Supplementary estimate of £13,776 due to change in Business Rates ratable value
Dial A Ride	40,000	40,000	0	40,000	0	40,000	40,000	Budget will be spent
Sustainable Travel Schemes	1,500	8,000	3,026	8,000	0	1,500	1,500	Budget will be spent
Associate Director Customer & Community	0	0	25,122	0	0	0	0	Budget will be spent
Refuse Domestic	(23,370)	(23,370)	33	(22,390)	980	(22,390)	(22,390)	Supplementary estimate of £980 due to inflationary increase for Herts Waste Partnership membership
Refuse Trade	(37,465)	(37,465)	(245,517)	(30,091)	7,374	(30,091)	(30,091)	Supplementary estimate of £7,374 due to inflationary increase to Transport contract
Better Buses Fund	93,359	93,359	0	101,762	8,403	101,762	101,762	Supplementary estimate of £8,403 due to inflationary increase to SLA with Herts County Council
Recycling General	750	750	(821)	750	0	750	750	Budget will be spent
Garden Waste	(595,543)	(595,543)	(1,316,531)	(577,888)	17,655	(577,888)	(577,888)	Supplementary estimate of £17655 due to inflationary increase to Transport contract
Domestic Waste	(31,678)	(31,678)	(49,096)	(31,468)	210	(31,468)	(31,468)	Supplementary estimate of £210 due to inflationary increase to Transport contract
Recycling Kerbside	(318,613)	(318,613)	203,283	9,930	328,543	(318,613)	(318,613)	Variance to be managed in year of £328,543 - During the majority 2022/23 we were receiving an income from our recycling, this situation changed to being charged in the final Quarter of 2022/23 and has continued into 2023/24. Variances and availability of material prices can be influenced by a number of factors such as supply and demand, world events, economic disruption or an increase in energy prices. When demand outstrips supply then prices will rise, when there is economic hardship then there is less spend and less demand therefore prices will fall. The variance reported reflects the worse case scenario for 2023/24, with the hope that the situation will change and the amount being paid out will drop significantly.
Abandoned Vehicles	250	250	50	250	0	250	250	Demand led service
Public Conveniences	3,600	3,600	2,400	3,600	0	3,600	3,600	Budget will be spent
Hertfordshire Fly Tipping	0	0	(297)	0	0	0	0	Income and Expenditure budgets of £2,500 required for Ringfenced Herts Fly Tipping grant
Environmental Protection	389,553	389,553	144,581	389,553	0	389,685	389,685	Budget will be spent
Depot-Batchworth	35,380	35,380	15,843	35,380	0	35,380	35,380	Budget will be spent
Waste Management	2,360,909	2,360,909	1,073,744	2,393,329	32,420	2,293,592	2,293,592	Supplementary estimate of £32,420 due to inflationary increase to Transport contract
Street Cleansing	632,375	632,375	198,356	632,375	0	633,545	633,545	Budget will be spent
Total	2,740,066	2,791,284	125,675	3,294,226	502,942	2,816,030	2,816,030	
Total General Public Services and Economic Development	3,886,824	3,977,542	251,620	4,480,484	502,942	3,979,814	3,972,283	

Annex B
GPSED Committee Explanations of revenue supplementary estimates, variances to be managed and virements reported this Period

Supplementary Estimates

General Public Services and Economic Development					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Development Management	Employees	To employ a CIL Officer on a 2 year fixed term contract	17,000	41,000	24,500
	Income	Increase in CIL 5% Admin income to facilitate the employment of a CIL Officer	(17,000)	(41,000)	(24,500)
Total Economic Development and Planning Policy			0	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Decriminalised Parking Enf SPA	Third Party Payments	Inflationary increase on parking contract	94,421	94,421	94,421
Car-Parking Maintenance	Premises	Change in Business rates ratable value	13,776	13,776	13,776
Refuse Domestic	Supplies and services	Inflationary increase for Herts Waste Partnership membership	980	980	980
Refuse Trade	Transport	Inflationary increase to Transport contract	7,374	7,374	7,374
Better Buses	Supplies and services	Inflationary increase to SLA with Herts County Council	8,403	8,403	8,403
Garden Waste	Transport	Inflationary increase to Transport contract	17,655	17,655	17,655
Clinical Waste	Transport	Inflationary increase to Transport contract	210	210	210
Waste Management	Transport	Inflationary increase to Transport contract	32,420	32,420	32,420
Total Public Services			175,239	175,239	175,239
Total General Public Services and Economic Development			175,239	175,239	175,239

Variances to be managed

General Public Services and Economic Development					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Recycling Kerbside	Supplies and Services	During the majority 2022/23 we were receiving an income from our recycling, this situation changed to being charged in the final Quarter of 2022/23 and has continued into 2023/24. Variances and availability of material prices can be influenced by a number of factors such as supply and demand, world events, economic disruption or an increase in energy prices. When demand outstrips supply then prices will rise, when there is economic hardship then there is less spend and less demand therefore prices will fall. The variance reported reflects the worse case scenario for 2023/24, with the hope that the situation will change and the amount being paid out will drop significantly.	328,543	-	-
Total Public Services			328,543	0	0
Total General Public Services and Economic Development			328,543	0	0

Virements

General Public Services and Economic Development			2023/24	2024/25	2025/26
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Housing Service Needs	Supplies and Services	To spend ringfenced Homes for Ukraine grant	41,800	-	-
	Income	Receipt of ringfenced grants for Homes for Ukraine Scheme	(41,800)	-	-
Homelessness General Fund	Supplies and Services	To spend ringfenced Ukraine Homeless Support grant	20,000	-	-
	Income	Receipt of ringfenced Ukraine Homeless Support grant	(20,000)	-	-
	Supplies and Services	To spend ringfenced Prevent Homelessness grant	300,359	314,514	-
	Income	Receipt of ringfenced Prevent Homelessness grant	(300,359)	(314,514)	-
	Supplies and Services	To spend ringfenced Rough Sleepers grant	36,000	-	-
	Income	Receipt of ringfenced Rough Sleepers grant	(36,000)	-	-
	Supplies and Services	To spend ringfenced Domestic Abuse New Burdens grant	38,199	-	-
	Income	Receipt of ringfenced Domestic Abuse New Burdens grant	(38,199)	-	-
Environmental Health - Residential Team	Employees	Use of earmarked reserves to pay for agency staff	11,963	-	-
	Income	Use of earmarked reserves to pay for agency staff	(11,963)	-	-
Total Housing Public Health and Wellbeing			0	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24	2024/25	
			£	£	
Decriminalised Parking Enf	Premises	Fix & Fit Notice Board budget virement to Communications	(840)	(840)	
Hertfordshire Fly Tipping	Supplies and services	To spend ringfenced Herts fly tipping grant	2,500	-	
	Income	Receipt of Herts fly tipping grant	(2,500)	-	
Total Public Services			(840)	(840)	
Total General Public Services and Economic Development			(840)	(840)	

Annex C
GPSED Medium term capital investment programme

General Public Services & Economic Development												
Housing, Public Health & Wellbeing	Original Budget 2023/24 £	Latest Budget 2023/24 £	P4 Spend To Date £	Forecast Outturn 2023/24 £	Variance £	Latest Budget 2024/25 £	Proposed 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Comments
Disabled Facilities Grant	586,000	780,325	156,272	780,325	0	586,000	586,000	0	586,000	586,000	0	Budget will be spent
Home Repairs Assistance	2,000	2,000	0	2,000	0	2,000	2,000	0	2,000	2,000	0	Demand Led service, no applications received to date
Sub-total Housing, Public Health & Wellbeing	588,000	782,325	156,272	782,325	0	588,000	588,000	0	588,000	588,000	0	
Public Services												
	Original Budget 2023/24 £	Latest Budget 2023/24 £	P4 Spend To Date £	Forecast Outturn 2023/24 £	Variance £	Latest Budget 2024/25 £	Proposed 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Comments
Cycle Schemes	20,000	24,564	0	24,564	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Disabled Parking Bays	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Budget will be spent
Waste Plant & Equipment	25,000	40,610	10,564	40,610	0	25,000	25,000	0	25,000	25,000	0	Budget will be spent
Waste Services Depot	0	6,541	0	6,541	0	0	0	0	0	0	0	Budget will be spent
EV Charging Points	460,000	460,000	0	460,000	0	0	0	0	0	0	0	Budget will be spent
Controlled Parking	50,000	161,234	14,354	161,234	0	50,000	50,000	0	50,000	50,000	0	Budget will be spent
Parking Bay & Verge Protection	95,000	102,482	0	102,482	0	40,000	40,000	0	40,000	40,000	0	Budget will be spent
Highways Enhancement	30,062	30,062	0	30,062	0	50,000	50,000	0	50,000	50,000	0	Budget will be spent
Replacement Bins	115,000	92,190	43,062	92,190	0	115,000	115,000	0	115,000	115,000	0	Budget will be spent
Bus Shelters	0	46,938	51,594	46,938	0	9,000	9,000	0	9,000	9,000	0	Budget will be spent
Waste & Recycling Vehicles	858,000	1,070,413	0	1,070,413	0	800,000	800,000	0	800,000	800,000	0	Budget will be spent
Retail Parades	30,000	28,200	0	28,200	0	30,000	30,000	0	30,000	30,000	0	Budget will be spent
Car Park Restoration	35,000	41,001	0	41,001	0	35,000	35,000	0	35,000	35,000	0	A full inspection will be carried out in September to identify a programme of works
Estates, Paths & Roads	20,000	20,000	9,200	20,000	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
Energy Performance Certificate	2,300	2,300	0	0	(2,300)	2,000	0	(2,000)	2,000	0	(2,000)	Spend identified as Revenue costs, budget to be transferred to Revenue
TRDC Footpaths & Alleyways	25,000	56,335	0	56,335	0	25,000	25,000	0	25,000	25,000	0	A full inspection will be carried out in September to identify a programme of works
Sub-total Public Services	1,767,862	2,185,370	128,774	2,183,070	(2,300)	1,228,500	1,226,500	(2,000)	1,228,500	1,226,500	(2,000)	
Economic Development & Planning Policy												
	Original Budget 2023/24 £	Latest Budget 2023/24 £	P4 Spend To Date £	Forecast Outturn 2023/24 £	Variance £	Latest Budget 2024/25 £	Proposed 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Comments
Princes Trust-Business Start-up	10,000	10,000	0	10,000	0	10,000	10,000	0	10,000	10,000	0	Budget will be spent
Listed Building Grants	2,500	2,500	0	2,500	0	2,500	2,500	0	2,500	2,500	0	Budget will be spent
Integration of Firmstep to uniform Licensing applications	0	4,775	0	4,775	0	0	0	0	0	0	0	Budget will be spent
Sub-total Economic Development & Planning Policy	12,500	17,275	0	17,275	0	12,500	12,500	0	12,500	12,500	0	
Total General Public Services & Economic Development	2,368,362	2,984,970	285,046	2,982,670	(2,300)	1,829,000	1,827,000	(2,000)	1,829,000	1,827,000	(2,000)	

Annex D

GPSED Explanations of capital variances reported this Period

Description	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
General Public Services & Economic development				
Energy Performance Certificates	Spend identified as Revenue costs, budget to be transferred to Revenue	(2,300)	(2,000)	(2,000)
Total General Public Services & Economic Development		(2,300)	(2,000)	(2,000)

Annex E GPSED Key Income Streams

Regulatory Services									
Car Park Enforcement	Month	2020/21		2021/22		2022/23		2023/24	
Penalty Charge Notices (PCNs)		£	Volume	£	Volume	£	Volume	£	Volume
	April	(950)	2	(2,190)	80	(7,700)	176	(5,410)	114
	May	(1,905)	3	(5,008)	133	(7,955)	153	(8,830)	135
	June	(2,155)	10	(5,360)	124	(6,960)	144	(8,180)	152
	July	(2,363)	98	(7,916)	167	(7,386)	113	(10,735)	248
	August	(4,115)	138	(8,878)	233	(6,814)	122		
	September	(8,839)	238	(12,555)	252	(6,134)	114		
	October	(12,331)	353	(10,444)	219	(9,526)	249		
	November	(8,964)	108	(10,585)	230	(9,118)	194		
	December	(7,416)	93	(9,834)	230	(7,845)	134		
	January	(3,033)	4	(8,800)	149	(8,913)	154		
	February	(1,951)	9	(8,614)	231	(9,020)	172		
	March	(2,057)	17	(10,828)	190	(10,329)	135		
	Total	(56,079)	1,073	(101,012)	2,238	(97,700)	1,860	(33,155)	649

Comments: The Original budget for 2023/24 is £115,000. The charging structure is based on the severity of the contravention. The charge relating to a serious contravention is £70 and payable within 28-days (reduced to £35 if paid within 14 days). The charge relating to a less serious contravention is £50 payable within 28 days (reduced to £25 if paid within 14-days). Residents are charged on a zonal basis. The no of PCN's issued can reduce due to greater parking compliance.

Car Park Enforcement	Month	2020/21		2021/22		2022/23		2023/24	
Pay & Display Tickets		£	Volume	£	Volume	£	Volume	£	Volume
	April	(23)	5	(9,551)	5,128	(11,910)	7,037	(15,346)	8,197
	May	(20)	8	(10,442)	5,577	(12,841)	7,097	(17,473)	8,412
	June	(1,967)	1279	(12,675)	6,513	(15,058)	7,062	(17,912)	9,036
	July	(8,069)	4523	(11,677)	6,653	(13,121)	7,362	(17,937)	9,271
	August	(10,408)	6,149	(11,136)	6,198	(13,742)	7,326		
	September	(12,002)	6,653	(12,418)	6,789	(14,086)	7,387		
	October	(13,292)	6,925	(13,466)	7,308	(14,702)	7,878		
	November	(7,433)	10,031	(14,253)	7,582	(14,587)	7,411		
	December	(8,184)	4,033	(14,857)	7,638	(17,110)	8,354		
	January	(12)	1	(10,425)	6,486	(16,778)	7,573		
	February	(131)	40	(12,966)	7,309	(14,471)	7,823		
	March	(273)	385	(17,041)	7,813	(19,225)	9,882		
	Total	(61,814)	40,032	(150,907)	80,994	(177,631)	92,192	(68,668)	34,916

Comments: The Original budget for 2023/24 is £220,000. There are different charging regimes for different car parks within the district. However most pay & display car parks in Rickmansworth operate the following regulations - Monday - Friday, 8.30am - 6.30pm max stay up to 24 Hours - charge £4 with the first hour being free.

Development Management	Month	2020/21		2021/22		2022/23		2023/24	
Application Fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(38,159)	132	(37,925)	202	(389,072)	121	(31,355)	111
	May	(81,876)	109	(44,506)	200	(59,995)	162	(57,426)	138
	June	(41,283)	143	(40,347)	177	(41,122)	123	(73,723)	122
	July	(32,903)	138	(35,900)	152	(56,630)	129	(23,579)	125
	August	(35,997)	142	(58,240)	153	(27,451)	144		
	September	(90,374)	160	(24,763)	145	(53,870)	111		
	October	(29,374)	155	(26,477)	135	(141,962)	125		
	November	(30,543)	170	(34,623)	133	(51,317)	136		
	December	(67,640)	149	(53,134)	136	(65,353)	119		
	January	(30,515)	158	(39,467)	106	(21,090)	131		
	February	(32,295)	155	(39,530)	108	(56,956)	116		
	March	(55,165)	221	(91,250)	172	(34,930)	163		
	Total	(566,124)	1,832	(526,162)	1,819	(999,748)	1,580	(186,083)	496

Comments: The Original budget for 2023/24 is £696,420. There are a number of different charging levels dependent on the type & size of the proposed area. The table of current fees for each type can be found on the Councils website.

GPSED Key Income Streams Cont.

Waste Management									
Trade Refuse	Month	2020/21		2021/22		2022/23		2023/24	
Contract fees		£	Volume	£	Volume	£	Volume	£	Volume
	April	(280,745)	866	(342,837)	989	(374,524)	913	(408,151)	882
	May	417		(23,082)		(2,105)		2,040	
	June	(20,476)		(3,124)		(297)		200	
	July	(10,195)		(2,934)		(328)		1,007	
	August	(2,013)		(235)		(1,417)			
	September	(1,827)		(869)		(1,221)			
	October	(347,427)		(362,664)		(376,644)			
	November	6,383		2,382		(7,399)			
	December	(751)		(6,135)		(738)			
	January	5,463		(1,064)		(2,476)			
	February	(2,020)		(1,213)		(1,298)			
	March	(8,782)		(8,966)		(5,356)			
	Total	(661,973)		622		(750,741)		989	

Comments: The original 2023/24 budget is £826,650. Customers are invoiced twice a year in April and October. Income can fluctuate depending on the size of the bin collected and customers reducing their bin size and using the recycling service.

Garden Waste									
Bin Charges	Month	2020/21		2021/22		2022/23		2023/24	
		£	Volume	£	Volume	£	Volume	£	Volume
	April	(875,957)	20,314	(1,047,033)	21,524	(1,173,068)	21,649	(1,392,490)	21,254
	May	(66,976)	1,435	(19,620)	529	(18,910)	405	(31,450)	516
	June	(23,477)	469	(19,239)	331	(17,232)	237	(17,754)	273
	July	(10,812)	243	(13,244)	256	(8,724)	163	(6,786)	107
	August	(6,029)	131	(7,939)	190	(5,778)	96		
	September	(4,295)	105	(4,834)	93	(3,129)	49		
	October	(2,456)	85	(2,291)	75	(2,480)	80		
	November	(2,186)	65	(1,341)	51	(1,589)	51		
	December	(925)	28	(539)	20	(324)	14		
	January	(830)	28	(743)	31	(956)	26		
	February	0	0	0	0	0	0		
	March	0	0	0	0	0	10		
	Total	(993,943)	22,903	(1,116,822)	23,100	(1,232,190)	22,780	(1,448,480)	22,150

Comments: The original 2023/24 budget is £1,443,554. The standard charges for 2023/24 are £60 for the first bin and £105 each for a second or third bin. Customers in receipt of certain benefits pay a concession fee of £50 for the first bin.

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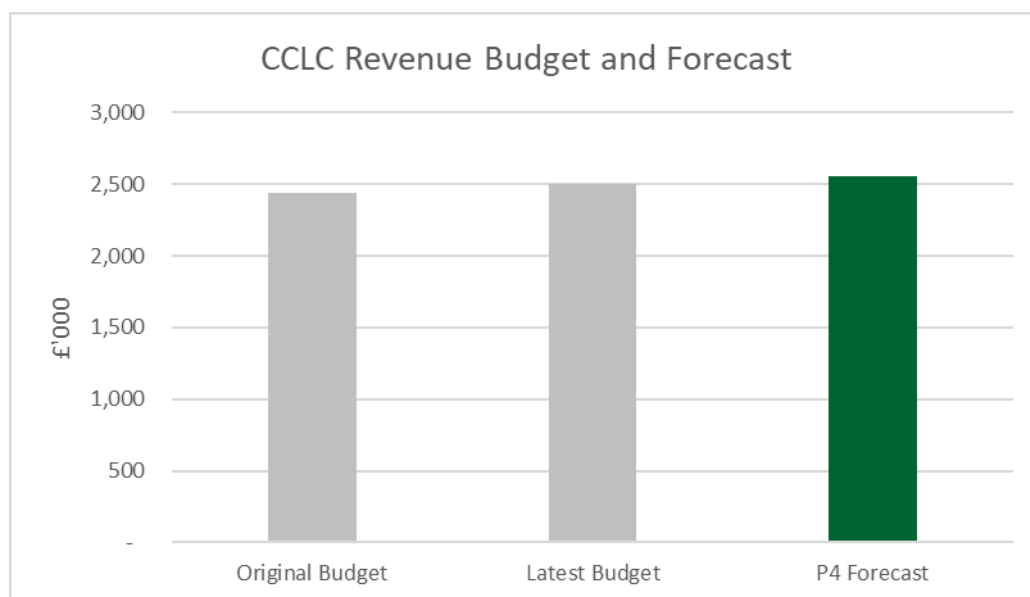
Climate change, Leisure and Community Committee Detailed Monitoring Report

Overview

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the Climate Change, Leisure and Community (CCLC) Committee. The forecast is based on the position as at Period 4 which covers the period from 1 April 2023 to 31 July 2023.

Revenue

2. The latest forecast is net expenditure of £2.554m against the latest budget of £2.499m, a variation of £0.055m. The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget £000	Latest Budget £000	Yearend Forecast £000	Forecast Variation to Budget £000
Community Partnerships	958	970	957	(13)
Leisure	1,158	1,158	1,208	50
Sustainability and Climate	325	371	389	18
Total	2,442	2,499	2,554	55

3. Annex B sets out the main variations to budget.

Capital Investment Programme

4. The latest capital investment budget for 2023/24 is £1.261m. A variation of (£0.003m) is reported.
5. Detailed Capital budgets and explanation of key variations are set out in Annex C and Annex D respectively.

Staff Vacancy Monitoring

6. A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post.
- 7.
8. The following table sets out the vacancies as at 31 July 2023.

Department	Job Title	Comments	Total
Landscape (Tree Unit)	Tree and Landscape Officer	Currently advertised	1.00
Watersmeet	Watersmeet Marketing Officer	Recently advertised	1.00
Total Climate Change, Leisure & Community			2.00

Annex A CCLC Committee Medium Term Revenue Budget Service

Climate Change, Leisure and Community								
Community Partnerships	Original Budget 2023/24 £	Latest Budget 2023/24 £	Spend to Date £	Forecast Outturn 2023/24 £	Variance @ P4 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Citizens Advice Bureaux	303,340	303,340	0	303,340	0	303,340	303,340	Awaiting Q1 invoice. Accommodation costs actioned at year end
Community Development	4,500	4,500	(61,816)	4,500	0	4,500	4,500	Income and Expenditure budgets of £55,000 required for Ringfenced Household Support Fund grant
Community Safety	217,274	228,774	147,331	228,774	0	218,103	218,103	Budget will be spent
Community Partnerships	209,387	209,387	64,904	209,387	0	211,303	211,303	Budget will be spent
Env Health - Commercial Team	209,790	209,790	(232)	209,790	0	209,790	209,790	Budget will be spent
Licensing	(66,261)	(66,261)	(49,370)	(66,261)	0	(66,050)	(66,050)	Budget will be spent
Community & Leisure Grant	80,000	80,000	4,800	67,000	(13,000)	80,000	80,000	Budget virement of £13,000 to Leisure for Arts on Prescription and Health projects
Total	958,030	969,530	105,617	956,530	(13,000)	960,986	960,986	

Leisure	Original Budget 2023/24 £	Latest Budget 2023/24 £	Spend to Date £	Forecast Outturn 2023/24 £	Variance @ P4 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Foots Langley Project	0	0	(374)	0	0	0	0	Income and Expenditure budgets of £159,000 required for use of S106 funding for projects
Community Sports Network Csn	0	0	0	0	0	0	0	
Community Arts	11,400	11,400	(27)	17,900	6,500	11,400	11,400	Income and Expenditure budgets of £1,000 required for Ringfenced Warner Brothers grant for Arts in the Park event and Budget Virement of £6,500 from Community Partnerships to deliver Arts on Prescription projects
Watersmeet	5,406	5,406	(90,414)	8,787	3,381	5,562	5,562	Supplementary estimate of £13,776 due to change in Business Rates ratable value
Leavesden Ymca	(35,000)	(35,000)	(19,105)	(35,000)	0	(35,000)	(35,000)	Income is received quarterly.
Oxhey Hall	(3,000)	(3,000)	(1,513)	(3,000)	0	(3,000)	(3,000)	Income is received quarterly.
Museum	(700)	(700)	(700)	(700)	0	(700)	(700)	Budget met
Playing Fields & Open Spaces	97,731	97,731	30,013	97,731	0	97,731	97,731	Budget will be spent
Play Rangers	56,495	56,495	20,592	56,495	0	56,416	56,416	Budget will be spent
Comm Parks & Sust Project	24,200	24,200	6,049	24,200	0	24,200	24,200	Budget will be spent
Aquadrome	16,550	16,550	18,993	44,050	27,500	39,050	39,050	Supplementary estimate of £22,500 due to the Algae Management Control System budget being moved from Capital programme as spend identified as revenue costs. Variance to be managed in year of £5,000 due to repair works to damaged parts of sewage pumps at the Aquadrome
Leisure Venues	(479,640)	(479,640)	1,377	(479,640)	0	(514,893)	(514,893)	Q1 invoices due to be raised
Leisure Development	519,504	519,504	150,396	519,504	0	519,600	519,600	Budget will be spent
Play Development - Play schemes	42,940	42,940	(21,274)	42,940	0	42,940	42,940	Income and Expenditure budgets of £9,270 required for Ringfenced HAPPY grant and Budget Virement of £6,456 within the cost centre to facilitate the hiring of a new electric van
Sports Devel-Sports Projects	45,550	45,550	4,562	52,050	6,500	45,550	45,550	Income and Expenditure budgets of £9,320 required for Ringfenced Together Fund grant of £3,770 and Lawn Tennis Association grant of £5,550. Budget Virement of £6,500 from Community Partnerships to deliver Health projects
Leisure & Community Services	121,355	121,355	18,373	121,355	0	121,277	121,277	Budget will be spent
Grounds Maintenance	735,553	735,553	225,840	741,689	6,136	743,654	743,654	Supplementary estimate of £6,136 due to inflationary increase to Transport contract
Total	1,158,344	1,158,344	342,788	1,208,361	50,017	1,153,787	1,153,787	

CCLC Committee Medium Term Revenue Budget Service cont.

