THREE RIVERS DISTRICT COUNCIL

Three Rivers House
Northway
Rickmansworth
Herts WD3 1RL

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, 8 July 2025 at 7.30 pm

Councillors:

Stephen King (Chair)
Christopher Alley
Oliver Cooper
Stephen Cox
Harry Davies
Steve Drury
Vicky Edwards
Andrea Fraser
Elinor Gazzard
Stephen Giles-Medhurst
Rue Grewal
Philip Hearn
Lisa Hudson
Khalid Hussain
Raj Khiroya
Joan King
Chris Lloyd
David Major
Keith Martin
Tony Humphreys (Vice-Chair)
Abbas Merali
Chris Mitchell
Debbie Morris
Ian Morris
Sarah Nelmes
Louise Price
Kevin Raeburn
Paul Rainbow
Reena Ranger
Ciaran Reed
Andrew Scarth
Narinder Sian
Mike Sims
Tom Smith
Cheryl Stungo
Jon Tankard
Chris Whately-Smith
Anne Winter

1. Apologies for Absence

2. Declarations of Interest

3. MINUTES OF PREVIOUS MEETING (Pages 5 - 14)

To confirm as being a correct record the minutes of the meeting of Full Council held on 19 May 2025 and for them to be signed by the Chair.

4. CHAIR'S ANNOUNCEMENTS

To receive an update on the Chair’s activities since the last meeting.

5. PETITIONS

To consider any petitions received by the Council under Procedure Rule 18.

6. QUESTIONS FROM THE PUBLIC

To receive any questions from the public submitted under Procedure Rule 15 and to note the answers provided.

7. POLICY AND RESOURCES COMMITTEE RECOMMENDATIONS

To consider any recommendations arising from the meetings of the Policy and Resources Committee held on:

- 09 June 2025
- 23 June 2025

7.1 RISK MANAGEMENT STRATEGY AMENDMENT (Pages 15 - 36)

That:

1.1 The Councils Risk Management Strategy is adopted.

1.2 The risk to the Green Belt be added to the Risk Register.

1.3 The Committee agrees to give delegated Authority to Associate Director of Corporate, Customer and Community to authorise minor changes to the policy, such as terminology, clarification, or administrative corrections with no significant impact.

7.2 PSPO - DOGS RENEWAL - WITHDRAWN (Pages 37 - 80)

Approval be granted to vary the current PSPO relating to dog control for the remainder of the current PSPO.

7.3 LOCAL PLAN: REGULATION 18 CONSULTATION DOCUMENT (Pages 81 - 296)

That Full Council:

• Approves the Regulation 18 Consultation document in Appendix 1 to this report

• Grants delegated authority to the Head of Planning Policy and Conservation in consultation with the Lead Member for the Local Plan to make any minor changes that are required prior to the documents being published for consultation

7.4 AMENDMENTS TO THE CONSTITUTION (Pages 297 - 326)

That Full Council approve the constitutional amendments as set out in paragraphs 3.4.1 to 3.4.19 below.

8. FINAL SERVICE PLANS 2025-2028 (Pages 327 - 476)

Full Council consider and agree the final Service Plans 2025-2028.

9. LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (Pages 477 - 608)

1. Members agree the Local Cycling and Walking Infrastructure Plan (LCWIP) attached at Appendix A is agreed and adopted.

10. LOCAL AUTHORITY HOUSING FUND - ROUND 3 (Pages 609 - 628)

1. Agree that the Council will commit up to £4,832,400 in capital expenditure as match funding for the LAHF3 scheme;

2. Agree that the Council will commit up to £826,438 in capital expenditure as match funding for the LAHF1&2 residual funds;

3. Agree to the allocation

of £750,000 in Affordable Housing (off-site) s.106 funding as part of TRDC's LAHF match funding;

4. Approve the purchase of up to 14no. residential properties and delegate the approval and details of each purchase to the Director of Finance, in consultation with the Leader of the Council and Lead Member for Resources, Regeneration & Economic Development.

5. Approve the principle of the management arrangements and delegate the approval and details of grant of any lease or management agreements for any of the residential properties with one of our Housing Association partners to the Director of Finance, in consultation with the Leader of the Council and Lead Member for Resources, Regeneration & Economic Development.

11. THREE RIVERS MUSEUM TRUST - PROPOSED LEASE OF PART BASING HOUSE (Pages 629 - 692)

4. It is recommended to Full Council to:

1.1. Approve the surrender of the existing lease and regrant on the terms as discussed within the report and as included within the heads of terms at Appendix 3;

1.2. Agree that the proposed letting is at 'less than best consideration', but in accordance with the provisions of the Local Government Act 1972 and subsequent guidance on 'best value', the Council acknowledges that the grant of a new lease will become a net costs to the Council of approximately £11,033 p.a. as set out in the report above;

1.3. Delegate the approval and the agreement to the finer detailed terms of the lease to the Director of Finance, in consultation with the Leader of the Council and Lead Member for Resources, Regeneration & Economic Development.

12. LEAD MEMBER REPORTS (Pages 693 - 720)

To receive written reports from the Lead Members on activities falling within their remit since the last meeting of Full Council.

13. REPORTS OF COMMITTEE CHAIRS

To receive written reports from the Chairs of the Audit, Planning Licensing and Regulatory Committees and any question of those Chairs.

14. QUESTIONS TO THE LEADER AND LEAD MEMBERS AND COMMITTEE CHAIRS (Pages 721 - 768)

To receive the answers to questions submitted to the Leader and Lead Members.

15. MOTIONS (Pages 769 - 776)

To consider any Motions submitted under Council Procedure 11.

Note: Exclusion of Public and Press

If Council wishes to consider any items in private, it will be necessary for the following resolution to be passed:

“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.”

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

Joanne Wagstaffe, Chief Executive
Friday, 27 June 2025

THREE RIVERS DISTRICT COUNCIL

At a meeting of the Annual Council held in the Penn Chamber, Three Rivers House, Rickmansworth, on Tuesday, 20 May 2025 from Times Not Specified

Present: Councillors , ,

Oliver Cooper, Ian Campbell, Stephen Cox, Harry Davies, Steve Drury, Vicky Edwards, Andrea Fraser, Elinor Gazzard, Stephen Giles-Medhurst, Rue Grewal, Philip Hearn, Lisa Hudson, Tony Humphreys, Raj Khiroya, Joan King, Stephen King, Chris Lloyd, David Major, Keith Martin, Abbas Merali, Chris Mitchell, Ian Morris, Sarah Nelmes, Louise Price, Kevin Raeburn, Paul Rainbow, Reena Ranger, Ciaran Reed, Andrew Scarth, Narinder Sian, Mike Sims, Tom Smith, Cheryl Stungo, Jon Tankard, Chris Whately-Smith and Anne Winter

Officers in Attendance:
Lucy Smith – Committee and Elections Manager
Stephen Rix
Joanne Wagstaffe - Chief Executive

CL1/25 APPOINTMENT OF THE CHAIR OF COUNCIL

It was moved by Councillor Stephen Cox and seconded by Councillor Stephen Giles-Medhurst that Councillor Stephen King be elected Chair for the ensuing year. There being no further nominations, it was unanimously

RESOLVED that Councillor Stephen King be appointed as the Chair of Three Rivers District Council for the 2025/26 municipal year.

Councillor Stephen King made and signed the Declaration of Acceptance of Office of Chair and was invested with the Chair's Chain of Office

Note: Cllr Raj Khiroya arrived at 19:38

COUNCILLOR KING IN THE CHAIR

CL2/25 VOTE OF THANKS TO RETIRING CHAIR

Councillor Stephen Giles-Medhurst led the vote of thanks to the retiring Chair, Councillor Raj Khiroya, who had done a tremendous job as the Chair of the Council meetings.

Councillor Raj Khiroya received the scroll of record of appreciation from Councillor Stephen King.

The Immediate Past Chair gave a speech to the members stating that it was an honour and a privilege to be the chairman for the past two year and that last year the chair made a commitment to raise two thousand GBP for the Chairs Charity and that was achieved at the Chairs Quiz the previous week.

CL3/25 APPOINTMENT OF THE VICE-CHAIR OF COUNCIL

It was moved by Councillor Sarah Nelmes and seconded by Councillor Andrew Scarth that Councillor Humphries be appointed Deputy Chair for the ensuing year. There being no further nominations, it was unanimously

RESOLVED that Councillor Tony Humphries be appointed Vice-Chair of Three Rivers District Council for the 2025/26 municipal year.

Councillor Humphries was invested with the Deputy Chair's Chain of Office.

CL4/25 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meetings held on 07 January 2025 and 25 February 2025 were confirmed as a correct record and signed by the Chair.

CL5/25 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Christopher Alley, Khalid Hussain and Debbie Morris.

CL6/25 DECLARATIONS OF INTEREST

There were no declarations of interest.

CL7/25 CHAIR'S ANNOUNCEMENTS

The Chair thanked Council for the honour of investing him as Chair of the Council for the ensuing municipal year and welcomed newly elected councillors.

The Chair announced the Chair's charities EDS UK and Oxhey Jets Football Club.

CL8/25 APPOINTMENT OF LEADER OF THE COUNCIL

It was proposed by Councillor Sarah Nelmes, and seconded by Councillor Louise Price, that Councillor Stephen Giles-Medhurst be appointed as the Leader of the Council for the 2025/26 municipal year. There being no other nominations the proposal was agreed by general assent.

RESOLVED that Councillor Stephen Giles-Medhurst be appointed as Leader of the Council for the 2025/26 municipal year.

CL9/25 TO APPOINT THE DEPUTY LEADER AND LEAD MEMBERS

Council considered proposed appointments to the positions of Deputy Leader of the Council and Lead Members.

Councillor Ciaran Reed queried the change in Lead Members from 7 to 5 and could not find the change reflected in previous minutes. The Monitoring Officer clarified that the report on proportionality provided a delegation to the Monitoring Officer to make consequential changes to the constitution arising from the Annual General Meeting.

Councillors Chris Mitchell and Oliver Cooper both raised concern that they had not been contacted about the change to the lead member amounts prior to the meeting and stated a conversation should have taken place.

It was proposed by Councillor Stephen Giles-Medhurst and seconded by Councillor Kevin Raeburn to appoint Sarah Nelmes as deputy Leader of the Council

RESOLVED that:

i. Councillor Sarah Nelmes be appointed Deputy Leader of the Council for the 2025/26 municipal year.
ii. The following be appointed as Lead Members for the 2025/26 municipal year:
    - Councillor Louise Price, Lead Member Resources, Regeneration and Economic Development
    - Councillor Jon Tankard, Lead Member for Sustainability and Climate Change
    - Councillor Chris Lloyd, Lead Member for Leisure
    - Councillor Steve Drury, Lead Member Community Engagement, Public Safety and Housing
    - Councillor Sarah Nelmes, Lead Member for General Public Services

Councillor Giles-Medhurst gave thanks for Councillor Andrew Scarth's contribution to Community Safety and Partnerships.

CL10/25 REVIEW OF POLITICAL PROPORTIONALITY AND APPOINTMENT OF COMMITTEES

The Council was required by law to allocate seats in proportion to the political composition of the Council, with the aggregate membership of all the committees also being proportionate. The Council received a report setting out a proposed scheme of proportionality.

Members agreed by General Assent unanimously

RESOLVED that:

(i) the committees as set out at Annex A of the agenda report be appointed with the committee sizes shown; and
(ii) the scheme of proportionality as set out at Annex A of the agenda report be adopted for the ensuing municipal year.

CL11/25 APPOINTMENT OF MEMBERS TO COMMITTEES

Council considered the proposed nominations to the standing committees of the Council.

Members agreed by General Assent unanimously

RESOLVED that:

i. the membership of the standing committees of the Council for 2025/26 be as follows:

Policy and Resources Committee
Councillors Oliver Cooper, Stephen Cox, Steve Drury, Vicky Edwards, Stephen Giles-Medhurst, Rue Grewal, Philip Hearn, Chris Lloyd, Chris Mitchell, Sarah Nelmes, Louise Price, Reena Ranger and Jon Tankard.

Planning Committee
Councillors Oliver Cooper, Harry Davies, Steve Drury, Elinor Gazzard, Philip Hearn, Stephen King, Chris Lloyd, Abbas Merali, Chris Mitchell, Debbie Morris and Chris Whately-Smith

Named substitutes
Councillors Stephen Cox, Vicky Edwards, Andrea Fraser, Stephen Giles-Medhurst, Keith Martin, Sarah Nelmes, Louise Price, Reena Ranger, Narinder Sian, Mike Sims, and Tom Smith

Licensing Committee

Councillors Stephen Cox, Harry Davies, Andrea Fraser, Raj Khiroya, Debbie Morris, Ciaran Reed, Andrew Scarth, Narinder Sian and Anne Winter.

Regulatory Committee
Councillors Stephen Cox, Harry Davies, Andrea Fraser, Raj Khiroya, Debbie Morris, Ciaran Reed, Andrew Scarth, Narinder Sian and Anne Winter.

General Public Services, Community Safety and Infrastructure Committee
Councillors Christopher Alley, Ian Campbell, Steve Drury, Lisa Hudson, Stephen King, Sarah Nelmes, Paul Rainbow, Kevin Raeburn and Narinder Sian.

Climate Change, Leisure and Housing Committee
Councillors Raj Khiroya, Joan King, Chris Lloyd, Abbas Merali, Reena Ranger, Mike Sims, Tom Smith, Cheryl Stungo and Jon Tankard.

Audit Committee
Councillors Harry Davies, Lisa Hudson, Tony Humphries, Khalid Hussain, Stephen King, Keith Martin, Ciaran Reed, Mike Sims and Cheryl Stungo.

Council Tax Setting Committee
Councillors Oliver Cooper, Stephen Cox, Stephen Giles-Medhurst, Philip Hearn, Chris Mitchell, Sarah Nelmes and Louise Price.

CL12/25 NOMINATION OF THE CHAIRS AND VICE-CHAIRS OF COMMITTEES

Council considered proposed nominations to the positions of Chairs and Vice-Chairs of the committees and sub-committees of the Council.

RESOLVED that councillors be appointed to the positions of Chair and Vice-Chair of the committees of the Council as set out below:

Policy and Resources Committee
Chair - Councillor Stephen Giles-Medhurst
Vice-chair - Councillor Sarah Nelmes

General Public Services, Community Engagement
Chair – Councillor Sarah Nelmes
Vice-chair – Councillor Steve Drury

Planning Committee
Chair – Chris Whately-Smith
Vice-chair – Elinor Gazzard

Climate Change and Leisure Committee
Chair - Councillor Jon Tankard
Vice-chair - Councillor Chris Lloyd

Licensing Committee
Chair - Councillor Harry Davies
Vice-chair - Councillor Raj Khiroya

Audit Committee
Chair - Councillor Tony Humphreys
Vice-chair - Councillor Anne Winter

Council Tax Setting Committee
Chair - Councillor Stephen Giles-Medhurst
Vice-chair - Councillor Sarah Nelmes

Local Plan Sub-Committee
Chair - Councillor Stephen Giles-Medhurst
Vice Chair - Councillor Louise Price

Shareholder and Commercial Ventures Scrutiny Panel Committee
Chair - Councillor Stephen Giles-Medhurst
Vice-Chair - Councillor Louise Price

Local Plan Sub-Committee
Chair - Councillor Stephen Giles-Medhurst
Vice Chair - Councillor Louise Price

Shareholder and Commercial Ventures Scrutiny Panel
Chair - Councillor Stephen Giles-Medhurst
Vice-Chair - Councillor Matthew Bedford

CL13/25 APPOINTMENTS TO OUTSIDE BODIES

Council considered a report setting out its proposed appointments to Outside Bodies for the 2025/26 municipal year. It was noted that South Oxhey Community Board had been disbanded and so no councillors were allocated.

Clarification had been sought by Councillor Oliver Cooper in regard to Committees requesting two members with one to be a substitute member, it was clarified by the Monitoring Officer that one member would sit on the committee and the other member would be a substitute.

RESOLVED that the Council appoints representatives to outside bodies as set out below:

East of England Local Government Association
Councillor Stephen Giles-Medhurst

Chilterns Conservation Board
Councillor Louise Price

Denham Aerodrome Consultative Committee
Councillor Raj Khiroya

Herts Waste Partnership
Councillor Sarah Nelmes
Councillor Stephen Giles-Medhurst (Substitute)

LGA General Assembly
Councillor Sarah Nelmes
Councillor Stephen Giles-Medhurst (Substitute)

Hertfordshire Building Preservation Trust
Councillor Elinor Gazzard
Councillor Jon Tankard (Substitute)

Herts County Council Health Scrutiny Committee
Councillor Tony Humphreys
Councillor Steve Drury (Substitute)

Three Rivers Museum Trust
Councillor Keith Martin

Moor Park Mansion Heritage Foundation Trust

Councillor Cheryl Stungo
Councillor Andrew Scarth
Councillor Stephen King
Councillor Reena Ranger

New Agreement Traffic Management Act 2004 Adjudication Joint Committee
Councillor Sarah Nelmes
Councillor Stephen Giles-Medhurst (Substitute)

Abbots Langley Community Centre Management Committee
Councillor David Major

Hertfordshire Police and Crime Scrutiny Committee
Councillor Andrew Scarth
Councillor Rue Grewal (Substitute)

Hertfordshire Armed Forces Covenant
Councillor Sarah Nelmes

Herts Climate Change and Sustainability Partnership
Councillor Chris Mitchell
Councillor Jon Tankard
Councillor Chris Lloyd (Substitute)

Herts Growth Board
Councillor Stephen Giles-Medhurst
Councillor Sarah Nelmes (Substitute)

South West Herts Strategic Planning Members Group
Councillor Stephen Giles Medhurst
Councillor Louise Price (Substitute)

Watford and Three Rivers Trust
Councillor Narinder Sian (Observer)

CL14/25 APPOINTMENT OF SUB-COMMITTEES AND OTHER BODIES OF COUNCIL

Council considered proposed appointments to the Sub-Committees of the Council and other Council bodies for the ensuing municipal year.

It was noted that Three Rivers Community Safety Partnership Board and Three Rivers Local Strategic Partnership had been merged and renamed to Connecting Three Rivers. It was further noted that South Oxhey Community Board had been disbanded.

RESOLVED

i. that appointments be made to the Sub Committees and other Bodies of the Council as set out below:

Local Plan Sub Committee
Councillors Oliver Cooper, Vicky Edwards, Philip Hearn, Chris Mitchell, Stephen King, Stephen Giles-Medhurst, Steve Drury and Louise Price

Shareholder Scrutiny Panel
Councillors Abbas Merali, Oliver Cooper, Ian Campbell, Narinder Sian, Stephen King, Stephen Giles-Medhurst, Keith Martin, Sarah Nelmes and Louise Price

Appointments and Appeals Committees:

To be constituted as 7 members, being 3 Liberal Democrats, 2 Conservatives, 1 Green and 1 Labour, to be nominated by group leaders if meetings are convened.

Standards Committee:
To be nominated as per the constitution if convened

Three Rivers Community Safety Partnership Board
Councillors Stephen Giles-Medhurst, Sarah Nelmes and Steve Drury

Community Safety Board (Police and Crime Commissioner Board)
Councillor Steve Drury

Environmental Forum
Chair – Councillor Jon Tankard
Vice Chair – Councillor Chris Lloyd
All members can attend

Equalities Forum
Chair – Councillor Kevin Raeburn
Vice Chair – Councillor Anne Winter
All members can attend.

Seniors Forum
Councillor Andrea Fraser Nominated by Councillor Oliver Cooper and Seconded by Councillor Ciaran Reed.

Youth Council
Councillors Narinder Sian, Jon Tankard, Stephen Cox and Ciaran Reed.

Internal Complaints Panel
To be notified on as required basis.

Staff Employer Forum
To be notified on as required basis
Council considered proposed appointments to the Sub-Committees of the Council and other Council bodies for the ensuing municipal year.

It was noted that Three Rivers Community Safety Partnership Board and Three Rivers Local Strategic Partnership had been merged and renamed to Connecting Three Rivers. It was further noted that South Oxhey Community Board had been disbanded.

RESOLVED

i. that appointments be made to the Sub Committees and other Bodies of the Council as set out below:

Local Plan Sub Committee
Councillors Oliver Cooper, Vicky Edwards, Philip Hearn, Chris Mitchell, Stephen King, Stephen Giles-Medhurst, Steve Drury and Louise Price

Shareholder Scrutiny Panel
Councillors Abbas Merali, Oliver Cooper, Ian Campbell, Narinder Sian, Stephen King, Stephen Giles-Medhurst, Keith Martin, Sarah Nelmes and Louise Price

Appointments and Appeals Committees:
To be constituted as 7 members, being 3 Liberal Democrats, 2 Conservatives, 1 Green and 1 Labour, to be nominated by group leaders if meetings are convened.

Standards Committee:
To be nominated as per the constitution if convened

Three Rivers Community Safety Partnership Board
Councillors Stephen Giles-Medhurst, Sarah Nelmes and Steve Drury

Community Safety Board (Police and Crime Commissioner Board)
Councillor Steve Drury

Environmental Forum
Chair – Councillor Jon Tankard
Vice Chair – Councillor Chris Lloyd
All members can attend

Equalities Forum
Chair – Councillor Kevin Raeburn
Vice Chair – Councillor Anne Winter
All members can attend

Seniors Forum
Councillor Andrea Fraser

Youth Council
Councillors Narinder Sian, Jon Tankard, Stephen Cox and Ciaran Reed.

Internal Complaints Panel
To be notified on as required basis

Staff Employer Forum
To be notified on as required basis

CL15/25 APPOINTMENT OF THE CHAIRS AND VICE-CHAIRS OF THE LOCAL AREA FORUMS

Council considered the proposed appointments to the positions of Chair and Vice-Chair of the Local Area Forums for the ensuing municipal year.

As there were two nominees for Rickmansworth Chair, Chorleywood and Sarratt Vice Chair and Abbots Langley Vice Chair, a vote for each seat was undertaken and carried.

Rickmansworth Local Area Forum Chair
For Councillor Sarah Nelmes, **24 votes.**
For Councillor Andrea Fraser, **13 votes**
Abstaining **none**

The vote concluded it was agreed by General Assent Councillor Andrea Fraser become Rickmansworth Local Area Forum Vice Chair.

Chorleywood and Sarratt Local Area Forum Vice Chair
For Councillor Harry Davies, **24 Votes**
For Councillor Philip Hearn, **13 Votes**
Abstaining **none**

Abbots Langley Local Area Forum Vice Chair
For Councillor Jon Tankard, **24 Votes**
For Councillor Vicky Edwards, **13 Votes**
Abstaining **none**

The debate having concluded the substantive motion was put to General Assent and carried.

RESOLVED that:

i. the following appointments be made to the Chair and Vice Chair positions on the Local Area Forums

	Chair	Vice Chair
Abbots Langley	Councillor Elinor Gazzard	Councillor Jon Tankard
Chorleywood and Sarratt	Councillor Louise Price	Councillor Harry Davies
Croxley Green	Councillor Steve Drury	Councillor Chris Mitchell
Rickmansworth	Councillor Sarah Nelmes	Councillor Andrea Fraser
Watford Rural	Councillor Rue Grewal	Councillor Andrew Scarth

CL16/25 BATCHWORTH NEIGHBOURHOOD DEVELOPMENT PLAN: RESULT OF REFERENDUM

Members received a verbal update of the outcome of the Batchworth Neighbourhood Development Plan.

The Committee by General Assent agreed to adopt and make the Batchworth neighbourhood Development Plan.

CL17/25 RECOMMENDATION FROM THE POLICY AND RESOURCES COMMITTEE: CONSTITUTION AMENDMENTS - CODE OF CONDUCT AND DEBT WRITE-OFFS

The council received a report setting out changes to the code of conduct and debt write offs which had been recommended by the Policy and Resources Committee.

Councillor Oliver Cooper queried whether the council would write off all debts from companies that had become insolvent. The Chief Executive clarified that only irrecoverable debts would be written off.

Members agreed by General Assent that the proposed constitutional amendments set out in paragraph 2.3 and 2.5 on the Recommendation from the Policy and Resources Committee: Constitution Amendments report be **APPROVED**.

CL18/25 NOTIFICATION OF ELECTION RESULTS

Council received and noted a summary of the election results following the District Elections on 2 May 2024.

CHAIRMAN

This page is intentionally left blank

Full Council report

08/07/2025

THREE RIVERS DISTRICT COUNCIL

Full Council

PART I

Amendment to the Risk Management Strategy 2024 (ADCCC)

1 Summary

1.1 Following Full Council on 10 December 2024, Officers have been asked to consider the following amendment to the Risk Management Strategy.

1.2 "To add a separate column to the right of the second table at Appendix A, concerning impact of the Green Belt. The precise risk thresholds to be agreed by the Audit Committee."

2 Details

2.1 Officers have carefully reviewed this proposed amendment to the Risk Management Strategy 2024 and identified several challenges that suggest it may not be the most effective approach.

2.2 No other authority whose risk management strategies or policies were reviewed includes a single stated environmental factor, such as the impact on the Green Belt, as a distinct risk category within their framework.

2.3 Risk management strategies are designed to assess risks in a balanced and comprehensive manner, ensuring no single issue is given disproportionate emphasis without clear, overarching justification.

2.4 The impact on the Green Belt is inherently difficult to quantify in a consistent and tangible way, as it involves evolving factors such as planning policies, environmental considerations, and socio-economic implications. Establishing precise risk thresholds for this factor would be complex and may not align with the structured, measurable approach required for effective risk management across the Council's various responsibilities and endeavours.

2.5 In a future iteration of the strategy, the Council could consider introducing a broader environmental risk category to capture a wider range of relevant issues in a more structured and comprehensive manner.

3 Options and Reasons for Recommendations

3.1 To adopt the Risk Management Strategy, with the current risk categories of;

- Service disruption
- Financial loss
- Reputation
- Failure to meet legal obligation
- People

4 Policy/Budget Reference and Implications

4.1 None

5 Financial, Legal, Equal Opportunities, Staffing, Environmental, Community Safety, Public Health, Customer Services Centre, Communications & Website, Risk Management and Health & Safety Implications

None specific.

6 Recommendation

That:

6.1 The Councils Risk Management Strategy is adopted.

6.2 The risk to the Green Belt be added to the Risk Register.

6.3 The Committee agrees to give delegated Authority to Associate Director of Corporate, Customer and Community to authorise minor changes to the policy, such as terminology, clarification, or administrative corrections with no significant impact.