Sustainability and Climate	Original Budget 2023/24 £	Latest Budget 2023/24 £	Spend to Date £	Forecast Outturn 2023/24 £	Variance @ P4 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Energy Efficiency	19,500	19,500	0	19,500	0	19,500	19,500	Budget will be spent
Sustainability Projects	3,000	3,000	0	3,000	0	3,000	3,000	Budget will be spent
Corporate Climate Change	98,085	144,154	(962,444)	144,154	0	98,902	98,902	Income and Expenditure budgets of £986,152 required for Ringfenced Social Housing Decarbonisation Fund
Pest Control	80,755	80,755	0	80,755	0	12,755	12,755	Budget will be spent
Environmental Maintenance	25,970	25,970	11,790	43,970	18,000	25,970	25,970	Variance to be managed in year of £18,000. An overspend is predicted on the disposal of gas canisters. We are currently piggy backing off of the current HCC contractor but we are in discussion with HCC to see if we can dispose of canisters at the Recycling Centres and if so whether this would be at a more favourable rate. We have no option other than to collect and dispose of fly tips so likely that we will see an overspend on this budget which can be managed by utilising underspends elsewhere.
Animal Control	62,305	62,305	19,677	62,305	0	62,253	62,253	Budget will be spent
Cemeteries	(208,623)	(208,623)	(98,834)	(208,623)	0	(208,623)	(208,623)	Budget will be spent
Trees And Landscapes	244,360	244,360	44,844	244,360	0	244,360	244,360	Budget virement within cost centre of £30,000 between Grounds Maintenance Special Projects to Alternative Grassland Management
Total	325,352	371,421	(984,967)	389,421	18,000	258,117	258,117	
Total Climate Change, Leisure and Community	2,441,726	2,499,295	(536,562)	2,554,312	55,017	2,372,890	2,372,890	

Annex B

CCLC Committee Explanations of revenue supplementary estimates, variances to be managed and virements reported this Period

Supplementary Estimates

Climate Change, Leisure and Community					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Watersmeet	Premises	Change in Business rates ratable value	3,381	3,381	3,381
Aquadrome	Supplies and Services	Algae Management Control System budget transferred from Capital programme as identified as revenue spend	22,500	22,500	22,500
Grounds Maintenance	Transport	Inflationary increase to Transport contract	6,136	6,136	6,136
Total Leisure			32,017	32,017	32,017
Total Climate Change, Leisure and Community			32,017	32,017	32,017

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 Variances to be managed

Climate Change, Leisure and Community					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Aquadrome	Premises	Repair works to damaged parts of sewage pumps at the Aquadrome	5,000	-	-
Total Leisure			5,000	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Environmental Maintenance	Third Party Payments	An overspend of £18,000 is predicted on the disposal of gas canisters. We are currently piggy backing off of the current HCC contractor but we are in discussion with HCC to see if we can dispose of canisters at the Recycling Centres and if so whether this would be at a more favourable rate. We have no option than to collect and dispose of fly tips so likely that we will see an overspend on this budget which can be managed by utilising underspends elsewhere.	18,000	-	-
Total Sustainability and Climate			18,000	0	0
Total Climate Change, Leisure and Community			23,000	0	0

CCLC Committee Explanations of revenue supplementary Estimates, variances to be managed and virements reported this Period cont.

Virements

Climate Change, Leisure and Community					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Community Development	Supplies and services	To spend ringfenced Household Support Fund grant	55,000	-	-
	Income	Receipt of ringfenced Household Support Fund grant	(55,000)	-	-
Community & Leisure Grant	Supplies and Services	Budget transferred to Leisure to deliver Arts on Prescription and Health Projects	(13,000)	-	-
Total Community Partnerships			(13,000)	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Abbots Langley Project	Supplies and services	To spend S106 funding for projects	159,000	-	-
	Income	S106 funding for projects	(159,000)	-	-
Community Arts	Supplies and Services	Budget transferred from Community Partnerships to deliver Arts on Prescription projects	6,500	-	-
	Supplies and services	To spend ringfenced Warner Brothers grant for Arts in the Park event	1,000	-	-
	Income	Receipt of ringfenced Warners Brothers grant for Art in the Park event	(1,000)	-	-
	Employees	Budget transferred to Contract Hire to facilitate the hiring of a new electric van	(5,556)	(5,556)	(5,556)
Play Development - Playschemes	Supplies and Services	Budget transferred to Contract Hire to facilitate the hiring of a new electric van	(900)	(900)	(900)
	Transport	Budget transferred from Agency Staff, Temporary Staff and Advertising to facilitate the hiring of a new electric van	6,456	6,456	6,456
	Supplies and services	To spend ringfenced HAPpy grant	9,270	-	-
	Income	Receipt of ringfenced HAPpy grant	(9,270)	-	-
Sports Devel - Sports Projects	Supplies and Services	Budget transferred from Community Partnerships to deliver Health projects	6,500	-	-
	Supplies and services	To spend ringfenced Lawn Tennis Association grant	5,550	-	-
	Income	Receipt of ringfenced Lawn Tennis Association grant	(5,550)	-	-
	Supplies and services	To spend ringfenced Together Fund grant	3,770	-	-
	Income	Receipt of ringfenced Together Fund grant	(3,770)	-	-
Total Leisure			13,000	0	0
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Climate Change	Supplies and services	To spend ringfenced Social Housing Decarbonisation Fund grant	986,152	-	-
	Income	Receipt of Social Housing Decarbonisation Fund grant	(986,152)	-	-
Trees & Landscapes	Premises	Budget transferred to Alternative Grassland Management from Grounds Maintenance Special Projects	(30,000)	(30,000)	(30,000)
	Supplies and Services	Budget transferred from Grounds Maintenance Special Projects to Alternative Grassland Management	30,000	30,000	30,000
Total Sustainability and Climate			0	0	0
Total Climate Change, Leisure and community			0	0	0

Annex C

CCLC Medium term capital investment programme

Climate Change, Leisure & Community												
Community Partnerships	Original Budget 2023/24 £	Latest Budget 2023/24 £	P4 Spend To Date £	Forecast Outturn 2023/24 £	Variance £	Latest Budget 2024/25 £	Proposed 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Comments
Capital Grants & Loans	0	0	0	0	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
Community CCTV	6,000	11,720	0	11,720	0	6,000	6,000	0	6,000	6,000	0	Budget will be spent
Sub-total Community Partnerships	6,000	11,720	0	11,720	0	26,000	26,000	0	26,000	26,000	0	
Leisure	Original Budget 2023/24 £	Latest Budget 2023/24 £	P4 Spend To Date £	Forecast Outturn 2023/24 £	Variance £	Latest Budget 2024/25 £	Proposed 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Comments
Denham Way MUGA	0	10,000	9,852	30,000	20,000	0	0	0	0	0	0	Capital funding of £20,000 from HS2
Barton Way MUGA	0	2,449	4,058	2,449	0	0	0	0	0	0	0	Budget will be spent
Aquadrome	22,500	22,500	0	0	(22,500)	22,500	0	(22,500)	22,500	0	(22,500)	Spend identified as Revenue costs, budget to be transferred to Revenue
Aquadrome Bridge Replacement	0	0	0	0	0	0	320,524	320,524	0	0	0	CIL spend approved for 2024/25 at Full Council 11th July 2023
Watersmeet Electrical	23,000	26,234	1,464	26,234	0	0	0	0	0	0	0	Budget will be spent
South Oxhey Playing Fields	468,750	457,330	333,728	457,330	0	0	0	0	0	0	0	TRDC project due to complete in August, tennis courts will be completed in the Autumn by the Lawn Tennis Association
Watersmeet Projector	80,000	80,000	37,744	80,000	0	0	0	0	0	0	0	Budget will be spent
Sportsbridge-Chess Habitat	8,190	8,190	0	8,190	0	0	0	0	0	0	0	Project being led by Countryside Management Service in partnership with the Environment Agency
Open Space Access Improvements	60,000	75,390	17,268	75,390	0	60,000	60,000	0	60,000	60,000	0	Budget will be spent
Improve Play Area-Future Schemes	115,000	120,680	0	120,680	0	120,000	120,000	0	120,000	120,000	0	Budget will be spent
Aquadrome-Whole Life Costing	11,000	11,000	0	11,000	0	11,000	11,000	0	11,000	11,000	0	Budget will be spent
Replacement Ground Maintenance Vehicles	264,000	264,000	0	264,000	0	540,000	540,000	0	540,000	540,000	0	Budget will be spent
Watersmeet-Whole Life Costing	20,000	20,000	4,528	20,000	0	20,000	20,000	0	20,000	20,000	0	Budget will be spent
Pavilions-Whole Life Costing	11,000	11,000	0	11,000	0	11,000	11,000	0	11,000	11,000	0	Use of Pavilions under review
Outdoor Fitness Zones	27,200	136,000	128,057	136,000	0	0	0	0	0	0	0	Budget will be spent
Sub-total Leisure	1,110,640	1,244,773	536,699	1,242,273	(2,500)	784,500	1,082,524	298,024	784,500	762,000	(22,500)	
Sustainability & Climate	Original Budget 2023/24 £	Latest Budget 2023/24 £	P4 Spend To Date £	Forecast Outturn 2023/24 £	Variance £	Latest Budget 2024/25 £	Proposed 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Comments
Cemetery-Whole Life Costing	5,000	5,000	170	5,000	0	5,000	5,000	0	5,000	5,000	0	Budget will be spent
Sub-total Sustainability & Climate	5,000	5,000	170	5,000	0	5,000	5,000	0	5,000	5,000	0	
Total Climate Change, Leisure & Community	1,121,640	1,261,493	536,869	1,258,993	(2,500)	815,500	1,113,524	298,024	815,500	793,000	(22,500)	

Annex D

CCLC Explanations of capital variances reported this Period

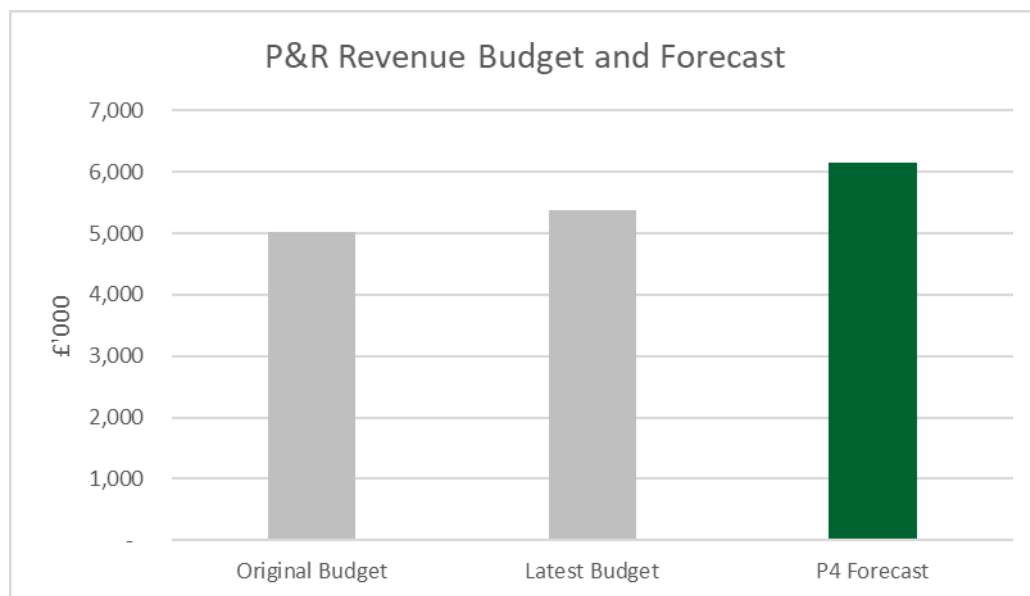
Description	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Climate Change, Leisure & Community				
Denham Way MUGA	Capital funding of £20,000 received from HS2	20,000	0	0
Aquadrome	Spend identified as Revenue costs, budget to be transferred to Revenue	(22,500)	(22,500)	(22,500)
Aquadrome Bridge Replacement	CIL spend approved for 2024/25 at Full Council 11th July 2023	0	320,524	0
Total Climate Change, Leisure & Community		(2,500)	298,024	(22,500)

Policy and Resources Committee Detailed Monitoring Report

1. This appendix sets out the detailed financial monitoring position for budgets within the scope of the Policy and Resources (P&R) Committee for the 2022/23 financial year. The forecast is based on the position as at Period 4 which covers the period from 1 April 2023 to 31 July 2023.

Revenue

2. The latest forecast is net expenditure of £6.158m against the latest budget of £5.369m, a unfavourable variation of £0.789m. The detailed revenue budgets and MTFP forecast is set out in Annex A.



Service Area	Original Budget £000	Latest Budget £000	Yearend Forecast £000	Forecast Variation to Budget £000
Resources and Leader	7,090	7,433	7,611	179
Garages and Shops	(1,169)	(1,169)	(1,169)	0
Investment Properties	(890)	(890)	(930)	(40)
Vacancy Provision	(180)	(180)	(180)	0
Salary Contingency	175	175	825	650
Total	5,026	5,369	6,158	789

3. Annex B sets out the main variations to budget.

Income Streams

4. The key income streams are detailed in Annex E. All are currently on target to achieve budget income levels in 2023/24.

Capital Investment Programme

5. The latest capital investment budget for 2023/24 is £11.241m. A variation of £0.89m is reported.
6. Detailed Capital budgets and explanation of key variations are set out in Annex C and Annex D respectively.

Staff Vacancy Monitoring

7. A major risk of non-delivery of service is where key staff leave the Council's employ and there is a delay or difficulty in recruiting suitable candidates to fill the vacant post.

8. The following table sets out the vacancies by service as at 31 July 2023.

Department	Job Title	Comments	Total
Customer Service Centre	Customer Service Centre Advanced Representative	Recently advertised	2.00
	Customer Service Centre Representative	Recently advertised	1.00
Revenue & Benefits	Revenues & Benefits Support Officer	Currently advertised	1.00
	Billing Officer	Recently advertised	2.00
	Recovery Officer	Covered by interim	3.00
Legal & Committee	Principal Lawyer (Property & Contracts)	Covered by interim	1.00
	Committee Manager	Covered by secondment	1.00
Asset & Property Management	Property Services Officer	Currently advertised	1.00
	Property and Asset Manager	Currently advertised	1.00
Electoral Services	Committee and Electoral Services Manager	Under Offer	1.00
Total P&R			14.00

Annex A
P&R Committee Medium Term Revenue Budget Service

Policy & Resources								
Resources	Original Budget 2023/24 £	Latest Budget 2023/24 £	Spend to Date £	Forecast Outturn 2023/24 £	Variance @ P4 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Corporate Management	150,680	212,980	(27,968)	242,980	30,000	150,680	150,680	Variance to be managed in year of £30,000 due to increase in bank charges expected as a result of increased volumes of online and telephone customer payments by card
Major Incident Planning	106,833	106,833	24,342	106,833	0	106,964	106,964	Budget will be spent
UK Shared Prosperity Fund	0	0	(208,871)	0	0	0	0	Income and Expenditure budgets of £211,936 required for Ringfenced UK Shared Prosperity Fund grant
West Herts Crematorium	0	0	262,244	0	0	0	0	All spend will be recharged to West Herts Crematorium
Miscellaneous Income & Expend	(114,910)	(114,910)	(791,173)	(114,910)	0	(114,910)	(114,910)	Budget will be spent
Non Distributed Costs	255,000	255,000	588	255,000	0	255,000	255,000	Actioned at year end
Director Of Finance	66,703	66,703	28,993	66,703	0	70,896	70,896	Budget will be spent
Miscellaneous Properties	(77,433)	(77,433)	(44,155)	(62,743)	14,690	(77,433)	(77,433)	Supplementary estimate of £14,690 due to Business Rates for Sir James Altham being the responsibility of TRDC whilst the building is empty
Office Services	214,810	214,810	25,439	198,810	(16,000)	198,810	198,810	Budget Virement of £16,000 to Asset Management - Property as security is now being delivered in house
Asset Management - Property Services	411,755	419,755	210,897	438,055	18,300	430,139	430,139	Supplementary estimate of £2,300 due to the Energy Performance Certificate budget being moved from Capital programme as spend identified as revenue costs. Budget Virement of £16,000 from Office Services as security is now being delivered in house
Finance Services	487,002	487,002	184,298	518,002	31,000	503,919	503,919	Budget virement within cost centre of £17,750, £27,000 from Finance Client and £4,000 from fraud to fund the hosting costs of the finance system following upgrade
Council Tax Collection	387,937	387,937	197,037	387,937	0	388,667	388,667	Budget will be spent
Benefits & Allowances	748,587	748,587	336,990	748,587	0	751,260	751,260	Budget will be spent
NNDR	58,898	58,898	10,000	58,898	0	58,898	58,898	Budget will be spent
Revs & Bens Management	39,453	39,453	18,876	39,453	0	39,453	39,453	Budget will be spent
Fraud	81,149	81,149	44,043	77,149	(4,000)	77,149	77,149	Budget virement of £4,000 to finance to fund the hosting costs of the finance system following upgrade
Garages & Shops Maintenance	(1,169,030)	(1,169,030)	(405,911)	(1,169,030)	0	(1,169,030)	(1,169,030)	Budget will be spent
Chief Executive	204,612	354,612	70,461	354,612	0	204,612	204,612	Budget will be spent

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P&R Committee Medium Term Revenue Budget Service cont.

Resources	Original Budget 2023/24 £	Latest Budget 2023/24 £	Spend to Date £	Forecast Outturn 2023/24 £	Variance @ P4 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Investment Properties	(890,089)	(890,089)	(383,664)	(929,794)	(39,705)	(950,499)	(982,225)	Supplementary estimate of £39,705 extra income due to revised income of £129,090 due as per rental agreements, offset by a budget of £77,376 for management costs and £12,009 bad debt contribution for Lincoln Drive Temporary accommodation which historically were not separated out from the income
Performance Mgt & Scrutiny	50,903	50,903	16,994	50,903	0	50,903	50,903	Budget will be spent
Debt Recovery	233,506	233,506	82,150	233,506	0	234,421	234,421	Budget will be spent
Associate Director Strategy, Partnerships & Housing	100,609	100,609	33,865	100,609	0	104,358	104,358	Budget will be spent
Three Rivers House	359,260	359,260	266,290	359,260	0	359,260	359,260	Budget will be spent
Basing House	(10,140)	(10,140)	4,223	(10,140)	0	(10,140)	(10,140)	Rent charged quarterly
Key Drive	10,250	10,250	8,645	10,250	0	10,250	10,250	Budget will be spent
Wimbledon	(200,000)	(200,000)	(698,049)	(200,000)	0	(200,000)	(500,000)	
Officers' Standby	6,140	6,140	0	6,140	0	6,140	6,140	Budget will be spent
Vacancy Provision	(180,000)	(180,000)	0	(180,000)	0	(180,000)	(180,000)	
Finance Client	21,108	21,108	15,666	(5,892)	(27,000)	(4,535)	(4,535)	Budget virement of £27,000 to finance to fund the hosting costs of the finance system following upgrade
Business App Maintenance	257,875	257,875	211,967	257,875	0	257,875	257,875	Budget will be spent
ICT Client	721,551	755,551	219,291	755,551	0	721,551	721,551	Budget will be spent
Internal Audit Client	55,968	55,968	(11,776)	55,968	0	55,968	55,968	Budget will be spent
Council Tax Client	(126,879)	(126,879)	0	(126,879)	0	(126,879)	(126,879)	Budget will be spent
Benefits Client	(470,660)	(470,660)	7,030,623	(470,660)	0	(470,660)	(470,660)	This holds the housing benefits payments and recovery from DWP and further grants from DWP relating to the provision of benefits. There is timing difference between payments made to claimants and income received from Government.
Nndr Cost Of Collection	(107,090)	(107,090)	0	(107,090)	0	(107,090)	(107,090)	This is received at year end
Fraud Client	2,690	2,690	897	2,690	0	2,690	2,690	Budget will be spent
Insurances	373,220	373,220	501,805	489,995	116,775	373,220	373,220	Supplementary estimate of £116,775 due to increase in costs of annual insurance policy
Debt Recovery Client Acc	(6,140)	(6,140)	(1,050)	(6,140)	0	(6,140)	(6,140)	Budget will be spent
Benefits New Burden	0	0	(39,760)	0	0	0	0	Income and Expenditure budgets of £49,676 required for Ringfenced DWP grant
Benefits DHP	0	0	0	0	0	0	0	Actioned at year end
Benefits Non Hra	1,020	1,020	(115,537)	1,020	0	1,020	1,020	Actioned at year end
HR Client	334,113	334,113	123,448	334,113	0	334,113	334,113	Budget will be spent
Salary Contingency	175,000	175,000	0	825,000	650,000	1,100,000	1,375,000	Variance to be managed in year of £650,000 due to the pressure from the pay award, this is an estimate based on the current employer offer
Total	2,564,261	2,818,561	7,202,158	3,592,621	774,060	3,430,900	3,374,174	

P&R Committee Medium Term Revenue Budget Service cont.

Leader	Original Budget 2023/24 £	Latest Budget 2023/24 £	Spend to Date £	Forecast Outturn 2023/24 £	Variance @ P4 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Register Of Electors	36,800	36,800	17,835	36,800	0	36,800	36,800	Budget will be spent
District Elections	76,320	76,320	133,869	76,320	0	76,320	76,320	May 2023 Election costs to be recharged
Customer Service Centre	876,087	876,087	251,686	876,087	0	886,076	886,076	Budget will be spent
Democratic Representation	307,838	307,838	111,884	321,766	13,928	321,766	321,766	Supplementary estimate due to the increase to Members Allowance approved by Council December 2022 & an additional "Other Group Leader" allowance to be paid following Council decision on 11/7/23
Customer Contact Programme	6,000	80,635	39,580	80,635	0	6,000	6,000	Budget will be spent
Customer Experience	87,324	87,324	29,390	87,324	0	91,213	91,213	Budget will be spent
Communication	322,645	336,195	92,609	337,035	840	326,134	326,134	Budget virement of £840 for Fix & Fit Notice Boards from Decriminalised Parking Enforcement
Legal Practice	407,881	407,881	152,561	407,881	0	408,277	408,277	Budget will be spent
Committee Administration	194,741	194,741	37,763	194,741	0	195,423	195,423	Budget will be spent
Elections & Electoral Regn	146,326	146,326	108,230	146,326	0	146,458	146,458	Income and Expenditure budgets of £42,720 required for Ringfenced Elections New Burdens grant
Parish Elections	0	0	13,882	0	0	0	0	Costs from May 2023 election to be recharged to Parishes
County Elections	0	0	0	0	0	0	0	
Parliamentary Elections	0	0	0	0	0	0	0	
Referendums	0	0	(150)	0	0	0	0	
Police Commissioner Election	0	0	13,347	0	0	0	0	May 2021 Election claim currently with Cabinet Office
Total	2,461,962	2,550,147	1,002,486	2,564,915	14,768	2,494,467	2,494,467	
Total Policy and Resources	5,026,223	5,368,708	8,204,644	6,157,536	788,828	5,925,367	5,868,641	

Annex B

P&R Committee Explanations of revenue supplementary estimates, variances to be managed and virements reported this Period

Supplementary estimates

Policy and Resources					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Miscellaneous Properties	Premises	Business Rates for Sir James Altham is the responsibility of TRDC whilst the building is empty	14,690	-	-
Asset Management - Property	Supplies and Services	Energy Performance Certificate budget transferred from Capital programme as identified as revenue spend	2,300	2,000	2,000
Investment Properties	Premises	Management costs of Temporary Accommodation including increase due to inflation, previously offset to income	77,376	-	-
	Supplies and Services	Bad debt contribution for Temporary Accommodation, previously offset to income	12,009	-	-
	Income	Income due as per rental agreements	(129,090)	-	-
Insurances	Employees	Increase in cost of annual Insurance	7,191	-	-
	Premises	Increase in cost of annual Insurance	64,129	-	-
	Transport	Increase in cost of annual Insurance	10,778	-	-
	Supplies and Services	Increase in cost of annual Insurance	34,677	-	-
Total Resources			94,060	2,000	2,000
Democratic Representation	Supplies and Services	Increase to Members Allowance approved by Council December 2022 & an additional other Group Leader allowance to be paid following Council decision on 11/7/23	13,928	13,928	13,928
Total Leader			13,928	13,928	13,928
Total Policy and Resources			107,988	15,928	15,928

Variances

Policy and Resources					
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Corporate Management	Supplies and Services	Increase in bank charges expected due to increase in volumes of online and telephone customer payments by card	30,000	-	-
Salary Contingency Funds	Employees	Pressure from pay award - estimate based on current employer offer	650,000	650,000	650,000
Total Resources			680,000	650,000	650,000
Total Policy and Resources			680,000	650,000	650,000

P&R Committee Explanations of revenue supplementary estimates, variances to be managed and virements reported this Period cont.