Report prepared by: Phil King, Data Protection and Resilience Manager

THREE RIVERS DISTRICT COUNCIL

Three Rivers District Council

Risk Management Strategy

July 2024

THREE RIVERS DISTRICT COUNCIL

Contents

1. Purpose Of The Strategy 2
2. Our Vision And Objectives 2
3. Background 2
4. Risk Management Strategy Objectives 3
5. Key Features Of The Risk Management Framework 4
6. Risk Appetite And Tolerance 6
7. Types Of Risk 9
8. Identification Of Risks Within Committee Reports 9
9. Roles And Responsibilities 10
Appendix A 12
Appendix B 14
Appendix C 15

1. Purpose Of The Strategy

1.1 Three Rivers District Council is a complex organisation, delivering a range of priorities against a backdrop of financial constraint and the need to demonstrate continuous improvement, efficiency, and customer focus. The management of risk, including the risk bought about by opportunity, is essential to ensure the achievement of our objectives.

1.2 The effective management of risk is a key component to demonstrating good corporate governance.

1.3 Employing a systematic approach to identifying, analysing, and mitigating risks enables the Council to strike a balance between embracing innovation and maintaining prudent risk management.

1.4 This strategy aims to establish a structured framework for the Council's risk management practices. By improving the management of risk, we will be better able to achieve our objectives and ensure best value in the services we provide.

2. Our Vision And Objectives

2.1 The Council's vision is "Three Rivers: A great place to live, work and visit".

2.2 The four objectives in the Framework are outlined below, and we shall work with public, private, and voluntary services to achieve these.

1) Provide responsive and responsible local leadership.
2) A great place to do business.
3) Sustainable Communities.
4) Net Carbon Zero and Climate Resilient.

2.3 The full Framework can be found here.

3. Background

3.1 Effective risk management is fundamental to sound management practices and informed decision-making.

3.2 Risk management is embedded within both the Council's project management and decision-making frameworks.

3.3 This strategy outlines the Council's ongoing commitment to enhancing its risk management protocols, aligning with its overarching objectives of demonstrating robust corporate governance and prudent corporate management.

3.4 Definitions.

- **Risk** is the effect of uncertainty on objectives. Effect can be positive as well as negative and is the combination of the likelihood of an event occurring and its consequences.
- The process that is used to manage risk is known as **Risk Management**.
- **Risk Appetite** is the amount and type of risk that an organisation is prepared to pursue, retain, or take. This is not just concentrating on the negatives, but also the benefits that taking calculated risks can bring to achieving our priorities.
- The level of risk the Council is prepared to expose itself to is known as the **Risk Tolerance**.

- **Control Measures** are the actions taken to mitigate the likelihood and impact of a risk.

4. Risk Management Strategy Objectives

4.1 The objectives of the Council's risk management strategy are:

4.1.1 To identify and assess potential risks that could impact the organisation's objectives, projects, or operations.

4.1.2 To evaluate the likelihood and potential impact of identified risks on the organisation, allowing for informed decision-making and prioritisation of resources.

4.1.3 To develop and implement strategies to mitigate, minimise, or eliminate identified risks to an acceptable level, thereby reducing the likelihood of negative consequences.

4.1.4 To recognise and capitalise on opportunities that may arise from effectively managing risks, such as innovation, strategic partnerships, or competitive advantages.

4.1.5 To ensure compliance with legal, regulatory, and industry standards, thereby reducing the organisation's exposure to legal liabilities and reputational risks.

4.1.6 To build organisational resilience by proactively addressing potential threats and vulnerabilities, enabling the organisation to adapt and thrive in a dynamic environment.

4.1.7 To provide decision-makers with accurate and timely information regarding risks, enabling them to make well-informed decisions that align with organisational vision, objectives, and values.

4.1.8 To foster a culture of accountability and transparency within the organisation, where individuals and teams take responsibility for managing risks within their areas of responsibility.

4.2 Good risk management is the key to the Council achieving all its objectives.

4.2.1 Additionally, it is a legal obligation - the Accounts and Audit Regulations 2006 state that the Council must publish an Annual Governance Statement alongside the Annual Statement of Accounts, detailing its risk management arrangements.

4.2.2 The objectives of a Risk Management Strategy are typically achieved through several key actions and processes.

4.2.3 Use various techniques such as risk assessments, brainstorming sessions, historical data analysis, and expert input to identify potential risks across all areas of the organisation's operations, projects, and objectives.

4.2.4 Using Risk Assessments to evaluate the likelihood and potential impact of identified risks, using qualitative or quantitative methods to prioritise risks based on their severity and significance to the organisation.

4.2.5 Develop and implement strategies and controls to reduce, mitigate, or eliminate identified risks to an acceptable level. This may involve implementing internal controls, contingency plans, risk transfer mechanisms (such as insurance), or process improvements.

4.2.6 Continuously monitor and review the effectiveness of risk management activities, ensuring that risks are managed appropriately and in accordance with the organisation's risk tolerance and objectives. Regular reviews allow for adjustments to risk management strategies as the organisation's risk landscape evolves.

4.2.7 Establish clear communication channels to ensure that risk information is

effectively communicated across the organisation. This includes reporting on risk exposures, mitigation efforts, and risk management performance to relevant stakeholders: Joint Leadership Team, Senior Leadership Team, Corporate Management Team, Members, employees, and external partners.

4.2.8 Integrate risk management considerations into decision-making processes at all levels of the organisation. This ensures that risks and opportunities are considered when making strategic, operational, and project-related decisions, helping to maximise value and minimise potential negative impacts.

4.2.9 Provide training and awareness programs to employees at all levels of the organisation to build a risk-aware culture and ensure that individuals understand their roles and responsibilities in managing risks effectively.

4.2.10 Adopt a culture of continuous improvement within the organisation by regularly reviewing and refining risk management practices and processes based on lessons learned, best practices, and changing internal and external factors.

5. Key Features Of The Risk Management Framework

5.1 The risk management process entails identifying, evaluating, and continuously managing risks to reduce them to an acceptable level, whenever feasible. However, not all risks can be mitigated adequately. In such cases, the focus shifts to ensuring robust controls and conducting regular monitoring. It is essential to ensure that control measures are proportionate to the risks they aim to mitigate.

5.2 Heads of Service and Project Leads have the responsibility to continually identify risks, maintain, review Operational Service, and Project Risk Registers.

5.3 Risk consideration is also integral to reports submitted to Committees. Officers with delegated decision-making authority must ensure thorough risk assessment when exercising this authority.

5.4 The Council maintains a Strategic Risk Register, which captures high-level strategic risks. A strategic risk is defined as one that could significantly hinder the achievement of one or more objectives outlined in the Corporate Framework.

5.5 The risk management cycle involves several key stages, as outlined below. Detailed procedures for scoring and recording risks are provided in Appendix A and Appendix B.

5.5.1 Stage 1: **Identify the Risks**

5.5.1.1 Outlining risks faced by the organisation in pursuit of its objectives and priorities.

5.5.1.2 Maintaining a Strategic Risk Register, cataloguing major strategic risks to the Council.

5.5.1.3 Maintaining a Financial and Budgetary Risk Register, noting significant financial risks to the Council.

5.5.1.4 Managing departmental Operational Risk Registers, listing service-specific risks for each department.

5.5.1.5 Recording project risks in Project Risk Registers.

5.5.1.6 Incorporating risks impacting goal attainment in the risk management segment of all committee reports.

5.5.2 Stage 2: **Assess and Score the Risks**

5.5.2.1 After identifying potential risk areas, the impact and likelihood are assessed to generate an **inherent** risk score, reflecting the risk without any mitigating measures. See Appendix A for the impact and likelihood scoring matrix.

5.5.2.2 Having evaluated the risk without controls in place, list the key controls / actions that will reduce the risk of non-achievement. Re-evaluate using the risk matrix to arrive at the **residual** risk score.

5.5.2.3 This whole risk process records the controls that are required to be put in place to reduce the likelihood of the risk occurring and the impact upon Council objectives and will include such actions as:

Tolerate	The Council may tolerate a risk where: • The risk is effectively mitigated by internal controls, even if it is high. • The risk cannot be mitigated cost effectively. • The risk allows for greater benefits. These risks must be monitored, and contingency plans should be put in place in case the risks occur.
Treat	The aim of addressing a risk is to proceed with the associated activity while reducing the risk to an acceptable level. This is achieved by implementing control measures, either through containment actions (which decrease the likelihood or severity of a risk and are applied proactively) or contingency actions (implemented after the risk occurs to minimize its impact, requiring prior planning).
Terminate	Doing things differently and therefore removing the risk. This is particularly important in terms of project risk. This may be difficult to achieve with the Council's strategic risks.
Transfer	Transferring some aspects of the risk to a third party, for example by insurance or paying a third party to take the risk.

5.5.2.4 Positive risks are called **opportunities** and have the following possible actions.

Enhance	Take actions to increase the likelihood and / or impact of the opportunity
Exploit	Take actions to ensure the opportunity will happen and the impact will be realised
Share	With a partner, supplier, etc and in so doing, share the use of resources, technology, etc.
Reject	Take no action

5.5.3 Stage 3: **Recording the Risks**

Each risk needs to be allocated an accountable risk owner to take responsibility for managing the risk, ensuring controls remain effective and

actions are taken. The Risk Register Template is at Appendix B.

5.5.4 Stage 4: **Monitoring and reporting**

5.5.4.1 Based on the risk score, risks are categorised as red, amber, or green. Risks scoring nine or above after mitigation must be actively monitored in the relevant risk register. Risks scoring between 12 and 16 should be brought to the Corporate Management Team for quarterly monitoring.

5.5.4.2 Heads of Service must review their operational risk registers quarterly, while project managers should review project risk registers at every project board meeting.

5.5.4.3 The Strategic Risk Register will be annually reported to the Policy and Resources Committee, and the Financial and Budgetary Risk Register will be reported to the Audit Committee on a quarterly basis.

5.5.4.4 Operational Risk Registers, included in each department's Service Plans, are reported to the relevant Service Committee annually.

6. Risk Appetite And Tolerance

6.1 Risk management goes beyond avoiding risks entirely. The Council acknowledges that embracing calculated, responsible, and informed risks is essential for fostering innovation and maximising value for money. Therefore, the risk management process is centred around managing risks to maintain an acceptable level.

6.2 Every decision made by the Council carries inherent risks, and it is crucial to acknowledge that articulating a level of risk tolerance is necessary to leverage positive benefits while mitigating negative consequences for the Council.

6.3 Risk appetites range from being risk-averse to risk-hungry. While a risk-averse approach actively avoids risks, it may also hinder innovation. On the other hand, a risk-hungry stance embraces innovative approaches, potentially leading to greater long-term benefits despite higher inherent risks.

6.4 Risk appetite varies depending on the nature of risks and services involved. It is not a uniform concept that can be applied equally to all situations.

6.5 The matrix provided serves as a tool for managers during project evaluation and decision-making processes, aiding in clarifying the levels of risk the Council is willing to take, accept, or tolerate.

6.6 Establishing a clear risk appetite offers several benefits:

6.6.1 It highlights instances where risks might be overly managed, or opportunities underutilised.

6.6.2 Discrepancies between risk appetite and existing control levels can be addressed by refocusing controls on priority areas.

6.6.3 The Council communicates its risk tolerance levels transparently after implementing control and risk mitigation measures.

6.6.4 Decision-making becomes more focused and aligned with organisational objectives.

The table below sets out the Council's current risk appetite with residual risk scores

IMPACT	LIKELIHOOD			
	1 Remote (≤ 5%)	2 Unlikely (6 – 20%)	3 Likely (21 – 79%)	4 Very Likely (≥ 80%)
4 (Catastrophic)	4 Low	8 High	12 Very High	16 Very High
3 (Critical)	3 Low	6 Medium	9 High	12 Very High
2 (Significant)	2 Low	4 Low	6 Medium	8 High
1 (Marginal)	1 Low	2 Low	3 Low	4 Low

6.6.5 The objective of risk management is to minimise risks to a level just below the risk appetite line (depicted as a thick black line above). This entails implementing sufficient controls to reduce the risk to an acceptable level, finding a balance between excessive or insufficient control measures.

6.6.6 In some circumstances a risk that has a residual score above the thick black line may still be acceptable if sufficient and appropriate mitigation is in place.

Risk Appetite Matrix

	1 Averse	2 Cautious	3 Open	4 Hungry
	Avoidance of risk and uncertainty is a key driver in decision making	There is a general preference for safe options that have a low degree of inherent risk and may only have limited potential for reward	All potential options are considered, and the decision will be the course of action that is likely to result in successful delivery and an acceptable level of reward – which will include value for money	Eager to innovate and explore novel options that offer a potentially higher level of reward, but with a higher level of inherent risk
Risk category	**Examples of behaviours when taking decisions**			
Reputation	Minimal tolerance of any activity that could lead to press scrutiny of the Council	Tolerance is limited to decisions where there is little chance of significant reputational repercussions for the Council should there be a failure	Appetite to take decisions where there is a potential to expose the Council to scrutiny but only if appropriate measures have been taken to minimise exposure	Appetite to take decisions that are likely to bring scrutiny of the Council, but the potential benefits outweigh the risks
Operational & Policy Delivery	Defensive approach which aims to defend or protect rather than create or innovate. Tight management controls and oversight with limited devolved decision. General avoidance of system or technological developments	Tendency to stick to the status quo with innovation avoided unless necessary. Decision making with senior management. Systems / technology developments are limited to protection of current operations.	Innovation is supported, with demonstrable improvements in management control. Systems and technological developments are considered to enable operational delivery. Responsibility for non-critical decisions may be devolved.	Innovation is pursued – there is a desire to challenge current working practices. Innovative technologies are viewed as a means of improving operational delivery. Management is by trust rather than tight control and authority is devolved**.**

7. Types Of Risk

7.1 Categories of risk identified by the Council are as follows:

Impact Classification	Service disruption	Financial loss	Reputation	Failure to meet legal obligation	People
4 Catastrophic Impact	Total loss of service	> £500k	Adverse national media coverage / many complaints	Litigation, claim or fine > £500k	Fatality of one or more clients or staff
3 Critical Impact	Major service disruption	£100k - £500k	Adverse local media coverage / several complaints	Litigation, claim or fine £100k - £500k	Severe injury, permanent disablement of one or more clients or staff
2 Significant Impact	Service disruption	£25k - £100k	Local public interest / some complaints	Litigation, claim or fine £25k - £100k	Major injury to an individual
1 Marginal Impact	Minor service disruption	< £25k	Isolated complaints	Litigation, claim or fine < £25k	Minor injury to less than 5 people

8. Identification Of Risks Within Committee Reports

8.1 Decisions should be recorded by the author of the report in the section "Potential Risks" as follows:

Nature of Risk	**Consequence**	**Suggested Control Measures**	**Response** *(treat, tolerate, terminate, transfer)*	**Risk Rating** *(combination of severity and likelihood)*

8.2 If any risk, even after implementing control measures, scores eight or higher, provide a detailed explanation in the report regarding why you recommend that the risk should be accepted, or detail plans to transfer the risk.

8.3 Outline the procedure for continuous monitoring of all listed risks and specify the circumstances under which termination may be considered.

8.4 For risks scoring eight or more after implementing controls, ensure they are documented in the relevant risk register and flag them for review by the Corporate Management Team for potential inclusion in the strategic risk register.

9. Roles And Responsibilities

The roles and responsibilities of all those involved in the risk management process can be summarised as follows:	**Role**
Chief Executive and Directors / Associate Directors	• Leads on the wider corporate governance agenda, of which risk management is a part. • Signs off the annual Governance and Assurance Statements. • Ensures that risks are fully considered in all strategic decision making and that the Risk Management Strategy helps the Council to achieve its objectives and protection of its assets.
Data Protection & Resilience Manager	• Lead officer for risk management. • Owner of risk management strategy. • Chairs Officer Risk Management Group.
Joint Leadership Team (JLT)	• Ensures the Council manages risk effectively through the development of a comprehensive Risk Management Strategy. • Monitors progress against strategic and cross-cutting risk action plans. • Attends risk management training as appropriate. • Lead Member for Resources acts as Risk Champion.
Corporate Management Team (CMT)	• Ensure the Council manages risk effectively in each service within the agreed corporate strategy. • Participate in relevant risk management training sessions. • Promote the principles of sound risk management throughout their Service. • Report potential strategic risks to the Corporate Management Team, and oversee all risks associated with their Service. • Ensure comprehensive consideration of risks in the decision-making process. • Conduct regular reviews of risks, with a minimum frequency of quarterly assessments. • Appropriately manage risks in any projects and partnerships they oversee or participate in. • Ensure that reports, policies, or procedures within their oversight incorporate relevant connections to risk management.
Officer Risk Management Group (RMG)	The purpose of the group is to ensure the Risk Management Strategy is seen as a key element of the Councils strategic and service planning process, with particular focus on • Strategic, operational and project risk registers • Resilience plans • Monitoring and reporting procedures. • Review and updating procedures. • Specification of standards • Provision of appropriate training • Protection of core information systems and infrastructure • Risk management within partnerships.

Audit Committee	• Considers and reviews the Council's risk management strategy. • Conducts quarterly assessments of the Council's budgetary and financial risks. • Conducts annual assessments of the Council's operational risk registers. • Participates in relevant risk management training sessions. • Oversees the efficiency of the authority's risk management protocols. • Seeks confirmation that steps are being taken regarding risk-related matters highlighted by auditors and inspectors.
All members	• Responsibility to understand the strategic risks the authority faces, to oversee the effective management of these risks by officers. • Ensure that all identified risks have been considered in decision-making. • Seek clarification from report authors and/or lead Members if risks are not specifically shown in report.
Insurance Officer	• Oversee the day-to-day administration of the insurance function, including claims management. • Track and analyse claims data, providing relevant insights to Heads of Service and Managers to proactively manage risk and reduce the frequency of claims.
Project managers and managers of Partnerships	• Use the project risk register template to identify and manage their risks. • Report their risks to the appropriate partnership/project board on a regular basis. • Ensure that their risks are included in the appropriate risk register.
Employees	• Manage risk effectively in their job. • Attend risk management training as appropriate.

Appendix A

SCORING RISK

The impact and likelihood of any risk is evaluated on a scale of 1 – 4, with the product of the two representing the risk score.

LIKELIHOOD Very Likely ----------> Remove				
	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			

The interpretation of the scores is as follows:

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

Impact Classification	Service disruption	Financial loss	Reputation	Failure to meet legal obligation	People
4 Catastrophic Impact	Total loss of service	> £500k	Adverse national media coverage / many complaints	Litigation, claim or fine > £500k	Fatality of one or more clients or staff
3 Critical Impact	Major service disruption	£100k - £500k	Adverse local media coverage / several complaints	Litigation, claim or fine £100k - £500k	Severe injury, permanent disablement of one or more clients or staff
2 Significant Impact	Service disruption	£25k - £100k	Local public interest / some complaints	Litigation, claim or fine £25k - £100k	Major injury to an individual
1 Marginal Impact	Minor service disruption	< £25k	Isolated complaints	Litigation, claim or fine < £25k	Minor injury to less than 5 people

Overall Risk Score

The overall risk score can be interpreted as follows:

Risk Score	Description
12 – 16	Very High – risk must be reduced through planned actions
8 – 9	High risk – take further action to manage the risk and reduce its impact and/or likelihood
6	Medium risk – consider further action
1 – 4	Low risk – monitor to ensure it remains low

Appendix B

RISK REGISTER

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	Comments on last risk review
dd/mm/yy	*Unique reference number*	*Who is responsible for the risk?*	*Strategic, Operational or Financial*	*What is the risk?*	*Any other information about the risk, e.g. cause/trigger, consequences, etc*	*What is the likelihood score with no controls in place? 1=≤5% 2=6-20% 3=21-79% 4=≥80%*	*What is the impact score with no controls in place? 1=marginal 2=significant 3=critical 4=catastrophic*	*Likelihood X Impact*	*List existing controls*	*Who is responsible for the current controls*	*What is the likelihood score with the controls in place? 1=≤5% 2=6-20% 3=21-79% 4=≥80%*	*What is the impact score with no controls in place? 1=marginal 2=significant 3=critical 4=catastrophic*	*Likelihood X Impact*		*What further controls can be used to reduce the risk further or maintain the current residual score?*	*Who is responsible for implementing and monitoring the action plan?*	*When will items on the action plan be completed?*	*What has changed since the risk was last reviewed?*

Appendix C

DOCUMENT INFORMATION
Approval of Document

	Name	Job Title	Date
Prepared by:	Jamie Russell	Resilience and Risk Officer	June 2024
Checked & reviewed by:	Phil King	Data Protection and Resilience Manager	July 2024
Approved by:	Pending - Audit Committee		
	Pending - Policy & Resources Committee		
Date Document is due for Review:	September 2026		
Version:	1.0		
Purpose of Document Issue:			

Distribution List

Organisation	Name	Format and quantity issued
TRDC	Risk Management Shared Folder	Electronic x 1
TRDC	Website	Electronic x 1
TRDC	Intranet	Electronic x 1

Amendment and Revision Record

Version	Purpose of Issue	Date
1.0		

THREE RIVERS
DISTRICT COUNCIL

This page is intentionally left blank

VARIES THE PUBLIC SPACES PROTECTION ORDER WITH RESTRICTIONS FOR DOGS

(ADE)

1. SUMMARY

1.1. This report requests that Council varies the Public Spaces Protection Order for the restriction for dogs for the remaining period of the current PSPO i.e. until 31st March 2028.

2. Background

2.1. The Council first implemented a PSPO relating to the control of dogs which came into effect on 1st April 2016. The PSPO was then extended in 2019 and then again in 2022. If was further extended in April 2025, via an Urgent Decision, to ensure it did not expire but allowing time for a full report to be considered in relation to the proposed variations as set out in this report.

2.2. The current level of Fixed Penalty Notice (FPN) is £100

2.3. The current PSPO lists the following offences:

- Failing to remove dog faeces - district wide.
- Failing to keep a dog on a lead- applies only to the area directly surrounding the café at The Aquadrome.
- Failing to put a dog on a lead if directed to do so by an authorised officer - district wide.
- Permitting a dog to enter or remain on specified land from which dogs are excluded - children's play areas, courts, outdoor gyms, skate areas, fenced picnic areas - district wide.
- Permitting a dog to enter or remain on land used for the grazing of animal on Chorleywood House Estate - between 1st June and 30th September inclusive.
- Restrict the number of dogs one person can be in charge of to a maximum of 4 - district wide

2.4. Since the implementation of the PSPO the Council has issued six FPNs for a range of breaches and has also banned a commercial dog walker using the CPN route. More detail can be found via www.threerivers.gov.uk/news/commercial-dog-walker-banned-three-rivers-area.

3. Public Consultation

3.1 The public consultation on the proposed extension of the PSPO along with proposals for amendment was undertaken from 26th November 2024 to 31st December 2024. The consultation was publicised through the council website, social media and e updates.

3.2 In addition to the public consultation the proposals were directly communicated to Parish Councils, the Police, the Police and Crime Commissioner, Hertfordshire County Council and The Kennel Club.

3.3 The proposed variations consulted on were as follows:

- Failing to have a dog on a lead on land that is in active use for the grazing of animals. This variation reflects the changes to grazing on council land since the initial introduction of the PSPO and would replace the restriction detailed as shown in point 2.3.

- Failing to put a dog on a lead within the Aquadrome. This variation reflects consultation feedback received as part of the development of the Aquadrome Management Plan and the adoption of the Aquadrome Asbestos Management Plan and would replace the restriction detailed in 2.3

- Failing to put a dog on the lead in the area surrounding the café at Leavesden Country Park.

- Failing to put a dog on the lead on land adjacent to the highway – district wide

3.4 The consultation responses are shown in the Appendix. Seven Three Rivers' residents responded, two of which were dog owners. Three respondents advised that they had experienced problems with dogs. Three out of the seven also felt that there was a fairly or very big problem with dogs out of control and four residents felt that there was a problem with dog mess.

3.5 All participants feel that dog walkers should clean up after their dogs, be placed on leads by direction and be excluded from children's play areas.

3.6 In relation to the questions to do with dogs on grazing land and ungated children's play areas opinions were inconclusive.

3.7 Five respondents felt that dogs should continue to be kept on leads around the café in the aquadrome and four believe that the same should be introduced at Leavesden County Park.

3.8 Three respondents were not in favour of having dogs on leads across the whole aquadrome site.

3.9 The majority of the respondents believed that four should be the maximum number of dogs permitted to be walked by any one person.

3.10 The majority also felt the proposals were proportionate.

3.11 The Council also received a submission from the Kennel Club, which raised a number of points, the key issues being as follows;

- Query on dog restrictions over Croxley Common Moor - officers response that the restrictions are only in direct relation to the areas and timing of livestock presence.

- Support expressed for measures to address dog fouling, but advocate for awareness raising rather than solely focussing on PSPOs – officers response that the council promotes responsible dog ownership and this with continue.

- Support expressed for reasonable on-lead orders in specific areas but opposes the blanket ban on dogs being off-lead at Rickmansworth Aquadrome – officer response that the proposal is reasonable to balance the needs to the dog owners, other users of the site and the protection of the

nature reserve, its fragile ecosystems and to manage the risk of asbestos exposure.

- Support for dogs on lead by direction where officers enforcing are knowledgeable about dog behaviour to ensure fair application – officer response this is in place.

- Opposition to blanket exclusions from public spaces and arbitrary limits on the number of dogs one person can walk, suggesting instead accreditation schemes for commercial dog walkers as a more effective way to promote responsible behaviour – officer response is that pubic consultation has and continues to demonstrate public support for this restriction.

- Advocation for flexibility within the order in relation to assistance dogs – officer response that this is already considered and included

4 Options and reasons for recommendations

4.2 Option 1 (Officer Recommendation) –To approve the variations of the current PSPO relating to dog control throughout the district for the remainder of the current PSPO, until 31st March 2028. By maintaining the current powers and adding the variations related to dog control ensures there are deterrents in place and penalties for those who fail to behave responsibly. It aids in balancing the needs of dog owners and other members of the community as well as the needs of our natural spaces and ecosystems and in dealing with anti-social behaviour.