Virements

Policy & Resources			2023/24	2024/25	2025/26
Description	Main Group Heading	Details of Outturn Variances to Latest Approved Budget	£	£	£
Shared Prosperity Fund	Supplies and services	To spend ringfenced UK Shared Prosperity Fund grant	211,936	-	-
	Income	Receipt of UK Shared Prosperity Fund grant	(211,936)	-	-
Office Services	Supplies and Services	Security budget to be transferred to Asset Management - Property as this service is being delivered in house	(16,000)	(16,000)	(16,000)
Asset Management - Property	Employees	Security budget transferred from Office Services as service is being delivered in house	16,000	16,000	16,000
Finance Services	Employees	Budget transferred to supplies and services to fund hosting costs of finance system following upgrade	(21,750)	-	-
	Supplies and Services	Budget transferred from Finance Services, Fraud and Finance Client to fund hosting costs of finance system upgrade	52,750	31,000	31,000
Fraud	Supplies and Services	Budget transferred to Finance Services to fund hosting costs of finance system following upgrade	(4,000)	(4,000)	(4,000)
Finance Client	Supplies and Services	Budget transferred to Finance Services to fund hosting costs of finance system following upgrade	(27,000)	(27,000)	(27,000)
Benefits New Burdens	Supplies and services	To spend ringfenced DWP grant	49,676	-	-
	Income	Receipt of DWP grant	(49,676)	-	-
Total Resources			0	0	0
Communications	Premises	Fix & Fit Notice Board budget transferred from Decriminalised Parking Enforcement	840	840	840
Elections and Electoral Regn	Supplies and services	To spend ringfenced Elections New Burdens grant	42,720	-	-
	Income	Receipt of Elections New Burdens grant	(42,720)	-	-
Total Leader			840	840	840
Total Policy and Resources			840	840	840

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Annex C
P&R Medium term capital investment programme

Policy & Resources												
Leader & Resources	Original Budget 2023/24 £	Latest Budget 2023/24 £	P4 Spend To Date £	Forecast Outturn 2023/24 £	Variance £	Latest Budget 2024/25 £	Proposed 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Comments
Professional Fees-Internal	157,590	157,590	0	157,590	0	157,590	157,590	0	157,590	157,590	0	Budget will be spent
Election Equipment	6,000	14,510	0	14,510	0	6,000	6,000	0	6,000	6,000	0	Budget will be spent
Street Lighting Replacement	0	126,735	10,625	126,735	0	0	0	0	0	0	0	Budget will be spent
Members' IT Equipment	79,210	79,210	31,306	79,210	0	16,260	16,260	0	16,260	16,260	0	Budget will be spent
Rickmansworth Work Hub	28,606	28,606	25,406	28,606	0	0	0	0	0	0	0	Budget will be spent
ICT-Managed Project Costs	330,000	330,000	0	330,000	0	240,000	240,000	0	60,000	60,000	0	Budget will be spent
Hardware Replace Prog	0	0	0	0	0	0	0	0	40,000	40,000	0	Budget will be spent
Garage Improvements	150,000	142,709	0	142,709	0	150,000	150,000	0	150,000	150,000	0	Budget will be spent
ICT Website Development	14,870	14,870	0	14,870	0	0	0	0	0	0	0	Budget will be spent
ICT Hardware Replacement Prog	66,200	59,584	0	59,584	0	114,824	114,824	0	45,000	45,000	0	Budget will be spent
TRH Whole Life Costing	170,000	438,845	14,747	527,907	89,062	170,000	170,000	0	170,000	170,000	0	Capital Contribution from Salex towards the cost of the new Air Source Heat Pump being installed at Three Rivers House
Three Rivers House-Whole Life Costing	90,000	109,830	9,094	109,830	0	60,000	60,000	0	60,000	60,000	0	Planned works are currently being reviewed
Business Application Upgrade	20,000	20,000	0	20,000	0	20,000	20,000	0	90,000	90,000	0	Budget will be spent
Three Rivers House Transformation	0	15,585	0	15,585	0	0	0	0	0	0	0	Budget will be spent
Property Information System	0	24,481	12,544	24,481	0	0	0	0	0	0	0	Budget will be spent
Sub-total Leader & Resources	1,112,476	1,562,555	103,722	1,651,617	89,062	934,674	934,674	0	794,850	794,850	0	
100												
Major Projects	Original Budget 2023/24 £	Latest Budget 2023/24 £	P4 Spend To Date £	Forecast Outturn 2023/24 £	Variance £	Latest Budget 2024/25 £	Proposed 2024/25 £	Variance £	Latest Budget 2025/26 £	Proposed 2025/26 £	Variance £	Comments
South Oxhey Initiative	0	6,934	0	6,934	0	0	0	0	0	0	0	Budget will be spent
South Oxhey Initiative	0	0	0	0	0	0	0	0	0	0	0	Budget will be spent
Property Investment Board	0	9,672,010	3,578,617	9,672,010	0	0	0	0	0	0	0	Budget will be spent
Sub-total Major Projects	0	9,678,944	3,578,617	9,678,944	0	0	0	0	0	0	0	
Total Policy & Resources	1,112,476	11,241,499	3,682,339	11,330,561	89,062	934,674	934,674	0	794,850	794,850	0	

Annex D

P&R Explanations of capital variances reported this Period

Description	Details of Outturn Variances to Latest Approved Budget	2023/24 £	2024/25 £	2025/26 £
Policy & Resources				
Three Rivers House Whole Life Costing	Capital Contribution from Salex towards the cost of the new Air Source Heat Pump being installed at Three Rivers House	89,062	0	0
Total Policy & Resources		89,062	0	0

Annex E
P&R Key Income Streams

Garages and Shops									
Garages	Month	2020/21		2021/22		2022/23		2023/24	
Rent		£	Volume	£	Volume	£	Volume	£	Volume
	April	(74,513)	11%	(67,120)	18%	(76,062)	17%	(79,962)	18%
	May	(53,698)	13%	(84,598)	18%	(74,883)	17%	(70,669)	16%
	June	(107,919)	14%	(67,303)	18%	(75,841)	16%	(80,973)	16%
	July	(71,117)	16%	(68,901)	17%	(76,597)	16%	(82,085)	14%
	August	(70,223)	15%	(85,572)	17%	(72,188)	16%		
	September	(87,870)	15%	(66,891)	18%	(74,631)	16%		
	October	(70,789)	15%	(67,979)	17%	(75,002)	16%		
	November	(88,099)	15%	(86,494)	16%	(73,282)	15%		
	December	(70,203)	16%	(69,289)	17%	(74,000)	16%		
	January	(69,758)	16%	(87,711)	17%	(75,231)	16%		
	February	(69,793)	17%	(69,601)	16%	(74,914)	18%		
	March	(86,210)	17%	(69,067)	17%	(72,721)	17%		
	Total	(920,190)		(890,526)		(895,352)		(313,689)	

Comments: The original budget for 2023/24 is £976,830. Lower level applied to those in the more difficult to let areas. There are currently 1,116 rentable garages. The void percentage is based on the rentable stock only.

Shops	Month	2020/21		2021/22		2022/23		2023/24	
Rent		£	Volume	£	Volume	£	Volume	£	Volume
	April	(66,330)	n/a	(46,828)	n/a	(46,495)	n/a	(39,495)	n/a
	May	31,706	n/a	0	n/a	0	n/a	0	n/a
	June	(38,627)	n/a	(30,853)	n/a	(37,853)	n/a	(37,853)	n/a
	July	(9,727)	n/a	(15,250)	n/a	(8,250)	n/a	(8,250)	n/a
	August	0	n/a	0	n/a	0	n/a		
	September	(38,245)	n/a	(38,245)	n/a	(38,244)	n/a		
	October	(10,796)	n/a	(8,250)	n/a	(8,250)	n/a		
	November	2,546	n/a	0	n/a	0	n/a		
	December	(37,853)	n/a	(37,853)	n/a	(37,853)	n/a		
	January	(8,250)	n/a	(8,250)	n/a	(8,250)	n/a		
	February	0	n/a	0	n/a	0	n/a		
	March		n/a	0	n/a	(7,000)	n/a		
	Total	(175,576)		(185,528)	0	(192,195)	0	(85,598)	0

Comments: The original 2023/24 budget is £210,000. There are 20 shops in the district which are predominantly let as self repairing leases. Each shop rent is negotiated at the best market rate taking into consideration local factors regarding usage, availability, affordability and community benefit.

Corporate costs Medium Term Revenue Budget

Corporate Costs	Original Budget 2023/24 £	Latest Budget 2023/24 £	Spend to Date £	Forecast Outturn 2023/24 £	Variance @ P4 £	Forecast 2024/25 £	Forecast 2025/26 £	Officer Comments
Interest Earned	(670,000)	(670,000)	(157,905)	(780,000)	(110,000)	(660,000)	(660,000)	Variance to be managed in year of £110,000 made up of £200,000 extra interest expected on investments, offset by a reduction in income of £100,000 on pre-emption sites
Interest Paid	682,989	682,989	(8,980)	573,639	(109,350)	698,989	698,989	Variance to be managed in year of £109,350 due to no external borrowing costs expected this financial year
Parish Precepts	2,386,783	2,386,783	1,193,392	2,386,783	0	2,434,520	2,483,220	Paid half yearly in April & September
Total Corporate Costs	2,399,772	2,399,772	1,026,507	2,180,422	(219,350)	2,473,509	2,522,209	

Funding the Capital Investment Programme

CAPITAL INVESTMENT PROGRAMME 2023-2026 - FUNDING					
Capital Programme	2023/24			2024/25	2025/26
	Original Budget	Latest Budget	Outturn Forecast at P4	Forecast	Forecast
	£	£	£	£	£
Balance Brought Forward					
Govt Grants: Disabled Facility Grants	(1,063,531)	(1,063,531)	(1,063,531)	(1,063,531)	(1,063,531)
Section 106 Contributions	(1,489,612)	(1,489,612)	(1,489,612)	(1,558,009)	(1,558,009)
Capital Receipts Reserve	0	0	0	0	0
Future Capital Expenditure Reserve	0	0	0	0	0
New Homes Bonus Reserve	(222,787)	(222,787)	(222,787)	0	0
Total Funding Brought Forward	(2,775,930)	(2,775,930)	(2,775,930)	(2,621,540)	(2,621,540)
Generated in the Year					
Govt Grants: Disabled Facility Grants	(586,000)	(665,264)	(665,264)	(586,000)	(586,000)
Section 106 Contributions	0	(68,397)	(68,397)	0	0
Capital Receipts Reserve	(1,100,000)	(1,100,000)	(1,100,000)	(1,000,000)	(1,000,000)
Future Capital Expenditure Reserve		0	0	0	0
New Homes Bonus Reserve	(110,247)	(110,247)	(110,247)	(95,000)	(95,000)
Total Generated	(1,796,247)	(1,943,908)	(1,943,908)	(1,681,000)	(1,681,000)
Use of Funding					
Govt Grants: Disabled Facility Grants	586,000	665,264	665,264	586,000	586,000
Section 106 Contributions	0	0	0	0	0
CIL Contributions	929,779	929,779	929,779	320,524	0
Capital Receipts Reserve	1,100,000	1,100,000	1,100,000	1,000,000	1,000,000
Future Capital Expenditure Reserve	0	0	0	0	0
New Homes Bonus Reserve	333,034	333,034	333,034	95,000	95,000
Borrowing	1,653,665	12,459,885	12,544,147	1,873,674	1,733,850
Total Use of Funding	4,602,478	15,487,962	15,572,224	3,875,198	3,414,850
Balance Carried Forward					
Govt Grants: Disabled Facility Grants	(1,063,531)	(1,063,531)	(1,063,531)	(1,063,531)	(1,063,531)
Section 106 Contributions	(1,489,612)	(1,558,009)	(1,558,009)	(1,558,009)	(1,558,009)
Capital Receipts Reserve	0	0	0	0	0
Future Capital Expenditure Reserve	0	0	0	0	0
New Homes Bonus Reserve	0	0	0	0	0
Total Funding Carried Forward	(2,553,143)	(2,621,540)	(2,621,540)	(2,621,540)	(2,621,540)
Total Expenditure Capital Investment Programme	4,602,478	15,487,962	15,572,224	3,875,198	3,414,850

Budgetary Risks

Date risk added to register	Risk ref	Risk owner	Category	Risk description	Comment	Likelihood score (inherent)	Impact score (inherent)	Inherent risk score	Risk controls	Risk control owners	Likelihood score (residual)	Impact score (residual)	Residual risk score	Risk direction	Action plan	Action plan owners	Action plan completion dates
Sep-15	FIN07	Director of Finance	Strategic	The Medium term financial position worsens.	In that the general fund balance falls below the minimum prudent threshold and capital funding is insufficient to meet the capital programme. This appears as item no.8 in the Council's strategic risk register.	4	4	16	The Council has a robust financial management framework which includes regular budget monitoring reports to committees; Budgetary and Financial Risk Register reviewed and updated as part of the budget monitoring process; identification of budgetary pressure when reviewing the medium term financial plan during the budget setting process; Audited Statement of Accounts, including Annual Governance Statement. Currently the 2019/20 annual accounts are awaiting sign off from the external auditors and 2020/21 annual accounts are	Head of Finance	3	2	6	➡	Regular budget monitoring reports to committees; Budgetary and Financial Risk Register reviewed and updated as part of the budget monitoring process; identification of budgetary pressure when reviewing the medium term financial plan during the budget setting process which includes a risk assessment for the prudent level of general balances and an assessment of financial resilience with reference to the CIPFA Financial resilience index.	Heads of Service/ Head of Finance	Continuous
Apr-06	FIN08	Director of Finance	Budgetary	The pay award exceeds estimates included in the MTFP resulting in unplanned and unsustainable use of reserves.	The Council's 3 year Medium term Financial Strategy includes forecast pay awards for the next three years.	4	3	12	Maintain reserves to guard against risk. Early identification of new pressures through Budget Monitoring.	Head of Finance	2	2	4	⬆	The Council's 3 year Medium term Financial Strategy includes forecast pay awards for the next three years. The Council maintains reserves to guard against risk including setting a prudent minimum level for general balances. Early identification of new pressures through Budget Monitoring enable the Council to take steps to bring the budget back into balance.	Head of Finance	Continuous
Apr-06	FIN09	Director of Finance	Budgetary	Other inflationary increases exceed estimates included in the MTFP resulting in unplanned and unsustainable use of reserves.	Other than contractual agreements, budgets are cash limited where possible and budget managers are expected to manage increases within existing budgets.	3	3	9	Monitor future inflation projections. Actively manage budgets to contain inflation. Maintain reserves.	Service Heads/Head of Finance	2	2	4	⬆	Monitor future inflation projections. Actively manage budgets and contracts to contain inflation. The Council maintains reserves to guard against risk including setting a prudent minimum level for general balances. Early identification of new pressures through Budget Monitoring enable the Council to take steps to bring the budget back into balance.	Head of Finance	Continuous
Jan-15	FIN10	Director of Finance	Budgetary	Interest rates increase or decrease resulting in significant variations in estimated interest income (investments) or interest expense (borrowing)	The interest rate has a significant impact on the proceeds from capital receipts and other earmarked reserves that are invested in the money market. The volatility of the global economy continues to place uncertainty on the investment strategy.	3	3	9	The Council has a Treasury Management Strategy which is reviewed annually. PIB strategy has diversified interest rate risk to provide income security.	PIB/Head of Finance	2	3	6	➡	The Audit Committee receives two reports per year on Treasury Management activity and interest income and expenditure is monitored through the Budget Monitoring Report.	PIB	Continuous

Date risk added to register	Risk ref	Risk owner	Category	Risk description	Comment	Likelihood score (inherent)	Impact score (inherent)	Inherent risk score	Risk controls	Risk control owners	Likelihood score (residual)	Impact score (residual)	Residual risk score	Risk direction	Action plan	Action plan owners	Action plan completion dates
Apr-06	FIN11	Director of Finance	Budgetary	Inaccurate estimates of fees and charges income and / or estimates of cost of delivering chargeable services result in budgetary pressure.	A budget pressure is created due to income shortfalls or increased expenditure	3	2	6	Budget levels realistically set and closely scrutinised	Service Heads/Head of Finance	2	2	4	⇒	Fees and charges, including and surplus or loss are monitored through budget monitoring with key income streams reported to CMT.	Service Heads	Continuous
Apr-06	FIN12	Director of Finance	Budgetary	The Council loses the ability to recover VAT as a result of exceeding the partial exemption threshold resulting in budgetary pressure.	If the council's expenditure on functions for which it receives income that is exempt for VAT purposes exceeds 5% of its total vatable expenditure, then the Council may lose its ability to recover VAT on all of its exempt inputs. This is mitigated by close monitoring of exempt supplies and prudent VAT planning. The Council elects to tax on development schemes.	2	4	8	VAT Planning and opt to tax on schemes. VAT advisers employed.	Head of Finance	1	4	4	⇒	Partial Exemption Review is undertaken annually with support provided by the Council's external tax advisors, PS Tax. The Council continue to opt to tax land where appropriate.	Head of Finance	Continuous
Dec-13	FIN13	Director of Finance	Budgetary	The estimated cost reductions and additional income gains set out in the MTFP are not achieved resulting in an unplanned and unsustainable use of reserves.	Savings identified and included in the budget will be monitored as part of the budget monitoring process. See fees and charges above. MTFS agreed for next three years.	2	3	6	Service Heads to take responsibility for achieving savings. Budget monitoring to highlight any issues to allow corrective action to be taken.	Service Heads/Head of Finance	2	2	4	⇒	Budget process to clearly identify savings to be achieved and ensure clarity over responsibility over delivery. Savings to be challenged.	Head of Finance	Continuous
Apr-06	FIN14	Director of Finance	Budgetary	The Council is faced with potential litigation and other employment related risks	The Council has no outstanding litigation cases.	2	3	6	Council procedures are adhered to	Solicitor to the Council	1	3	3	⇒	Adherence to council procedures to be monitored and procedures maintained.	Solicitor to the Council	ongoing

Date risk added to register	Risk ref	Risk owner	Category	Risk description	Comment	Likelihood score (inherent)	Impact score (inherent)	Inherent risk score	Risk controls	Risk control owners	Likelihood score (residual)	Impact score (residual)	Residual risk score	Risk direction	Action plan	Action plan owners	Action plan completion dates
Dec-13	FIN18	Director of Finance	Budgetary	Business Rates Retention fluctuates impacting on the amount of funding received by the Council.	From April 2020 the system was due to be subject to reset and increase to 75% retention resulting in a loss of growth. This has been further postponed to 2025/26. However, the significant revaluations for 2023 introduce additional risk of appeals which could result in a reduction to income.	3	4	12	Maintain reserves against risk.	Head of Finance	3	3	9	➡	Hertfordshire CFOs have commissioned work from LG Futures to assess the impact. SDCT also looking at impact nationally.	Director of Finance	Continuous
Jul-16	FIN20	Director of Finance	Budgetary	Failure of ICT systems	The Council's integrated Financial Management System (FMS) is held on an ICT platform. If this were to fail then potentially there will be a loss of functionality occurring during any downtime.	3	2	6	System migrated to latest version. Payments system updated.	Head of Finance	1	2	2	➡	Monitor reliability	Head of Finance	Continuous
Mar-18	FIN21	Director of Finance	Budgetary	Property Investment	The Property Investment Board manage its property portfolio in order to secure additional income to support its general fund.	2	3	6	Portfolio to be actively managed to maintain income levels. Income to be reviewed regularly when MTFP is updated.	Head of Property Services	1	3	3	➡	PIB to assume responsibility for ongoing oversight.	Head of Property Services	Continuous
Sep-18	FIN23	Director of Finance	Budgetary	Commercial Investment	The Council has limited options to further improve self sustainability through commercial investment following changes to the the Prudential Code for Capital Finance and changes to PWLB borrowing regulations. Currently there is a	3	2	6	Oversight mechanisms to be put in place to ensure oversight by PIB or similar mechanism. Council to determine approach to risk and level of income dependency within budget.	Head of Finance	2	2	4	➡	Monitor new developments. Investments overseen by the cross party Shareholder and Commercial Ventures Panel.	Head of Property Services	Continuous
Nov-19	FIN 24	Director of Finance	Service	Loss of Key Personnel	As the Council becomes more complex in its financial arrangements, key skills become more important.	3	4	12	Improve depth of skills and knowledge. Bring in temporary additional resources as necessary.	Head of Finance	1	3	3	➡	Following a revision of job descriptions, minor amendments to the structure, and a successful recruitment campaign during 2022/23, the Finance team is currently fully staffed. All staff have an annual Personal Development Review which contains smart objectives including objectives related to career development and identification of training needs and opportunities.	Chief Executive/ Director of Finance	Continuous

Appendix 7

Reserves Forecast 2023/24

Category	Opening Balance 01/04/2023 £	Net Movement in Year £	Closing Balance 31/03/2024 £	Purpose
General Reserves				
General Fund	(4,966,958)	1,782,418	(3,184,540)	Working balance to support the Council's revenue services. £2M is a suggested prudent minimum
Economic Impact (EIR)	(1,617,617)	182,840	(1,434,777)	To support the funding of unexpected/unplanned Council expenditure as a result of fluctuations in the economy.
Total Revenue	(6,584,575)	1,965,258	(4,619,317)	
Capital Reserves				
Community Infrastructure Levy (CIL)	(7,472,714)	(269,651)	(7,742,365)	Developers contributions towards Infrastructure
Capital Receipts	0	(2,322)	(2,322)	Generated from sale of Council assets
Grants & Contributions	(1,095,321)	(904,326)	(1,999,647)	Disabled Facility Grants and other contributions
Reserve for Capital expenditure	0	0	0	Reserve set aside for supporting capital expenditure
Total Capital	(8,568,035)	(1,176,299)	(9,744,334)	
Other Earmarked Reserves				
New Homes Bonus	(222,787)	0	(222,787)	Government grant set aside for supporting capital expenditure
Section 106	(1,489,612)	0	(1,489,612)	Developers contributions towards facilities
Leavesden Hospital Open Space	(769,124)	0	(769,124)	To maintain open space on the ex hospital site
Abbots Langley - Horsefield	(809,667)	0	(809,667)	Developers contributions towards maintenance of site
Environmental Maintenance Plant	(123,595)	0	(123,595)	Reserve to fund expenditure on plant & machinery
Building Control	(243,290)	0	(243,290)	To provide against future losses and/or borrowing against Hertfordshire Building Control Ltd
Commercial Risk Reserve	(6,948,354)	0	(6,948,354)	To manage timing of cashflows and risks in relation to commercial ventures
Collection Fund Reserve	(3,059,242)	0	(3,059,242)	To manage timing differences on the Collection Fund
HB Equalisation	(79,356)	0	(79,356)	To provide against future deficits on the Housing Benefit account
Grants & Contributions	(1,244,951)	0	(1,244,951)	Revenue Grants earmarked for use in future years
Total Other	(14,989,978)	0	(14,989,978)	
Total All	(30,142,588)	788,959	(29,353,629)	

POLICY AND RESOURCES COMMITTEE – 11 SEPTEMBER 2023

COUNCIL – 17 OCTOBER 2023

PART I – NOT DELEGATED

**CALENDAR OF MEETINGS 2025/26
(ADL&D)**

1. Description

- 1.1 The calendar of meetings for 2025/2026 is being considered by the Committee for recommendation to Council on 17 October 2023 (Appendix 1).
- 1.2 Comments have been received from Members on the current year's calendar of meetings (2023/24) with regard to the Budget Setting Council meeting on 20 February 2024 and changing the date to the following week as officers understand the date now falls within half term. In addition, Members have asked if the July Planning Committee meeting date (on the 2024/25 calendar of meetings) could be moved to a week later (17 July 2024) instead of 11 July and that this continues for future years (i.e. the planning meeting being held in the third week of July).
- 1.3 In addition, it is proposed that the Audit Committee at the beginning of July now be rescheduled for 2024 to the end of May and that this continues for future years. The background to this is the deadline for the publication of draft accounts is 31 May which allows for a 30 day period of public inspection to commence no later than 1 June 2023.
- 1.4 The Committee are asked to consider the draft calendar of meetings for 2025/26 and the proposed amendments and make their recommendation to Council.