4.3 Option 2 – Maintain the current PSPO relating to dog control throughout the district without implementing the additional proposed variations.

5 Policy/Budget Reference and Implications

5.1 The recommendations in this report are within the Council's agreed policy and budgets.

6 Community Safety and Public Health

6.1 Having the PSPO will aid ensuring that all members of the community can safely enjoy the amenity space provided by the council and will assist Officers in dealing with the activities of irresponsible dog owners across the district.

7 Communications

7.1 Signage throughout the district will be updated in due course. The website will also require updating. This can all be met within existing resources.

8 Legal Implications

8.1 The Anti-Social Behaviour, Crime and Policing Act 2014 (the Act) provides Local Authorities with powers to make Public Spaces Protection orders (PSPOs). These orders are intended to address activities carried out in public spaces which have a detrimental effect on those in the locality.

8.2 Under the Act, a PSPO runs for 3 years unless extended and/or varied in accordance with the provisions of the Act. The current PSPO period ends on 31st March 2028.

9 Financial Implications

9.1 None specific to this report.

10 Staffing Implications

10.1 The Council employs one Animal Welfare Licensing Inspector (AWLI) who is authorised to issue FPNs under the PSPO. The enforcement of this PSPO represents just one of a number of responsibilities of this officer therefore proactive enforcement of the PSPO is limited.

10.2 So, whilst the PSPO can, and has been enforced, with six FPNs being issued since implementation of the PSPO, the number is minimal. This does not mean that the PSPO is not needed, it remains a deterrent and is a tool to enforce should the need arise.

11 Equal Opportunities Implications

11.1 An equalities impact assessment has been undertaken

12 Climate Change and Sustainability Implications

12.1 A sustainability impact assessment has been undertaken resulting in a score of: 3.2

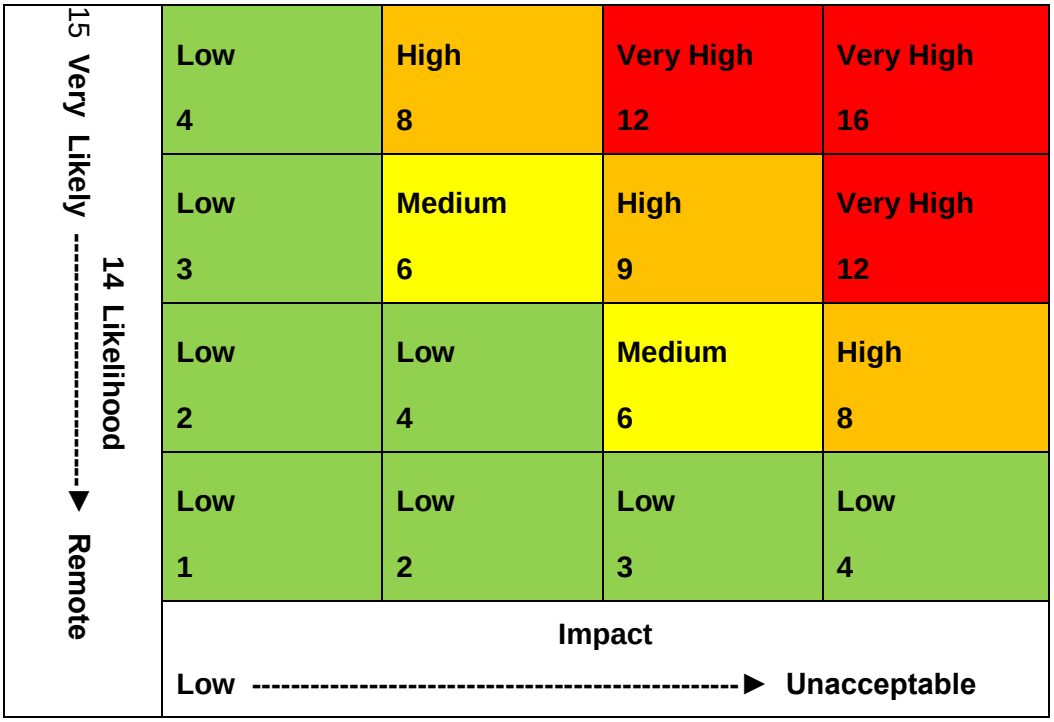
13 Risk and Health & Safety Implications

13.1 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. 1

13.2 The subject of this report is covered by the Waste and Environment Service Plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within that plan.

Nature of Risk	**Consequence**	**Suggested Control Measures**	**Response** *(tolerate, treat terminate, transfer)*	**Risk Rating** *(combination of likelihood and impact)*
Dogs are allowed to foul without their faeces being picked up	A resident falls ill through contact with dog faeces	PSPO Byelaws Use of CPNs	Publicise the enforcement powers of the council and restrictions of the PSPO	2
Aggressive and uncontrolled dogs	Risk of attack/injury on people, wildlife and other dogs	PSPO Byelaws Use of CPNs	Publicise the enforcement powers of the council and restrictions of the PSPO	6

13.3 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.



Impact Score	Likelihood Score
4 (Catastrophic)	4 (Very Likely (≥80%))
3 (Critical)	3 (Likely (21-79%))
2 (Significant)	2 (Unlikely (6-20%))
1 (Marginal)	1 (Remote (≤5%))

15.1 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.

15.2 The effectiveness of the management of operational risks is reviewed by the Audit Committee annually. Progress against the treatment plans for strategic risks is reported to the Policy and Resources Committee quarterly. The effectiveness of all treatment plans are reviewed by the Audit Committee annually.

16 Recommendation

16.1 It is recommended that:

16.2 Approval be granted to vary the current PSPO relating to dog control for the remainder of the current PSPO.

17 Appendices

17.1 Appendix 1: Response Data from public consultation

17.2 Appendix 2: EIQA

17.3 Appendix 3: Sustainability Impact Assessment

Background Papers:

Report prepared by: Jennie Probert, Environmental Strategy Manager

Data Quality

Data sources: Public Consultation on Dogs PSPO

Data checked by:

Carl Harris- Consultation Officer

Data rating: Tick

1	**Poor**	
2	**Sufficient**	**X**
3	**High**	

Background Papers

Anti-Social Behaviour, Crime and Policing Act 2014

Short Equality Impact and Outcome Assessment (EIA) Template DRAFT FOR DISCUSSION

EIAs make services better for everyone and support value for money by getting services right first time.

EIAs enable us to consider all the information about a service, policy or strategy from an equalities perspective and then action plan to get the best outcomes for staff and service-users[1] .They analyse how all our work as a council might impact differently on different groups [2]

They help us make good decisions and evidence how we have reached these decisions.[3]

See end notes for full guidance. For further support or advice please contact the Community Partnerships Team

Equality Impact and Outcomes Assessment (EIA) Template

First, consider whether you need to complete an EIA, or if there is another way to evidence assessment of impacts, or that an EIA is not needed [4]

Title [5]	**EXTENSION OF PUBLIC SPACES PROTECTION ORDER WITH RESTRICTIONS FOR DOGS**	**ID No [6]**	EP002
Team/Service[7]	Environmental Protection		
Focus of EIA [8]	The Council implemented a PSPO relating to the control of dogs which came into effect on 1st April 2016. The PSPO was then extended in 2019 and then again in 2022. This report requests that Council varies and extends the Dogs Public Spaces Protection Order (PSPO) for the District for the period April 2025 – March 2022. The current PSPO lists the following offences: ▪ Failing to remove dog faeces - district wide. ▪ Failing to keep a dog on a lead- applies only to the area directly surrounding the café at The Aquadrome. ▪ Failing to put a dog on a lead if directed to do so by an authorised officer - district wide.		

	▪ Permitting a dog to enter or remain on specified land from which dogs are excluded - children's play areas, courts, outdoor gyms, skate areas, fenced picnic areas - district wide. • Permitting a dog to enter or remain on land used for the grazing of animal on Chorleywood House Estate - between 1st June and 30th September inclusive. • Restrict the number of dogs one person can be in charge of to a maximum of 4 - district wide In addition, it is requested that the additional offences be considered. ▪ Failing to have a dog on a lead on land that is in active use for the grazing of animals. This variation reflects the changes to grazing on council land since the initial introduction of the PSPO and would replace the restriction detailed as shown in point 2.3. ▪ Failing to put a dog on a lead within the Aquadrome. This variation reflects consultation feedback received as part of the development of the Aquadrome Management Plan and the adoption of the Aquadrome Asbestos Management Plan and would replace the restriction detailed in 2.3 ▪ Failing to put a dog on the lead in the area surrounding the café at Leavesden Country Park. ▪ Failing to put a dog on the lead on land adjacent to the highway – district wide
Assessment of overall impacts and any further recommendations [9]	
A public consultation was held between 26th November to 31st December 2024, with a total of seven respondents. Three respondents advised that they had experienced problems with dogs. Three out of the seven also felt that there was a fairly or very big problem with dogs out of control and four residents felt that there was a problem with dog mess. Implementing the restrictions above would ensure that locations that are shared by dog walkers and non-dog walkers alike can be enjoyed equally by all without risk of attack or experiencing discarded dog mess.	

Potential Issues	Mitigating Actions
Residents with protected characteristics of maternity/pregnancy, age or disabilities (including long term health conditions) may be unable to bend to remove dog faeces or comply with other restrictions. A resident with an assistance dog may not be aware there are dog faeces to remove or comply with other restrictions. Residents speaking English as a second language may have limited understanding of PSPO signage	Officers to receive training about this aspect of enforcement. An FPN can be appealed and evidence provided about mitigating circumstances. Owners with liveried assistance dogs will not be challenged by an enforcement officer. PSPO information will be added to TRDC website, where “recite me” tool can be used to translate into a range of languages and be spoken.

Actions Planned [10]

Officers to receive training about this aspect of enforcement.

An FPN can be appealed and evidence provided about mitigating circumstances.

Owners with liveried assistance dogs will not be challenged by an enforcement officer.

PSPO information will be added to TRDC website, where “recite me” tool can be used to translate into a range of languages and be spoken.

EIA sign-off: (for the EIA to be final an email must sent from the relevant people agreeing it or this section must be signed)

Equality Impact Assessment officer: Jennie Probert **Date:** 07/03/2025

Equalities Lead Officer: Shivani Davé **Date:** 07/03/2025

Guidance end-notes

[1] The following principles, drawn from case law, explain what we must do to fulfil our duties under the Equality Act:

- Knowledge: everyone working for the council must be aware of our equality duties and apply them appropriately in their work.
- Timeliness: the duty applies at the time of considering policy options and/or before a final decision is taken – not afterwards.
- Real Consideration: the duty must be an integral and rigorous part of your decision-making and influence the process. • Sufficient Information: you must assess what information you have and what is needed to give proper consideration.
- No delegation: the council is responsible for ensuring that any contracted services which provide services on our behalf can comply with the duty, are required in contracts to comply with it, and do comply in practice. It is a duty that cannot be delegated.
- Review: the equality duty is a continuing duty. It applies when a policy is developed/agreed, and when it is implemented/reviewed.
- Proper Record Keeping: to show that we have fulfilled our duties we must keep records of the process and the impacts identified.

NB: Filling out this EIA in itself does not meet the requirements of the equality duty. All the requirements above must be fulfilled or the EIA (and any decision based on it) may be open to challenge. Properly used, an EIA can be a tool to help us comply with our equality duty and as a record that to demonstrate that we have done so.

[2] Our duties in the Equality Act 2010

As a council, we have a legal duty (under the Equality Act 2010) to show that we have identified and considered the impact and potential impact of our activities on all people with 'protected characteristics' (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation, and marriage and civil partnership.

This applies to policies, services (including commissioned services), and our employees. The level of detail of this consideration will depend on what you are assessing, who it might affect, those groups' vulnerability, and how serious any potential impacts might be. We use this EIA template to complete this process and evidence our consideration

The following are the duties in the Act. You must give 'due regard' (pay conscious attention) to the need to:

- avoid, reduce or minimise negative impact (if you identify unlawful discrimination, including victimisation and harassment, you must stop the action and take advice immediately).
- promote equality of opportunity. This means the need to: – Remove or minimise disadvantages suffered by equality groups – Take steps to meet the needs of equality groups – Encourage equality groups to participate in public life or any other activity where participation is disproportionately low – Consider if there is a need to treat disabled people differently, including more favourable treatment where necessary
- foster good relations between people who share a protected characteristic and those who do not. This means: – Tackle prejudice – Promote understanding

[3] EIAs are always proportionate to:

- The size of the service or scope of the policy/strategy
- The resources involved
- The numbers of people affected
- The size of the likely impact
- The vulnerability of the people affected

The greater the potential adverse impact of the proposed policy on a protected group (e.g. disabled people), the more vulnerable the group in the context being considered, the more thorough and demanding the process required by the Act will be.

[4] When to complete an EIA:

- When planning or developing a new service, policy or strategy
- When reviewing an existing service, policy or strategy
- When ending or substantially changing a service, policy or strategy
- When there is an important change in the service, policy or strategy, or in the city (eg: a change in population), or at a national level (eg: a change of legislation)

Assessment of equality impact can be evidenced as part of the process of reviewing or needs assessment or strategy development or consultation or planning. It does not have to be on this template, but must be documented. Wherever possible, build the EIA into your usual planning/review processes.

Do you need to complete an EIA? Consider:

- Is the policy, decision or service likely to be relevant to any people because of their protected characteristics?
- How many people is it likely to affect?
- How significant are its impacts?
- Does it relate to an area where there are known inequalities?

How vulnerable are the people (potentially) affected? If there are potential impacts on people but you decide not to complete an EIA it is usually sensible to document why.

5 **Title of EIA**: This should clearly explain what service / policy / strategy / change you are assessing

6 I**D no:** The unique reference for this EIA. This will be added by Community Partnerships

7 **Team/Service**: Main team responsible for the policy, practice, service or function being assessed

8 **Focus of EIA**: A member of the public should have a good understanding of the policy or service and any proposals after reading this section. Please use plain English and write any acronyms in full first time - eg: 'Equality Impact Assessment (EIA)'

This section should explain what you are assessing:

- What are the main aims or purpose of the policy, practice, service or function?

- Who implements, carries out or delivers the policy, practice, service or function? Please state where this is more than one person/team/body and where other organisations deliver under procurement or partnership arrangements.
- How does it fit with other services?
- Who is affected by the policy, practice, service or function, or by how it is delivered? Who are the external and internal serviceusers, groups, or communities?
- What outcomes do you want to achieve, why and for whom? Eg: what do you want to provide, what changes or improvements, and what should the benefits be? • What do existing or previous inspections of the policy, practice, service or function tell you?
- What is the reason for the proposal or change (financial, service, legal etc)? The Act requires us to make these clear.

[9] Assessment of overall impacts and any further recommendations

- Make a frank and realistic assessment of the overall extent to which the negative impacts can be reduced or avoided by the mitigating measures. Explain what positive impacts will result from the actions and how you can make the most of these.
- Countervailing considerations: These may include the reasons behind the formulation of the policy, the benefits it is expected to deliver, budget reductions, the need to avert a graver crisis by introducing a policy now and not later, and so on. The weight of these factors in favour of implementing the policy must then be measured against the weight of any evidence as to the potential negative equality impacts of the policy,
- Are there any further recommendations? Is further engagement needed? Is more research or monitoring needed? Does there need to be a change in the proposal itself?

[10] Action Planning: The Equality Duty is an ongoing duty: policies must be kept under review, continuing to give ‘due regard’ to the duty. If an assessment of a broad proposal leads to more specific proposals, then further equality assessment and consultation are needed.

This page is intentionally left blank

TRDC Climate and Sustainability Impact Assesment

Score / Colour Code	Impact and Recommendation
Dark green (4)	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.
Light green (3)	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible
Yellow (2)	Some possible negative impacts for sustainability. Recommendation to review these aspects and find mi
Red (1)	**Considerable inconsistency with the council's sustainability objectives. Strong recommendation**
Grey (0)	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but

Guidance for use
Please answer all questions from the drop-down options in the 'impact' column (C), including 'not applicable' as needed.

Please email your completed copy of the form to Joanna.Hewitson@threerivers.gov.uk.

Key to the colour coding of answers is given at the top of the page.

Name of project/policy/procurement and date		EXTENSION OF PUBLIC SPACES PR
Brief description (1-2 sentences):		The Council implemented a PSPO rela extended in 2019 and then again in 20 This report requests that Council varie period April 2025 – March 2022.

Homes, buildings, infrastructure, equipment and energy

	Question	Impact (select from list)	Score (-1 to 4)	Justification or mitigation
1	**What effect will this project have on overall energy use (electricity or other fuels) e.g. in buildings, appliances or machinery?**	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
2	**What effect will this project have on the direct use of fossil fuels such as gas, petrol, diesel, oil?**	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
3	**Does this project further maximise the use of existing building space? *E.g. co-locating services; bringing under-used space into use; using buildings out-of-hours***	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
4	**Will any new building constructed or refurbished be highly energy efficient in use? *(e.g. high levels of insulation, low energy demand per sq. m., no servicing with fossil fuels such as gas heating, EPC***	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
5	**Does this make use of sustainable materials / unputs in your project? *E.g. re-used or recycled construction materials; timber in place of concrete***	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
6	**Does this use more sustainable processes in the creation of the project? *E.g. modular and off-site construction; use of electrical plant instead of petrol/diesel,***	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
7	**Will this increase the supply of renewable energy? *e.g. installing solar panels; switching to a renewable energy tariff***	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	

8	**Do any appliances or electrical equipment to be used have high energy efficiency ratings?**	**Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.**	0	
	Average Score		**#DIV/0!**	

	Travel			
	Question	**Impact**	**Score (0-4)**	**Justification or mitigation**
9	Reducing travel: what effect will this project have on overall vehicle use?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
10	Will this project use petrol or diesel vehicles or EV, hybrid?	**Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.**	0	
11	Will this support people to use active or low-carbon transport? *E.g. cycling, walking, switching to electric transport*	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
12	Will it be easily accessible for all by foot, bike, or public transport, including for disabled people?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
13	Has the project taken steps to reduce traffic? *Using e-cargo bikes; timing activities or deliveries to be outside peak congestion times*	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
	Average Score		**#DIV/0!**	

	Goods and Consumption			
	Question	**Impact**	**Score (0-4)**	**Justification or mitigation**
14	Has this project considered ways to reuse existing goods and materials to the greatest extent possible, before acquiring newly manufactured ones?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
15	Does it reduce reliance on buying newly manufactured goods? *E.g. repair and re-use; sharing and lending goods between services or people; leasing or product-as-a-service rather than ownership*	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
16	Does it use products and resources that are re-used, recycled, or renewable?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
17	Does it enable others to make sustainable choices within their lifestyles, or engage people about this?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	

18	Is there a plan to reduce waste sent to landfill in manufacture?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
19	Is the material used able to be re-used, re-purposed, or recyled at end of its life?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
20	Has it taken steps to ensure any food it offers is more sustainable? *E.g. less and high-quality (high welfare) meat and dairy; minimises food waste; seasonal produce; locally sourced.*	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
	Average Score		**#DIV/0!**	

	Ecology			
	Question	**Impact**	**Score (0-4)**	**Justification or mitigation**
21	What effect does this project have on total area of non-amenity green/blue space? (Amenity green space = playing fields, play areas, sporting lakes etc. Non-amenity= e.g. woodland, grassland, wetland,	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	This will ensure that uncontrolled animals are unabke to stray into childrens play areas or areas of natural habitat.
22	Does the project create more habitat for nature? E.g. native plants, trees, and flowers	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
23	Does it make changes to existing habitats and have a negative impact on nature? *E.g. use of pesticides, reduced extent and variety of plants, planting non-native species*	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	Ensuring that dogs are kept on leads and under control will ensure that they cannot stray into areas that coud either cause injury to other site users or animals/wilflife and enable dog faeces to be identified, picked up and disposed of responsibly.
24	Does it help people understand the value of biodiversity, and encourage residents to support it in their private and community spaces?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	As part of wider communications around responsbile dog ownership it will be promoted that these measures are to assist with protecting the nature reserve.
	Average Score		**3**	

	Adaptation			
	Question	**Impact**	**Score (0-4)**	**Justification or mitigation**
25	Does any planned project, construction or building use include measures to conserve water?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
26	Does anythe project , consider how to sustainably protect people from extreme weather?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
27	Has any planned building work or infrastructure considered how to mitigate flood risk? *E.g. Sustainable Drainage Systems (SuDS); de-paving areas; green roofs*	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
28	Does any planned infrastructure or building work increase the overall footprint of hard surfacing? (as opposed to green or permeable surfacing)	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	

29	Has the project considered its own resilience to future extreme heat, flood risk, or water shortage?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	
	Average Score		**#DIV/0!**	

Engagement and Influence			
Question	**Impact**	**Score (0-4)**	**Justification or mitigation**
30 Does this project raise awareness and understanding of the climate and ecological emergency, and the steps that people can take?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	As part of wider communications around responsbile dog ownership it will be promoted that these measures are to assist with protecting the nature reserve.
Average Score		**3**	
Total Overall Average Score		**3.17**	

Now assesment is compelete copy and paste box into your business case, committee report. (under environmental implications 6).Whole assesment can be an appendix. Procurement tenders are expected to submit complete report with application.

Climate and Sustainability Impact Assessment Summary	
Homes, buildings, infrastructure, equipment and energy	0.00
Travel	0.00
Goods and Consumption	0.00
Ecology	3.33
Adaptation	0.00
Engagement and Influence	3
Total Overall Average Score	**3.2**

and proceed.
tigations where possible.
to review these aspects and find mitigations.
otherwise proceed.

ROTECTION ORDER WITH RESTRICTIONS FOR DOGS
ating to the control of dogs which came into effect on 1st April 2016. The PSPO was then)22. s and extends the Dogs Public Spaces Protection Order (PSPO) for the District for the

Impact (select from list)	**Revised Score (1-4)**
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0

Ways to optimise sustainability and work towards net zero carbon:

- Insulate buildings to a high standard.
- Include energy efficiency measures when carrying out refurbishment to deliver improvement in EPC ratings.
- Replace gas boilers with renewable heating, such as heat pumps. Consider District Heat Networks where appropriate.
- Construct new buildings to Passivhaus standard.
- Design and deliver buildings and infrastructure with lower-carbon materials, such as recycled material and timber frames.
- Use construction methods that reduce overall energy use, such as modular, factory-built components, or use of electrical plant on-site.
- Install solar panels or other renewable energy generation, and consider including battery storage.
- Switch to a certified renewable energy provider e.g. utilise power purchase agreements (PPA)
- Use energy-efficient appliances.
- Install low-energy LED lighting.
- Install measures to help manage building energy demand, such as smart meters, timers on lighting, or building management systems.

Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
	#DIV/0!

Impact (select from list)	Revised Score (0-4)
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
	#DIV/0!

Ways to optimise sustainability and work towards net zero carbon:

- Reduce the need to travel e.g. through remote meetings, or rationalising routes and rounds.
- Share vehicles or substitute different modes of travel, rather than procuring new fleet.
- Specify electric, hybrid, or most fuel efficient vehicles for new fleet or for services involving transport.
- Support users and staff to walk, cycle, or use public transport e.g. with cycle parking, training, incentives.
- Use zero-emission deliveries
- Model and mitigate the project's effect on traffic and congestion e.g. retiming the service or deliveries

Impact (select from list)	Revised Score (0-4)
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0

Ways to optimise sustainability and work towards net zero carbon:

- Procure goods through sharing, leasing, or product-as-a-service models rather than ownership.
- Use pre-owned and reconditioned goods, and reduce reliance on procuring new goods.
- Use recycled materials, and procure items that can be reconditioned or recycled at end-of-life.
- Use lifecycle costing in business cases to capture the full cost of operation, repair and disposal of an item.
- Ensure meat and dairy is high-quality, high-welfare.
- Design waste, including food waste, out of business models e.g. separating (and composting) food waste; replacing single-use items with reusable items.
- Use contact points with residents, community groups and businesses to engage and enable them to adopt low-waste, low-carbon behaviours.

Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
	#DIV/0!

Impact (select from list)	**Revised Score (0-4)**
Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
	3.333333333

Ways to optimise sustainability and work towards net zero carbon:
(Seek advice from Landscapes Team if required)

- Avoid converting green space to hard surfacing.
- Use underutilised space for planting, such as green roofs and walls.
- Plant native plants and perennials, rather than non-native ornamental species, to encourage biodiversity.
- Reduce trimming of grass and hedges, and avoid use of synthetic pesticides.
- Provide space for animals e.g. long grass areas, bird boxes, bat boxes, 'insect hotels', ponds, hedgehog hides and passages, log piles
- Consider the ecological impacts from manufacture and use of procured goods, e.g. water pollution; water consumption; land use change for farming; pesticide use; organic/regenerative farming methods

Impact (select from list)	**Revised Score (0-4)**
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0

Ways to optimise sustainability and work towards net zero carbon:
- Install water-saving devices in taps, showers and toilets
- Re-use grey water in new developments
-Capture and re-use rainwater where possible e.g. water butts for use in car washing, watering garden, toilets
- Ensure all new building or refurbishment (especially of homes) models and mitigates future overheating risk, with adequate ventilation and shading
- Avoid increasing areas of hard surfacing.
- Convert hard surfacing to green and permeable surfacing where possible, and install Sustainable Drainage systems (SUDS).
- Plant drought-tolerant plants and mulch landscapes to avoid water loss through evaporation.

Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
	#DIV/0!

Impact (select from list)	Revised Score (0-4)
Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
	3
	3.2

Ways to optimise sustainability and work towards net zero carbon:
- 'Make every contact count', by using contact points with residents, businesses and community groups to promote understanding of the climate emergency.

Project Report

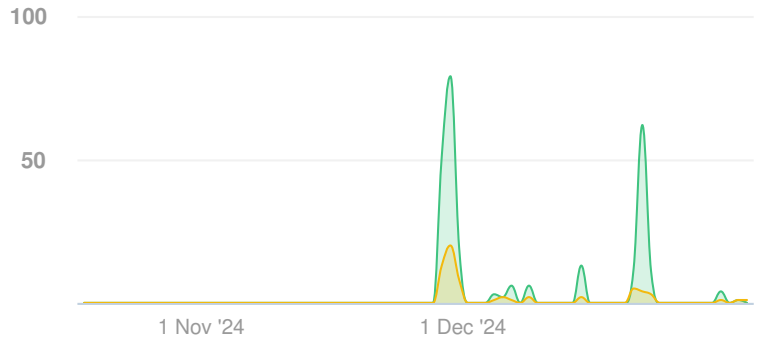
01 October 2024 - 31 December 2024

Have Your Say Three Rivers

Variations and extension of Public Spaces Protection Order

GRANICUS

Visitors Summary



Highlights

TOTAL VISITS 72

MAX VISITORS PER DAY 20

NEW REGISTRATIONS 2

ENGAGED VISITORS 7

INFORMED VISITORS 39

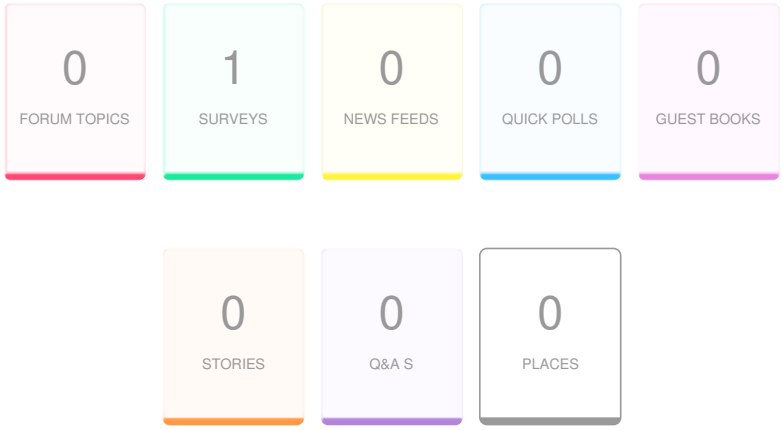
AWARE VISITORS 56

Aware Participants	56
Aware Actions Performed	Participants
Visited a Project or Tool Page	56

Informed Participants	39
Informed Actions Performed	Participants
Viewed a video	0
Viewed a photo	0
Downloaded a document	20
Visited the Key Dates page	0
Visited an FAQ list Page	0
Visited Instagram Page	0
Visited Multiple Project Pages	29
Contributed to a tool (engaged)	7

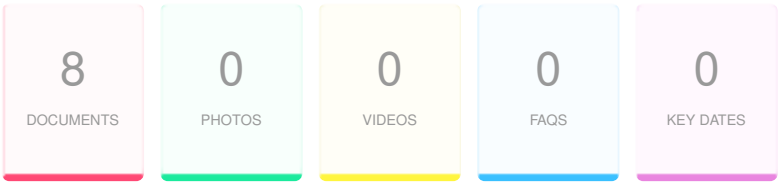
Engaged Participants	7		
Engaged Actions Performed	Registered	Unverified	Anonymous
Contributed on Forums	0	0	0
Participated in Surveys	7	0	0
Contributed to Newsfeeds	0	0	0
Participated in Quick Polls	0	0	0
Posted on Guestbooks	0	0	0
Contributed to Stories	0	0	0
Asked Questions	0	0	0
Placed Pins on Places	0	0	0
Contributed to Ideas	0	0	0

ENGAGEMENT TOOLS SUMMARY



Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Survey Tool	Public Space Protection Order (PSPO) options	Published	29	7	0	0

INFORMATION WIDGET SUMMARY



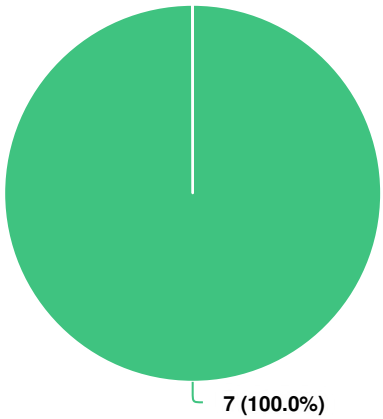
Widget Type	Engagement Tool Name	Visitors	Views/Downloads
Document	Chorleywood House Grounds PSPO.pdf	10	10
Document	The Aquadrome Cafe PSPO.pdf	7	7
Document	Dog Control - DRAFT CONSULTATION	6	8
Document	The Aquadrome PSPO (003).pdf	6	6
Document	Croxley Common Moor PSPO (003).pdf	5	6
Document	The Horsefield PSPO.pdf	4	4
Document	The Withey Beds PSPO (003).pdf	3	3
Document	Leavesden Country Park PSPO (003).pdf	2	2
Key Dates	Key Date	0	0

ENGAGEMENT TOOL: SURVEY TOOL

Public Space Protection Order (PSPO) options

Visitors 29	Contributors 7	CONTRIBUTIONS 7

In what capacity are you responding to this questionnaire?



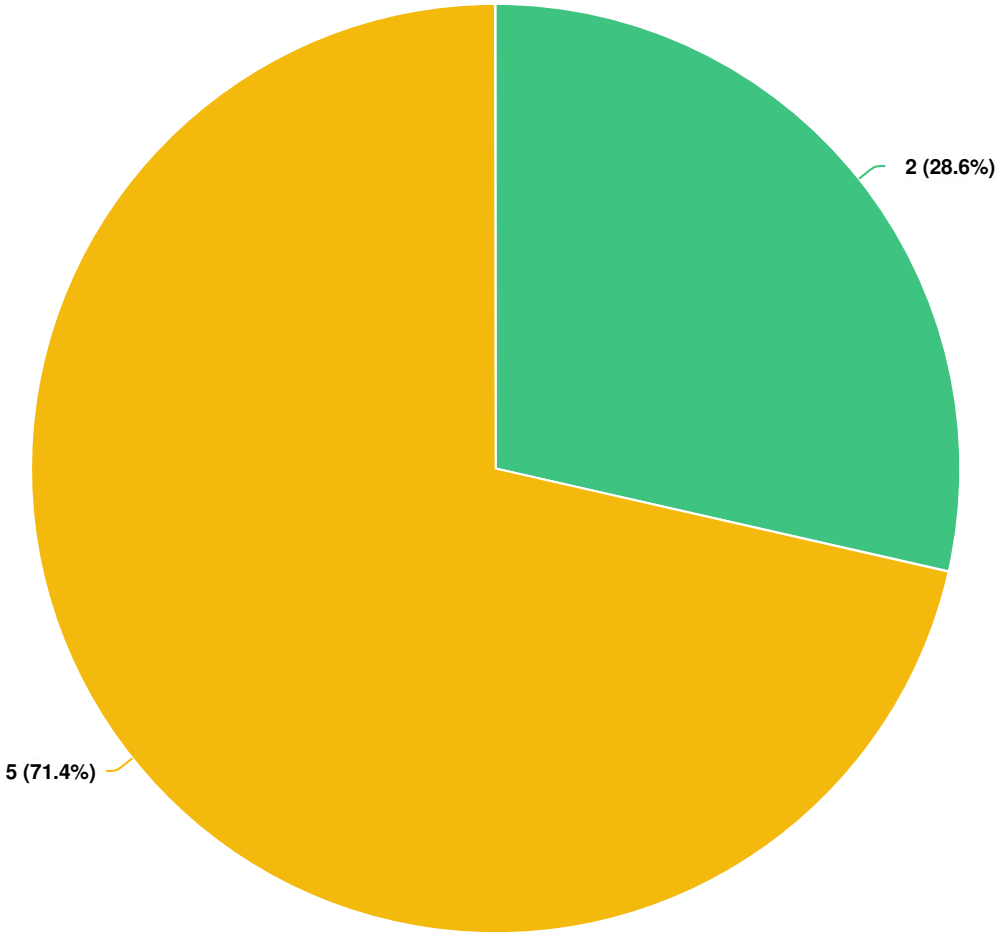
Question options

I live in Three Rivers

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Are you a dog owner?



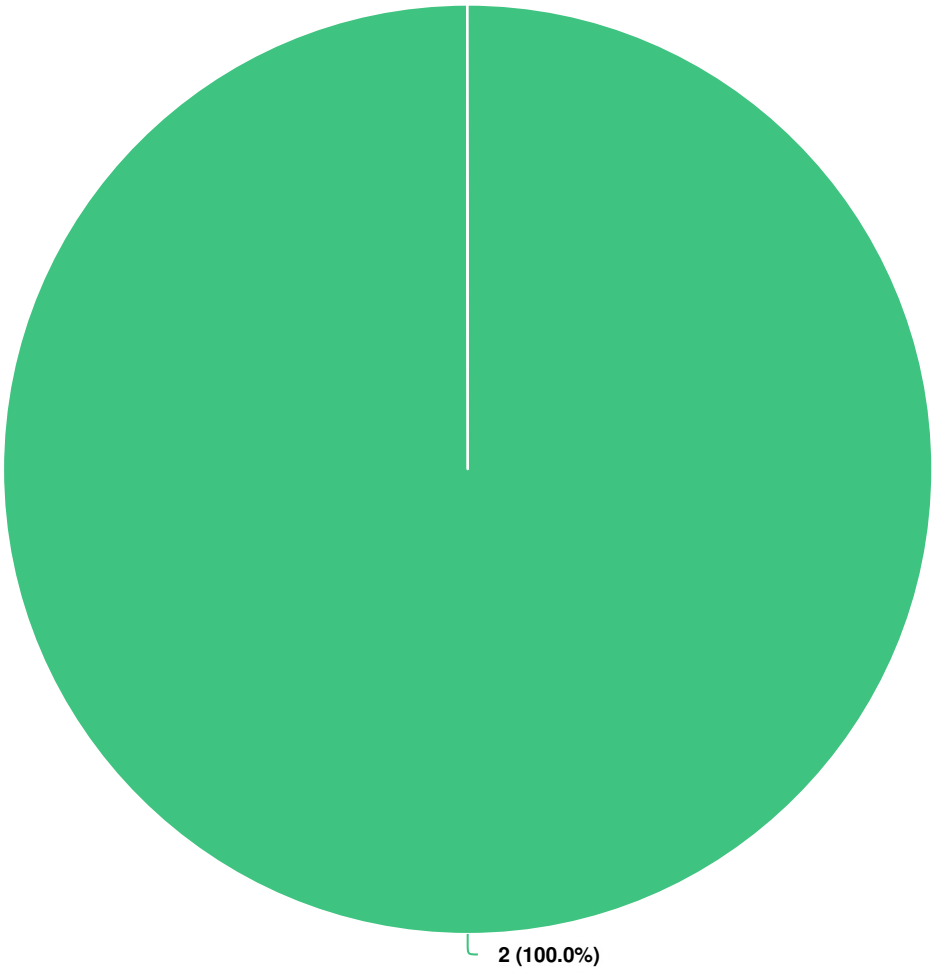
Question options

Yes No

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Are you an assistance dog * owner ?



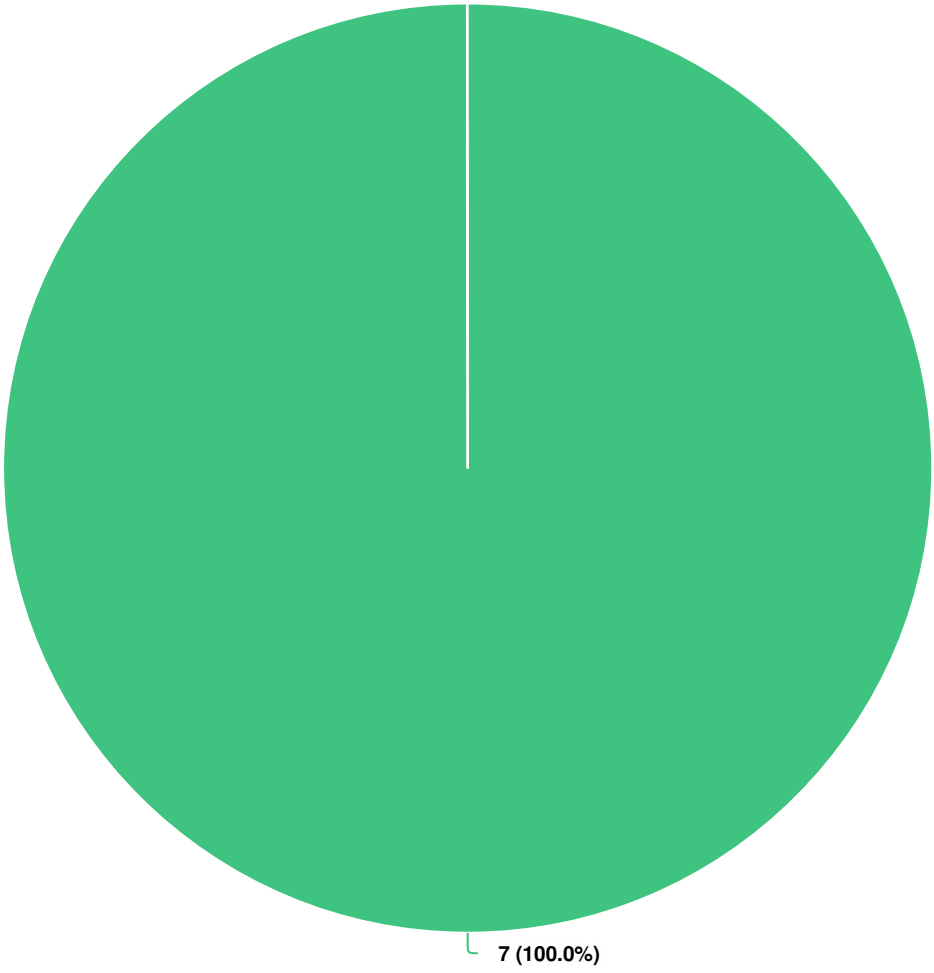
Question options

No

Optional question (2 response(s), 5 skipped)

Question type: Radio Button Question

Are you a professional dog walker?



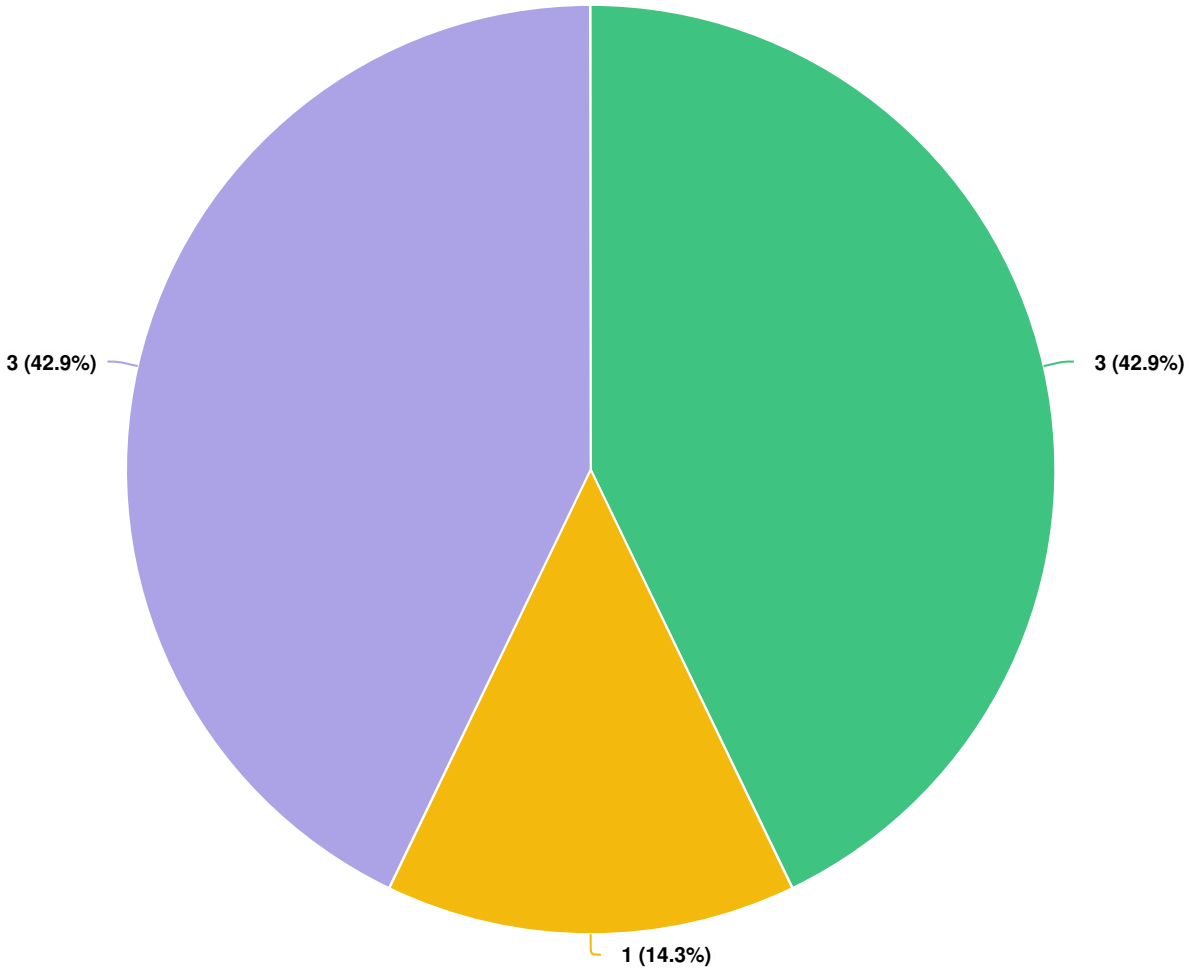
Question options

No

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Have you or a member of your family or someone you know had any problems regarding dog behaviour in Three Rivers in the past year?



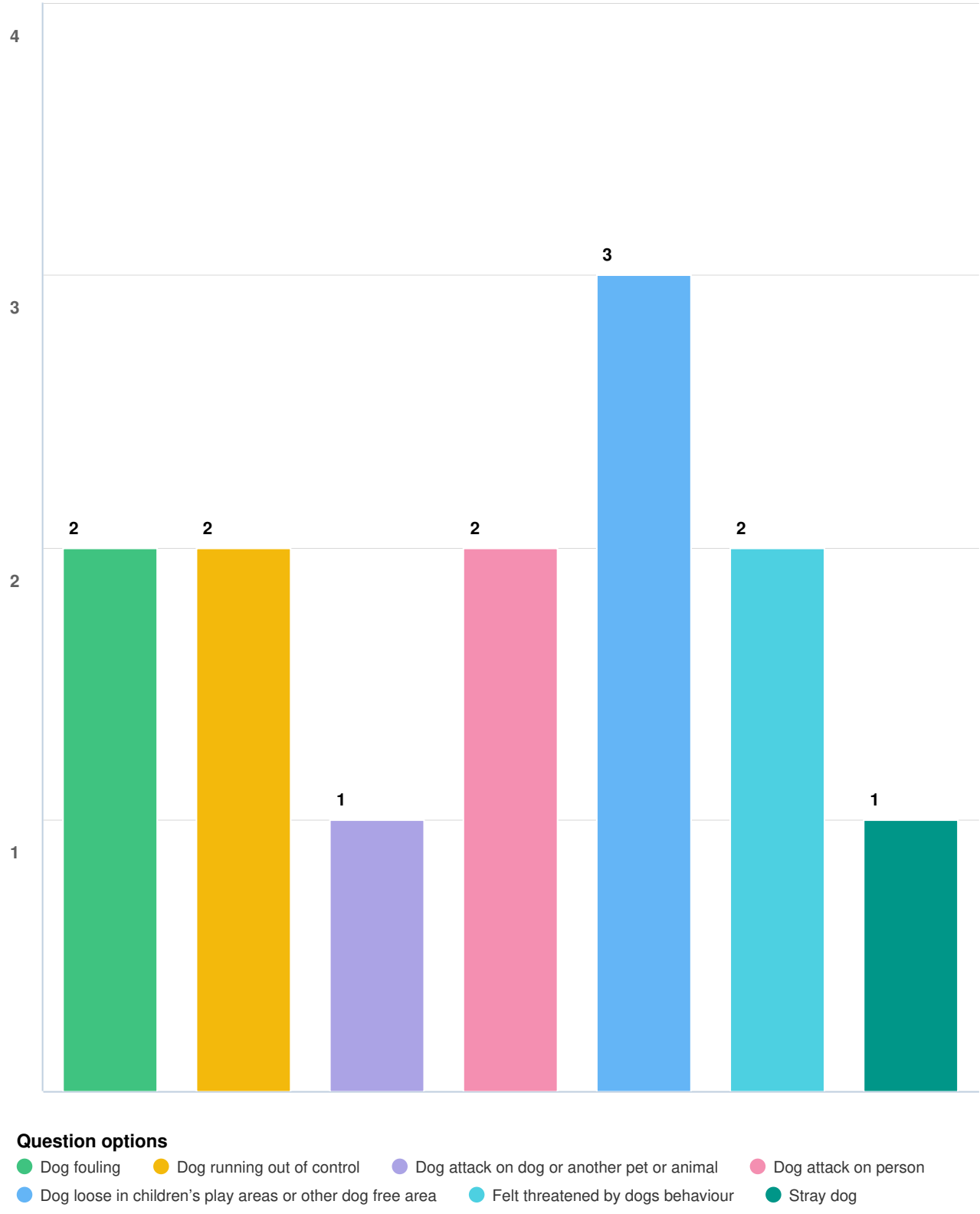
Question options

Yes (me) Yes (someone I know) No

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

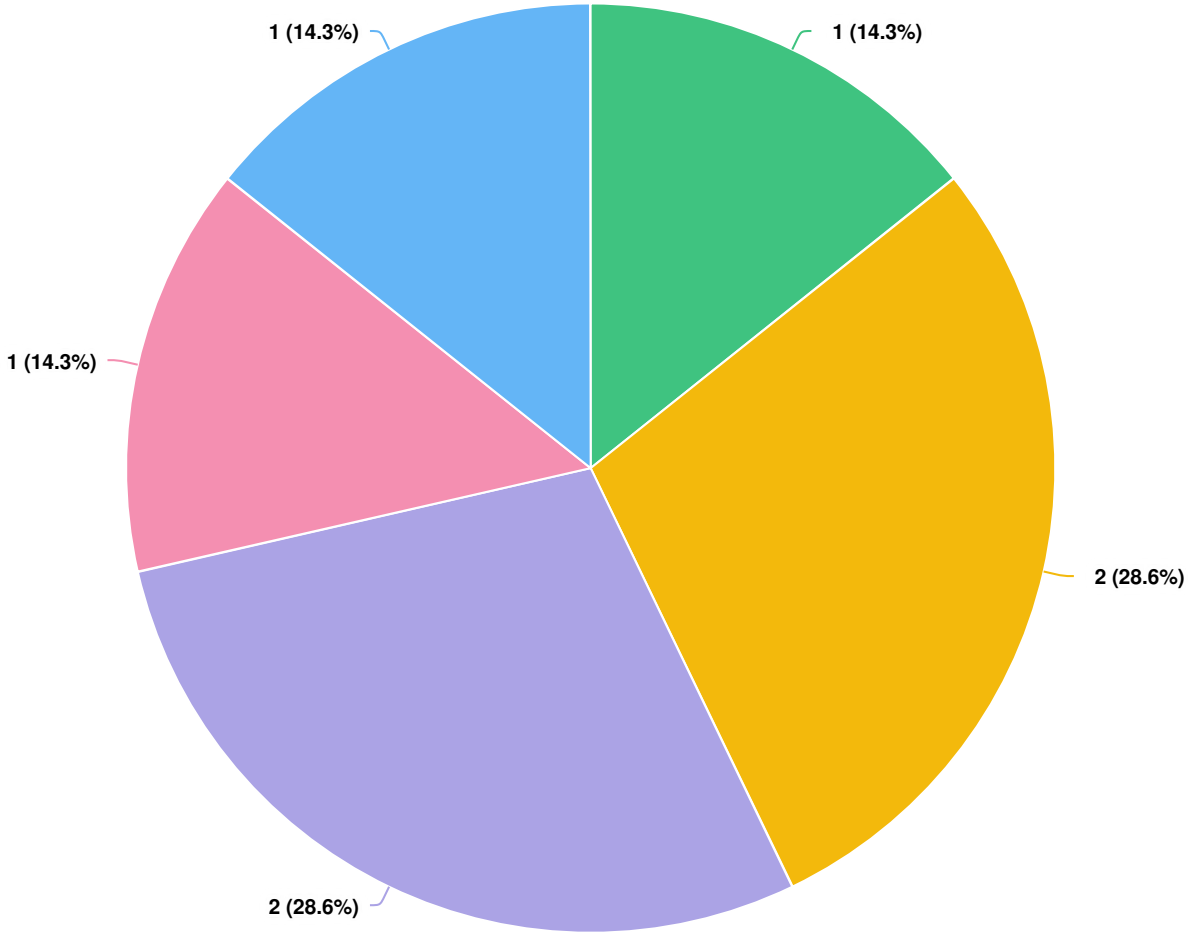
As you answered yes to Have you or a member of your family or someone you know had any problems regarding dog behaviour in Three Rivers in the past year was this related to any of the following (please select all that apply)



Optional question (4 response(s), 3 skipped)

Question type: Checkbox Question

Do you think that there is a problem with dogs being out of control in Three Rivers?