2. Summary of Main Points

- 2.1 Following requests by Members the calendar of meetings is now organised two years in advance to enable members to schedule the meetings in their diary.
- 2.2 The proposed calendar of meetings for 2025/26 is attached at Appendix 1. It is proposed that the meetings would follow a similar format this year and for 2024/25 but with the amendments proposed under Paragraphs 1.2 and 1.3.
- 2.3 Decision making meetings (Council/Committees) are required by law to be held in person with all the Members making the decisions having to be present.
- 2.4 It has, though, been possible to hold non-decision-making meetings virtually (Forum meetings and sub-committee meetings). It was agreed at Annual Council in May 2023 that virtual/remote sub-committee meetings would be livestreamed and is included in the Council's livestreaming protocol agreed by P&R Committee in June 2023. Since May 2023 all public meetings held at the Council offices have been livestreamed.
- 2.5 Licensing sub-committee hearings could be held as virtual, hybrid or face to face meetings as the Licensing Act allows for this.
- 2.6 The 2025/26 calendar proposes to include the following meetings:
 - Full Council and Annual Council – in 2025/26 Full Council meetings to be scheduled for July, October, December and February. Annual Council meeting

in May 2026 to be scheduled for 19 May 2026 (the 2025 meeting is already scheduled for 20 May).

- Policy and Resources Committee – to schedule seven meetings with the meetings organised in advance of the two Service Committee meetings. This will ensure that all policy and budget decisions are agreed first allowing the Service Committees to then agree detail and implementation. Details of the Policy and Resources and Audit Committee meetings to be sent to Watford BC to ensure they don't clash with their Finance/Audit meetings.
- Two Service Committees – General Public Services and Economic Development and Climate Change, Leisure and Community Committees – to schedule four meetings to be held in July, October, January and March.
- Planning Committee – 12 meetings to be scheduled (one each month). All Councillors appointed to the Committee, newly appointed Councillors and named substitute Councillors are required to undertake mandatory training (as set out in the Terms of Reference of the Committee) before the first meeting in the Local Government Year.
- Licensing and Regulatory Services Committees – propose that the meetings continue to be held on the same evening and have the same Chair of each Committee and the same membership. All Councillors appointed to the Committees, newly appointed Councillors and any Member who acts as a substitute on the Regulatory Services Committee will be required to undertake mandatory training before the first meeting in the Local Government Year. No substitutes can be appointed to the Licensing Committee or onto a sub-committee hearing under the Licensing Act 2003.
- Local Area Forums and Environmental Forum – these meetings to be held virtually, as they are non-decision-making bodies.
- Audit Committee – the sign-off of the draft Statement of Accounts has reverted back to the end of May therefore the scheduling of the meetings to be the end of May, end of July, end of September, beginning of December and end of March.
- Council Tax Setting Committee – to schedule a meeting after the Full Council meeting (February 2026) but with previous meetings the Council Tax has been set by Full Council without the need for the meeting. The setting of the Council Tax is dependent on the HCC/Police Authority setting precepts by that date.
- Local Strategic Partnership Board – the LSP Board meets co-jointly with the Community Safety Board. The LSP Board meeting dates will be included in the calendar of meetings following consultation with the Chair of the Boards and the Head of Community Partnerships. The LSP Board meetings are public meetings and consideration is being given as to whether these meetings are to be livestreamed.
- Seniors' Forum – currently looking at scheduling three meetings in the calendar although the Champion is organising/holding around 6 events/meetings a year. The meetings are held as face-to-face at a local school in the District and the events are held in various places around the District.
- Licensing/Regulatory Services Sub-Committees – are organised if an objection is received to an application for a new or variation of a premises licence or club

licence, objection to a Temporary Event notice or a taxi licence. In addition, a request can be received to ask the Council to review a licence.

- Sub-committee meetings (Equalities, Local Plan and Constitution) are non-decision-making meetings. Meeting dates will not be included in the calendar as the dates are set up on an ad-hoc basis.
- Community Safety Co-ordinating meetings and Aquadrome Forum meetings are not public meetings therefore will not be included on the calendar of meeting.

2.7 Members have requested that Officers look to provide the mandatory training dates for Planning, Licensing and Regulatory Services as part of the calendar of meetings. This year dates were provided to Members in February/March. At this time, it is not possible to schedule these dates without knowing how the training is to be delivered. For 2023 external consultants provided the planning and code of conduct training and the licensing and regulatory services training was provided by Counsel.

3. Policy/Budget Reference and Implications

3.1 The recommendations in this report are within the Council's agreed policy. The relevant policy forms part of the change of Council's Governance to Committee arrangements agreed by Full Council on 24 April 2014. Minute CL81/13 and the Council Constitution refers.

4. Financial Implications

4.1 We have a budget of £750 for booking venues for Local Area Forum meetings.

4.2 There is currently an additional cost to livestream the Sub-Committee meetings of around £400 per meeting. Officers are working on having systems in place so that this can be undertaken by the Committee Team although it would require two officers attending any virtual livestreaming meetings.

5. Legal Implications

5.1 To accord with the requirements of the Council's Constitution (Council Procedure Rule 30 refers).

5.2 There is no legal requirement to livestream meetings as long as public access is provided.

6. Environmental Implications

6.1 Holding more virtual meetings not only increases attendance at the meetings and enables more people to take part in the democratic process but it contributes to achieving the objectives in our Climate Change Strategy by reducing travel to meetings and not having the costs associated with holding a physical meeting (staff resources, heating, lighting etc.).

7. Community Safety, Public Health

7.1 None specific.

8. Staffing Implications

8.1 All the meetings are being managed by the Committee team.

9. Customer Services Centre, Communications & Website

9.1 All the meetings are included on the Council website.

9.2 Once the Calendar is agreed it will be communicated to all Councillors, Managers and the Customer Services Centre and published on the Council website.

10. Equal Opportunities Implications

10.1 Relevance Test

Has a relevance test been completed for Equality Impact?	Yes
Did the relevance test conclude a full impact assessment was required?	No – having more virtual meetings provides greater access to our meetings

11. Risk 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 plan.

Nature of Risk	Consequence	Suggested Control Measures	Response <i>(tolerate, treat, terminate, transfer)</i>	Risk Rating <i>(combination of likelihood and impact)</i>
Members not available to attend the meetings	The meeting would not be quorate	Provide sufficient notice of the meeting dates	Treat	1
Members and members of the public not able to access the virtual meeting	The meeting would not be quorate and Members and the public would be unable to participate in	Provide the technology and support to enable Members to participate remotely in meetings and provide	Treat	2

	the meeting	information and details to members of the public to be able to participate		
--	-------------	--	--	--

11.3 The above risks are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

Very Likely ----- Likelihood ----- ▶ Remote	Low 4	High 8	Very High 12	Very High 16
	Low 3	Medium 6	High 9	Very High 12
	Low 2	Low 4	Medium 6	High 8
	Low 1	Low 2	Low 3	Low 4
	Impact			
	Low -----▶ Unacceptable			

Impact Score

- 4 (Catastrophic)
- 3 (Critical)
- 2 (Significant)
- 1 (Marginal)

Likelihood Score

- 4 (Very Likely (≥80%))
- 3 (Likely (21-79%))
- 2 (Unlikely (6-20%))
- 1 (Remote (≤5%))

11.4 In the officers' opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of the management of operational risks is reviewed by the Audit Committee annually.

12. Recommendation

12.1 The Committee are asked to recommend to Council:

- 12.1.1 That the attached draft Calendar of Meetings for 2025/26 be agreed with Members able to comment on the dates before ratification by Council on 17 October.
- 12.1.2 That the proposed changes in the scheduling of the meetings as detailed in Paragraphs 1.2 and 1.3 be agreed.

Report prepared by: Sarah Haythorpe, Principal Committee Manager

Data Quality

Data sources: P&R Committee report September 2021

Data checked by: Stephen Rix, Associate Director Legal and Democratic (Monitoring Officer)

Data rating: Tick

1	Poor	
2	Sufficient	
3	High	*

Background Papers - none

APPENDICES / ATTACHMENTS

Appendix 1 – Draft Calendar of meetings 2025/26 – to be circulated after meeting to CMT to comment on before circulation to Cabinet members

Appendix 2 – Amended calendar of meetings 2023/24

Appendix 3 – Amended calendar of meetings 2024/25

SYNOPSIS

Report Originator	Head of Service sponsor	Date Originated
Sarah Haythorpe	Stephen Rix	2 August 2023
Lead Member Name:	Area of Responsibility:	
Sarah Nelmes	Leader of the Council	
CMT Date:	8 August 2023	
JLT Date:	-	
SYNOPSIS PURPOSE		
Reason	JLT/CMT Feedback for Officer and further instructions	Decision required from CMT
<p>To consider the draft calendar of meetings for 2025/26 for comments ahead of presentation of the full report to P&R Committee on 11 September</p> <p>To consider amendments to the calendar of meetings for the current year 2023/24 and 2024/25</p>	To consider the synopsis ahead of the drafting the final report	To make comments ahead of the drafting of the final report
IF APPLICABLE, PROPOSED ROUTE FOR FURTHER APPROVAL		
		Date
Committee		P&R Committee – 11 September 2023
Council (if required)		17 October 2023

CALENDAR OF MEETINGS 2025/26

(ADL&D)

1. Description

- 1.1 The calendar of meetings for 2025/2026 is being considered by CMT for any comments on the organisation of the dates for the meetings for 2025/26.
- 1.2 Comments have been received from Members on the current year calendar of meetings with regard to the Budget Setting Council meeting on 20 February 2024 and changing the date to the following week as officers understand the date now falls within half term. In addition, Members have asked if the July Planning Committee meeting date could be moved to a week later (17 July) instead of 11 July. CMT are asked for their views on changing these dates and whether they should be put forward as part of the final report to P&R Committee in September.

2. Summary of Main Points

- 2.1 Following requests by Members the calendar of meetings is now organised two years in advance to enable members to schedule the meetings in their diary two years in advance.
- 2.2 The current calendar of meetings is attached for information. It is proposed that the meetings would follow a similar format or 2025/26 but to advise if the changes requested in Point 1.2 should be included when drafting the calendar of meetings for 2025/26.
- 2.3 Decision making meetings (Council/Committees) are required by law to be held in person with all the Members making the decisions having to be present.
- 2.4 It has, though, been possible to hold non-decision-making meetings virtually (Forum meetings and sub-committee meetings). It was agreed at Annual Council in May 2023 that virtual/remote sub-committee meetings would be livestreamed and is included in the Council's livestreaming protocol agreed by P&R Committee in June 2023. Since May 2023 all public meetings held at the Council offices are livestreamed.
- 2.5 Licensing sub-committee hearings could be held as virtual, hybrid or face to face meetings as the Licensing Act allows for this.
- 2.6 The 2025/26 calendar proposes to include the following meetings:
- Full Council and Annual Council – in 2025/26 Full Council meetings to be scheduled for July, October, December and February. Annual Council meeting in May 2026 to be scheduled for 19 May 2026 (the 2025 meeting is already scheduled for 20 May).
 - Policy and Resources Committee – to schedule seven meetings with the meetings organised in advance of the two Service Committee meetings. This will ensure that all policy and budget decisions are agreed first allowing the Service Committees to then agree detail and implementation. Details of the Policy and Resources and Audit Committee meetings to be sent to Watford BC to ensure they don't clash with their Finance/Audit meetings.
 - Two Service Committees – General Public Services and Economic Development and Climate Change, Leisure and Community Committees – to schedule four meetings to be held in July, October, January and March.
 - Planning Committee – 12 meetings to be scheduled (one each month). All Councillors appointed to the Committee, newly appointed Councillors and named substitute Councillors are required to undertake mandatory training before the first meeting in the Local Government Year.
 - Licensing and Regulatory Services Committees – propose that the meetings continue to be held on the same evening and have the same Chair of each Committee and the same membership. All Councillors appointed to the Committees, newly appointed Councillors and any Member who acts as a substitute on the Regulatory Services Committee will be required to undertake mandatory training before the first meeting in the Local Government Year. No substitutes can be appointed to the Licensing Committee or onto a sub-committee hearing under the Licensing Act 2003.
 - Local Area Forums and Environmental Forum – these meetings to be held virtually, as they are non-decision-making bodies.

- Audit Committee – the sign-off of the draft Statement of Accounts has reverted back to the end of May therefore looking to change the scheduling of the meetings to end of May, end of July, end of September, beginning of December and end of March.
- Council Tax Setting Committee – to schedule a meeting after the Full Council meeting (February 2026) but with previous meetings the Council Tax has been set by Full Council without the need for the meeting. The setting of the Council Tax is dependent on the HCC/Police Authority setting precepts by that date.
- Local Strategic Partnership Board – the LSP Board meets co-jointly with the Community Safety Board. The LSP Board meeting dates will be included in the calendar of meetings following consultation with the Chair of the Boards and the Head of Community Partnerships. The LSP Board meetings are public meetings and consideration is being given as to whether these meetings are to be livestreamed.
- Seniors' Forum – currently looking at scheduling three meetings in the calendar although the Champion is holding around 6 meetings a year. The meetings are held as face-to-face meetings predominantly at a local school in the District. In addition, tours and walks are organised at various venues by the Champion in consultation with the Committee Team.
- Licensing/Regulatory Services Sub-Committees – are organised if an objection is received to an application for a new or variation of a premises licence or club licence, objection to a Temporary Event notice or a taxi licence. In addition, a request can be received to ask the Council to review a licence.
- Sub-committee meetings (Equalities, Local Plan and Constitution) are non-decision-making meetings. Meeting dates will not be included in the calendar as the dates are set up on an ad-hoc basis.
- Community Safety Co-ordinating meetings and Aquadrome Forum meetings are not public meetings therefore will not be included on the calendar of meeting.

2.7 Members have requested that Officers look to provide the mandatory training dates for Planning, Licensing and Regulatory Services as part of the calendar of meetings. This year dates were provided to Members in February and March. At this time, it is not possible to schedule these dates without knowing how the training is to be delivered. For 2023 Specialist External consultants provided the planning and code of conduct training and the licensing and regulatory services training was provided by Counsel.

3. Recommendations

3.1 CMT to provide feedback and comments before the final report is drafted for CMT to consider at their meeting on 22 August.

Synopsis prepared by: Sarah Haythorpe,

Appendices to the synopsis: Current calendar of meetings

Background Papers: P&R Committee report September 2022

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Council Meeting Calendar 2025-2026

May	2025
County Council Elections	Thursday 1 May
Bank Holiday	Monday 5 May
Annual Council	Tuesday 20 May
Planning Committee	Thursday 22 May
Audit Committee	Thursday 29 May
Bank Holiday	Monday 26 May
Half Term Holiday 26 May to 30 May	
June	
Policy and Resources Committee	Monday 9 June
Licensing Committee/Regulatory Services Committee	Wednesday 11 June
Croxley Green Local Area Forum	Thursday 12 June
Rickmansworth Local Area Forum	Tuesday 17 June
Local Strategic Partnership Board (10am)	Wednesday 18 June
Environmental Forum (virtual meeting)	Wednesday 18 June
Planning Committee	Thursday 19 June
Abbots Langley Local Area Forum	Tuesday 24 June
Watford Rural Local Area Forum	Thursday 26 June
Seniors' Forum (2.30pm)	Friday 27 June
July	
General Public Services and Economic Development Committee	Tuesday 1 July
Climate Change, Leisure and Community Committee	Wednesday 2 July
Council	Tuesday 8 July
Planning Committee	Thursday 17 July
Policy and Resources Committee	Monday 21 July
Audit Committee (to approve the Statement of Accounts)	Tuesday 29 July
Summer Holidays – 21 July – 1 September	
August	
Planning Committee	Thursday 14 August
Bank Holiday	Monday 25 August
September	
Policy and Resources Committee	Monday 8 September
Planning Committee	Thursday 11 September
Local Strategic Partnership Board (10am)	Thursday 25 September
Audit Committee	Thursday 25 September
Party Conference Season – to be confirmed	
October	
Chorleywood and Sarratt Local Area Forum	Monday 13 October
General Public Services and Economic Development Committee	Tuesday 14 October
Climate Change, Leisure and Community Committee	Wednesday 15 October
Council	Tuesday 21 October

Planning Committee	Thursday 23 October
Half Term – 27 October to 31 October	
November	
Environmental Forum (virtual meeting)	Tuesday 4 November
Abbots Langley Local Area Forum	Thursday 6 November
Policy and Resources Committee	Monday 10 November
Seniors' Forum (2.30pm)	Tuesday 11 November
Watford Rural Local Area Forum	Wednesday 12 November
Rickmansworth Local Area Forum	Thursday 13 November
Planning Committee	Thursday 20 November
Croxley Green Local Area Forum	Tuesday 25 November
Audit Committee	Thursday 27 November
December	
Policy and Resources Committee	Monday 1 December
Licensing Committee/Regulatory Services Committee	Wednesday 3 December
Council	Tuesday 9 December
Local Strategic Partnership Board (10am)	Thursday 11 December
Planning Committee	Thursday 11 December
Christmas Day	Thursday 25 December
Boxing Day	Friday 26 December
School Holiday – 19 December – 5 January	
January	2026
New Year's Day	Thursday 1 January
General Public Services and Economic Development Committee	Tuesday 13 January
Leisure, Environment and Community Committee	Wednesday 14 January
Planning Committee	Thursday 22 January
Policy and Resources Committee	Monday 26 January
February	
Licensing Committee/Regulatory Services Committee	Wednesday 4 February
Council to be followed by Council Tax Setting Committee	Tuesday 24 February
Planning Committee	Thursday 26 February
Half Term – 16 February to 20 February	
March	
Rickmansworth Local Area Forum	Tuesday 3 March
Chorleywood and Sarratt Local Area Forum	Wednesday 4 March
Abbots Langley Local Area Forum	Thursday 5 March
Seniors' Forum (2.30pm)	Friday 6 March
Policy and Resources Committee	Monday 9 March
Climate Change, Leisure and Community Committee	Wednesday 11 March
General Public Services and Economic Development Committee	Tuesday 17 March
Environmental Forum (virtual meeting)	Wednesday 18 March
Local Strategic Partnership Board (10am)	Wednesday 18 March

Planning Committee	Thursday 19 March
Audit Committee	Tuesday 24 March
April	
Good Friday	Friday 3 April
Easter Monday	Monday 6 April
Planning Committee	Thursday 23 April
Easter School Holiday – 27 March to 13 April	
May	
Bank Holiday	Monday 4 May
District Elections	Thursday 7 May
Annual Council	Tuesday 19 May
Planning Committee	Thursday 21 May
Bank Holiday	Monday 25 May
Audit Committee	Thursday 28 May
Half Term Holiday – 25 May to 29 May	

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Appendix 1

Local Plan Regulation 18 Part 4: Three Rivers' Preferred Local Plan Lower Housing Growth Option Protecting More Green Belt Land

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Foreword by Councillor Stephen Giles-Medhurst, Deputy Leader of the Council and Lead Member on the Local Plan and Infrastructure, Three Rivers District Council

Dear Fellow Residents,

In January I said we would be consulting you further on what we, the Council, considered is the right housing number on the right sites for Three Rivers. **That figure, we have concluded is 4,852 against the required government target of 11,466.** This public consultation asks you if you agree with that figure and this approach which fails to meet the government figure. If you do, then please respond saying so and if not, tell us why.

In December 2022 all Councillors unanimously agreed my proposal to bring forward a revised Local Plan that did not meet the target, which is now 11,466 new homes over the 18 years to 2041.

We have consulted residents three times on our proposed new polices that guide the type and nature of developments, and on housing sites proposed by landowners that had been assessed as being probably suitable for development. We ruled out 230 sites we did not even ask your views on!

Over 20,000 responses were received – so thank you. In our consultations we did not meet the government figure, even if every site was included, we would still be 1,318 short. I know many of you felt many sites were unacceptable given the harm they would cause to the Green Belt. With 76% of Three Rivers being Green Belt I am not surprised, but we are required in law to seek your views.

So, our new plan uses the Green Belt as a constraint and rules out putting forward sites independently rated higher than moderate harm - this becomes our “red line”. We have taken every Brownfield site – but this is only 988 new homes. We have included planning permissions, some granted on appeal. So, this new plan proposes, subject to your views, just a small percentage of Green Belt land that will provide some new homes for future Three Rivers’ generations but **protects 98% of our Green Belt.** It does mean 2,385 new homes on such sites (out of 4,852) but not the 9,000 it would mean if were to meet the government target figure.

This plan also seeks to provide for new health facilities, schools and community infrastructure. Our proposed polices are seeking 40% of homes to be affordable, with 25% being ‘first homes’ and 75% being social rent. We are seeking to restrict the number of luxury 4+bed homes. We will require developments to meet climate change objectives.

I will be honest with you our plan is a risk. Once it’s finalised following, yes yet a further technical consultation probably next October, **we must submit it to a Government Inspector for approval at a Public Inquiry.** As it’s below the government housing figure, they might reject it, ask us to start again, or impose the higher figure and sites not in this consultation on Three Rivers. Developers can argue at the public Inquiry for their sites to be included. So do let us know about the most recent sites we have excluded in Question 3. **As we go to print the government has not changed any of the planning rules or the housing targets for Councils.**

Trying to get the lower housing figure backed by evidence that protects more of our Green Belt is a risk worth taking and I hope you will support it.

I am pleased that that our approach is backed by the Three Rivers Joint Residents’ Association representing 22 separate residents’ groups. Council officers and I have

engaged with the Joint Residents Association, and they have made valuable informed contributions to the process not only on sites, but the detailed policies and I thank them.

So please let us have your views.

Kind regards



Stephen Giles-Medhurst

Councillor Stephen Giles-Medhurst

How to Respond to this Consultation

We are interested to hear the views of everyone including residents, businesses, community groups and all other stakeholders. All comments received will contribute towards the new Local Plan that will be submitted to the Government.

This document and supporting documents can be viewed and downloaded from the Council's website at:

<https://www.threerivers.gov.uk/services/planning/planning-policy/new-local-plan>

You can send representations in the following ways:

Online through Engagement HQ: [\[link to be added\]](#)

By post to: Planning Policy, Three Rivers District Council, Three Rivers House, Northway, Rickmansworth, Herts, WD3 1RL

The consultation period starts on Friday 27 October 2023 and runs for a period of six weeks, ending at 11pm on Sunday 10 December 2023

Please note that Three Rivers will only consider comments by respondents who provide their full name and address. Your name, organisation and response will be made publically available once we publish responses; any comments made in your response therefore cannot be treated as confidential (published comments will exclude your personal contact details).

Inappropriate, offensive or racist comments will not be accepted.

We cannot consider matters that are outside the boundaries of the planning process and are likely to be civil matters between parties. These include representations in relation to loss of property value, loss of view from property, private access rights, moral issues and restrictive covenants.

Decisions on sites will not solely be based upon how many responses of support or objection are received but will primarily be based on the impact of the development assessed against local and national policy and the requirements that a Local Plan must meet.

An updated sustainability appraisal working note has been prepared. This document appraises the environmental, social and economic implications of the sites and can also be viewed on the Council's website.

Notification of Future Consultations

If you would like your email address to be added to the Local Plan consultation database so that you are notified of future Local Plan consultations, please request this by emailing localplanconsult@threerivers.gov.uk including your full name and email address.

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1 Introduction

What is the role of the Local Plan?

1.1 The Government requires local planning authorities to draw up a Local Plan that will guide future decisions about how land will be used. This consists of policies and site allocations that are used in the determination of planning applications once the Plan has been adopted.

1.2 The new Local Plan will set out how much land should be provided to accommodate new homes and jobs that are needed within Three Rivers up to 2041, and where this should be located. It will consider the need for new homes and jobs alongside the need for associated infrastructure such as shops, community facilities, transport, open space, sport and recreation, health services, and education facilities. The Local Plan will also set out the policy framework which will be used to determine proposals for new development across the District.