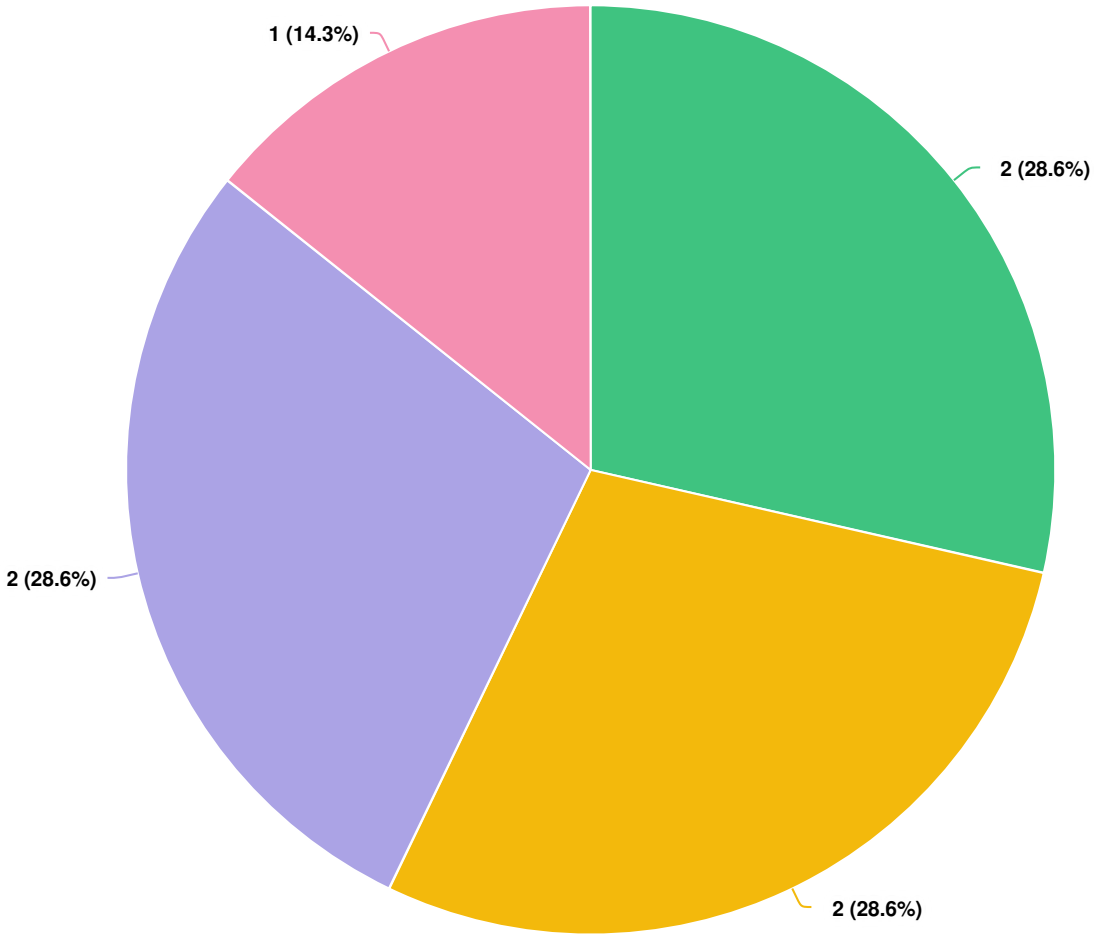
Question options

A very big problem | A fairly big problem | A fairly small problem | Not a problem | Don't know

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Do you think that dog mess is a problem in Three Rivers?



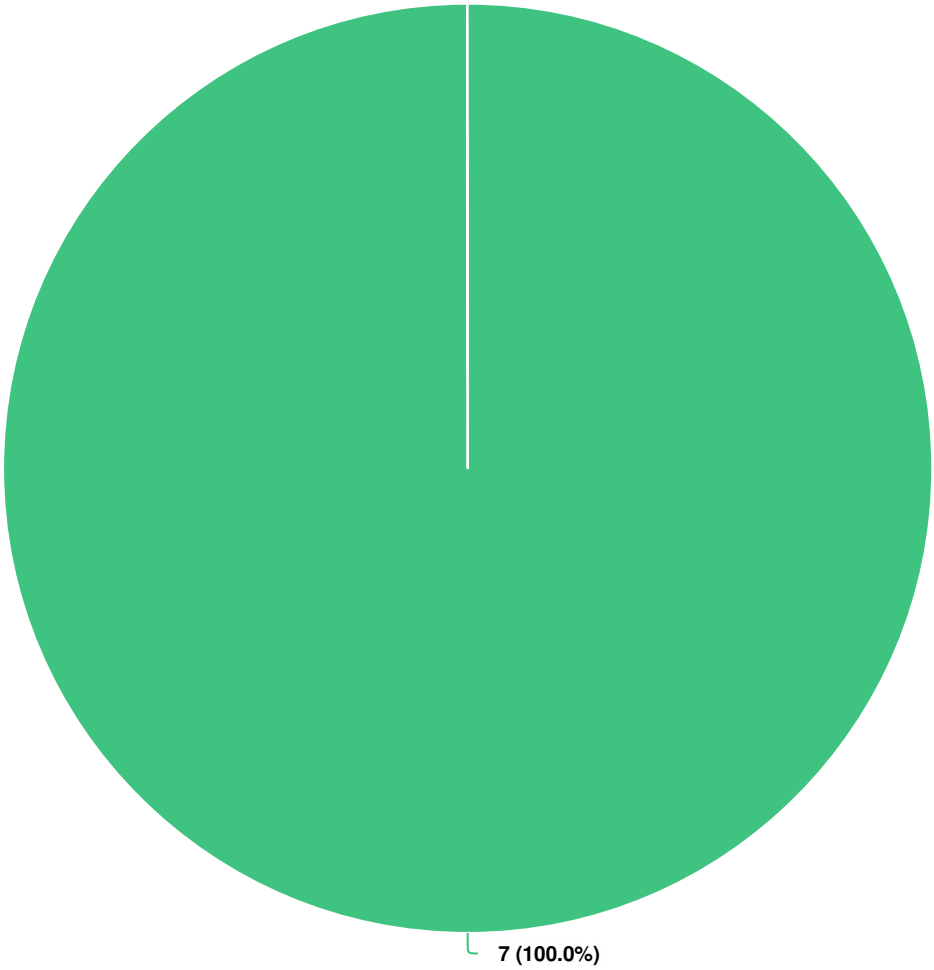
Question options

A very big problem
A fairly big problem
A fairly small problem
Not a problem

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Do you agree the following should be continued in Three Rivers A ‘dog fouling of land’ prohibition. Dog walkers must clean up after their dog.



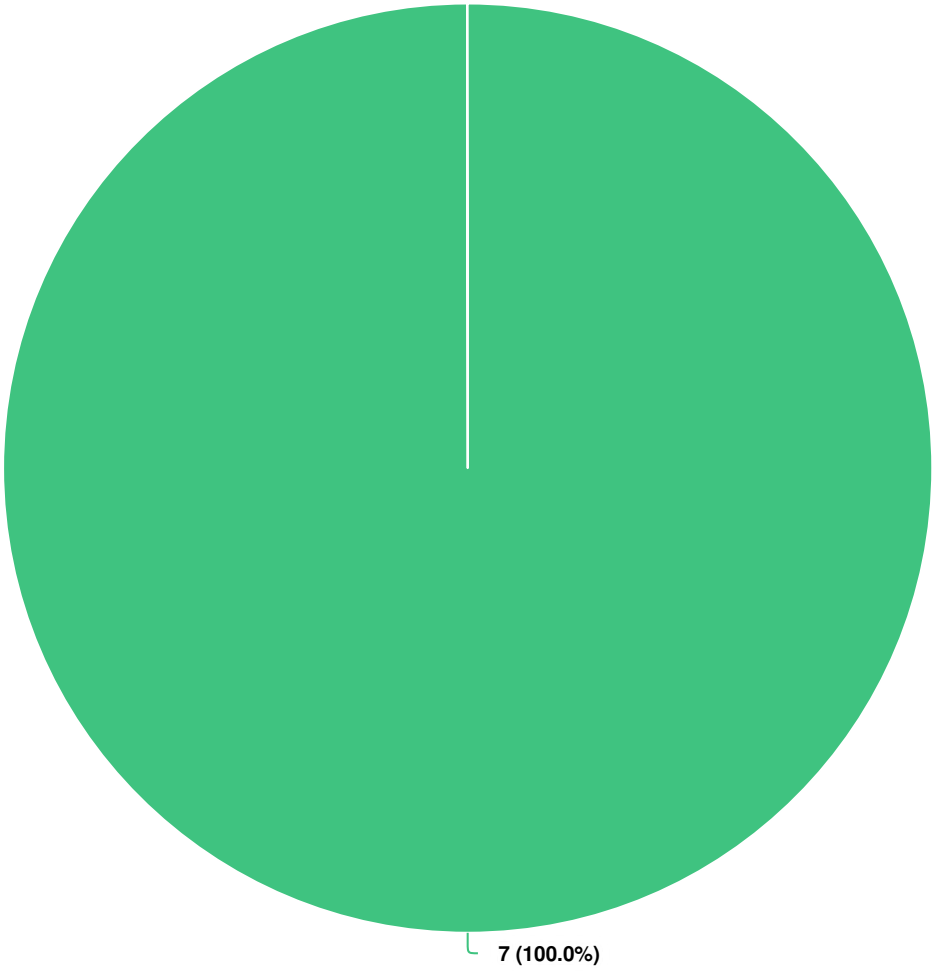
Question options

- Agree

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Do you agree the following should be continued in Three Rivers: A ‘dogs on leads by direction’ requirement (as detailed above)



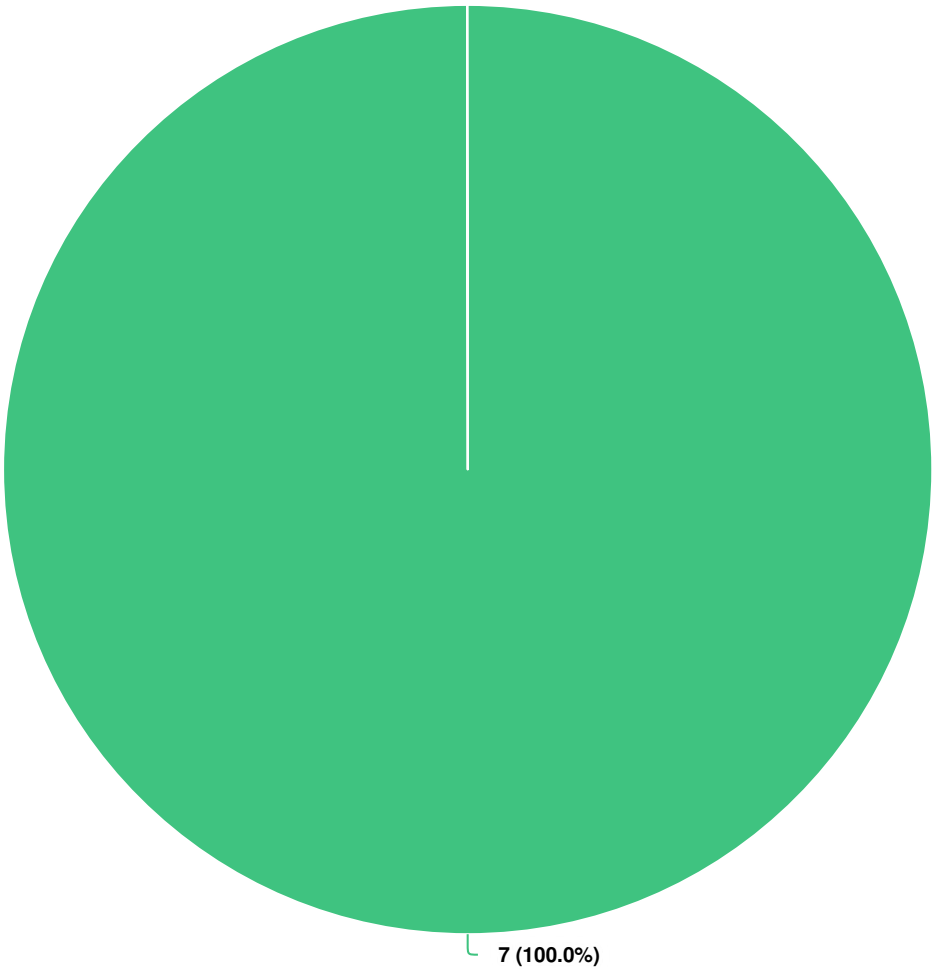
Question options

Agree

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Should the following be retained in Three Rivers: Dog exclusion: excluded from all gated children's play areas and sporting areas (such as multi use games areas (MUGA), tennis courts, bowling greens etc) in Three Rivers



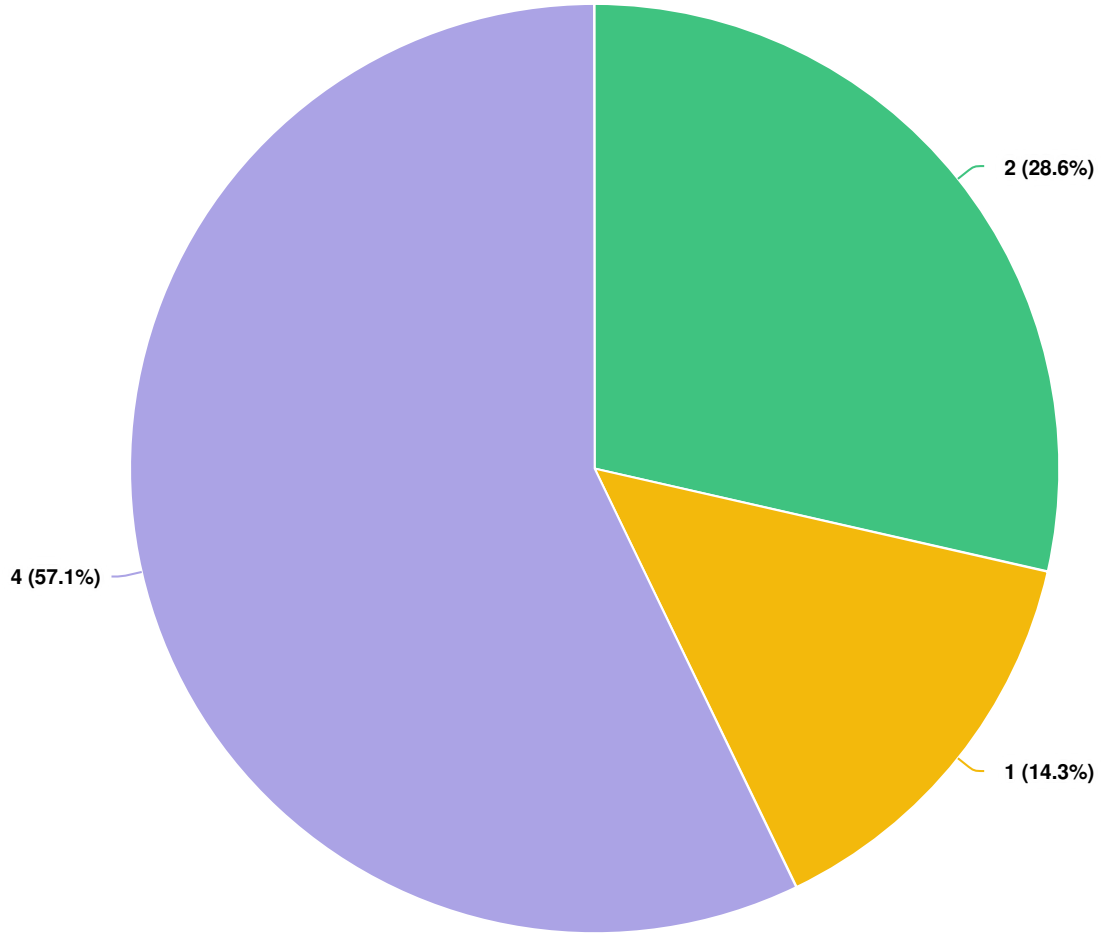
Question options

- Agree

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Should the following be introduced in Three Rivers: Dog exclusion: excluded from all areas of council land where and when active grazing is taking place - this would apply to the locations shown on the maps belowThe Withey BedsCroxley common Moor



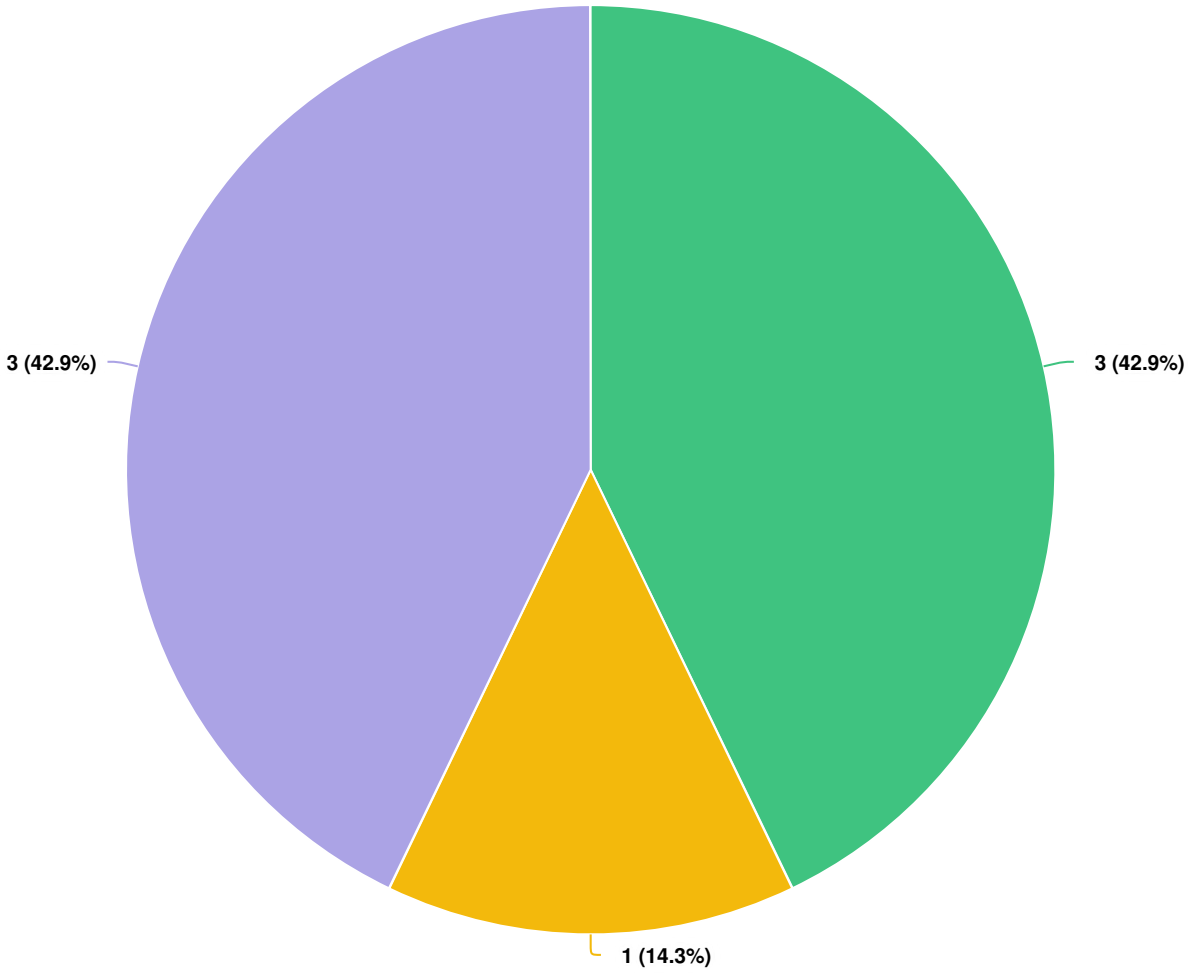
Question options

Yes No Don't know

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Should the following be introduced in Three Rivers: Dog exclusion: excluded from all ungated children's play areas and sporting areas in use (such as football and cricket pitches, outdoor gym areas) in Three Rivers



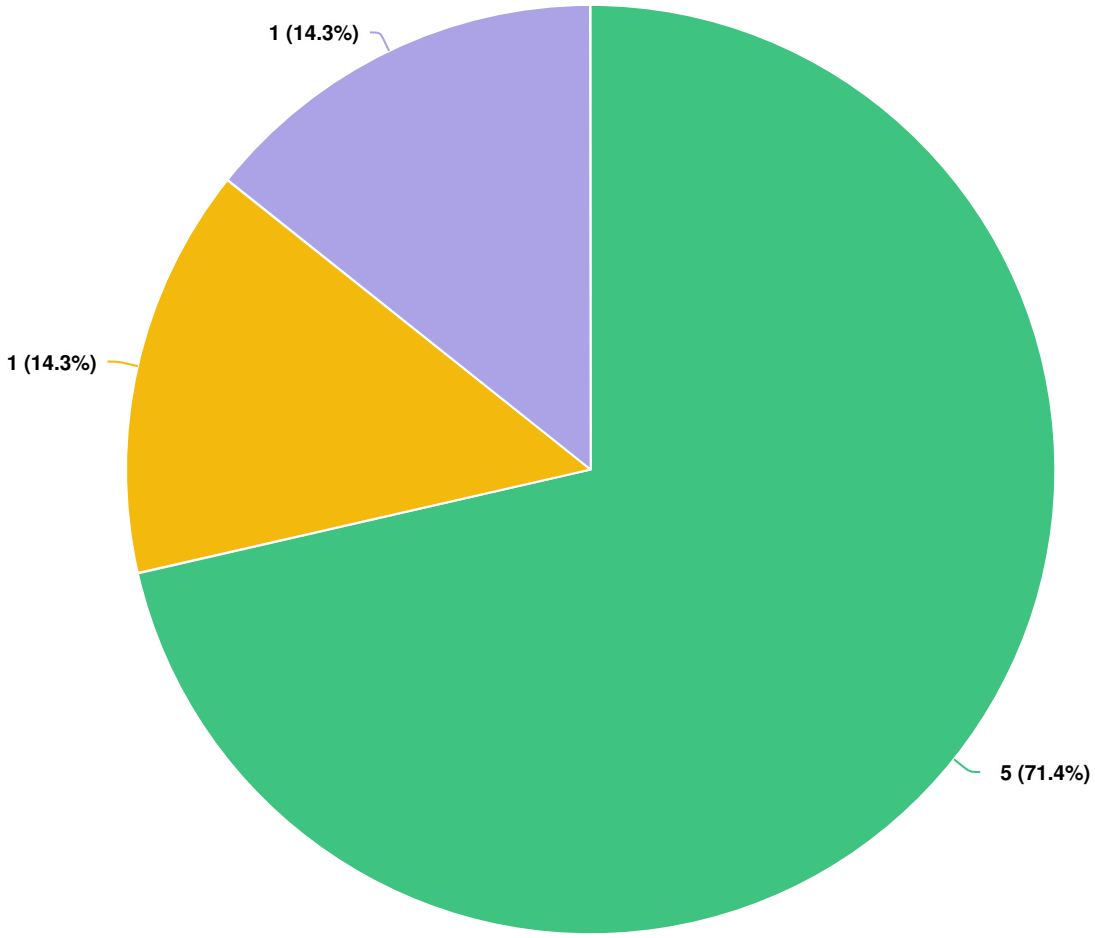
Question options

Yes No Don't know

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Should the following be retained in Three Rivers: Dogs must be kept on a lead in the area surrounding the Café in the Park in The Aquadrome, Rickmansworth, Hertfordshire. The area is shown edged in yellow on the map.



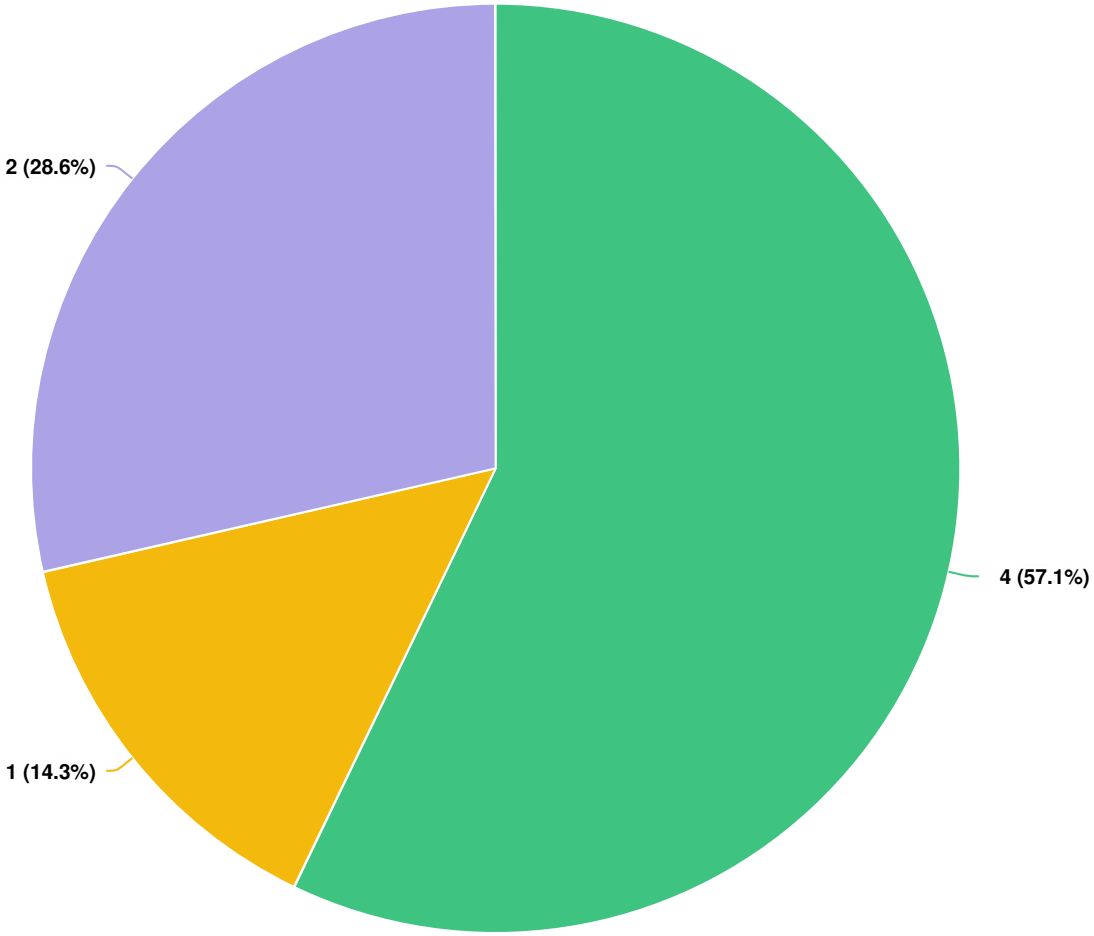
Question options

Yes No Don't know

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Should the following be retained in Three Rivers: Dogs must be kept on a lead in the area surrounding the Café in the Park in The Leavesden County Park , Hertfordshire.The area is shown edged in red on the map.



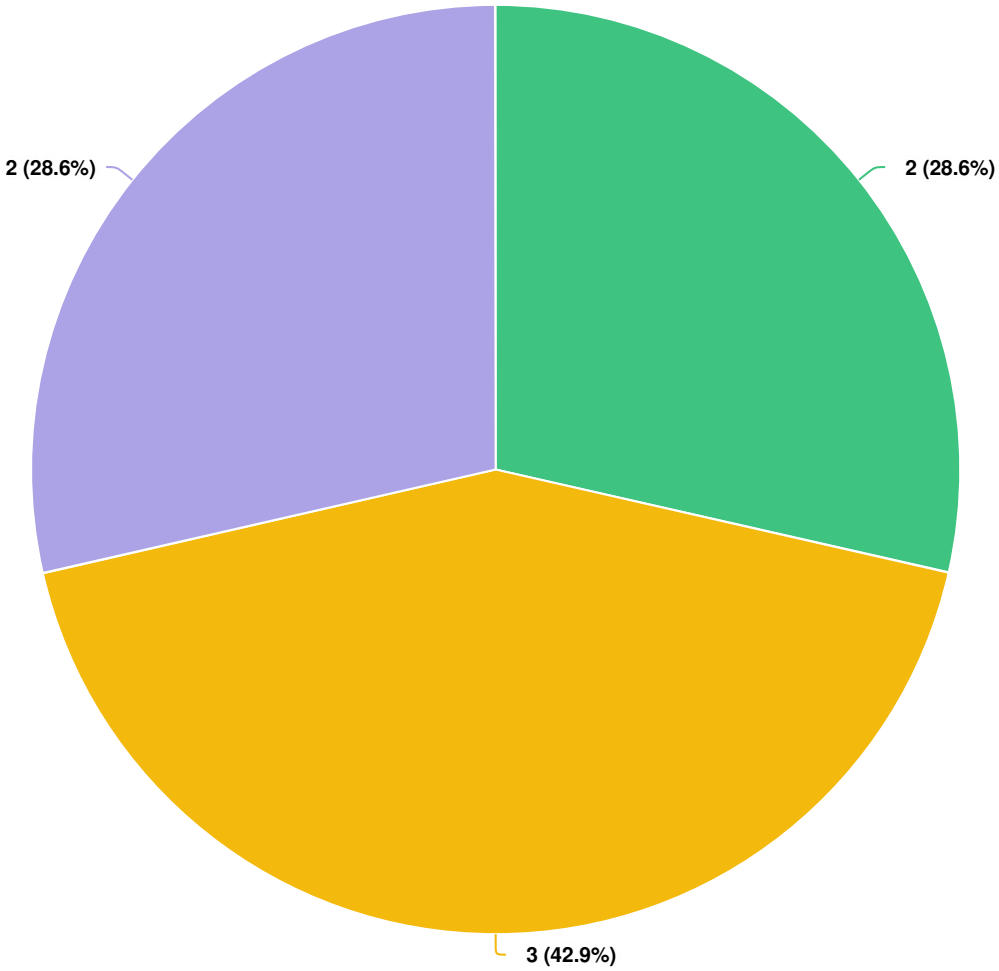
Question options

Yes No Don't know

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Should this be introduced in Three Rivers: Dogs must be kept on a lead within the entire site The Aquadrome, Rickmansworth, Hertfordshire. Please view map of area.



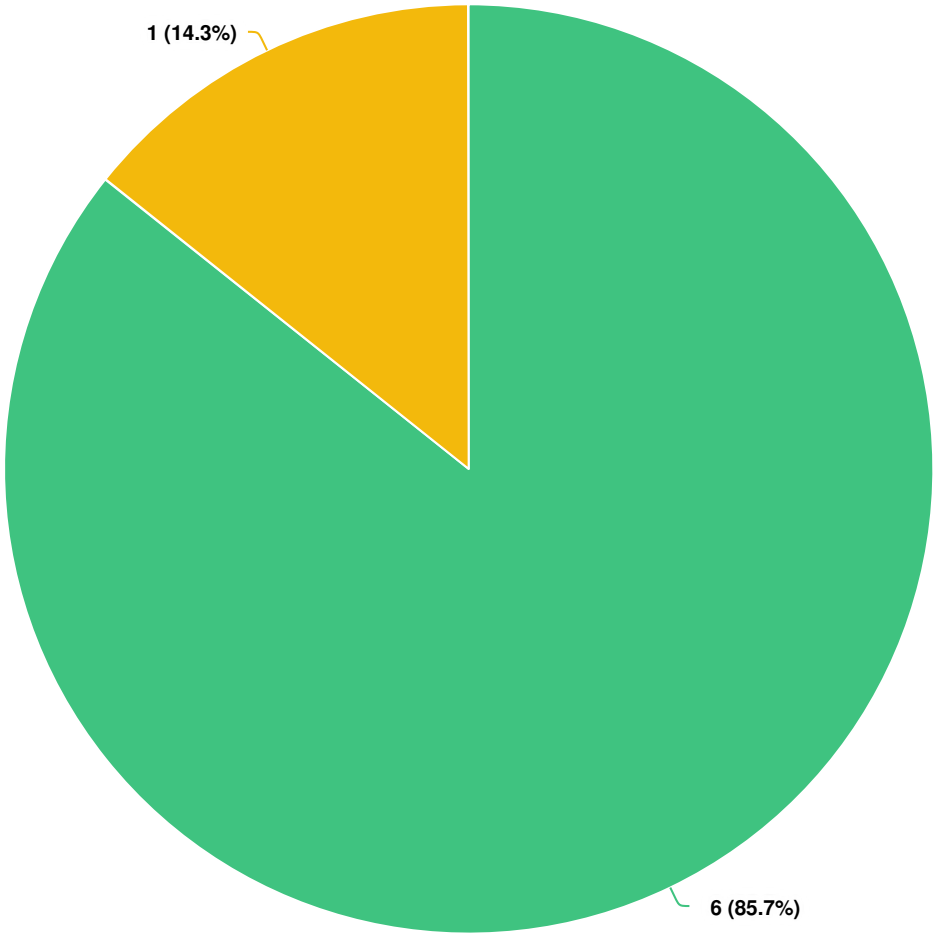
Question options

Yes No Don't know

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

A ‘maximum number of dogs’ requirement limiting the number of dogs one person can walk at a time to FOUR.



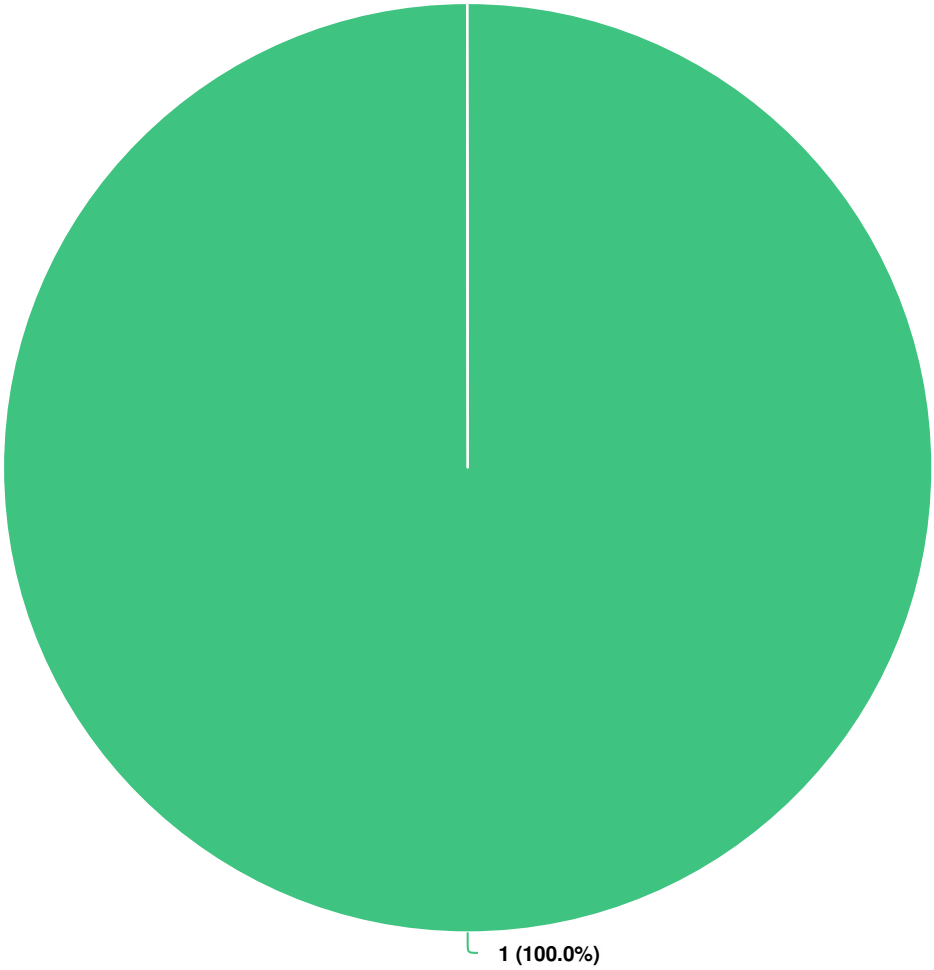
Question options

Yes No

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

As you do not agree, how many dogs do you think one person could be able to walk at one time?



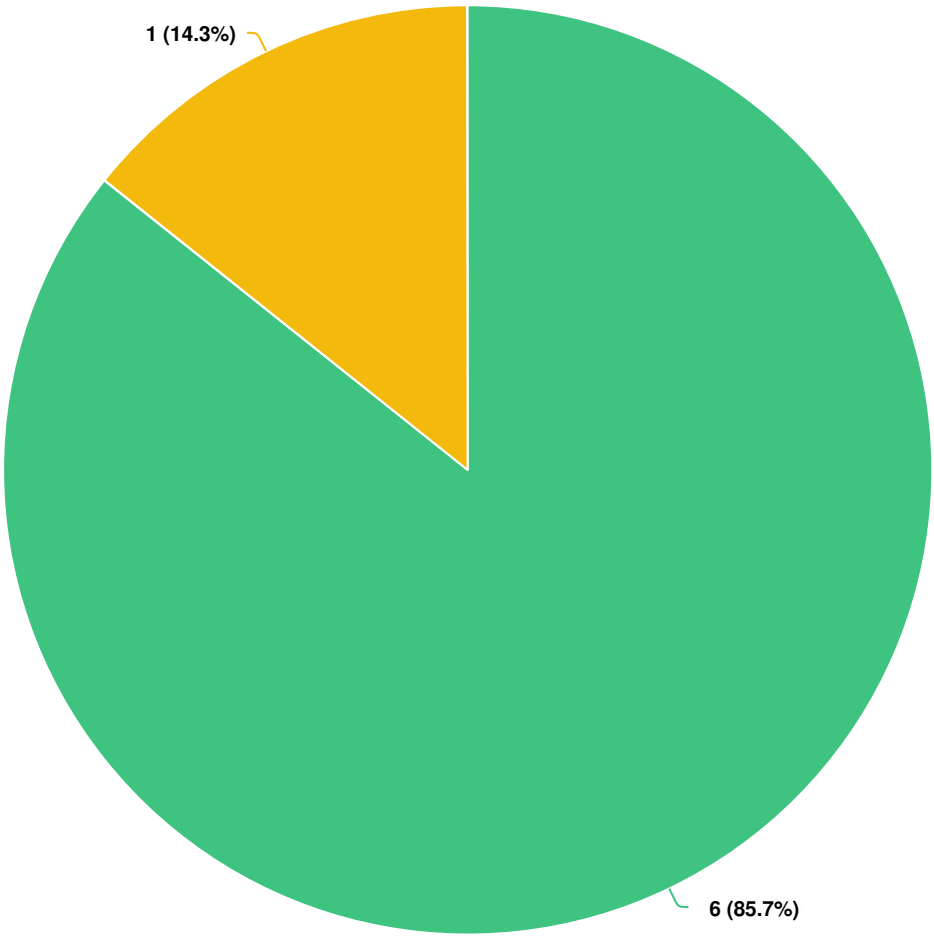
Question options

- Other (please specify)

Optional question (1 response(s), 6 skipped)

Question type: Radio Button Question

Do you think the proposals are proportionate?



Question options

Yes No

Optional question (7 response(s), 0 skipped)

Question type: Radio Button Question

Three Rivers District Council

Full Council Report

8 July 2025

THREE RIVERS DISTRICT COUNCIL

PART I

LOCAL PLAN – Regulation 18 Consultation Newly Submitted Sites and New Policies
(DoF)

1 Summary

1.1 This report seeks Members' approval of the Local Plan Regulation 18 Part Five: Newly Submitted Sites and New Policies consultation document (Appendix 1) to be consulted on in July/August 2025.

1.2 Inclusion in the consultation does not commit the Council to including the sites at Regulation 19 publication of the Local Plan.

1.3 36 new sites were submitted as a result of the call for sites exercise undertaken in January/February. 34 were residential sites and 2 employment sites (one of which was the data centre). These sites have been assessed through the Strategic Housing and Employment Land Availability Assessment (SHELAA) and are discussed later in the report. The SHELAA assessment forms can be viewed in Appendix 2.

1.4 **The Regulation 18 consultation will not be allocating sites, rather it is seeking views on the potential sites.**

2 Background

2.1 The Council undertook a call for sites exercise in January/February 2025. The 36 sites submitted through this process were reported to Members at the March Local Plan Sub-Committee.

2.2 Following Counsel advice Members agreed to undertake a further round of Regulation 18 consultation at the May Local Plan Sub-Committee. The sites for consultation were considered at the 10 June Local Plan Sub-Committee. The consultation document will then be ratified at Full Council on 8 July.

2.3 It was agreed that the Regulation 18 document would include newly submitted sites and new policies that hadn't previously been consulted on. The new policies include net zero policies, the Chiltern Beechwoods SAC policy, the Northwood Headquarters MOD policy, and the new standalone biodiversity policy. These policies have previously been agreed by the Local Plan Sub-Committee with some changes made since which will be set out in this report.

3 Sites

3.1 The Regulation 18 consultation document does not set out which sites the Council considers should be included at Regulation 19 publication stage. The sites will need to be considered against sites that have previously been consulted on before those formal decisions can be made.

3.2 There is also additional evidence work that needs to be completed before these decisions can be made such as the Green Belt Review and Transport Assessment.

3.3 There is also site specific evidence that needs to be completed to further inform the Strategic Housing and Employment Land Availability Assessment (SHELAA). The SHELAA is an iterative process and information gleaned from this consultation can inform the SHELAAs as we progress to Regulation 19 stage. Outstanding information includes Green Belt assessment, highways and access, flooding, landscape sensitivity and heritage impact.

3.4 As there is outstanding information in our site assessments no decisions have been made on the sites' suitability for development. Officers have categorised the sites into three categories: 'potentially suitable', 'some concerns' and 'significant concerns'.

3.5 As we complete evidence work and consider responses to this consultation sites will then be more clearly classified as being suitable or not and this will be used to inform decisions on the sites the Council is proposing for allocation in the Local Plan.

3.6 A key piece of outstanding evidence is the Green Belt Assessment currently being undertaken by the Council. As such, it has only been noted where sites are located within the Green Belt. Decisions regarding the impact on Green Belt will be informed by the Green Belt Assessment at Regulation 19 stage.

3.7 Site NCFS5 Land off Bedmond Road (a previously withdrawn housing site) was submitted for use as a data centre. This was before the Secretary of State had made their decision on the appeal on the refused planning application. As the Secretary of State decided to approve planning permission, this site is not being proposed to be consulted on as a site allocation. This is because it is already coming forwards and therefore does not need to be allocated.

3.8 Site NCFS33 was promoted by the leaseholder, however the landowner (TRDC) has no intention of bringing this site forwards. It is therefore considered unavailable for development. As such, this site will not be included in the consultation.

Sustainability Appraisal

3.9 The environmental, economic and social credentials of the development options and policies in the emerging Local Plan have been subject to a Sustainability Appraisal (SA), which is undertaken at various stages of the Local Plan process. The SA plays an important role in demonstrating that the Local Plan reflects sustainability objectives and has considered all reasonable alternatives. It incorporates the requirements of the Strategic Environmental Assessment (SEA) Directive.

3.10 As previously reported to the Local Plan Sub Committee there is a legal requirement for the Council to consider the Sustainability Appraisal when making decisions on both policies and sites to be allocated for development. Although there are no decisions being made on sites as such at this stage, a SA briefing note has been prepared to support this consultation. This can be viewed in appendix 3.

Access to Services

3.11 Each of the newly submitted sites has been individually assessed in terms of its accessibility to services. This has been achieved through an approximate distance measurement between potential housing sites and the location of the service. The distance measurement is taken from the centre point of the site,

assumes a flat terrain and direct route as a result of the difficulty in mapping these aspects. It is recognised that in reality this may not be the case and further work will be undertaken in terms of access to services and fed back into the Regulation 19 stage of the plan-making process.

3.12 In order to determine levels of access to services, the following distance thresholds[1] have been used between housing and services, under which the service may be considered accessible.

3.13 **Table 1: Accessibility ideal standards**:[2]

Service	Distance Threshold
Stations	800m – 1600m
Primary Schools	400m - 800m
Secondary Schools	1600m - 3200m
GP Surgeries	800m – 1600m
Convenience shops	800m - 1600m
Open Spaces	400m – 800m
Convenience shops	800m – 1600m
Open Spaces	400m – 800m

3.14 Details of the distances and/or thresholds to existing services, have been provided in the site summaries.

3.15 In the consideration of sites, Members should take account of the infrastructure and services that are proposed to be provided on site as well as the accessibility to existing services.[3]

Initial Site Assessments

3.16 The SHELAA assessments for the sites are contained in the appendices to this report (Appendix 2). The previous Green Belt Reviews, SHELAA methodology and other evidence base studies were published alongside the previous Regulation 18 consultations and are available to view on the Council's website at:

https://www.threerivers.gov.uk/services/planning/planning-policy/new-local-plan#Evidence%20base

3.17 Table 2 below sets out all the sites that were submitted through the call for sites earlier this year. This includes the initial classification based on the information we have at this stage. These sites are all set out in the Regulation 18 consultation document (Appendix 1) as no decision is being made at this stage

[1] As was the case for the 2021 and 2023 Regulation 18 consultations, the distance thresholds are based on Three Rivers Access to Services Study 2007, Barton, H. et al (1995), Sustainable Settlements: a guide for planners, designers and developers, UWE, Bristol and DETR (2001) PPG13: Transport, HMSO, London

[2] Important facilities to which people can usually be expected to walk to should be a maximum of 400m away. Local facilities which are ideally accessible by foot should be a maximum of 800m away.
Local facilities to which it is not reasonable to expect all people to walk to, but which could be walked to by those who choose should be a maximum of 1600m away. Facilities which are less local but should be within cycling distance should preferably be within 5000m, and no more than 8000m away.

[3] A site that is outside the accessibility thresholds of an existing service/facility may be capable of providing that service/facility on site.

on whether these sites will come forwards or not. We are asking on views on these sites that will help inform future decisions.

Table 2: Sites submitted through call for sites

Site Ref.	Site Name	Initial Classification	Dwellings
NCFS1	Chequers House, Chequers Lane	Signifcant concerns	147
NCFS2	Fortune Farm, High Elms Lane	Signifcant concerns	142
NCFS3	The Old Dairy, Chequers Lane	Signifcant concerns	35
NCFS4	High Elms Manor	Signifcant concerns	35
NCFS5	Land off Bedmond Road (Data Centre)	N/A – existing planning permission	N/A
NCFS6	Land to the east of Watford Road	Some concerns	333
NCFS7	HCC Waterdell, Bricket Wood	Significant concerns	63
NCFS8	Land off St Albans Lane, Bedmond	Significant concerns	56
NCFS9	Land to the north-west of Woodstock, Bedmond	Significant concerns	20
NCFS10	Great Westwood	Significant concerns	455
NCFS11	Grange Wood, Carpenders Park	Potentially suitable	49
NCFS12	Land East of Oxhey Lane, Carpenders Park	Some concerns	381
NCFS13	Catlips Farm	Significant concerns	440
NCFS14	Land at Homefield Road, Chorleywood	Significant concerns	10
NCFS15	HCC Chorleywood Library	Potentially suitable	5
NCFS16	Land at Stag Lane	Significant concerns	23
NCFS17	North Hill Farm	Some concerns	57
NCFS18	Land to the East of Sarratt Lane	Signifcant concerns	32
NCFS19	Land adjacent to 60 Harthall Lane	Significant concerns	35
NCFS20	Lonsdale, Hyde Lane	Some concerns	10
NCFS21	Land south of Scots Hill	Potentially suitable	30
NCFS22	Nine of Herts Golf Club and surrounding land	Significant concerns	980
NCFS23	Primrose Lodge, London Road	Significant concerns	27
NCFS24	The Island, Rickmansworth	Significant concerns	16
NCFS25	The Vicarage, Rickmansworth	Significant concerns	9
NCFS26	HCC Meresworth, Rickmansworth	Potentially suitable	12
NCFS27	Green End Farm, Sarratt	Some concerns	39
NCFS28	Ravenswood, Sarratt	Some concerns	18
NCFS29	New Model Farm, Sarratt	Significant concerns	110
NCFS30	Sarratt Lodge, Sarratt Green	Significant concerns	8

NCFS31	Land to the South-East of Poles Hill	Significant concerns	102
NCFS32	Land to the southwest of Bragmans Lane	Significant concerns	122
NCFS33	Oxhey Park Golf Centre, Prestwick Road	Unavailable	200
NCFS34	HCC Pinewood Lodge, South Oxhey	Potentially suitable	18
NCFS35	Land south of Chalfont Lane (Employment)	Significant concerns	N/A
NCFS36	Land North of Little Green Lane	Significant concerns	35

Timeline

3.18 The timeline for the consultation is as follows:

23 June – P&R to agree Regulation 18 document

8 July – Full Council to ratify Regulation 18 document

14 July to 24 August (provisional) – Undertake Regulation 18 consultation

4 Policies

4.1 The Regulation 18 consultation document includes 8 policies that have not previously been consulted on. These cover biodiversity, the Chiltern Beechwoods Special Area of Conservation (SAC), the Northwood Headquarters MOD site and five net zero policies.

4.2 These policies have all been previously reported to the Local Plan Sub-Committee and agreed to progress to Policy and Resources Committee. There have been some changes made to these policies since Local Plan Sub-Committee and these changes will be set out in the coming paragraphs.

Biodiversity

4.3 Biodiversity is an integral part of the character of Three Rivers and contributes to the high quality of life in the area. The District supports a variety of wildlife in habitats as diverse as wetlands, woodlands, grasslands, orchards, heathlands and urban gardens. Conserving and enhancing the diversity of wildlife and habitats in Three Rivers forms part of the Council's strategic objectives.

4.4 National policy states that the planning system should contribute to and enhance the natural and local environment by minimising impacts on biodiversity and providing net gains in biodiversity. The National Planning Policy Framework requires local authorities to identify, map and safeguard components of local wildlife-rich habitats and wider ecological networks; and promote the conservation, restoration and enhancement of important habitats and species. Further, it requires that appropriate weight is given not only to protected sites but also to protected features of biodiversity and geological interest in the wider environment.

4.5 The policy is split into two sections. The first section of the policy relates to Biodiversity Net Gain (BNG). The Environment Act 2021 requires that all

applicable development shall deliver a net gain of at least 10% against the ecological baseline. Net gain is measured using DEFRA's Statutory Biodiversity Metric, which quantifies the value of biodiversity in terms of the habitats present and those proposed to be created and/or enhanced. The policy sets out that BNG should be delivered using a biodiversity gain hierarchy and that BNG will be secured for a period of at least 30 years via planning conditions, legal agreements and conservation covenants as appropriate. It must be noted that BNG is a legal requirement for relevant development as set out in Environment Act 2021 and as such is not necessarily required to form part of Local Plan Policy. However, it is considered appropriate to include BNG within the wider biodiversity policy to clarify what the Council expects with regards to BNG.

4.6 The second section of the policy relates to the protection and enhancement of existing biodiversity and references the hierarchy of protected sites, the protection of such sites, that proposals should further the aims of the Local Nature Recovery Strategy (LNRS) and that proposals should seek to conserve, restore and enhance protected species not addressed by net gain and reduce fragmentation by enhancing the connectivity of their populations and supporting habitats, and promote the functionality of other green infrastructure.

4.7 Since agreement at Local Plan Sub-Committee the following changes have been made to the policy. In policy paragraph 3 reference to biodiversity gain plans was strengthened. In policy paragraph 7 the word 'public' was added before benefits. In policy paragraph 8 the word 'specific' was added before location and the word 'clearly' was added before outweighs. Reference to ecological survey and assessments was added to policy paragraph 12. Reference to blue infrastructure was added to the reasoned justification.

<u>Chiltern Beechwoods Special Area of Conservation (SAC)</u>

4.8 Dacorum Borough Council commissioned visitor surveys at the Chiltern Beechwoods SAC as part of their Local Plan preparation. The footprint Ecology Report found that the site is being heavily damaged by visitor pressure and identified concerns around the cumulative impact of residential development.

4.9 The report identified a 12.6km Zone of Influence (ZOI). As a result, large developments in the ZOI will be required to produce a Habitat Regulations Assessment and may be required to provide mitigation measures.

4.10 Although part of Three Rivers falls within the ZOI it was not included in the 'strategic solution' by Natural England as less than 2% of visitors to the SAC were from Three Rivers.

4.11 Natural England responded to our Regulation 18 Additional Sites for Potential Allocation consultation. A key mitigation measure they require is the provision of Suitable Alternative Natural Greenspace (SANG). Any SANG would need to be sufficient size/quality to divert visitors away from the Chiltern Beechwoods and create a semi-natural experience. SANGs must have the following:

- Adequate parking for visitors, unless the site is intended for local use (within 400m walk of developments linked to it).

- Possible to complete a circular walk of 2.3 to 2.5km around the SANG.
- SANG must be designed so that they are perceived as safe by users; they must not have tree and scrub cover along parts of the walking routes.
- Paths must be easily used and well maintained but most should remain unsurfaced to avoid an urban feel.
- SANG must be semi-natural spaces with little intrusion of artificial structures.

4.12 The draft Chiltern Beechwoods SAC policy has been prepared in consultation with Natural England who are satisfied with the wording provided. Only minor changes have been made to the policy since it was reported to the Local Plan Sub-Committee to simplify paragraph one and make it clearer.

Northwood Headquarters (MOD)

4.13 National Planning Policy (NPPF 2024 paragraph 102b) requires planning policies to take into account defence requirements by recognising and supporting development required for operational defence and security purposes and ensuring that operational sites are not affected adversely by the impact of other development proposed in the area.

4.14 Following a representation from the Defence Infrastructure Organisation (MOD) on behalf of the Secretary of State for Defence a new policy was proposed in relation to the MOD Northwood Site which they identify as a significant defence asset where additional development is envisaged to support National Security needs.