1.3 The Government's objectives are set out in the National Planning Policy Framework (NPPF, 2023). The NPPF places Local Plans at the heart of the planning system, so it is important that they are prepared and kept up to date. It makes it clear that local authorities should:

Apply a presumption in favour of sustainable development, which for plan-making means that:

- a) Plans should promote a sustainable pattern of development that seeks to: meet the development needs of their area; align growth and infrastructure; improve the environment; mitigate climate change and adapt to its effects;
- b) Strategic policies should, as a minimum, provide for objectively assessed needs for housing and other uses, as well as any needs that cannot be met within neighbouring areas, unless:
 - i. The application of policies in the Framework that protect areas or assets of particular importance provides a strong reason for restricting the overall scale, type or distribution of development in the plan area... (Paragraph 11)

1.4 Footnote 7 in the NPPF sets out that the policies referred to in paragraph 11 are those in the Framework relating to: habitats sites and/or designated as Sites of Special Scientific Interest; land designated Green Belt, Local Green Space, an Area of Outstanding Natural Beauty (AONB)...

1.5 It is therefore clear that the Local Plan needs to balance meeting the development needs for the area with preserving land designated for protection such as Green Belt and AONB.

1.6 Arriving at the Low Housing Growth and Green Belt Restraint Option

1.7 In arriving at our preferred Low Housing Growth and Green Belt Restraint Option and the sites that are set out in this consultation, the Council has taken into consideration the following:

- The views arising from previous public consultation involving a range of stakeholders in the District including residents, businesses, statutory bodies, local groups, and individuals with interest in Three Rivers. Previous Local Plan consultations were:
 - Issues and Options & Call for Sites (2017)
 - Additional Call for Sites (2017)
 - Potential Sites Consultation (2018)
 - Preferred Policy Options and Sites for Potential Allocation Consultation (2021)
 - Additional Sites for Potential Allocation (2023)
 - Call for Brownfield Sites (2023)

Further details of these consultations are available on our website at

<https://www.threerivers.gov.uk/services/planning/planning-policy/new-local-plan>

- National planning policy requirements and other plans and strategies affecting the area.
- The long-term priorities for Three Rivers as defined by local people and main service providers in the area.
- The rigorous testing of options and alternatives primarily through a sustainability appraisal process, taking into account environmental, social, and economic impacts of choices.
- The Government's principles of sustainable development, whereby development helps to maintain high and stable levels of employment, achieves social progress which recognises the needs of everyone, provides effective protection of the environment and represents the prudent use of natural resources.
- The extensive research and technical studies known as the Evidence Base that the Council has compiled in order to understand the needs of the area and opportunities and constraints that exist.

1.8 To date the following studies have been completed to form the evidence base:

- Strategic Housing & Employment Land Availability Assessment (SHELAA)¹
- Urban Capacity Study
- Edge of Settlement/New Settlement Scoping Study
- South West Hertfordshire Local Housing Needs Assessment
- South West Hertfordshire Economic Study
- South West Hertfordshire Retail & Leisure Study
- Gypsy & Traveller Accommodation Assessment
- South West Hertfordshire Level 1 Strategic Flood Risk Assessment
- Three Rivers District Council Level 2 SFRA
- Hertfordshire Water Study
- Heritage Impact Assessments
- Landscape Sensitivity Assessments
- Open Space, Sport & Recreation Study
- Three Rivers District Council & Watford Borough Council Green Belt Review Strategic Analysis (Stage 1)
- Stage 2 Green Belt Assessment for Three Rivers District and Watford Borough Council
- Three Rivers District Council Green Belt Study Stage 3: New Settlement Analysis

¹ Including the SHELAA Addendum and updated site assessment pro formas.

The Evidence Base can be viewed at:

<https://www.threerivers.gov.uk/services/planning/planning-policy/new-local-plan#Evidence%20base>

Sustainability Appraisal

- 1.9 Sustainable development is the key principle underpinning the Three Rivers new Local Plan and is critical to the delivery of many of the Council's and community's aspirations. It requires social progress which recognises the needs of everyone, effective protection of the environment, prudent use of natural resources and the maintenance of stable levels of economic growth and employment.
- 1.10 The Local Plan has been subject to a Sustainability Appraisal (incorporating Strategic Environmental Assessment) at each stage of production to assess the options and inform the plan preparation and decision making process. The full Sustainability Appraisal² and Strategic Environmental Assessments are available on our website and on the consultation portal. Comments on the Sustainability Appraisal are welcomed.

Strategic Housing and Employment Land Availability Assessment

- 1.11 A key piece of technical evidence underpinning the Local Plan is the Strategic Housing and Employment Land Availability Assessment (SHELAA). The SHELAA provides an assessment of land supply in the District, helping to ensure that sufficient land is identified for new housing and employment uses across the plan period, now 2023 to 2041, and informs decisions on potential site allocations. It is however, a technical piece of evidence work and does not in itself allocate sites for development. This is the role of the Local Plan. As such, the SHELAA is not part of the consultation itself but provides evidence underpinning the Council's decisions on which sites to consider for allocation.
- 1.12 The sites included in the SHELAA assessments have been put forward by land owners and site promoters where the sites are available for development. The Council can only include available sites in the Local Plan.
- 1.13 The identification of potential development sites within the SHELAA as deliverable does not mean the Council will grant planning permission for development. All planning applications will continue to be considered against the appropriate policies in the Local Plan and any other material considerations.
- 1.14 The SHELAA was completed in 2020 informing the Regulation 18 Part 1 Preferred Policy Options and Part 2 Sites for Potential Allocation consultation (2021). An addendum to the SHELAA was produced in support of the Regulation 18 Part 3 Additional Sites for Potential Allocation consultation (2023).

² Including additional Sustainability Appraisal Working Notes as we continue to consider options and alternatives.

- 1.15 New SHELAA site assessment proformas have been completed for newly submitted sites and updated site assessment proformas have been produced where new information has been included or where there have been site boundary changes.
- 1.16 The SHELAA report and site assessments can be viewed on the evidence base page on the Council's website [here](#). Or on the consultation portal **ADD LINK**

Scope of this consultation

- 1.17 The Council undertook a Regulation 18 consultation in the summer of 2021. This was presented in two parts. Part 1: Preferred Policy Options and Part 2: Sites for Potential Allocation.
- 1.18 In early 2023 the Council undertook an additional Regulation 18 consultation on sites that had been submitted following the 2021 Parts 1 and 2 Regulation 18 consultation. This document was Part 3 of the Local Plan Regulation 18 consultation and set out additional potential sites where development could take place, how much additional development may take place, and when. All the additional sites identified as having potential for allocation were for residential development and associated infrastructure.
- 1.19 This consultation is the Part 4 Regulation 18 consultation. The focus is specifically on residential development, considering potential growth options and setting out the potential housing sites and associated infrastructure to meet the Council's preferred 'Low Growth' option. As such the focus of the consultation will be on residential development and associated infrastructure.
- 1.20 Please refer to Part 2 (2021) and Part 3 (2023) of the consultation for the previously recommended sites for housing as well as the following land uses: gypsy and traveller and travelling showpeople accommodation, employment (including Leavesden Studios), town centre and retail development, open space, and education. Part 2 of the consultation also included the proposed revision of the Green Belt boundary in relation to Bedmond. The responses to Part 2 and Part 3 have been collated and considered in preparing this consultation. Responses to all of the different Parts of Regulation 18 consultation, including this consultation, will be considered in preparing the Regulation 19 draft Local Plan.
- 1.21 Part 1 of the Regulation 18 consultation asked for views on the Council's preferred policy options that will guide future development. We have considered the responses to this part of the consultation and have been updating the Local Plan policies based on comments received as well as taking on board changes to national policy and regulations. The updated policies will be presented as part of the Regulation 19 stage draft Local Plan. The minutes of the Local Plan Sub-Committee meetings where these policies have been considered can be viewed on the Council's website at: **ADD LINK**
- 1.22 This is not the final stage of the Plan as we are still awaiting some key pieces of evidence, including the Infrastructure Delivery Plan, Strategic Transport Modelling, and Whole Plan Viability Assessment as well as updates to the Local Housing Needs Assessment and Economic Study. Your views submitted as part of this consultation will help inform the

Regulation 19 stage of the plan. The Regulation 19 document is the final draft of the Local Plan that is proposed to be submitted to the Secretary of State.

- 1.23 Following submission to the Secretary of State, there will be an examination by an independent Inspector before the Council can adopt the new Local Plan³. During the Local Plan examination, the Inspector will consider whether the draft Local Plan meets the tests of legal soundness. A key part of this is whether the plan meets national policy and legislation. The Inspector may find the plan unsound in which case the Council will have to go back to the beginning of the process. The Inspector may pause the examination and ask the Council to find more sites if they feel the Council is not adequately meeting its development needs. They may also suggest particular sites be added back in to the plan to help meet needs.
- 1.24 Maps including the sites considered suitable for potential allocation as well as those that were considered unsuitable by the Council can be viewed in the appendices to this document.

³ Details of the timetable are set out in the Local Development Scheme at: <https://www.threerivers.gov.uk/egcl-page/local-development-scheme>

PART 4: THREE RIVERS' PREFERRED LOCAL PLAN LOWER HOUSING GROWTH OPTION – PROTECTING MORE GREEN BELT LAND

2 Housing Growth

- 2.1 All growth in the District must maintain or improve the quality of life of Three Rivers' communities, and future development must secure a balanced provision between homes and jobs that also safeguards and enhances the environment, maintains the Green Belt, secures good services and facilities for all and achieves a sustainable transport system.
- 2.2 With a growing population, an ageing population and future changes in household make-up, the need for housing within Three Rivers continues to be high. New development is an important responsibility that we have in order to help ensure that future generations can find homes of their own.
- 2.3 As a Council, we acknowledge that there is an acute housing crisis in much of the UK and in particular in high-cost areas like Three Rivers. There is a pressing need for more homes, especially affordable homes, so young people are not forced to move away from the area. However, we also acknowledge that this cannot be addressed at the cost of harming existing communities and resulting in unacceptable harm to the Green Belt.
- 2.4 The sites identified as potential site allocations for housing have been arrived at following extensive technical work and evidence gathering. Subsequently, and in line with national planning policy, these sites are considered to be the most appropriate in having the potential for housing development⁴ and associated infrastructure.
- 2.5 It should be noted from the outset that if any of the potential housing sites for allocation are later found to no longer be suitable for allocation following this consultation, then the Council may need to identify other sites to contribute towards meeting its housing need.
- 2.6 The Part 1 Regulation 18 consultation (2021) set out the plan period that the Local Plan will cover and the number of dwellings required to meet its objectively assessed needs. The Housing Target at the time for the Local Plan was 12,624 dwellings over a 20 year plan period, based on the Government's standard method for calculating housing need. Once completions, commitments (active planning permissions), and a windfall allowance (expected development on sites not allocated in the plan) were taken into account, this resulted in a residual Housing Target of 10,678 dwellings.
- 2.7 The Part 2 Regulation 18 consultation identified sites that could deliver 8,973 dwellings. This was 1,705 dwellings short of the Government's residual Housing Target. The additional sites included in the Part 3 Additional Sites for Potential Allocation consultation identified sites for a further 825 dwellings. It should be noted that there was a 438 dwelling reduction to this figure as 9 sites were removed from the Part 2 document following site owners' withdrawal or statutory bodies' objections and a further three sites' dwelling capacities were reduced

⁴ Appendix 2 provides a summary of the sites that were included in the SHELAA addendum which are not being taken forward

prior to the Part 3 consultation. This left a deficit of 1,318 dwellings on the Government target.

- 2.8 Since undertaking the Part 1 and Part 2 Regulation 18 consultations in 2021 the Council has re-calculated its housing target using the Government's standard method. The new Local Plan is anticipated to be adopted in 2026 in accordance with the Local Development Scheme (December 2022); national policy requires that a Local Plan should plan for a 15 year period following adoption. The new Local Plan period will therefore be 2023 – 2041.
- 2.9 Using the current year of 2023 as the starting point, and with adoption of the Local Plan expected in 2026, the Local Plan period would be 18 years as we need to plan for 15 years post adoption. The standard method target for Three Rivers is currently 637 dwellings per annum which equates to a requirement of 11,466 dwellings over the 18 year plan period.
- 2.10 However, it should be noted there are a significant number of commitments that together with a windfall allowance can be deducted from this figure. As of 31 March 2023 there are 1,089 commitments and a windfall allowance of 390 over the Local Plan period, giving a total of 1,479 dwellings that can be taken from the overall 11,466 dwellings housing target. This gives a residual housing target of 9,987 dwellings or 555 dwellings per annum across the plan period.
- 2.11 **National planning policy and guidance requires that the District meets objectively assessed needs for housing (OAN) as calculated by the Government's standard method**, including any unmet needs from neighbouring authorities where it is practical to do so and is consistent with achieving sustainable development. Councils should identify needs in their area, and respond positively to wider opportunities for growth.
- 2.12 The Council considers the housing target as calculated using the Government's standard method to be too high and is concerned that it is based on out of date data (2014 population projections) that does not represent the actual development needs for the area. However, we acknowledge that the exceptional circumstances for using an alternative method to the standard method have not been met and as such the standard method housing target should be the starting point in establishing the right level of housing growth in the District.
- 2.13 The Government has consulted on reforms to the planning system, however at the time of writing no relevant changes have been made to national policy or guidance so we are still working within the same framework as before. The Government did not include a review of the standard method as part of its consultation but has stated it will review the standard method after the population projections are updated with the new census data in 2024.
- 2.14 If any changes to national policy and the standard method come into force the Council will need to consider its position and potentially amend the plan accordingly.

Brownfield First

- 2.15 Prior to considering the release of any Green Belt land in order to meet the development needs of the District we have focussed on brownfield sites first. We have completed an Urban Capacity study as part of the evidence base for the Local Plan and have conducted

two 'Brownfield Call for Sites' encouraging developers and land owners to come forward with potential brownfield sites.

2.16 We will seek to maximise the delivery of housing within the built-up urban area including through intensification and higher densities of development to make the most efficient use of land, and making as much use as possible for previously developed brownfield sites and underutilised land.

2.17 The urban brownfield sites can only provide land to accommodate 988 dwellings, therefore some Green Belt release will be required in order for the Council to meet the development needs of the area.

Green Belt as a Constraint

2.18 Over three quarters (76%) of the District is designated as Green Belt with the remainder of the District made up by the existing urban area consisting of small and medium sized settlements distributed fairly evenly.

2.19 The NPPF sets out that Green Belt boundaries should only be altered where exceptional circumstances are fully evidenced and justified, through the preparation and updating of Local Plans. The Council's Local Housing Needs Assessment (2020) analyses the needs for different types and tenures of housing, highlighting an acute need for affordable housing across the District. This need, together with the needs for future generations, accommodation for the elderly and the delivery of much needed infrastructure, is considered to constitute the exceptional circumstances required for alteration of Green Belt boundaries.

2.20 The National Planning Policy Framework (NPPF) sets out that strategic policies should, as a minimum, provide for objectively assessed needs for housing and other uses unless policies in the Framework that protect areas of particular importance provide a strong reason not to. An example provided in Footnote 7 of the NPPF of one of these policies is land designated as Green Belt. As such, the Council considers the avoidance of unacceptable harm to Green Belt a key consideration when establishing the level of housing to be delivered through the Local Plan.

2.21 The Council has therefore agreed an evidence based approach using the Stage 2 Green Belt Review as the basis for considering the level of harm caused by potentially releasing areas of Green Belt land for development. The Council has reviewed the potential sites included in the Part 2 and Part 3 Regulation 18 consultations as well as any newly submitted sites in this context.

2.22 The Stage 2 Green Belt Review can be viewed on the Council's website at <https://www.threerivers.gov.uk/services/planning/planning-policy/new-local-plan#Evidence%20base>. It assesses the performance of parcels of land against the five purposes of the Green Belt as set out in the National Planning Policy Framework, and how the openness of the Green Belt and the strength of its boundaries would be affected by the removal of land from the Green Belt for development.

2.23 The five purposes set out in the National Planning Policy Framework are as follows:

- a) To check the unrestricted sprawl of large built-up areas:
- b) to prevent neighbouring towns merging into one another;
- c) to assist in safeguarding the countryside from encroachment;
- d) to preserve the setting and special character of historic towns; and
- e) to assist in urban regeneration, by encouraging the recycling of derelict and other urban land.

2.24 Other issues such as landscape quality, biodiversity and wildlife, quality of agricultural land are separate considerations that will have been considered as part of the site assessment process but is outside of the remit of the Green Belt review.

2.25 In considering Green Belt sites, the Council agreed sites that fell into areas of low to moderate Green Belt harm as assessed in the Stage 2 Green Belt Review (see Figure 1 below), subject to the sites being considered suitable for development when assessed against other policies and constraints in the Strategic Housing and Employment Land Availability Assessment (SHELAA). Strategic Green Belt sites of circa 500 dwellings or more that fell into areas of 'Moderate-High' or 'High' Green Belt harm were then considered, weighing up the benefits the site could provide in terms of sustainability and infrastructure provision against the harm of removing the site from the Green Belt for development. Any sites that fell within areas of 'Very High' harm we considered unsuitable. Please see Figure 1 for a summary of the approach.

2.26 **Figure 1: Consideration of harm to the Green Belt**

Harm Rating	6-point scale ranging from Very High to Low
Very High	Not considered acceptable for residential development
High	Development may be considered acceptable for strategic sites, in very sustainable locations, that deliver infrastructure and considerable community benefits
Moderate-High	Development may be considered acceptable for strategic sites in sustainable locations that deliver infrastructure and community benefits
Moderate	All sites considered
Low-Moderate	All sites considered
Low	All sites considered

2.27 All of the Green Belt sites for C3 residential development within this consultation are in areas of 'Low' to 'Moderate' Green Belt harm. None of the strategic sites falling into areas of higher Green Belt harm were deemed to be providing benefits that outweighed the harm to the Green Belt, so only those that fell within areas of 'Low' to 'Moderate' Green Belt harm (or just the section of the site that fell within these areas) have been included in this consultation. **It is on this basis that the Council is protecting the most valuable areas of Green Belt, with 98% of the District's Green Belt remaining protected.**

- 2.28 The Green Belt sites agreed for consultation equate to 2,385 dwellings across the plan period.

Question 1

Do you agree with the Council's proposed stance of not complying with the Government's Standard Method for calculating the District's housing need figure (due to the Green Belt constraints of the District), which means that the Council will only meet 4,852 dwellings against the required 11,466 dwellings if this plan is approved?
If not, please explain why.

3 Alternative Growth Options

- 3.1 In preparing the Local Plan the Council has considered alternative growth options. As part of the Issues and Options Consultation in 2017 the Council considered growth options based around its Objectively Assessed Need⁵ (OAN) which at the time was 514 dwellings per annum. The consultation considered three growth options. These were 'Low Growth' of 411 dwellings per annum (20% below OAN), 'Moderate Growth' of 514 dwellings per annum (OAN) and 'High Growth' of 617 dwellings per annum (20% above OAN). 18% of respondents supported the low growth option, 41% supported moderate growth and 41% supported high growth. It should be noted that these options were considered prior to looking at the effects of constraints such as Green Belt on the ability of the plan to deliver these levels of growth.
- 3.2 The standard method housing target of 637 dwellings is considered to be the equivalent of the 'High Growth' option. The Part 2 and Part 3 consultations are considered to have addressed the 'High Growth' option although the Council acknowledges that it was unable to find enough suitable sites to fully meet the standard method target in full. The Council has also considered whether a higher growth option than the standard method would be appropriate, however as it was unable to fully meet the standard method this option has not been pursued.
- 3.3 Following these consultations and consideration of issues this consultation is a 'Low Growth' option and results in 270 dwellings per annum across the 18 year plan period. This 'Low Growth' option has been reached by using a Green Belt constraint led approach where the valuable areas of Green Belt remain protected but some lower harm areas of Green Belt are proposed to be released in order to help meet the development needs of the area as much as possible.
- 3.4 An Option of no Green Belt release would only have resulted in 988 new dwellings on brownfield sites and as the majority of the sites were small sites this was considered not only unviable in meeting infrastructure needs but was considered likely to be found unsound by the Government Inspector under current national planning policy. For this reason, this option has not been pursued.

⁵ This was prior to the introduction of the Government's standard method for calculating housing need. The OAN used in the 2017 Issues & Options consultation was calculated as part of the Strategic Housing Market Assessment prepared by independent consultants in 2016.

3.5 A 'Moderate Growth' option was also considered by the Council equating to 415 dwellings per annum. This option, as above, included a number strategic sites that were rated 'moderate-high' or 'High' harm on the basis that the benefits they could deliver in terms of meeting the District's development needs, delivering sustainable patterns of development, and infrastructure provision could outweigh the harm of removing these sites from the Green Belt. The Council felt that this approach would result in unacceptable harm to the Green Belt, and as such the 'Low Growth' option was selected as the preferred approach.

3.6 **Table 1 Low Growth- Green Belt restraint / protection Option**

Site Type	Dwellings
Brownfield Sites	988
Green Belt Sites	2,385
Commitments (active / granted planning permissions)	1,089
Permitted windfall allowance	390
Total	4,852

3.7 **Table 2 Comparison of considered Growth Options**

Growth Option	Standard Method Option	Standard Method Option	High Growth Option	Low Growth Option
Reg. 18 stage	At Part 1&2 Consultation	At Part 3 Consultation	After Part 3 Consultation	At Part 4 Consultation
Plan Period	2018-2038	2018-2038	2023-2041	2023-2041
Standard Method (dwellings per annum)	630	630	637	637
Required Housing Target	12,624	12,624	11,466	11,466
Total dwellings found through potential allocations, commitments and windfall	10,919	11,306	10,839	4,852
Allocations per annum	546	565	602	270
Shortfall to target	1,705	1,318	627	6,614

Question 2

Do you agree that the Council's preferred 'Low Growth and Green Belt Restraint' option is the best growth strategy for the District?
If not, please explain why.

3.8 Please refer to the Regulation Part 2 Sites for Potential Allocation document [here](#) to view the proposed policy on housing allocations.

3.9 The potential housing site allocations based on the 'Low Growth and Green Belt Restraint' approach, including both brownfield and Green Belt sites, are shown in site tables below for each settlement area, as listed below:

Abbots Langley & Leavesden Garston Bedmond Kings Langley

Langleybury
Chorleywood
Maple Cross
Mill End
Rickmansworth
Croxley Green
Carpenders Park
South Oxhey
Oxhey Hall

- 3.10 The site tables for the potential housing allocations include the following information:
- Site reference, name and map
 - Site size (ha)
 - Current use
 - Indicative dwelling capacity
 - Information on whether or not the site is located in the Green Belt and whether its allocation would require removal of the site from Green Belt
 - Anticipated phasing for development (1-5 years, 6-10 years, 11-15 years and 16 years plus⁶); this indicative timescale is based on ownership, physical limitations or constraints and the amount of time likely to be taken to develop the site in full.
 - Site specific requirements/measures
- 3.11 The comments section in the site tables set out site-specific requirements and/or measures that would need to be addressed in proposals for the sites. It should be noted that these are in addition to matters set out in the detailed preferred policy options set out in the Regulation 18 Part 1 consultation document, including requirements relating to affordable housing and sustainable transport provision and net gain in biodiversity value. The site specific requirements/measures are not exhaustive but seek to aid future considerations by identifying key constraints and considerations which are specific to sites. As stated, all future proposals would need to comply with the full suite of policies in the Local Plan.
- 3.12 The site tables for the 50 potential housing allocations are shown below.
- 3.13 Appendix 2 provides a summary of the sites not proposed for development by TRDC since the Regulation 18 Part Three: Additional Sites for Potential Allocation consultation. These are not included in the consultation following evaluation by officers and decisions by Members. It was deemed that all these sites were unsuitable for development for a number of reasons relating to each site. The Strategic Housing & Employment Land Availability Assessment (SHELAA) site assessments for these sites together with those proposed for potential allocation can be viewed at: <https://www.threerivers.gov.uk/egcl-page/new-local-plan-evidence-base>.
- 3.14 The Sites not taken forward in the Regulation 18 Part Two: Sites for Potential Allocation consultation in 2021 can be viewed at: <https://cdn.threerivers.gov.uk/files/2023/01/67c617a0-9e6e-11ed-8d80-6dc425ce7e94-appendix-2-sites-not-taken-forward-compressed.pdf> and

⁶ This relates to the number of years following adoption of the Local Plan as set out in the Council's Local Development Scheme <https://www.threerivers.gov.uk/egcl-page/local-development-scheme>.

the sites not taken forward in the Regulation 18 Part Three: Additional Sites for Potential Allocation consultation can be viewed at <https://cdn.threerivers.gov.uk/files/2023/03/c3fe1070-ceeda-11ed-8ef9-5d849f65f7b4-appendix-1-sites-not-being-taken-forward-regulation-18-additional-sites-doc.pdf>. These sites have already been included in previous Regulation 18 consultations and therefore are not included in Appendix 2.

Question 3

Do you agree with the sites detailed in Appendix 2 that TRDC are not proposing for development?
If not, please explain why.