4.15 Therefore, a new policy was proposed to meet national planning policy guidance, to support operational development of the site, to ensure that development proposals in proximity of the MOD Northwood site will not lead to the need for mitigation from MOD activities and also recognising the MOD's commitment to reduce its built estate in the future which may result in brownfield sites becoming available.

Net Zero Policies

4.16 Net zero carbon local plan policies are needed due to the Council's carbon reduction commitments. This is to become a carbon neutral district by 2045 and to reduce emissions in the district by 14% annually from 2023 to 2027.

4.17 Methods to reach these commitments include encouraging developers to adapt net zero standards, as well as, requiring BREEAM 'Excellent' minimum standards in major non-residential developments, implementing a decarbonisation action plan for residential properties and support residents and businesses to reduce their energy use and improve the efficiency of their homes and buildings.

4.18 However, there are gaps in national regulation in achieving net zero emissions. Current building regulations do not deliver net zero carbon buildings or low-

enough space heat demand (not even the Future Homes Standard). The government's net zero strategy has been found unlawfully insufficient.

4.19 The Written Ministerial Statement (WMS) in December 2023 states *"Planning policies that propose local energy efficiency standards that go beyond current or planned building regulations should be rejected at examination if they do not have a well-reasoned and robustly costed rationale that ensures:*

- *Development remains viable and impact on housing supply and affordability is considered in accordance with the NPPF*
- *Additional requirement is expressed as a percentage uplift of a dwelling's Target Emissions Rate (TER) calculated using a specified version of the Standard Assessment Procedure (SAP)*

Where policies go beyond current/planned building regulations, policies should be applied flexibly… Where the applicant can demonstrate that meeting higher standards is not technically feasible, in relation to the appropriate local energy infrastructure and access to adequate supply chains."

4.20 Inspectors will expect local policy to be consistent with the WMS (as per NPPF tests of soundness). This means that the policies are designed around percentage improvements on building regulations metrics and use a percentage improvement on SAP/SBEM. The Passivhaus Planning Package (PHPP) is also used for those applicants who are using more accurate methods of calculation.

4.21 These policies were prepared in conjunction with external consultants that are experts in this field. Following these policies being reported to the Local Plan Sub-Committee, officers have worked together with the external consultants to address member concerns, and a further review by officers and the consultants to improve clarity and implementation has resulted in the subsequent changes.

4.22 The changes mainly relate to policies XA- Net Zero Operational Carbon in New Build Residential Development, XB- Net Zero Operational Carbon in non-residential development and XC- Climate-adapted Design and Construction.

4.23 In relation to policy XA, instead of including the unit price of offsetting in section A4, as this will change over time, an explanation of how it will be calculated has replaced the unit cost in the policy. The unit cost has been left in the supporting text under the Offsetting Calculation as the current cost as an example. The other main change to this policy is the Smart Energy System- section A6, that has summarised requirements to avoid repetition of A3- On-site renewable energy. In line with member concerns, we have also reduced the threshold of Post-Occupancy Evaluation (A7) monitoring of energy use and generation from 100 units to 50 units. Because policy XB mirrors elements of XA, as it is the non-residential comparable policy, changes have been made where relevant to reflect policy XA.

4.24 The changes in policy XC are mainly related to the concerns of capturing all, or a greater range of development, and stipulating some elements would require compliance i.e. 'must' rather than 'should'. Subsequently, the changes are minor in wording, but run through the policy. For example, C3-Cooling Hierarchy, has become **All** development **must** show how designs have optimised the internal and solar heat gains balance...instead of **New** development **should** show how designs have optimised the internal and solar heat gains balance....

4.25 Policies XD 'Embodied Carbon and Minimising Waste' and XE 'Reducing Carbon Emissions in Existing Buildings' have had more limited amendments, but XD lowers the threshold of limiting embodied carbon in line with industry standards, from 100 to 50 dwellings. Also, there was an error in D5 Embodied Carbon in Non-Major Development where 'less than' has been changed to 'more than' regarding non-residential floorspace, to be consistent with the rest of the paragraph. XE only amends 'house' to 'whole building' to reflect a wider definition when upgrading historic buildings, in section E3 'Adapting Heritage Assets to Climate Change.'

5 Policy/Budget Reference and Implications

5.1 The recommendations in this report are within the Council's agreed policy and budgets.

6 Financial, Legal, Staffing, Equal Opportunities, Environmental, Community Safety, Public Health, Customer Services Centre, Communications & Website, Risk Management and Health & Safety Implications

None specific.

7 Financial Implications

None specific.

8 Legal Implications

8.1 None specific.

9 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 subject of this report is covered by the Planning Policy and Conservation 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** *(tolerate, treat terminate, transfer)*	**Risk Rating** *(combination of likelihood and impact)*
Failure/Delay in delivering Local Plan	Increase in speculative planning applications	Local Development Scheme	tolerate	6
Local Plan found 'unsound' at examination	Main modifications may be required which will result	Ensure that the Local Plan is evidenced based and	tolerate	6

	in an extended examination and costs and/or the Plan may have to be withdrawn.	justified		

9.3 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.

Likelihood				
Very Likely	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
Remote	Low 1	Low 2	Low 3	Low 4
	Impact			
	Low ----------►			Unacceptable

Impact Score	Likelihood Score
4 (Catastrophic)	4 (Very Likely (≥80%))
3 (Critical)	3 (Likely (21-79%))
2 (Significant)	2 (Unlikely (6-20%))
1 (Marginal)	1 (Remote (≤5%))

9.4 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.

10 Recommendation

10.1 That Full Council:

- Approves the Regulation 18 Consultation document in Appendix 1 to this report
- Grants delegated authority to the Head of Planning Policy and Conservation in consultation with the Lead Member for the Local Plan to make any minor changes that are required prior to the documents being published for consultation.

Report prepared by: Marko Kalik, Head of Planning Policy and Conservation

Appendices

Appendix 1 – Regulation 18 Document
Appendix 2 – SHELAA forms
Appendix 3 – Draft Sustainability Appraisal Briefing note
Appendix 4 – Access to Services information

Background Papers

National Planning Policy Framework (2024)
Planning Practice Guidance
Core Strategy (2011)
Green Belt Review Strategic Analysis (Stage 1) (2017)
Stage 2 Green Belt Assessment (2019)
Regulation 18 Part 1: Preferred Policy Options (2021)
Regulation 18 Part 2: Sites for Potential Allocation (2021)
Regulation 18 Part 3: Additional Sites for Potential Allocation (2023)
Regulation 18 Part 4: Lower Housing Growth Option (2023)
Potential Sites consultation (2018)
Regulation 18 Issues & Options consultation (2017)
Levelling-up and Regeneration Bill: reforms to national planning policy (2022)
Strategic Housing & Employment Land Availability Assessment (2020)
Strategic Housing & Employment Land Availability Assessment Addendum (2023)
Urban Capacity Study (2020)

THREE RIVERS DISTRICT COUNCIL

This page is intentionally left blank

Local Plan Regulation 18

Newly Submitted Sites and New Policies

July 2025

INTENTIONALLY BLANK

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

Insert foreword

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 next year.

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

You can send representations in the following ways:

Online at: xxxxxxxx

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

The consultation period starts on XX July 2025 and runs for a period of six weeks, ending at 5pm on XX August 2025.

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 publicly 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 be based solely 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.

If you need this information in large print, braille or another format call 01923 776611 Minicom 01923 727303

If you would like this information translated into another language please contact Three Rivers District Council on 01923 776611

[illegible]	ہم یہ معلومات آپ کی زبان میں سننا چاہتے ہیں تو براہ مہربانی تھری ریورز ڈسٹرکٹ کونسل کی طرف سے مہیا کی جارہی ہیں ان کے بارے میں آپ کی رائے جاننا چاہتے ہیں۔ اگر آپ ان معلومات کو بنگالی، گجراتی، ہندی، اردو یا کسی اور زبان میں سننا چاہتے ہیں تو براہ مہربانی ہمیں بتائیے۔
स्थानीय क्षेत्र और काउंसिल द्वारा दी जाने वाली सेवाओं के बारे में हम आपकी राय जानना चाहते हैं। यह जानकारी यदि आपको बंगाली, गुजराती, हिन्दी, उर्दू या किसी अन्य भाषा में अनुवाद करानी हो तो कृपया संपर्क करें:	સ્થાનિક વિસ્તાર અને કાઉન્સિલ દ્વારા પુરી પડાતી સેવાઓ વિશે અમારે તમારા અભિપ્રાય જાણવા છે. જો આ માહિતી તમારે બંગાળી, ગુજરાતી, હિન્દી, ઉર્દુ અથવા બીજી કોઈ ભાષામાં મેળવવી હોય તો મહેરબાની કરી સંપર્ક કરોઃ

This information is also available on our website at www.threerivers.gov.uk

Contents

1. Introduction 8
2. New Sites Under Consideration Explanatory Text 14
3. New Sites for Potential Allocation: Housing 19
Abbots Langley/Hunton Bridge 22
NCFS1: Chequers House, Chequers Lane 22
NCFS2: Fortunes Farm 23
NCFS3: The Old Dairy, Chequers Lane 24
NCFS4: High Elms Manor 25
NCFS6: Land to the East of Watford Road 26
Bedmond 27
NCFS8: Land off St Albans Lane 27
NCFS9: Land to the North-West of Woodstock 28
Belsize 29
NCFS31: Land to the South-East of Poles Hill 29
NCFS32: Land to the South-West of Bragmans Lane 30
Bricket Wood 31
NCFS7: Waterdell 31
Bucks Hill/Langleybury 32
NCFS10: Great Westwood Equestrian Park 32
Carpenders Park 33
NCFS11: Grange Wood 33
NCFS12: Land East of Oxhey Lane 34
Chorleywood 35
NCFS13: Catlips Farm 35
NCFS14: Land at Homefield Road 36
NCFS15: Chorleywood Library 37
NCFS16: Land at Stag Lane 38
NCFS17: North Hill Farm 39
Croxley Green 40
NCFS21: Land South of Scots Hill 40
NCFS36: Land North of Little Green Lane 41
Kings Langley 42
NCFS19: Land Adjacent to 60 Harthall Lane 42
NCFS20: Lonsdale, Hyde Lane 43

Loudwater 44
NCFS18: Land to the East of Sarratt Lane 44
Rickmansworth 45
NCFS22: Nine of Herts Golf Club 45
NCFS23: Primrose Lodge, London Road 46
NCFS24: The Island, land off Church Street 47
NCFS25: The Vicarage, Bury Lane 48
NCFS26: Meresworth Care Home, Field Way 49
Sarratt 50
NCFS27: Green End Farm 50
NCFS28: Ravenswood 51
NCFS29: New Model Farm 52
NCFS30: Sarratt Lodge 53
South Oxhey 54
NCFS34: Pinewood Lodge 54
5. New Sites for Potential Allocation: Employment 55
West Hyde 55
NCFS35: Land South of Chalfont Lane 55
4. Additional Policy Options 56
Biodiversity 56
Chiltern Beechwoods Special Area of Conservation (SAC) 63
Northwood Headquarters (MOD) 64
Net Zero 65
X A – Net Zero Operational Carbon in New Residential Development 65
X B – Net Zero Operational Carbon in New Build Non-Residential Development 72
X C – Climate-adapted Design and Construction 76
X D – Embodied Carbon and Waste 79
X E – Reducing Carbon Emissions in Existing Buildings 82

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, December 2024). 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) all 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 (including by making effective use of land in urban areas) 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 this 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 area7; or*
> *ii. any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole.*

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 sites specified by the NPPF) and/or designated as Sites of Special Scientific Interest; land designated as Green Belt, Local Green Space, a National Landscape, a National Park or defined as Heritage Coast; irreplaceable habitats; designated heritage assets (and other heritage assets or archaeological interest specified by the NPPF); and areas at risk of flooding or coastal change.

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 National Landscape.

Arriving at Additional Policy Options and New Sites Under Consideration

1.6. In arriving at the Additional Policy Options and New Sites for Potential Allocation 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)
  - Three Rivers' Preferred Local Plan Lower Housing Growth Option Protecting More Green Belt Land (2023)
  - New Call for Sites (2025)

  Further details of these consultations are available on our website.
- 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.

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

- Strategic Housing & Employment Land Availability Assessment (SHELAA)
- 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

The Evidence Base can be viewed at:
https://www.threerivers.gov.uk/services/planning/planning-policy/new-local-plan#Evidence%20base

Sustainability Appraisal

1.8. 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.

1.9. 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 Appraisal[1] 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

1.10. 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 2025 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.

1.11. 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.

1.12. 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

[1] Including additional Sustainability Appraisal Working Notes as we continue to consider options and alternatives.

continue to be considered against the appropriate policies in the Local Plan and any other material considerations.

1.13. The SHELAA was completed in 2020 informing the Regulation 18 Part 1 Preferred Policy Options and Part 2 Sites for Potential Allocation consultation (2021). Addendums to the SHELAA were produced in support of the Regulation 18 Part 3 Additional Sites for Potential Allocation consultation (2023) and subsequent Part 4 Three Rivers' Preferred Local Plan Lower Housing Growth Option Protecting More Green Belt Land (2023).

1.14. Prior to this Part 5 consultation, an additional Call for Sites exercise was undertaken (January 2025) for new sites/sites with boundary changes to provide an updated position on land availability.

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 Council is still undertaking evidence work on the newly submitted sites, and as such the SHELAA site assessments still need additional information. The SHELAAs therefore have not yet determined whether sites are suitable or deliverable/developable at this stage.

1.17. The additional site-specific supporting evidence that will be added to the SHELAAs following the consultation are as follows:

- Green Belt Assessment
- Highways and access
- Landscape Sensitivity Assessments
- Heritage Impact Assessments
- Flood Risk Assessments

1.18. Following an initial assessment, the Council has set the suitability of sites into three categories. Those sites that are considered 'potentially suitable', where the Council has 'some concerns' and where the Council has 'significant concerns'.

1.19. The SHELAA report and site assessments can be viewed on the evidence base page on the Council's website.

Scope of this Consultation

1.20. 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.

1.21. 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 these parts 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 viewed on the Council's website at: https://www.threerivers.gov.uk/services/planning/planning-policy/new-local-plan.

1.22. 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.

1.23. Finally, in late 2023, the Council undertook a further Regulation 18 consultation on 'Three Rivers' Preferred Local Plan Lower Housing Growth Option Protecting More Green Belt Land'. The focus of the Part 4 consultation was specifically on residential development and associated infrastructure, considering potential growth options and setting out the potential housing sites and associated infrastructure to meet the Council's preferred 'Low Growth' option.

1.24. Please refer to Part 2 (2021), Part 3 (2023) and Part 4 (2023) Regulation 18 consultations 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 Parts 2, 3 and 4 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.

1.25. This is not the final stage of the Plan as we are still awaiting some key pieces of evidence, including an updated Green Belt Assessment, the Infrastructure Delivery Plan, Strategic Transport Modelling, and Whole Plan Viability Assessment. 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.

1.26. Following submission to the Secretary of State, there will be an examination by an independent Inspector before the Council can adopt the new Local Plan[2]. 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.

[2] Details of the timetable are set out in the Local Development Scheme at: https://www.threerivers.gov.uk/services/planning/planning-policy/local-development-scheme

1.27. Maps of the district including the sites and their respective initial assessment can be viewed in the appendices to this document.

REGULATION 18 PART 5:
Additional Policy Options and New Sites Under Consideration

2. New Sites Under Consideration Explanatory Text

2.1. The New Call for Sites (January 2025) allowed for the submission of both residential sites and employment sites.

Housing Sites

2.2. With initial regard to the housing sites, national planning policy requires that the Council meets objectively assessed needs for housing (OAN), 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.

2.3. 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. The facilitation of new development is an important responsibility that we have in order to help ensure that future generations can find homes of their own. 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 new Local Plan is anticipated to be adopted in late 2026 in accordance with the Local Development Scheme (December 2024). National policy requires that a Local Plan should plan for a minimum 15-year period following adoption to anticipate and respond to long-term requirements and opportunities, including the allocation of sufficient land for housing to meet identified needs. Following recent changes to the NPPF, the implications of which are discussed further below, the new Local Plan period will be 2025-2041.

2.5. To establish how many sites to allocate over the plan period, the housing need for the district was initially established within the South West Hertfordshire Strategic Housing Market Assessment (SHMA, 2016), which concluded a requirement for 514 dwellings per annum (dpa) over a 2013-2036 plan period. However, the Government subsequently introduced the standard method for calculating housing needs in 2018, which resulted in the Council needing to recalculate the previous 514 dpa target based on the Government's new method.

2.6. The 2018 standard method uses a formula that incorporates a baseline of local housing stock/household projections (depending on the new/old, pre-2024, version) which is then adjusted upwards to reflect local affordability pressures to identify the minimum number of homes expected to be planned for. Due in part to the acute affordability pressures within Three Rivers District, the 2018 standard method resulted in an increase to the District's housing need of 101 dpa, to a new total requirement of 615 dpa.

2.7. Evidence produced by Three Rivers District Council, namely the Local Housing Needs Assessment (2020), which is an updated version of the SHMA 2016, concluded that there

were no exceptional circumstances that justified a deviation from the requirement for 615 dpa. This identified housing need fed into a 2021 consultation on the draft Local Plan, which at the time accounted for a 2018-2038 plan period resulting in a total requirement of 12,624 dwellings. Taking account of completions (dwellings already built within the plan period), commitments (dwellings with outstanding permission) and windfall allowance (a reasonable allowance based on past delivery for non-allocated dwellings over the plan period), the draft Local Plan at the time failed to meet the target, falling short by 1,705 dwellings.

2.8. As a result of this 2021 consultation, a further 18 sites were submitted for the Council's consideration and a further three sites were re-submitted with updated proposals to attempt to meet the shortfall. Of the submitted sites, six sites were considered appropriate for potential allocation within the Local Plan, adding 825 dwellings to the total. These sites were consulted on during 2022/23, within the Additional Sites for Potential Allocation document. In the meantime, however, a number of sites were removed or had dwelling capacities altered (due to site constraints or wider issues), leaving the deficit to the housing target at 1,318 dwellings.

2.9. Whilst this consultation was taking place, in December 2022 proposals were made to reform the planning system, with one of the key changes being alterations to the application of the standard method, which would still be used for calculating housing need, albeit the resulting figure would be used as a guide that is not mandatory. The proposed changes also emphasised that local planning authorities are not expected to review the Green Belt to deliver housing, which represents a key constraint for delivering housing in Three Rivers. Subsequently, a low growth strategy (Green Belt constraint led approach) was agreed by the Council, which was consulted on between October and December 2023. This approach delivered below the required housing need, on the basis that the Council could not reasonably meet its targets whilst protecting the Green Belt.

2.10. Whilst the approach received a great deal of support, concern was raised by officers that the approach represented a risk due to the low likelihood of success at examination over providing just 4,852 homes over the plan period, or less than half of the standard method target. It was advised by officers at this stage that even a 'moderate growth' approach meeting around 70% of the Government's standard method target would be unlikely to be successful, and that going below this figure would only increase the risk of the plan being found unsound at examination.

2.11. Notwithstanding this, members agreed to continue with the Green Belt constraint led approach at the July 2024 Local Plan Sub-Committee. However, at this stage, following the 2024 UK general election, the new Government was in the process of consulting on a new NPPF, with the Minister of State advising in July 2024 that authorities should not submit deficient plans (i.e. those which do not meet their housing targets), believing that Inspectors will use significant time and resources during examinations to 'fix' them. It also sets out the government's expectation that Inspectors will apply pragmatism to examinations only where it is likely that a plan is capable of being found sound with limited additional work.

2.12. Having considered the implications of the draft NPPF and the Minister's letter in the context of the draft Local Plan failing to provide sufficient allocations to meet housing need by less than half, it was agreed at the October 2024 Local Plan Sub Committee that the Local Plan should be paused for further evidence work to be completed. This decision was ratified at the

December Full Council where a new Local Development Scheme was agreed with the Regulation 19 publication of the local plan expected in February/March 2026. This was followed by a special meeting of Full Council where it was agreed that officers would endeavour to produce the Regulation 19 publication version of the plan by November 2025.

2.13. Following consultation, the updated NPPF was published in December 2024 alongside a new standard method for calculating housing need, which the new Local Plan is now required to be prepared against. The Council are required to plan for at least 15 years post adoption, and as such the new Local Plan period has been updated to 2025-2041.

2.14. The newly introduced standard method for calculating housing need has resulted in a requirement of 832 dwellings per annum, or 13,312 dwellings over the entire plan period. This represents an increased requirement of 1,846 dwellings over the plan period, or an increase of 217 dpa, when compared to the previous Regulation 18 consultation. Taking account of commitments which are anticipated to be completed during the plan period and windfall allowance, this leaves a residual housing target of approximately 11,500 dwellings which we need to plan for through site allocations in order to meet the government's housing target.

2.15. The Council is preparing evidence that will inform its decision on whether the government's target is achievable. This includes the updated Green Belt Assessment that considers the impact of proposed development on the Green Belt, and the Transport Assessment that considers the impact of development on the transport network.

2.16. The Council undertook a call for sites in January 2025, asking landowners and developers to come forward with potential sites that we have not yet considered. This exercise helps to both bring previously unconsidered sites forward to contribute towards meeting housing need, and also demonstrates that the Council has considered all options available.

2.17. The call for sites process yielded a total of 36 sites for consideration (34 residential sites and two employment sites), which are presented for consultation within this document. All sites received have been initially assessed through the SHELAA (Strategic Housing and Employment Land Availability Assessment) which forms part of this consultation. There remains outstanding information that needs to be considered before the SHELAAs are completed. As such the SHELAAs have not concluded whether sites are suitable or deliverable/developable. Rather, they have been split into three categories: 'potentially suitable', 'some concerns' and 'significant concerns'.

2.18. Following the consultation and completion of outstanding evidence work the SHELAAs will be updated prior to informing decisions on which sites should be included in the final Regulation 19 draft plan.

2.19. The sites consulted on in this consultation will then be compared against existing sites when compiling a draft list of suitable sites. Once this assessment is completed, an updated SHELAA report will be produced covering all the sites assessed throughout the whole process, thereby covering all sites which are planned to contribute towards the Council's identified housing need, and those that are being rejected by the Council.

2.20. It is important to take into consideration that the updated 2024 NPPF has put more emphasis on the need for local authorities to update and review Green Belt boundaries where they cannot meet their identified need for homes, commercial or other developments without Green Belt release. The NPPF states at Paragraph 146 that exceptional circumstances for Green Belt release include instances where an authority cannot meet its identified development needs through other means. If that is the case, authorities should review Green Belt boundaries to meet those needs in full, unless doing so would fundamentally undermine the purposes (taken together) of the remaining Green Belt, when considered across the area of the plan as a whole.

2.21. Given that our housing needs cannot be met in full without releasing Green Belt land, we have to undertake a Green Belt Review to assess whether altering Green Belt boundaries would fundamentally undermine the purposes of the remaining Green Belt, when considered across the area of the plan. If it is considered that Green Belt land should be released, this would be undertaken using a sequential approach. Accordingly, some of the sites promoted by developers are located within the Green Belt and are subject to the findings of the Green Belt review.

2.22. It should be noted that the indicative dwelling capacities have been calculated using the Counsil's draft housing density policy of 50 dwellings per hectare on the developable area of the site (subject to site constraints). As such it may differ to the dwelling numbers put forward by the promoter of the site, which can be viewed in the SHELAA forms. The Council has chosen this high density level in order to make efficient use of land and avoid the release of more Green Belt land than required to meet housing needs.

2.23. Site NCFS33 (Oxhey Park Golf Centre, Prestwick Road) was submitted as part of the call for sites process. The site is owned by Three Rivers District Council but was not promoted by the Council. The site is not available for development and therefore is not being progressed in the emerging Local Plan and does not form part of this consultation.

Employment Sites

2.24. With respect to employment sites, in addition to providing a significant increase in the quantum of new housing delivered in line with the Government's new standard method, the economic development of the District also needs to be considered. This includes meeting the projected need for a range of employment uses including office uses; industry and warehousing uses; public and community uses; leisure and tourism uses; and main town centre uses.

2.25. Three Rivers has a thriving economy which has been growing at a strong rate supported by falling levels of unemployment. The South West Herts Economic Study (2024) (SWHES) concludes that no new office space and the land associated with it is required over either the 2021-41 or 2041-50 periods. The report found that as of July 2023 there was 162,000 sqm of available office space in south-west Hertfordshire, of which 124,000 sqm was identified as vacant. There is also a further 36,000 sqm of office space commitments (development with planning permission) in the District. Accordingly, it is not necessary to plan for further office space via Local Plan site allocations. However, existing employment allocations will remain in

place protecting the employment uses across the District. These are supported by an Article 4 Direction that protects existing employment and town centre uses.

2.26. Two employment sites were submitted to the call for sites. These are NCFS35: Land South of Chalfont Lane and NCFS5: Land off Bedmond Road – Data Centre. NCFS5 had an outline application 23/1068/OUT for construction of a Data centre and creation of a country park refused on 25th January 2024. The decision has been appealed and an inquiry held in October 2024. The site was approved by the Secretary of State on 12/05/25. This site is therefore not included in this consultation as it is already coming forwards through the planning application process.

3. New Sites for Potential Allocation: Housing

3.1. The potential housing site allocations under consideration from the New Call for Sites, including both brownfield and Green Belt sites, are shown in site tables below for each settlement area, as listed below:

Abbots Langley/Hunton Bridge
Bedmond
Belsize
Bricket Wood
Bucks Hill/Langleybury
Carpenders Park
Chorleywood
Croxley Green
Kings Langley
Loudwater
Rickmansworth
Sarratt
South Oxhey
West Hyde

3.2. 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
- Whether the site represents greenfield or brownfield land
- 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.
- An initial assessment of suitability, whether the site is considered potentially suitable, or whether we have some concerns or significant concerns.
- Site specific requirements/measures

3.3. 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 SHELAA, available to view as part of this consultation. The site-specific requirements/measures do not represent an exhaustive list, but instead seek to aid future considerations by identifying key constraints and considerations which are specific to sites. All future proposals would need to comply with the full suite of policies in the Local Plan.