4 Abbots Langley & Leavesden Potential Sites

AB18: Garage Courts Parsonage Close

Site Ref.	AB18	Site	Garage Courts Parsonage Close	Size (ha)	0.09
				Current use	Garages
				Dwelling Capacity	7 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site

Comments

Any development of the site would need to take account of protected trees along the northern boundary of the site, as well as the public right of way which runs along the northern boundary.

Question 4

Do you agree that site AB18 is an appropriate development site?
If not, please explain why.

AB26: Garages Tibbs Hill Road

Site Ref.	AB26	Site	Garages Tibbs Hill Road	Size (ha)	0.1
				Current use	Garages
				Dwelling Capacity	7 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site
Comments Any development of the site would need to protect heritage assets in the vicinity of the site.					

Question 5

Do you agree that site AB26 is an appropriate development site?
 If not, please explain why.

AB31: Garages Jacketts Field

Site Ref.	AB31	Site	Garages Jacketts Field	Size (ha)	0.08
				Current use	Garages
				Dwelling Capacity	6 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site
Comments Any development would need to provide suitable mitigation to address surface water flood risk on areas of the site.					

Question 6

Do you agree that site AB31 is an appropriate development site?
 If not, please explain why.

AB32: Yard off Tibbs Hill Road

Site Ref.	AB32	Site	Yard off Tibbs Hill Road	Size (ha)	0.16
				Current use	Builders yard
				Dwelling Capacity	10 dwellings
				Phasing	6-10 years
				Green Belt	No. Brownfield site
Comments Any development would need to provide suitable mitigation to address surface water flood risk on areas of the site.					

Question 7

Do you agree that site AB32 is an appropriate development site?
 If not, please explain why.

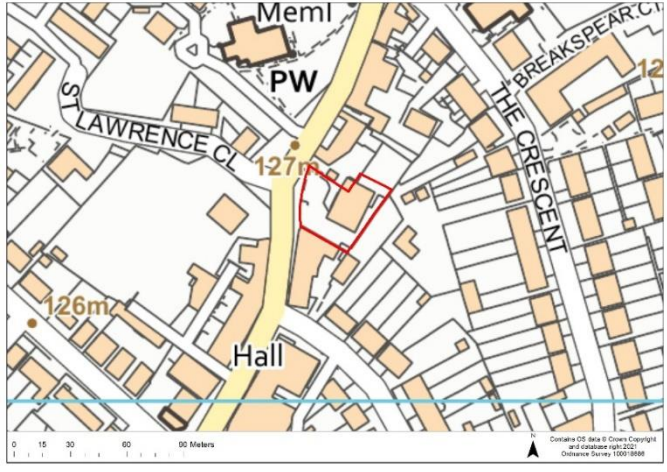
AB39: Garages Rosehill Gardens

Site Ref.	AB39	Site	Garages Rosehill Gardens	Size (ha)	0.08
				Current use	Garages
				Dwelling Capacity	6 dwellings
				Phasing	1-5 years
				Green Belt	No. Brownfield site
Comments Any development would need take account of protected trees in/adjacent to the site and provide suitable mitigation to address surface water flood risk on areas of the site.					

Question 8

Do you agree that site AB39 is an appropriate development site?
 If not, please explain why.

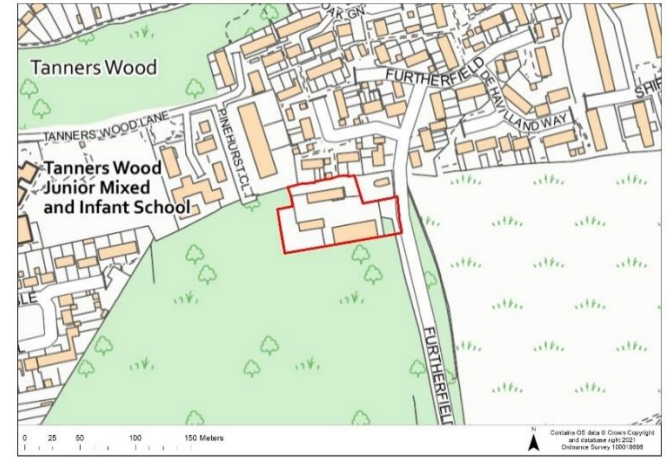
H3: Pin Wei 35 High Street

Site Ref.	H3	Site	Pin Wei 35 High Street	Size (ha)	0.13
				Current use	Restaurant
				Dwelling Capacity	11 dwellings
				Phasing	6-10 years
				Green Belt	No. Brownfield site
Comments The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector.					

Question 9

Do you agree that site H3 is an appropriate development site?
 If not, please explain why.

H4: Furtherfield Depot, Furtherfield

Site Ref.	H4	Site	Furtherfield Depot, Furtherfield	Size (ha)	0.53
				Current use	Depot / storage
				Dwelling Capacity	36 dwellings
				Phasing	6-10 years
				Green Belt	No. Brownfield site
Comments The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector. The area of public open space within the site boundary would require protection. The site would be required to provide open space and play space.					

Question 10

Do you agree that site H4 is an appropriate development site?
 If not, please explain why.

H6: Hill Farm Industrial Estate Leavesden

Site Ref.	H6	Site	Hill Farm Industrial Estate	Size (ha)	0.13
				Current use	Industrial
				Dwelling Capacity	38 dwellings
				Phasing	6-10 years
				Green Belt	No. Brownfield site

Comments

The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector. The site would be required to provide open space and play space.

Question 11

Do you agree that site H6 is an appropriate development site?
If not, please explain why.

NSS14: Margaret House, Abbots Langley

Site Ref.	NSS14	Site	Margaret House, Abbots Langley	Size (ha)	0.66
				Current use	Disused residential Care Home
				Dwelling Capacity	25 dwellings (net)
				Phasing	0-5 years
				Green belt	No. Brownfield site

Comments

Development would need to take into consideration the heritage assets within the vicinity of the site, the presence of the adjacent Local Wildlife Site.

There is existing vehicular access provision from Parsonage Close at the northern boundary of the site. HCC Highways state access needs further work, including on the suitability of Abbots Road.

Question 12

Do you agree that site NSS14 is an appropriate development site?
If not, please explain why.

CFS4: Land at Warren Court, Woodside Road

Site Ref.	CFS4	Site	Land at Warren Court, Woodside Road	Size (ha)	0.54
				Current use	Former private allotment land
				Dwelling Capacity	26 dwellings
				Phasing	1-5 years
				Green Belt	Yes - If allocated, the Green Belt boundary would have to be revised
<p>Comments</p> <p>Any development would be required to take account of the presence of protected trees within the site. An archaeological assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets of archaeological interest.</p>					

Question 13

Do you agree that site CFS4 is an appropriate development site?
If not, please explain why.


CFS3: Land adjacent to Fraser Crescent and Woodside Road

Site Ref.	CFS3	Site	Land adjacent to Fraser Crescent and Woodside Road	Size (ha)	7.1
				Current use	Greenfield
				Dwelling Capacity	303 dwellings
				Phasing	1-10 years
				Green Belt	Yes - If allocated, the Green Belt boundary would have to be revised.
<p>Comments</p> <p>Any development would be required to take account of the presence of protected trees within the site and public rights of way through the site. Access to the site is expected to be via the already constructed Fraser Crescent / Woodside Road entrance. A detailed heritage impact assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets in the vicinity of the site. There is a sewer to the west of the site which would need to be protected as part of any development. Upgrades to the wastewater network would likely be required if the site were to be developed. The site would be required to provide open space and play space. The site is adjacent to an allocated school site in the adopted 2014 Local Plan.</p>					

Question 14

Do you agree that site CFS3 is an appropriate development site?
If not, please explain why.


CFS6: Land at Mansion House Equestrian Centre

Site Ref.	CFS6	Site	Land at Mansion House Equestrian Centre	Size (ha)	2.8
				Current use	Grazing land
				Dwelling Capacity	133 dwellings
				Phasing	1-10 years
				Green Belt	Yes - If allocated, the Green Belt boundary would have to be revised.
<p>Comments</p> <p>Site could come forward together with adjacent site PCS21 Land at Love Lane. Access would come through existing new development on the menage at Notley Court. Any development of the site would need to take account the public right of way adjacent to the site boundary. A detailed heritage impact assessment and an archaeological assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. The site would be required to provide open space and play space.</p>					

Question 15

Do you agree that site CFS6 is an appropriate development site?
If not, please explain why.

PCS21: Land at Love Lane

Site Ref.	PCS21	Site	Land at Love Lane	Size (ha)	1.3
				Current use	Open grassland
				Dwelling Capacity	62 dwellings
				Phasing	1-5 years
				Green Belt	Yes - If allocated, the Green Belt boundary would have to be revised.

Comments

Site could come forward together with adjacent site CFS6 Land at Mansion House Equestrian Centre to share access from Notley Court or have its own access via Love Lane. Any development of the site would need to take account the public right of way adjacent to the site boundary. A detailed heritage impact assessment and an archaeological assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. Suitable access arrangements would need to be achieved at the planning application stage. Upgrades to the wastewater network would likely be required if the site were to be developed. The site would be required to provide open space and play space.

Question 16

Do you agree that site PCS21 is an appropriate development site?
If not, please explain why.

5 **Garston**

CFS65: Land north of Bucknalls Lane

Site Ref.	CFS65	Site	Land north of Bucknalls Lane	Size (ha)	5.8 4.2 (accounting for 100m buffer)
				Current use	Former golf course
				Dwelling Capacity	144 dwellings
				Phasing	1-10 years
				Green Belt	Yes. If allocated, the Green Belt boundary would have to be revised.

Comments


An archaeological assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets of archaeological interest. Potential noise and air quality issues arising from the site's proximity to the A405 and M1 would need to be addressed as part of any development. Any development would be required to take account of the presence of protected trees within the site. A minimum 100m buffer distance between the nearest dwellings and the boundary of the Waterdale Household Waste Recycling Centre (located to the north) would be required as part of any development, which has reduced the developable area to approximately 4.2ha. The site would be required to provide open space and play space. Access would be required from the A405, with only pedestrian access considered acceptable from Bucknalls Lane.

Question 17

Do you agree that site CFS65 is an appropriate development site?
If not, please explain why.

6 Bedmond Potential Sites

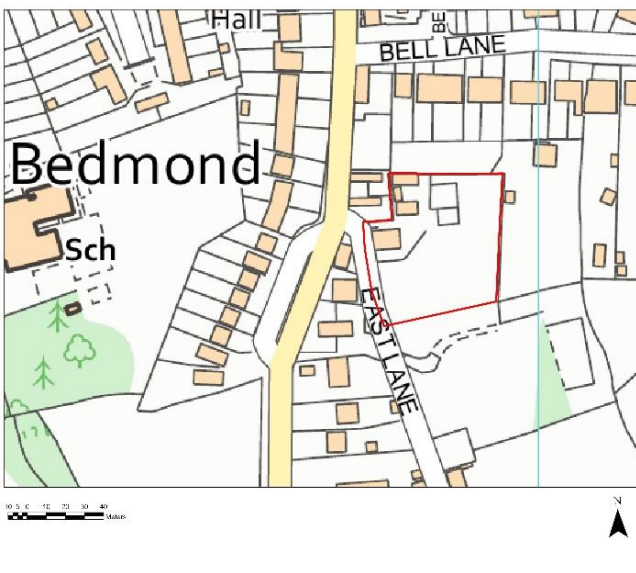
NSS2: 56 High Street, Bedmond

Site Ref.	NSS2	Site	56 High Street, Bedmond	Size (ha)	0.4
				Current use	Car dealership, MOT centre and service station
				Dwelling Capacity	20 dwellings
				Phasing	0-5 years
				Green Belt	Yes. Previously developed land in the Green belt
<p>Comments</p> <p>Suitable mitigation to address surface water flooding and ground water flooding would be required. There are no heritage assets within the site boundary, although there are two Grade II Listed Buildings to the north and south of the site and Locally Listed Buildings located to the south, on High Street. A landscape visual assessment will be required in order to mitigate any potential adverse impacts.</p>					

Question 18

Do you agree that site NSS2 is an appropriate development site?
If not, please explain why.

NSS6a: North Cott East Lane


Site Ref.	NSS6a	Site	North Cott East Lane	Size (ha)	0.47
				Current use	Grassland (south), Equestrian ménage & sheds (east)
				Dwelling Capacity	12 dwellings
				Phasing	0-5 years
				Green Belt	Yes. If allocated, the Green Belt boundary would have to be revised. The site is partially within and partially adjacent to the village of Bedmond and the proposed inset area.
<p>Comments</p> <p>Any development proposals on the site should be accompanied by a pre-application or pre-determination archaeological assessment. Suitable mitigation to address the risk of surface water flooding would be required to the east of the site. HCC Highways advise access from East Lane is not suitable for any development, an access solution would be needed before any consideration. It is also expected that enhanced crossing facilities of High Street would be needed. Development would also need to take into consideration the heritage assets within the vicinity of the site.</p>					

Question 19

Do you agree that site NSS6 is an appropriate development site?
If not, please explain why.

7 Kings Langley Potential Sites

NSS10: Land at Mill Place, Hunton Bridge

Site Ref.	NSS10	Site	Land at Mill Place, Watford Road, WD4 8QS	Size (ha)	0.6
				Current use	Storage
				Dwelling Capacity	20 dwellings
				Phasing	0-5 years
				Green Belt	Yes. Brownfield site so does not require green belt boundary revision.
<p>Comments</p> <p>An 8m buffer would be required as part of any development proposals between residential development and the site's proximity to the River Gade/ Grand Union Canal.</p> <p>Noise issues caused by the site's proximity to the A41 may have an impact on the site and its future occupiers and as such noise reduction measures should be considered as part of the design.</p> <p>A detailed heritage impact assessment may be required as part of any proposals, due to the proposals potential impact on Langleybury and The Grove, which contains a number of nationally Listed Buildings.</p>					

Question 20

Do you agree that Site NSS10 is an appropriate development site?
If not, please explain why.

ACFS8b: Flower House 2-3 Station Road

Site Ref.	ACFS8b	Site	Flower House 2-3 Station Road	Size (ha)	0.4
				Current use	Retail
				Dwelling capacity	19
				Phasing	1-5 years
				Green belt	Yes. If allocated, the Green Belt boundary would have to be revised. Partly brownfield site

Comments

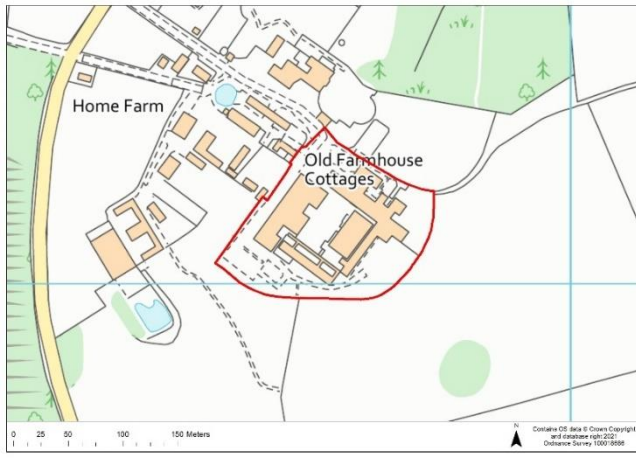
A detailed heritage impact assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. The western boundary of the site is in Flood Zone 3b due to the main river which along the western boundary of the site; no development would be permitted on this part of the site and an 8 metre buffer between Flood Zone 3b and any development would be required. Any development of the site would need to take account of the potential noise issues arising from the site's proximity to the M25 and Kings Langley station as well as potential air quality issues due to proximity to the M25. Developed should focussed on the brownfield portion of the site, with the remainder of the site for amenity space and biodiversity net gain.

Question 21

Do you agree that Site ACFS8b is an appropriate development site?
If not, please explain why.

8 Langleybury Potential Sites

H7: Langleybury House/School

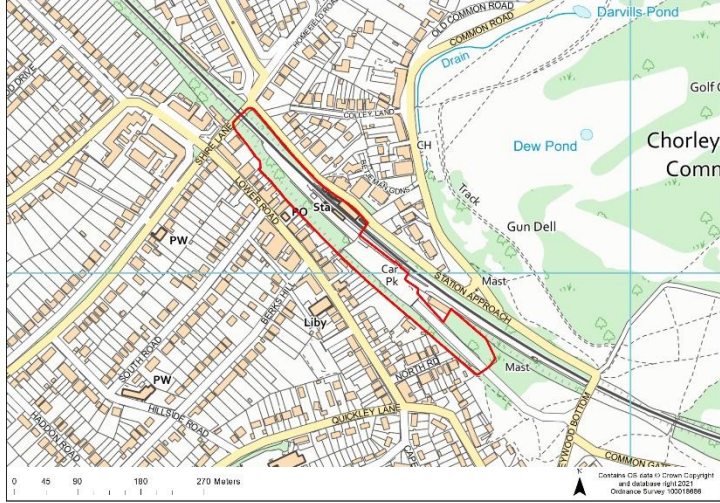
Site Ref.	H7	Site	Langleybury House/School	Size (ha)	1.97
				Current use	In use for filming, comprised of redundant school buildings
				Dwelling Capacity	25 dwellings
				Phasing	6-10 years
				Green belt	The site would remain in the Green Belt and the redundant school buildings are proposed for replacement with housing.
<p>Comments</p> <p>The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector, and part of the Langleybury and Grove Development Brief (2012) area. As set out in the Langleybury and Grove Development Brief, it is intended that a change in the location of the existing built footprint of the former secondary school buildings would be replaced with new development. Any development will be delivered in line with the Langleybury and Grove Development Brief. The site would be required to provide open space and play space.</p>					

Question 22

Do you agree that Site H7 is an appropriate development site?
If not, please explain why.

9 Chorleywood Potential Sites

CFS16: Land at Chorleywood Station

Site Ref.	CFS16	Site	Land at Chorleywood Station (station car park and adjoining land)	Size (ha):	2.3
				Current Use	Chorleywood station, car park and adjoining land
				Dwelling Capacity	190
				Phasing	11-15 years
				Green Belt	No. Brownfield site
<p>Comments</p> <p>A detailed heritage impact assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. Any proposals would need to take account of protected trees within the site as well as providing suitable mitigation to address surface water flood risk in areas of the site. Potential noise and vibrations caused by the use of the station/railway line should be addressed through mitigation measures. Upgrades to the wastewater network would likely be required if the site were to be developed. The site would be required to provide open space and play space. Retention of the current pedestrian access through the site would be required.</p> <p>The station use would remain as part of any development and proposals would need to safeguard parking provision for the station.</p>					

Question 23

Do you agree that site CFS16 is an appropriate development site?
If not, please explain why.

CW9: Garages at Copmans Wick

Site Ref.	CW9	Site	Garages at Copmans Wick	Size (ha):	0.1		
						Current Use	Garages
						Dwelling Capacity	6 dwellings
						Phasing	11-15 years
						Green Belt	No. Brownfield site
Comments Any proposals would need to provide suitable mitigation to address surface water flood risk on areas of the site and ensure protection of the public right of way adjacent to the north of the site.							

Question 24

Do you agree that site CW9 is an appropriate development site?
 If not, please explain why.

CFS18c: Hill Farm, Stag Lane

Site Ref.	CFS18c	Site	Hill Farm, Stag Lane	Size (ha):	0.75		
						Current Use	Agricultural buildings
						Dwelling Capacity	38 dwellings
						Phasing	1-10 years
						Green Belt	Yes. If allocated, the Green Belt boundary may have to be revised. Partly brownfield site.
Comments The site is accessed from Stag Lane, as this is a narrow road with capacity for single-file traffic for most of its length and improvements would be necessary. Any proposals would need to take account of the public right of way within the site, as well as providing suitable mitigation to address surface water flood risk in areas of the site. The site would be required to provide open space and play space.							

Question 25

Do you agree that site CFS18c is an appropriate development site?
 If not, please explain why.

ACFS1: Heath House Rickmansworth Road

Site Ref.	ACFS1	Site	Heath House Rickmansworth Road	Size (ha):	0.2
				Current Use	Residential dwelling and garden
				Dwelling Capacity	10 dwellings
				Phasing	1-5 years
				Green Belt	Yes. If allocated, the Green Belt boundary would have to be revised. Partly brownfield site.
<p>Comments</p> <p>A detailed heritage impact assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. Any proposals would need to provide suitable mitigation to address surface water flood risk on areas of the site.</p>					

Question 26

Do you agree that site ACFS1 is an appropriate development site?
If not, please explain why.

NSS23: Chorleywood Telephone Exchange Shire Lane

Site Ref.	NSS23	Site	Chorleywood Telephone Exchange Shire Lane	Size (ha):	0.11
				Current Use	Telephone exchange
				Dwelling Capacity	15 dwellings
				Phasing	6-10 years
				Green Belt	No. Brownfield site
<p>Comments</p> <p>A detailed heritage impact assessment may be required as part of any proposals in order to protect and mitigate any potential adverse impacts to heritage assets.</p>					

Question 27

Do you agree that site NSS23 is an appropriate development site?
If not, please explain why.

10 Maple Cross Potential Sites

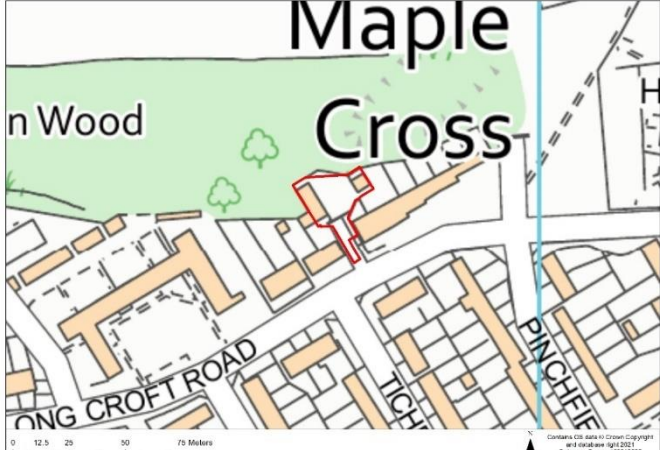
EOS12.4: Land west and south of Maple Cross

Site Ref.	EOS12.4	Site	Land west and south of Maple Cross	Size (ha):	17.18
				Current Use	Agricultural
				Dwelling Capacity	850 dwellings
				Phasing	1-15 years
				Green Belt	Yes. If allocated, the Green Belt boundary would have to be revised.
<p>Comments</p> <p>Reduced in scale from a larger site, effectively creating two sites that would be expected to come forward together. A detailed heritage impact assessment and an archaeological assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. Potential noise and air quality issues arising from the site's proximity to the M25 would also need to be addressed. Any proposals would need to take account of the presence of public rights of way within the site and protected trees adjacent to the site as well as providing suitable mitigation to address surface water flood risk and groundwater flood risk on areas of the site. Upgrades to the wastewater network would likely be required if the site were to be developed. The sites together are strategic in scale and would be required to provide primary education facilities (proposed as an extension to the existing Maple Cross JMI and Nursery School), a local centre (including local shops, community facilities, a nursery and flexible commercial space), a GP surgery, open space, play space and improvements to bus stops and an extended bus route through the sites. The provision of infrastructure may result in the number of houses being delivered reduced from the indicative dwelling capacity of 850 dwellings.</p>					

Question 28

Do you agree that site EOS12.4 is an appropriate development site?
If not, please explain why.

MC11: Garages rear of Longcroft Road

Site Ref.	MC11	Site	Garages rear of Longcroft Road	Size (ha):	0.06
				Current Use	Garages
				Dwelling Capacity	5 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site

Comments

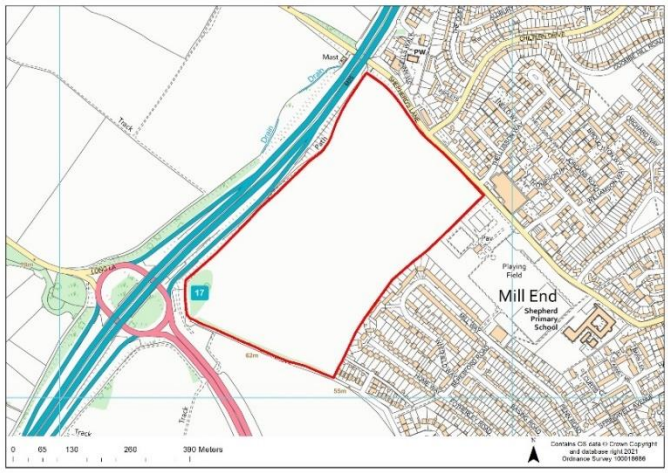
The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site.

Question 29

Do you agree that site MC11 is an appropriate development site?
If not, please explain why.

11 Mill End Potential Sites


EOS7.0: Land to the south of Shepherds Lane and east of the M25

Site Ref.	EOS7.0	Site	Land to the south of Shepherds Lane and west of the M25	Size (ha):	20.8
				Current Use	Agricultural
				Dwelling Capacity	550 dwellings
				Phasing	6-15 years
				Green Belt	Yes. If allocated, the Green Belt boundary would have to be revised.
<p>Comments</p> <p>An archaeological assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets of archaeological interest. Potential noise and air quality issues arising from the site's proximity to the M25 would need to be addressed as part of any development. Development would need to take account of protected trees in the site and the public right of way adjacent to the site. Suitable mitigation to address surface water flood risk and groundwater flood risk on the site would also be required. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. The site would be required to provide a primary school and/or a health centre, open space and play space. Site capacity reduced from previously consulted on 760 dwellings in order to accommodate on site infrastructure provision and open space. Strategic drainage infrastructure is likely to be required to ensure sufficient capacity prior to development of the site. Access with improvements is expected via Shepherds Lane, further work with the Highways authority will be required.</p>					

Question 30

Do you agree that site EOS7.0 is an appropriate development site?
If not, please explain why.

P4a: Quickwood Close Garages

Site Ref.	P4a	Site	Quickwood Close Garages	Size (ha):	0.16
				Current Use	Garages
				Dwelling Capacity	7 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site


Comments

Suitable mitigation to address surface water flood risk on the site would be required. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site.

Question 31

Do you agree that site P4a is an appropriate development site?
If not, please explain why.

P33: Chiltern Drive Garages

Site Ref.	P33	Site	Chiltern Drive Garages	Size (ha):	0.07
				Current Use	Garages
				Dwelling Capacity	6 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site

Comments

The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site.

Question 32

Do you agree that site P33 is an appropriate development site?
If not, please explain why.

P38: Garages at Whitfield Way

Site Ref.	P38	Site	Garages at Whitfield Way	Size (ha):	0.09		
						Current Use	Garages
						Dwelling Capacity	6 dwellings
						Phasing	11-15 years
						Green Belt	No. Brownfield site

Comments

The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site.

Question 33

Do you agree that site P38 is an appropriate development site?
If not, please explain why.

P39: The Queens Drive Garages

Site Ref.	P39	Site	The Queens Drive Garages	Size (ha):	0.11		
						Current Use	Garages
						Dwelling Capacity	7 dwellings
						Phasing	1-5 years
						Green Belt	No. Brownfield site

Comments

The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. Potential noise and air quality issues arising from the site's proximity to the M25 would need to be addressed as part of any development.

Question 34

Do you agree that site P39 is an appropriate development site?
If not, please explain why.

RW31: Garden land off Uxbridge Road

Site Ref.	RW31	Site	Garden land off Uxbridge Road	Size (ha):	0.17
Current Use				Garden land	
Dwelling Capacity				12 dwellings	
Phasing				11-15 years	
Green Belt				No. Brownfield site	
<p>Comments</p> <p>Suitable mitigation to address surface water flood risk and groundwater flood risk on the site would be required. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site.</p>					

Question 35

Do you agree that site RW31 is an appropriate development site?
If not, please explain why.

H15: Garages rear of Drillyard, West Way

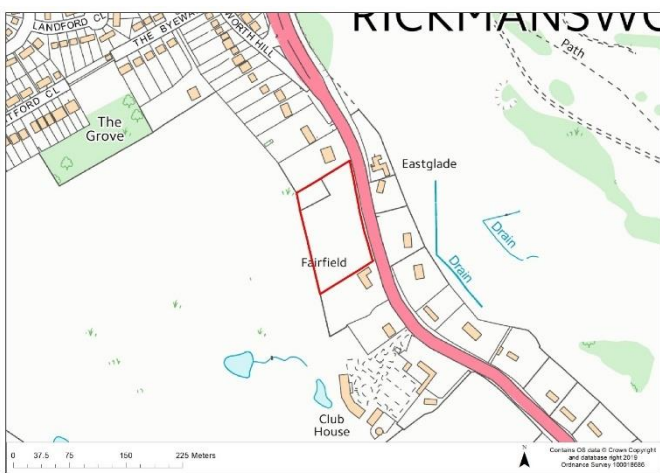
Site Ref.	H15	Site	Garages rear of Drillyard, West Way	Size (ha):	0.22
Current Use				Garages	
Dwelling Capacity				13 dwellings	
Phasing				1-5 years	
Green Belt				No. Brownfield site	
<p>Comments</p> <p>The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector. Any development would need to take account of protected trees within and adjacent to the site.</p>					

Question 36

Do you agree that site H15 is an appropriate development site?
If not, please explain why.

12 Rickmansworth Potential Sites

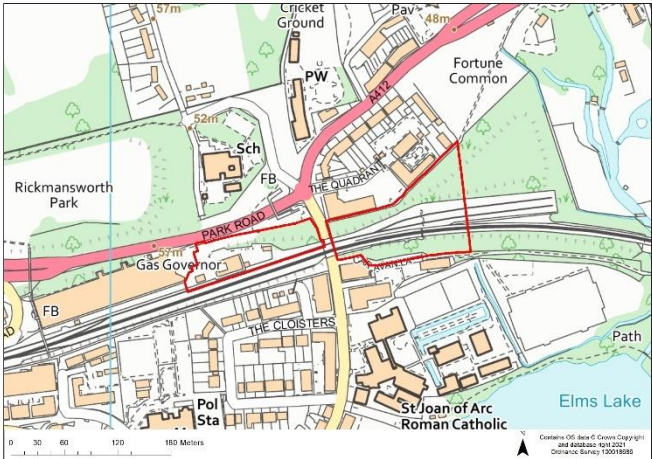
CFS59: Land on London Road

Site Ref.	CFS59	Site	Land on London Road	Size (ha):	1.1
				Current Use	Greenfield
				Dwelling Capacity	75 C2 care home bedrooms (equivalent to 40 dwellings)
				Phasing	1-10 years
				Green Belt	Yes. If allocated the Green Belt boundary would have to be revised.
<p>Comments</p> <p>C2 housing is considered to be specialised and supported accommodation under the Draft Housing Mix policy. The provision of specialised and supported housing is a strategic objective of the Local Plan which the site would contribute to achieving. The site is partially in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site.</p>					

Question 37

Do you agree that site CFS59 is an appropriate development site?
If not, please explain why.

CFS40a: Land at Park Road

Site Ref.	CFS40a	Site	Land at Park Road	Size (ha):	1.8
				Current Use	Transport for London depot and car park, grassland/tree coverage
				Dwelling Capacity	112 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site


Comments

Any development would be required to provide suitable mitigation to address surface water flood risk and groundwater flood risk in the site. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. A detailed heritage impact assessment and an archaeological assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. Potential noise and vibrations caused by the use of the railway line should be addressed through mitigation measures. Development would also need to account of protected trees in the site. The site would be required to provide open space and play space.

Question 38

Do you agree that site CFS40a is an appropriate development site?
If not, please explain why.

H17: Former Police Station Rectory Road

Site Ref.	H17	Site	Former Police Station Rectory Road	Size (ha):	0.29
				Current Use	Storage
				Dwelling Capacity	24 dwellings
				Phasing	6-10 years
				Green Belt	No. Brownfield site

Comments

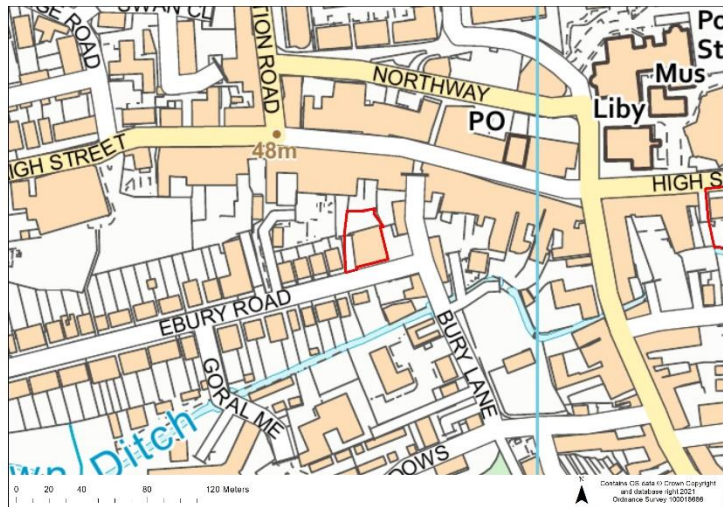
The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector. Suitable mitigation to address surface water flood risk and groundwater flood risk on the site would be required. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. A detailed heritage impact assessment would also be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. The site would be required to provide open space and play space.

Question 39

Do you agree that site H17 is an appropriate development site?

If not, please explain why.

H18: Royal British Legion Ebury Road

Site Ref.	H18	Site	Royal British Legion Ebury Road	Size (ha):	0.08
				Current Use	Royal British Legion Hall
				Dwelling Capacity	6 dwellings
				Phasing	6-10 years
				Green Belt	No. Brownfield site

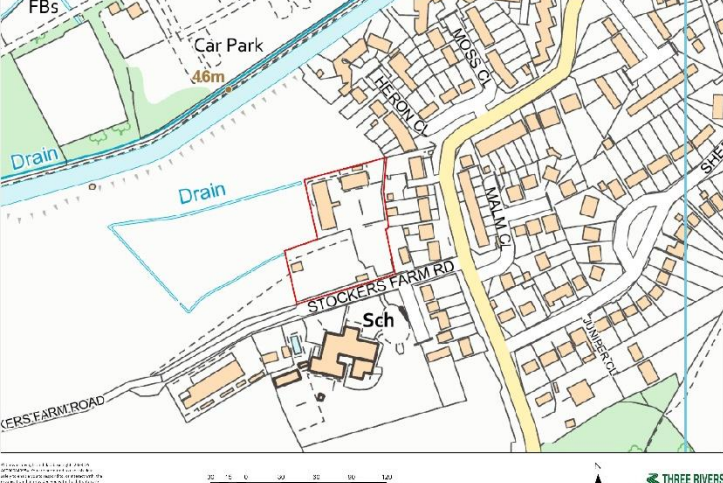
Comments

The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector. Suitable mitigation to address groundwater flood risk on the site would be required. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. A detailed heritage impact assessment would also be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets.

Question 40

Do you agree that site H18 is an appropriate development site?
If not, please explain why.

H22a: Depot Stockers Farm Road

Site Ref.	H22a	Site	Depot, Stockers Farm Road	Size (ha):	0.76
				Current Use	Affinity Water depot
				Dwelling Capacity	60 dwellings
				Phasing	1-5 years
				Green Belt	No. Brownfield site

Comments

The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector. H22a is a boundary update to exclude the Local Wildlife Site from the site boundary. Suitable mitigation to address surface water flood risk and groundwater flood risk on the site would be required. A detailed heritage impact assessment would also be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. The public right of way running through the south-western part of the site would require protection. The site would be required to provide open space and play space.

Question 41

Do you agree that site H22a is an appropriate development site?
If not, please explain why.

13 Croxley Green Potential Sites

CFS20: Land at Croxley Station Watford Road

Site Ref.	CFS20	Site	Land at Croxley Station Watford Road	Size (ha):	2.3
				Current Use	Station, station car park & timber yard
				Dwelling Capacity	163 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site

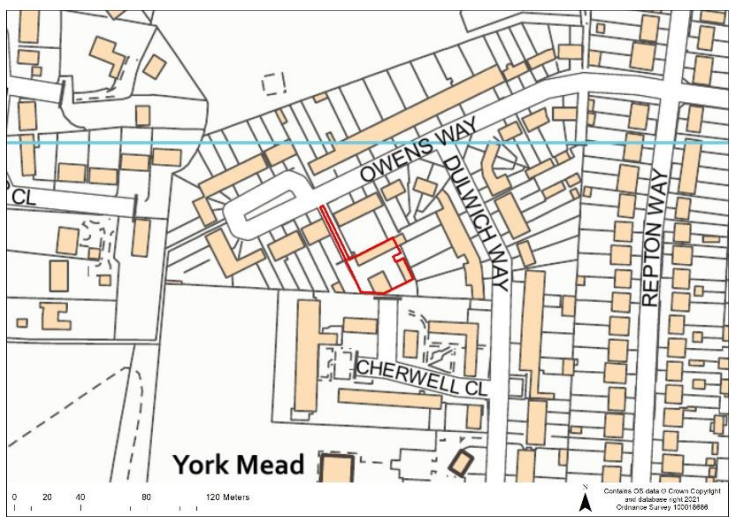
Comments

The southern area of the site is an existing housing allocation in the Site Allocations LDD (adopted 2014) (Site H13). Any development would be required to provide suitable mitigation to address surface water flood risk. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. Potential noise and vibrations caused by the use of the station/railway line would need to be addressed through mitigation measures. The site would be required to provide open space and play space. The station use would remain as part of any development and proposals would need to safeguard parking provision for the station.

Question 42

Do you agree that site CFS20 is an appropriate development site?
If not, please explain why.

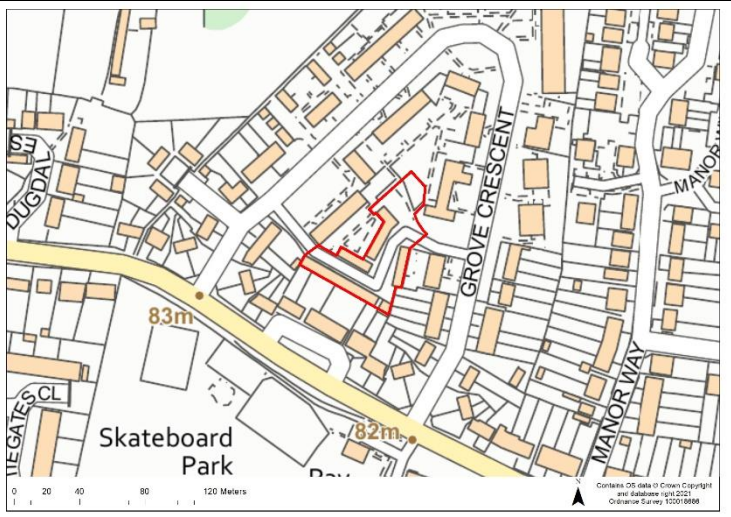
CG16: Garages Owen's Way

Site Ref.	CG16	Site	Garages Owen's Way	Size (ha):	0.09
				Current Use	Garages
				Dwelling Capacity	6 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site
Comments Any development would need to provide suitable mitigation to address surface water flood risk on areas of the site and suitable access arrangements would need to be achieved.					

Question 43

Do you agree that site CG16 is an appropriate development site?
 If not, please explain why.

CG47: Garages off Grove Crescent

Site Ref.	CG47	Site	Garages off Grove Crescent	Size (ha):	0.26
				Current Use	Garages
				Dwelling Capacity	19 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site
Comments Any development would need to provide suitable mitigation to address surface water flood risk on areas of the site.					

Question 44

Do you agree that site CG47 is an appropriate development site?
 If not, please explain why.


CG65: British Red Cross Community Way

Site Ref.	CG65	Site	British Red Cross Community Way	Size (ha):	0.06
				Current Use	British Red Cross building
				Dwelling Capacity	6 - 9 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site
<p>Comments</p> <p>Any development would need to provide suitable mitigation to address surface water flood risk on areas of the site. A detailed heritage impact assessment may be required prior to any development. The public right of way running along the northern boundary would need to be protected. Re-provision of the community facility would be required on-site.</p>					

Question 45

Do you agree that site CG65 is an appropriate development site?
 If not, please explain why.

H9: 33 Baldwins Lane

Site Ref.	H9	Site	33 Baldwins Lane	Size (ha):	0.09
	Current Use	Car sales centre			
	Dwelling Capacity	10 dwellings			
	Phasing	6-10 years			
	Green Belt	No. Brownfield site			

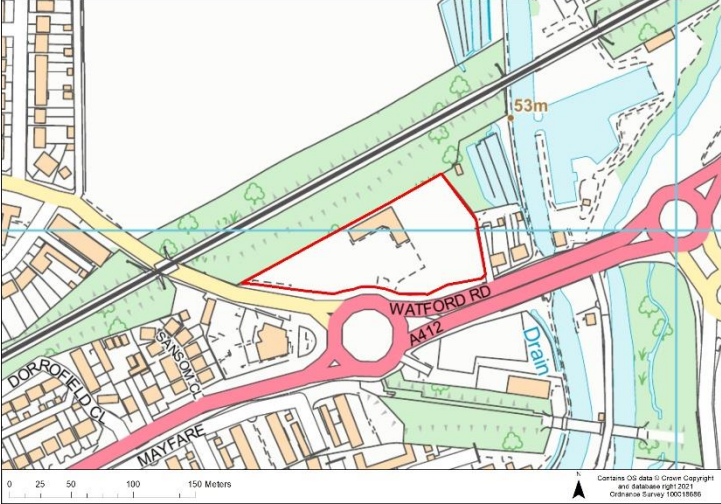
Comments

The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector. Any development would be required to provide suitable mitigation to address surface water flood risk and groundwater flood risk on the site. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. Potential noise and vibrations caused by the use of the railway line should be addressed through mitigation.

Question 46

Do you agree that site H9 is an appropriate development site?
If not, please explain why.

CFS61: Cinnamond House Cassiobridge

Site Ref.	CFS61	Site	Cinnamond House Cassiobridge	Size (ha):	1.0
	Current Use	Office, workshop and parking			
	Dwelling Capacity	133 dwellings			
	Phasing	11-10 years			
	Green Belt	Yes. If allocated the Green Belt boundary would have to be revised. Partly brownfield site			
<p>Comments</p> <p>Any development would be required to provide suitable mitigation to address surface water flood risk and groundwater flood risk on the site. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. A detailed heritage impact assessment and an archaeological assessment would be required prior to any development in order to protect and mitigate any potential adverse impacts to heritage assets. Potential noise and vibrations caused by the use of the railway line should be addressed through mitigation measures. The site would be required to provide open space and play space.</p>					

Question 47

Do you agree that site CFS61 is an appropriate development site?
If not, please explain why.

14 Carpenders Park Potential Sites

CFS12: Kebell House and land to rear Delta Gain

Site Ref.	CFS12	Site	Kebell House and land to rear Delta Gain	Size (ha):	0.9
				Current Use	Office, workshop and parking
				Dwelling Capacity	68 dwellings
				Phasing	1-10 years
				Green Belt	No. Brownfield site
<p>Comments</p> <p>Part of the site, to the north, is located in Flood Zone 3b; no development would be permitted on the area of the site in Flood Zone 3b. An 8 metre buffer from residential development and the main river which flows through the site will also be required. Proposals would need to provide suitable mitigation to address groundwater flood risk, surface water flood risk and fluvial flood risk on areas of the site. Any development would need protect the public right of way adjacent to the north of the site and take account of potential noise issues arising from the site's proximity to the railway line. The site would be required to provide open space and play space.</p>					

Question 48

Do you agree that site CFS12 is an appropriate development site?
If not, please explain why.

15 South Oxhey Potential Sites

AS13: Garages at Blackford Road

Site Ref.	AS13	Site	Garages at Blackford Road	Size (ha):	0.1
				Current Use	Garages
				Dwelling Capacity	7 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site
<p>Comments Development would need to provide suitable mitigation to address surface water flood risk on areas of the site.</p>					

Question 49

Do you agree that site AS13 is an appropriate development site?
If not, please explain why.

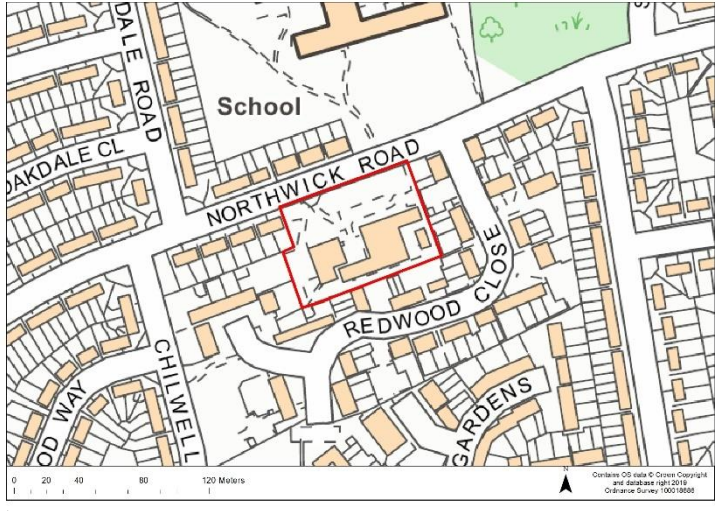
AS31: Garages at Woodhall Lane

Site Ref.	AS31	Site	Garages at Woodhall Lane	Size (ha):	0.09
				Current Use	Garages
				Dwelling Capacity	6 dwellings
				Phasing	11-15 years
				Green Belt	No. Brownfield site
<p>Comments Development would need to provide suitable mitigation to address surface water flood risk on areas of the site.</p>					

Question 50

Do you agree that site AS31 is an appropriate development site?
If not, please explain why.

BR20: Northwick Day Centre Northwick Road

Site Ref.	BR20	Site	Northwick Day Centre Northwick Road	Size (ha):	0.56
					
Current Use	Day Centre				
Dwelling Capacity	48 dwellings				
Phasing	1-5 years				
Green Belt	No. Brownfield site				
<p>Comments</p> <p>The site is part of an existing housing allocation in the Site Allocations LDD (adopted 2014) relating to the wider South Oxhey regeneration area (H29). Development would need to provide suitable mitigation to address surface water flood risk impacting the site and proposals would need to take account of protected trees within the site. The Northwick Road Day Centre facility would need to be re-provided in the local area as part of any development. The site would be required to provide open space and play space.</p>					

Question 51

Do you agree that site BR20 is an appropriate development site?
If not, please explain why.

16 Oxhey Hall Potential Sites

PCS16: Vivian Gardens

Site Ref.	PCS16	Site	Vivian Gardens	Size (ha):	0.33
				Current Use	Residential gardens
				Dwelling Capacity	8 dwellings
				Phasing	1-5 years
				Green Belt	No. Brownfield site

Comments

The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. Development would need also to take account of protected trees within the site.

Question 52

Do you agree that site PCS16 is an appropriate development site?
If not, please explain why.

H24: The Fairway Green Lane

Site Ref.	H24	Site	The Fairway Green Lane	Size (ha):	0.35
				Current Use	Residential care home
				Dwelling Capacity	32 dwellings
				Phasing	1-5 years
				Green Belt	No. Brownfield site

Comments

The site is an existing housing allocation in 2014 adopted Local Plan approved by the Government appointed Inspector. The site is in Groundwater Source Protection Zone 1; a preliminary risk assessment to determine whether there is contamination of the site, and whether remediation works would be needed, would be required at the pre-application stage to support any proposals on the site. Development would need to take account of protected trees within the site and would need to provide suitable mitigation to address surface water flood risk on areas of the site. Delivery of the site depends on an alternative mode of provision being made for the care home. The site would be required to provide open space and play space.

Question 53

Do you agree that site H24 is an appropriate development site?
If not, please explain why.

Question 54

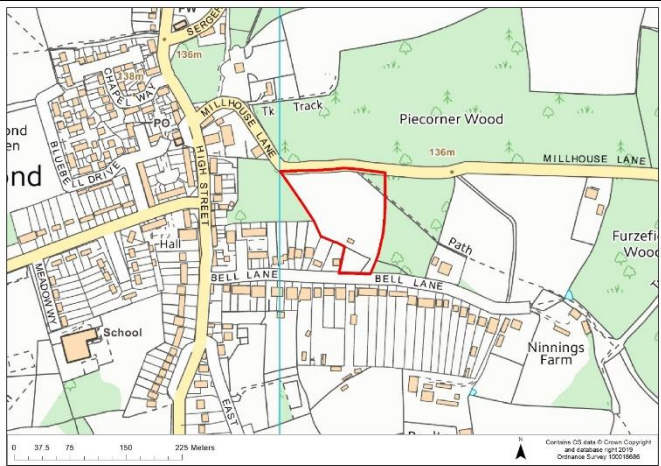
Do you have any comments on the Sustainability Appraisal working note accompanying this consultation (Appendix 3)?

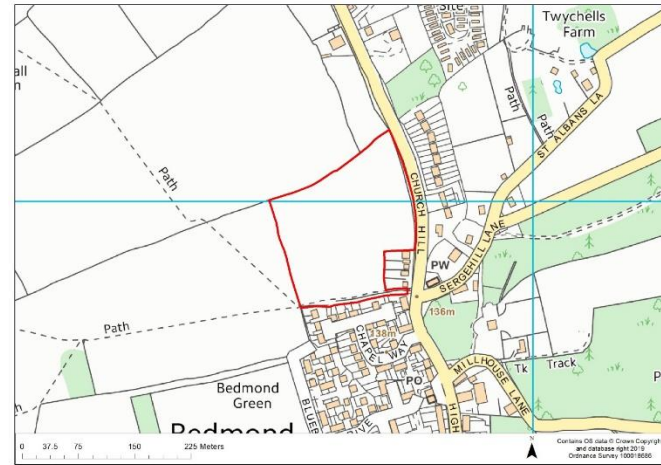
Appendix 2 – Sites Not Proposed for Development by TRDC


These are sites that have been newly submitted for the Council’s consideration, and rejected by the Council, following the Regulation 18: Part Three consultation in 2023 or sites that had been included as potential sites for allocation in previous Regulation 18 consultations that have now been removed. For sites not proposed for development earlier in the process please go to the Council’s website to view the previous consultations.

Bedmond	2
Kings Langley	3
Abbots Langley	4
Chorleywood.....	5
Maple Cross.....	6
Rickmansworth	7
Croxley Green.....	8
South Oxhey	9
Carpenders Park.....	9
Oxhey Hall	10
Commitments.....	11

Bedmond

Site Ref.	CFS10	Site	Land between Millhouse Lane and Bell Lane	Size (ha)	1.2
				Current use	Open grassland and woodland
				Dwelling Capacity	34
				Phasing	1-5 years
				Green Belt	Yes. Assessed as moderate harm if released
<p>Reason for removal: Rejected by the Council as moderate Green Belt harm and not strategic in scale, as per the 'Low Growth' approach.</p>					

Site Ref.	CFS56	Site	Church Hill Road	Size (ha)	2.9
				Current use	Greenfield, grazing land
				Dwelling Capacity	71
				Phasing	1-5 years
				Green Belt	Yes. Assessed as moderate-high harm if released
<p>Reason for removal: Rejected by the Council as moderate-high Green Belt harm and not strategic in scale, as per the 'Low Growth' approach.</p>					

Site Ref.	ACFS9e	Site	Land west of Bedmond Road	Size (ha)	1.0
				Current use	Greenfield, grazing land
				Dwelling Capacity	48
				Phasing	1-5 years
				Green Belt	Yes. Assessed as moderate-high harm if released
<p>Reason for removal: Rejected by the Council as at moderate-high Green Belt harm and not strategic in scale, as per the 'Low Growth' approach.</p>					

Kings Langley

Site Ref.	CFS26c	Site	West of Kings Langley Estate	Size (ha)	25.5
				Current use	Greenfield
				Dwelling Capacity	893
				Phasing	6-15 years
				Green Belt	Yes. Assessed as high harm if released
<p>Reason for removal: Rejected as falls into area of high Green Belt harm, and concerns about access.</p>					

Site Ref.	CFS26e	Site	Land to the south west of Kings Langley Estate	Size (ha)	22
				Current use	Greenfield
				Dwelling Capacity	380
				Phasing	6-10 years
				Green Belt	Yes. Assessed as moderate-high harm if released
<p>Reason for removal: Rejected by the Council as moderate-high Green Belt harm and not strategic in scale, as per the 'Low Growth' approach.</p>					

Site Ref.	NSS20	Site	Land adj. RES site, Egg Farm Lane	Size (ha)	7.0
				Current use	agricultural land, building and car parking
				Dwelling Capacity	350
				Phasing	1-5 years
				Green Belt	Yes. Assessed as high harm if released
<p>Reason for removal: Rejected as falls into area of high Green Belt harm, and concerns about access.</p>					

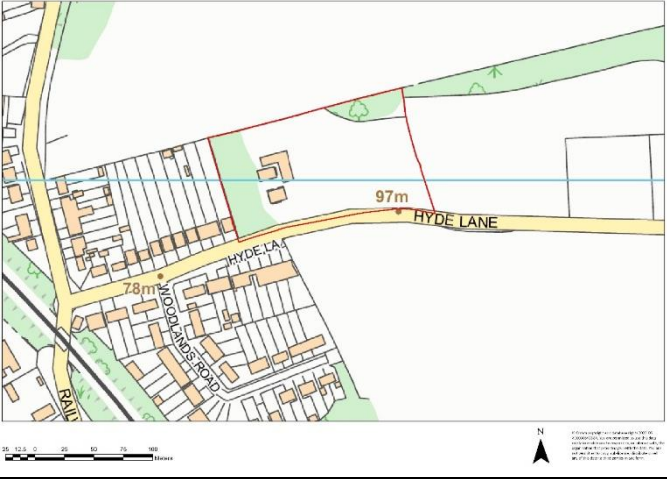
Site Ref.	NSS22	Site	Lonsdale 19 Hyde Lane	Size (ha)	1.58
				Current use	Existing dwelling and garden land
				Dwelling Capacity	63
				Phasing	1-5 years
				Green Belt	Yes. Outside Stage 2 Green Belt study, so at least high harm if released
Reason for removal: Rejected as falls into area of very high Green Belt harm.					

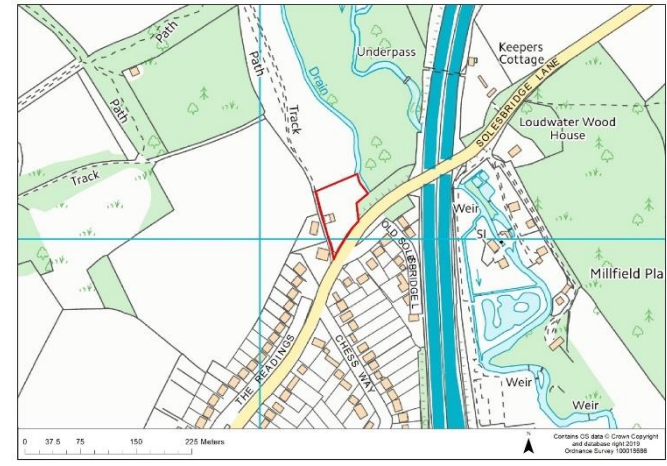
Abbots Langley

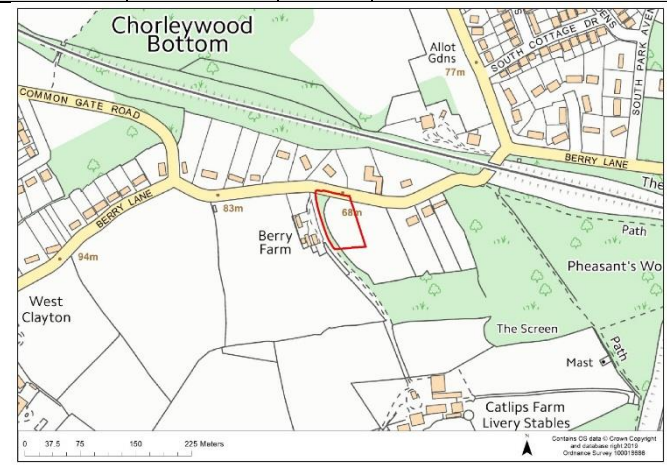
Site Ref.	CFS8d	Site	Notley Farm	Size (ha)	11.4
				Current use	Greenfield
				Dwelling Capacity	450
				Phasing	6-10 years
				Green Belt	Yes. Assessed as moderate-high harm if released
Reason for removal: Rejected by the Council as moderate – high Green Belt harm and access concerns.					

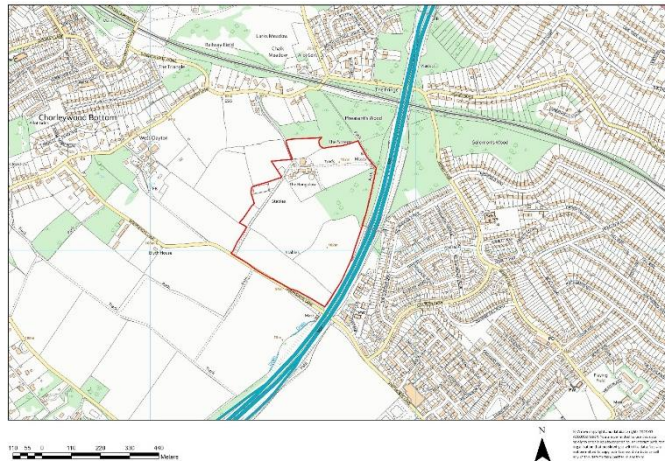
Site Ref.	EOS4.0	Site	Land adjacent to Bedmond Road & South of M25	Size (ha)	10.2
				Current use	Greenfield
				Dwelling Capacity	319
				Phasing	6-15 years
				Green Belt	Yes. Assessed as moderate-high harm if released
Reason for removal: Site withdrawn by promotor.					

Chorleywood

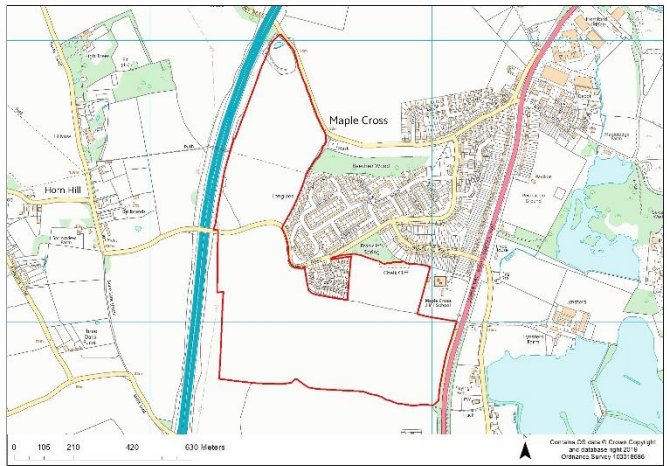
Site Ref.	CFS57	Site	Pheasants Ridge Gap, Berry Lane	Size (ha)	0.7
				Current use	Greenfield
				Dwelling Capacity	40
				Phasing	6-10 years
				Green Belt	Yes. Assessed as moderate-high harm if released
<p>Reason for removal: Rejected by the Council as at least moderate- high Green Belt harm and not strategic in scale, as per the 'Low Growth' approach.</p>					


Site Ref.	CFS72	Site	Land off Solesbridge Lane	Size (ha)	0.4
				Current use	Greenfield
				Dwelling Capacity	19
				Phasing	1-5 years
				Green Belt	Yes. Assessed as moderate harm if released
<p>Reason for removal: Rejected by the Council as at least moderate Green Belt harm and not strategic in scale, as per the 'Low Growth' approach.</p>					

Site Ref.	PSCFS19	Site	Land south west of Berry Lane	Size (ha)	0.35
				Current use	Greenfield
				Dwelling Capacity	15
				Phasing	1-5 years
				Green Belt	Yes. Assessed as moderate-high harm if released
<p>Reason for removal: Rejected by the Council as moderate-high Green Belt harm and not strategic in scale, as per the 'Low Growth' approach, as well as concerns regarding site access.</p>					

Site Ref.	NSS18	Site	Catlips Farm, Berry Lane	Size (ha)	21.8
				Current use	Agricultural and woodland
				Dwelling Capacity	300
				Phasing	1-5 years
				Green Belt	Yes. Assessed as moderate-high harm if released
Reason for removal: Rejected by the Council as at least moderate-high Green Belt harm and concerns regarding site access.					

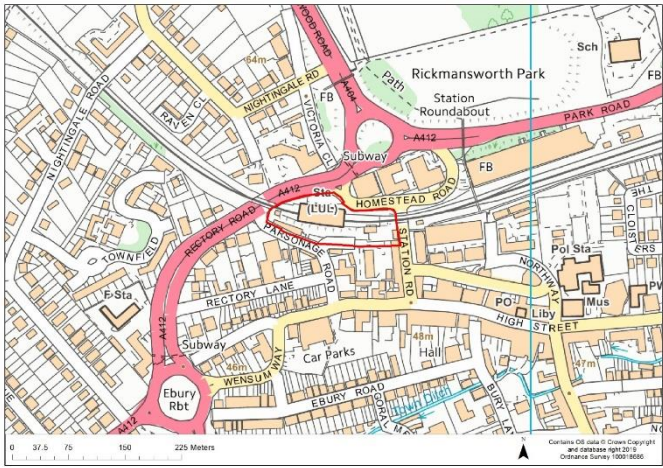
Maple Cross

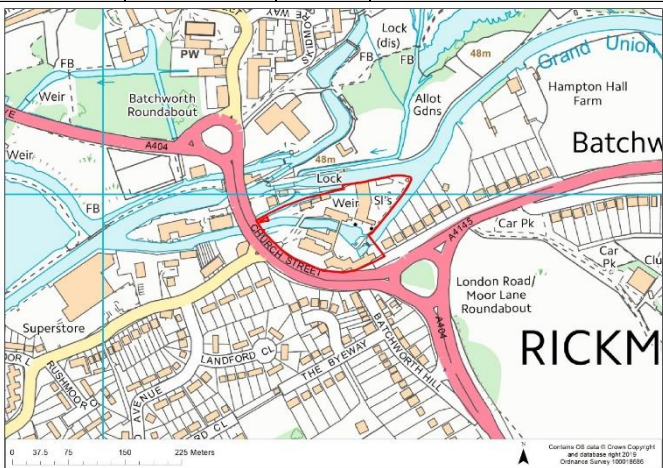
Site Ref.	EOS12.2	Site	Land to the west and south of Maple Cross	Size (ha)	52.2
				Current use	Agricultural and woodland
				Dwelling Capacity	1500
				Phasing	1-15 years
				Green Belt	Yes. Areas of the site range from low-moderate to high harm if released
Reason for removal: The larger site for development is Rejected by the Council as it includes moderate to high Green Belt harm areas. Development will only be considered for the lower harm areas and these have been included in the Regulation 18 consultation as site EOS12.4					


Site Ref.	EOS12.3	Site	Land to the north of Chalfont Road	Size (ha)	3.7
				Current use	Agricultural
				Dwelling Capacity	176
				Phasing	1-5 years
				Green Belt	Yes. Assessed as high harm if released
Reason for removal: Rejected as falls into area of high Green Belt harm.					

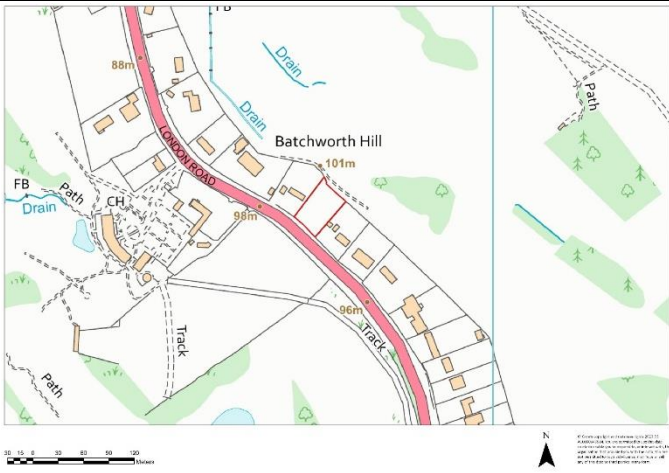
Rickmansworth

Site Ref.	OSPF22	Site	Batchworth Park Golf Course	Size (ha)	55.3
				Current use	Golf course
				Dwelling Capacity	618
				Phasing	6-15 years
				Green Belt	Yes. Assessed as high harm if released
Reason for removal: Rejected as falls into area of very high Green Belt harm.					


Site Ref.	CFS41	Site	Rickmansworth Station, Station Approach	Size (ha)	0.9
				Current use	Railway station and surrounding land
				Dwelling Capacity	70
				Phasing	6-15 years
				Green Belt	No. Brownfield
Reason for removal: Site withdrawn by promoter.					

Site Ref.	CFS60	Site	Affinity Water Depot Church Street	Size (ha)	1.5
				Current use	former Affinity Water office and water treatment facilities
				Dwelling Capacity	65
				Phasing	6-10 years
				Green Belt	No. Brownfield
Reason for removal: Site removed following objections from Environment Agency on flood risk					

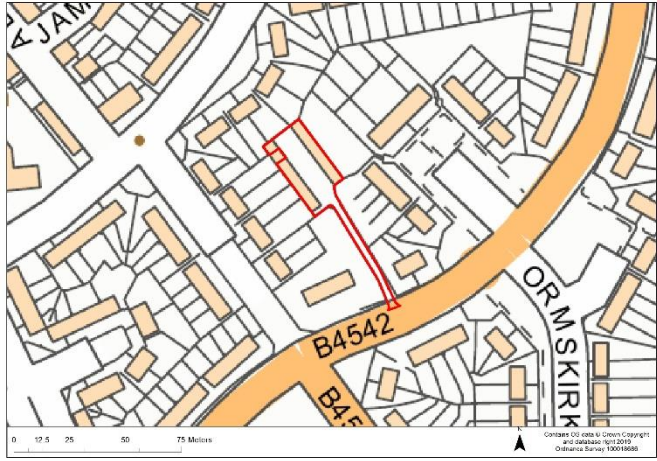
Site Ref.	CFS77	Site	Rickmansworth Library	Size (ha)	0.1
				Current use	Library
				Dwelling Capacity	7
				Phasing	11-15 years
				Green Belt	No. Brownfield
Reason for removal: Site removed as no agreement has reached with the leaseholder over possible new location for the library, so the site is not available.					

Site Ref.	NSS21	Site	Land between Adams House and Five Oaks London Road	Size (ha)	0.24
				Current use	Garden land
				Dwelling Capacity	17
				Phasing	1-5 years
				Green Belt	Yes. Assessed as moderate-high harm if released
Reason for removal: Rejected by the Council as at least moderate-high Green Belt harm and not strategic in scale, as per the 'Low Growth' approach.					

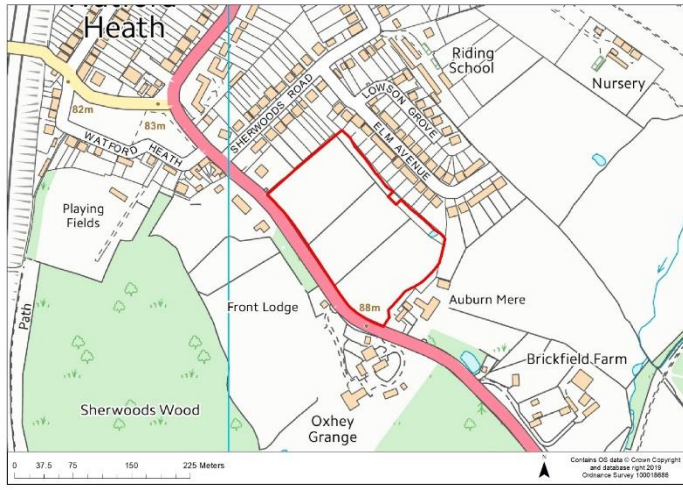
Croxley Green


Site Ref.	CFS19	Site	Land adjacent 62-84 & 99-121 Sycamore Road	Size (ha)	0.27
				Current use	Greenfield
				Dwelling Capacity	17
				Phasing	1-5 years
				Green Belt	No. Brownfield garden land.
Reason for removal: Removed following appeal decision- planning appeal decision supported councils refusal of development and loss of amenity land.					

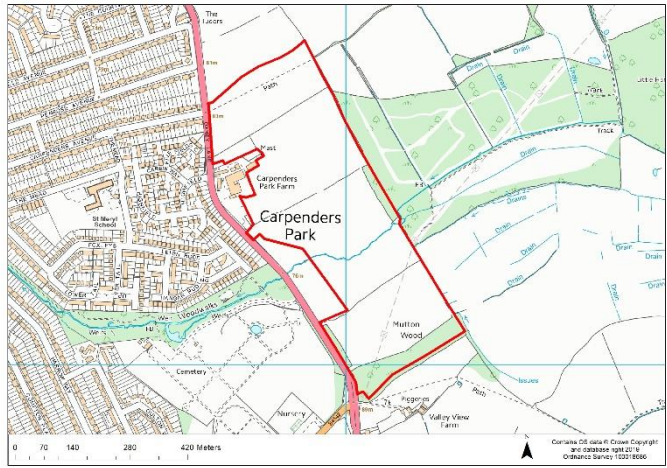
South Oxhey

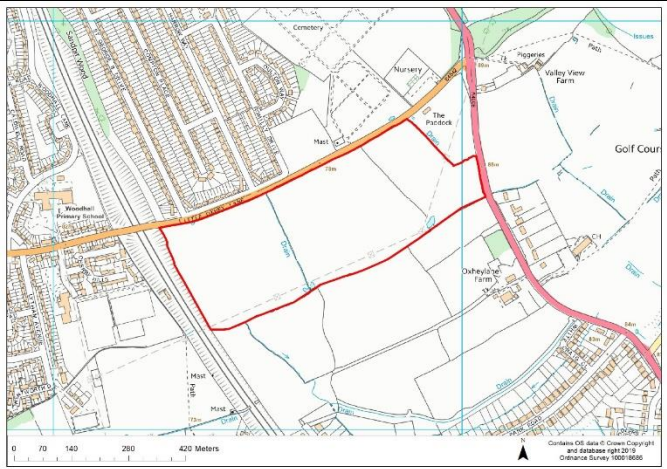
Site Ref.	NW34a	Site	Garages rear of Dick Whittington	Size (ha)	0.06
				Current use	Garages
				Dwelling Capacity	6
				Phasing	1-5 years
				Green Belt	No. Brownfield
Reason for removal: Garage in private ownership so site is not available.					

Carpenders Park

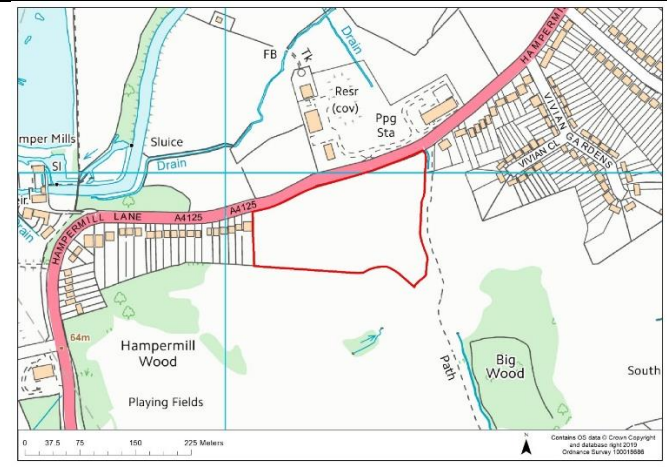
Site Ref.	CFS13	Site	Land at Oxhey Lane Watford Heath	Size (ha)	2.8
				Current use	Greenfield
				Dwelling Capacity	100
				Phasing	1-5 years
				Green Belt	Yes. Assessed as moderate-high harm if released
Reason for removal: Rejected by the Council as at least moderate-high Green Belt harm and not strategic in scale, as per the 'Low Growth' approach.					

Site Ref.	CFS14	Site	Land north of Oxhey Lane	Size (ha)	3.4
				Current use	Greenfield and historic landfill
				Dwelling Capacity	149
				Phasing	1-5 years
				Green Belt	Yes. Assessed as high harm if released
Reason for removal: Rejected as falls into area of very high Green Belt harm.					

Site Ref.	CFS69a	Site	Land at Carpenders Park Farm	Size (ha)	22.5
				Current use	Agricultural
				Dwelling Capacity	485
				Phasing	6-15 years
				Green Belt	Yes. Assessed as very high harm if released
Reason for removal: Rejected as falls into area of very high Green Belt harm.					

Site Ref.	PCS47	Site	South of Little Oxhey Lane	Size (ha)	19.4
				Current use	Greenfield
				Dwelling Capacity	678
				Phasing	1-15 years
				Green Belt	Yes. Assessed as very high harm if released
Reason for removal: Rejected as falls into area of very high Green Belt harm.					

Oxhey Hall

Site Ref.	ACFS13b	Site	Land at Hampermill Lane	Size (ha)	2.8
				Current use	Greenfield and historic landfill
				Dwelling Capacity	133
				Phasing	6-10 years
				Green Belt	Yes. Assessed as high harm if released
Reason for removal: : Rejected as falls into area of high Green Belt harm and concerns about access.					

Commitments

These sites have been removed as they have been granted planning permission or on appeal.

Settlement	Site Ref.	Site Address	Dwellings
Chorleywood	CW24	Green Street Garages	7
Chorleywood	CW25	Ryman Court Garages	7
Croxley Green	H10	Killingdown Farm (granted on appeal)	267
Kings Langley	PSCFS23	Former Chicken Processing Plant Woodlands Road	62
Maple Cross	CFS31	24 Denham Way and land to rear	55
Mill End	P7	Oakfield Garages	6
Moor Park & Eastbury	CFS22	Knoll Oak Sandy Lane Northwood	35
Oxhey Hall	RWA6	165-167 Hampermill Lane	6
Rickmansworth	RWA13	Banstead Down Old Chorleywood Road	12
Rickmansworth	H21	Bridge Motors Church Street	39
South Oxhey	CFS52a	Former Sir James Altham School Little Oxhey Lane	43

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