3.4. The site tables for the 34 potential housing allocations are set out below. Each site has been assessed for its initial suitability to be taken forward in the Local Plan. This initial suitability is labelled as "Potentially Suitable", "Some Concerns" and "Significant

Concerns". Those considered to be "Potentially Suitable" are the most likely sites to be taken forward within the Local Plan. Sites with "Some Concerns" may be taken forward if the issues that have arisen from the initial assessments are resolved. Those with "Significant Concerns" are unlikely to be taken forward.

3.5. It should be noted that this does not mean that a potentially suitable site, or any other site in this consultation will necessarily be taken forward, just that it is under consideration as a site that has potential to be taken forward. There is additional information that will be gathered through this consultation and from further evidence work that will inform future decisions on which sites will come forwards. This includes information on Green Belt, highways and access, landscape sensitivity, heritage, and flooding.

3.6. Sites which have not been taken forward in previous Regulation 18 stages are set out below for information:

- Regulation 18 Part Two: Sites for Potential Allocation 2021: https://cdn.threerivers.gov.uk/files/2023/01/67c617a0- 9e6e-11ed-8d80-6dc425ce7e94-appendix-2-sites-not-taken-forward-compressed.pdf
- Regulation 18 Part Three: Additional Sites for Potential Allocation 2021: https://cdn.threerivers.gov.uk/files/2023/03/c3fe1070-ceea-11ed-8ef9-5d849f65f7b4-appendix-1-sites-not-being-taken-forward-regulation-18-additional-sites-doc.pdf
- Regulation 18 Part Four: Three Rivers' Preferred Local Plan Lower Housing Growth Option – Protecting More Green Belt Land: https://cdn.threerivers.gov.uk/files/2023/10/4fc89780-74b6-11ee-b56c-7b53d1ba03b1-Appendix%201%20-%20Sites%20Not%20Proposed%20for%20Development%20by%20TRDC.pdf

3.7. A summary of the sites within the following section is provided below for ease of reference:

Site Ref.	Site Name	Initial Classification	Dwellings
NCFS1	Chequers House, Chequers Lane	Signifcant concerns	147
NCFS2	Fortune Farm, High Elms Lane	Signifcant concerns	142
NCFS3	The Old Dairy, Chequers Lane	Signifcant concerns	35
NCFS4	High Elms Manor	Signifcant concerns	35
NCFS6	Land to the east of Watford Road	Some concerns	333
NCFS7	HCC Waterdell, Bricket Wood	Significant concerns	63
NCFS8	Land off St Albans Lane, Bedmond	Significant concerns	56
NCFS9	Land to the north-west of Woodstock, Bedmond	Significant concerns	20
NCFS10	Great Westwood	Significant concerns	455
NCFS11	Grange Wood, Carpenders Park	Potentially suitable	49
NCFS12	Land East of Oxhey Lane, Carpenders Park	Some concerns	381
NCFS13	Catlips Farm	Significant concerns	440
NCFS14	Land at Homefield Road, Chorleywood	Significant concerns	10
NCFS15	HCC Chorleywood Library	Potentially suitable	5
NCFS16	Land at Stag Lane	Significant concerns	23
NCFS17	North Hill Farm	Some concerns	57

NCFS18	Land to the East of Sarratt Lane	Significant concerns	32
NCFS19	Land adjacent to 60 Harthall Lane	Significant concerns	35
NCFS20	Lonsdale, Hyde Lane	Some concerns	10
NCFS21	Land south of Scots Hill	Some concerns	30
NCFS22	Nine of Herts Golf Club and surrounding land	Significant concerns	980
NCFS23	Primrose Lodge, London Road	Significant concerns	27
NCFS24	The Island, Rickmansworth	Significant concerns	16
NCFS25	The Vicarage, Rickmansworth	Significant concerns	9
NCFS26	HCC Meresworth, Rickmansworth	Potentially suitable	12
NCFS27	Green End Farm, Sarratt	Some concerns	39
NCFS28	Ravenswood, Sarratt	Some concerns	18
NCFS29	New Model Farm, Sarratt	Significant concerns	110
NCFS30	Sarratt Lodge, Sarratt Green	Significant concerns	8
NCFS31	Land to the South-East of Poles Hill	Significant concerns	102
NCFS32	Land to the southwest of Bragmans Lane	Significant concerns	122
NCFS34	HCC Pinewood Lodge, South Oxhey	Potentially suitable	18
NCFS35	Land south of Chalfont Lane (Employment)	Significant concerns	N/A
NCFS36	Land North of Little Green Lane	Significant concerns	35

Abbots Langley/Hunton Bridge

NCFS1: Chequers House, Chequers Lane

Site Ref:	NCFS1	Site:	Chequers House, Chequers Lane	Size (ha):	4.19

Current use:	Grassland
Dwelling capacity:	147
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Mixed (mainly greenfield)

Initial Assessment:	Significant Concerns

Comments

Our significant concerns relate to the unsustainable site location. It is not located directly adjacent to a settlement, has poor access to public transport and has narrow vehicle access. The narrow vehicle access does not benefit from suitable pedestrian access.

Notwithstanding the above, any development of the site would need to take account of issues relating to the adjacent Public Right of Way, pedestrian and vehicular access and highway impacts. Development would be required to provide open space and children's play space.

Question 1. Do you think that site NCFS1 is an appropriate development site?

Question 2. Please explain your answer.

NCFS2: Fortunes Farm

Site Ref:	NCFS2	Site:	Fortunes Farm	Size (ha):	4.047

Current use:	Residential and pasture
Dwelling capacity:	142
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Mixed (mainly greenfield)

Initial Assessment:	Significant Concerns

Comments

Our significant concerns regarding this site relate to its unsustainable location as it is not situated adjacent to an existing settlement. Although there is a public right of way nearby, vehicular access is narrow onto High Elm Lane and potentially not suitable for the additional volume of traffic brought on by the suggested scale of development.

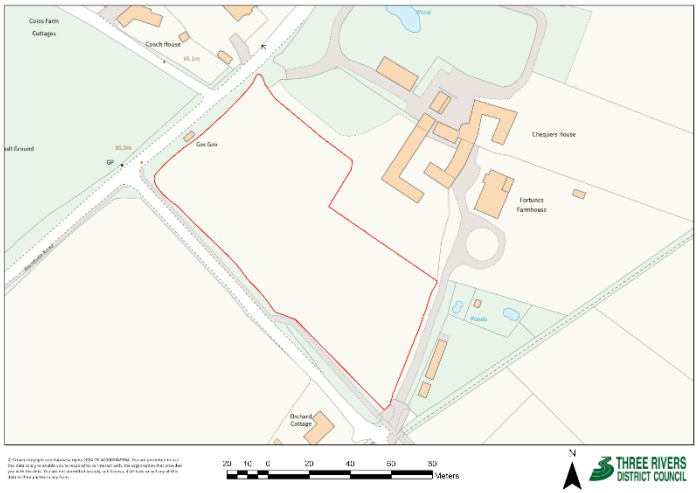
Subsequently, any development of the site would need to take account of issues relating to the adjacent Public Right of Way, pedestrian and vehicular access and resulting highways impacts. Development would be required to provide open space and children's play space

Question 3. Do you think that site NCFS2 is an appropriate development site?

Question 4. Please explain your answer.

NCFS3: The Old Dairy, Chequers Lane

Site Ref:	NCFS3	Site:	The Old Dairy, Chequers Lane	Size (ha):	1



Current use:	Pasture
Dwelling capacity:	35
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

Our significant concerns regarding this site relate to its unsustainable location. The site is not adjacent to a settlement and subsequently suffers from poor access to services and public transport. Although there is a public right of way nearby, vehicular access is narrow onto High Elm Lane and may subsequently not be suitable for further development.

Therefore, any development of the site would need to take into account issues relating to highway access and impacts. Development on the site would be required to provide open space and children's play space.

Question 5. Do you think that site NCFS3 is an appropriate development site?

Question 6. Please explain your answer.

NCFS4: High Elms Manor

Site Ref:	NCFS4	Site:	High Elms Manor	Size (ha):	4 (1ha developable)

Current use:	Woodland and scrubland
Dwelling capacity:	35
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

We have significant concerns relating to this site, as despite its relatively sustainable location within a key settlement, it has designated ecological protection. Highway access onto High Elms Lane is of additional concern, given its narrow nature and possible unsuitability to accommodate extra vehicular traffic.

Subsequently, any development would need to take account of issues relating to protected woodland (LWS) access and highways. Due to protected woodland constraints which occupy a large area of the site, only 1ha of the site would be deemed as developable. Development of the site would be required to provide open space and children's play space.

Question 7. Do you think that site NCFS4 is an appropriate development site?

Question 8. Please explain your answer.

NCFS6: Land to the East of Watford Road

Site Ref:	NCFS6	Site:	Land to the East of Watford Road	Size (ha):	9.5

Current use:	Grassland
Dwelling capacity:	333
Phasing:	11-15 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Some Concerns

Comments

We have some concerns regarding this site, primarily relating to the access off the A41 dual carriageway, that is also situated on a curve in the road thereby potentially limiting visibility when egressing from the site. Additionally, areas of the site are within in flood zones 2 and 3. Consultation with Highways England and the Environment Agency are essential to establishing a firmer position on the site's suitability. Although the site is not directly adjacent to the settlement of Kings Langley, it is likely to be sufficiently close to be considered sustainable, with pedestrian access along the canal towpath or along the A41.

Subsequently, any development of the site would need to take account of issues relating to access from the A41, pedestrian routes to Kings Langley Station and flood mitigation. Development would be required to provide open space and children's play space.

Question 9. Do you think that site NCFS6 is an appropriate development site?

Question 10. Please explain your answer.

Bedmond

NCFS8: Land off St Albans Lane

Site Ref:	NCFS8	Site:	Land off St Albans Lane	Size (ha):	1.57
			Current use:	Pasture	
			Dwelling capacity:	56	
			Phasing:	0-5 years	
			Green Belt:	Yes	
			Greenfield/ Brownfield	Mixed (mainly greenfield)	
Initial Assessment:	Significant Concerns				
Comments					
Our significant concerns relate to access to the site. The lane leading to the site predominantly constitutes a single-track lane and is unlikely to be suitable for accommodating additional traffic movements. There are no footpaths alongside the road which is likely to lead to an increased reliance on private vehicles as a form of transportation, even into the village. Any development of the site would need to account for issues relating to pedestrian access, vehicular access, highway impacts and protected trees. Development would be required to provide open space and children's play space.					

Question 11. Do you think that site NCFS8 is an appropriate development site?

Question 12. Please explain your answer.

NCFS9: Land to the North-West of Woodstock

Site Ref:	NCFS9	Site:	Land to the North-West of Woodstock	Size (ha):	0.56

Current use:	Pasture
Dwelling capacity:	20
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Mixed (mainly greenfield)

Initial Assessment:	Significant Concerns

Comments

Our significant concerns relating to this site are primarily from an access point of view. The lane leading to the site is mainly single-track and is unlikely to be suitable for accommodating additional traffic movements. There are no footpaths alongside the road, or for any other access into the site, increasing reliance on private vehicles for all journeys, even into the village. Access may theoretically be available through NCFS8, but that site suffers from the same access issues, given it is also accessed from St Albans Lane.

Accordingly, any development of the site would therefore need to take into account issues relating to pedestrian access, vehicular access and highway impacts.

Question 13. Do you think that site NCFS9 is an appropriate development site?

Question 14. Please explain your answer.

Belsize

NCFS31: Land to the South-East of Poles Hill

Site Ref:	NCFS31	Site:	Land to the South-East of Poles Hill	Size (ha):	2.91
			Current use:	Agricultural	
			Dwelling capacity:	102	
			Phasing:	0-5 years	
			Green Belt:	Yes	
			Greenfield/ Brownfield	Greenfield	

Initial Assessment:	Significant Concerns

Comments

We have significant concerns over the allocation of this site for development. The site is in Belsize, which is outside of the settlement hierarchy, and thus considered to be unsuitable for this scale of development due to the unsustainable location. Sarratt lies several hundred meters to the south, but the access to the village is down a narrow country lane with no footpath, likely limiting almost all journeys to private vehicles.

Any development of the site would also need to take into account issues relating to the impact upon the adjacent Local Wildlife Site and ancient woodland, the site's location within the Chiltern Beechwoods SAC zone of influence given the potential scale of development, as well as the aforementioned character of Belsize and the Public Right of Way that runs through the centre of the site. Development would be required to provide open space and children's play space.

Question 15. Do you think that site NCFS31 is an appropriate development site?

Question 16. Please explain your answer.

NCFS32: Land to the South-West of Bragmans Lane

Site Ref:	NCFS32	Site:	Land to the southwest of Bragmans Lane	Size (ha):	3.49

Current use:	Agricultural
Dwelling capacity:	122
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

We have significant concerns in relation to the allocation of this site for development. The site lies to the south of Bedmond, which is deemed to be an unsustainable settlement. Further to this, the site also extends a long way south of the existing settlement limit. There is poor vehicular access and poor pedestrian access due to the narrow, often single-track lanes and the lack of public footpaths/pavements alongside them.

Therefore, any development of the site would need to take into account issues relating to pedestrian access, vehicular access and the impact on the character of Belsize and the adjacent Local Wildlife Site. The site is also located within the Chiltern Beechwoods SAC zone of influence. Development would be required to provide open space and children's play space.

Question 17. Do you think that site NCFS32 is an appropriate development site?

Question 18. Please explain your answer.

Bricket Wood

NCFS7: Waterdell

Site Ref:	NCFS7	Site:	Waterdell	Size (ha):	1.81
			Current use:	Grassland	
			Dwelling capacity:	63	
			Phasing:	0-5 years	
			Green Belt:	Yes	
			Greenfield/ Brownfield	Greenfield	
Initial Assessment:	Significant Concerns				
Comments					
Our significant concerns predominantly relate to site access, insofar the site cannot be accessed directly unless a larger site in St Albans district is allocated. The promoter has acknowledged this, stating that site could only come forward when combined with the larger site located outside of TRDC. However, St Albans have not taken forward the adjoining site to its Regulation 19 Consultation and therefore the smaller TRDC section cannot be taken forward in isolation due to a lack of an appropriate access point. Should the site come forward, development would be required to provide open space and children's play space.					

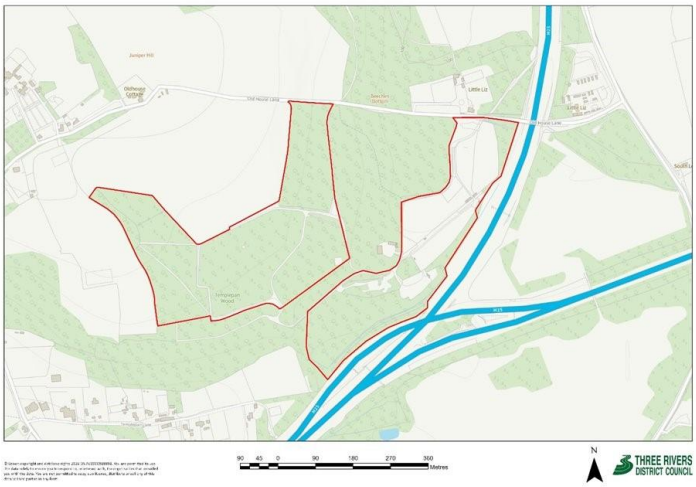
Question 19. Do you think that site NCFS7 is an appropriate development site?

Question 20. Please explain your answer.

Bucks Hill/Langleybury

NCFS10: Great Westwood Equestrian Park

Site Ref:	NCFS10	Site:	Great Westwood Equestrian Park	Size (ha):	22



Current use:	Forestry, leisure
Dwelling capacity:	455
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Mixed (mainly greenfield)

Initial Assessment:	Significant Concerns

Comments

Our significant concerns predominantly relate to the site's unsustainable location and access. It is well over 1km from the nearest settlement boundaries. Access is taken from the primarily single-track Old House Lane and access onto the nearby M25 junction does not appear possible. Although there is a great need to protect heritage assets and protected woodland, sites of this size can often mitigate impact to these features through their layout.

Any development of the site would need to protect heritage assets in the vicinity of the site and adjacent protected woodland. The promoter has proposed the site to be mixed use development with only 13ha available for residential use. Development would be required to provide open space, children's play space, a primary school and a community centre.

Question 21. Do you think that site NCFS10 is an appropriate development site?

Question 22. Please explain your answer.

Carpenders Park

NCFS11: Grange Wood

Site Ref:	NCFS11	Site:	Grange Wood	Size (ha):	1.4
			Current use:	Residential	
			Dwelling capacity:	49	
			Phasing:	0-5 years	
			Green Belt:	Yes	
			Greenfield/ Brownfield	Mixed	
Initial Assessment:	Potentially Suitable				
Comments					
The site is potentially suitable as it is situated in a sustainable settlement with good transport links. It is also a brownfield site. Any development of the site would need to protect heritage assets in the vicinity of the site and adjacent to protected woodland. Development would be required to provide open space and children's play space.					

Question 23. Do you think that site NCFS11 is an appropriate development site?

Question 24. Please explain your answer.

NCFS12: Land East of Oxhey Lane

Site Ref:	NCFS12	Site:	Land East of Oxhey Lane	Size (ha):	12.7
			Current use:	Grassland	
			Dwelling capacity:	381	
			Phasing:	0-5 years	
			Green Belt:	Yes	
			Greenfield/ Brownfield	Greenfield	
Initial Assessment:	Some Concerns				
Comments					
We have some concerns as the development will protrude into open countryside. However, despite this key concern, there are few others to consider at this stage, aside from minor flood risk concerns relating to a small part of the site, a footpath and hedgerow easements. This is an amended version of a previously submitted site (CFS69: Land at Carpenders Park Farm) and adjacent to the proposed secondary school site to the north. Any development of the site may need to contribute towards improved pedestrian infrastructure along Oxhey Lane. Development would be required to provide open space, children's play space, a primary school and a community centre.					

Question 25. Do you think that site NCFS12 is an appropriate development site?

Question 26. Please explain your answer.

Chorleywood

NCFS13: Catlips Farm

Site Ref:	NCFS13	Site:	Catlips Farm	Size (ha):	34.5
				Current use:	Mixture of residential, equestrian, storage and grassland
				Dwelling capacity:	440
				Phasing:	0-5 years
				Green Belt:	Yes
				Greenfield/ Brownfield	Mixed (mainly greenfield)
Initial Assessment:	Significant Concerns				
Comments					
We have significant concerns relating to the development of this site, that mainly relate to the two potentially unsustainable single lane country roads that lead to it and the associated lack of public footpath access on these narrow lanes. While information has been submitted to address this in the form of a preliminary transport assessment, we are yet to consult statutory bodies on this. Further to this, the site lies in a gap between Chorleywood and Rickmansworth that could be considered bridged by this development. Any development would need to provide suitable mitigation to address issues relating to transport, access and impact upon adjacent Local Wildlife Site. Development would potentially be required to provide open space, children's play space, a primary school, community centre, local shops and a health centre/GP.					

Question 27. Do you think that site NCFS13 is an appropriate development site?

Question 28. Please explain your answer.

NCFS14: Land at Homefield Road

Site Ref:	NCFS14	Site:	Land at Homefield Farm	Size (ha):	0.4

Current use:	Residential / Care
Dwelling capacity:	10
Phasing:	0-5 years
Green Belt:	No
Greenfield/ Brownfield	Mixed

Initial Assessment:	Significant Concerns

Comments

We have significant concerns relating to the development of this site. These concerns primarily relate to the overdevelopment of what is currently 5 detached plots. The overdevelopment of the site is of particular concern due to its location within a conservation area. Further to this, in terms of availability, the ownership and availability of two of the plots has not been confirmed. Accordingly, we are unable to conclude that the site is available at this stage.

Any development would need take account of protected trees in/adjacent to the site, noise concerns on the site given the proximity to the railway to the south and its location within the Chorleywood Common Conservation Area.

Question 29. Do you think that site NCFS14 is an appropriate development site?

Question 30. Please explain your answer.

NCFS15: Chorleywood Library

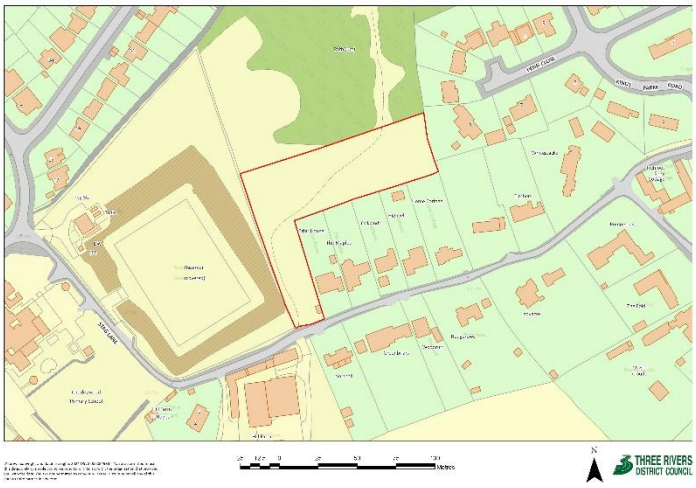
Site Ref:	NCFS15	Site:	Chorleywood Library	Size (ha):	0.1
			Current use:	Library	
			Dwelling capacity:	5	
			Phasing:	0-5 years	
			Green Belt:	No	
			Greenfield/ Brownfield	Brownfield	
Initial Assessment:	Potentially Suitable				
Comments					
We consider this site to be potentially suitable. It is in a sustainable location within a sustainable settlement on previously developed land. We await statutory comments for confirmation of this. Additionally, the retention of the library ground floor use would be strongly encouraged. The preservation of the ground floor of the building as a public library and should mitigate against possible contamination, resulting from the previously developed nature of the site.					

Question 31. Do you think that site NCFS15 is an appropriate development site?

Question 32. Please explain your answer.

NCFS16: Land at Stag Lane

Site Ref:	NCFS16	Site:	Land at Stag Lane	Size (ha):	0.65



Current use:	Open space
Dwelling capacity:	23
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

We have significant concerns relating to the development of this site. The main concern is the fact that the site is in protected Open Space and therefore is safeguarded from development. Furthermore, the accompanying information states that the site is suitable for 2 or 3 dwellings, which falls below our threshold for inclusion in the SHELAA.

Any development of the site would also need to take account of the Public Right of Way running through the centre of the site.

Question 33. Do you think that site NCFS16 is an appropriate development site?

Question 34. Please explain your answer.

NCFS17: North Hill Farm

Site Ref:	NCFS17	Site:	North Hill Farm	Size (ha):	3.24

Current use:	Mixture of residential and campsite
Dwelling capacity:	57
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Mixed

Initial Assessment:	Some Concerns

Comments

We have some concerns over the allocation of this site, mainly due to its location in the Chilterns National Landscape and proximity to a conservation area. However, this does not preclude the principle of development and particularly with regard to the previously developed area; subsequent Heritage Impact Assessment and Landscape Visual Impact Assessment work could result in sympathetic redevelopment of the site.

The previously developed brownfield section of the site to the north is proposed to be the only section of the site to be developed. The previously developed area of the site constitutes 1.13ha, which is what the indicative capacity calculations are based upon. The greenfield section of the site to the south is to be retained as greenspace.

Subsequently, development would need to take account of protected trees immediately adjacent to the site's boundaries and its impact upon the Chiltern's National Landscape and the conservation area. Development would be required to provide open space and children's play space.

Question 35. Do you think that site NCFS17 is an appropriate development site?

Question 36. Please explain your answer.

Croxley Green

NCFS21: Land South of Scots Hill

Site Ref:	NCFS21	Site:	Land South of Scots Hill	Size (ha):	0.87

Current use:	Scrubland
Dwelling capacity:	30
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Some concerns

Comments

Whilst the site is in a sustainable location within Croxley Green settlement boundary and in close proximity to Rickmansworth and associated public transport infrastructure, some concern is raised over the constrained access and pylons present on the site. The pylons located on the site present a concern for the realistic size of the site's developable area. Accordingly, statutory consultee comments will be important to inform the suitability of this site moving forwards, particularly from National Grid and any other relevant bodies, due to the electricity pylon located in the northwest corner of the site, as well as associated electricity cables running above the site from north to south. In addition, comments will be required from Hertfordshire Highways with respect to the site access.

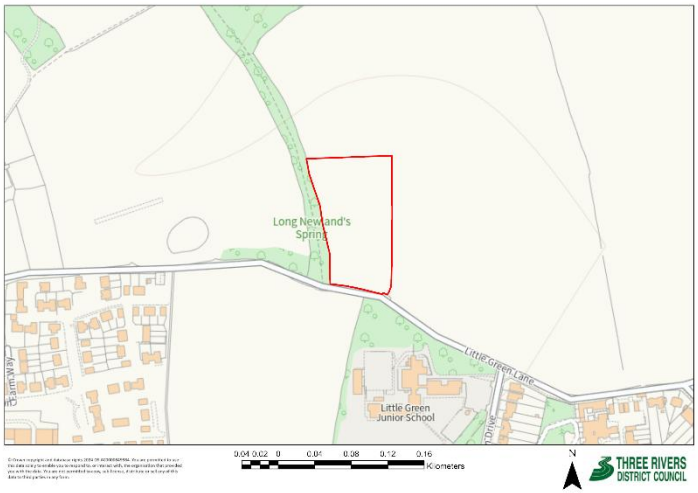
Any development would require for protected trees located along the western and northern boundaries of the site will also need to be taken into consideration. Development would be required to provide open space and children's play space.

Question 37. Do you think that site NCFS21 is an appropriate development site?

Question 38. Please explain your answer.

NCFS36: Land North of Little Green Lane

Site Ref:	NCFS36	Site:	Land North of Little Green Lane	Size (ha):	1



Current use:	Agricultural
Dwelling capacity:	35
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

We have significant concerns over the allocation of this site for development. The main issue is the suitability of the site access; Little Green Lane is narrow, and access to the east has been closed with a TRO, and the narrow access from the west is unsuitable for a further 35 dwellings' worth of vehicles. It is possible that application 24/2073/OUT could provide a solution if approved, but this cannot be relied upon at this stage.

Any development of the site would need to take into account the issues relating to access and highway impacts. Also, impact upon the nearby Croxley Green Conservation Area, Local Wildlife Site and Ancient Woodland will need to be taken into account. Development would be required to provide open space and children's play space.

Question 39. Do you think that site NCFS36 is an appropriate development site?

Question 40. Please explain your answer.

Kings Langley

NCFS19: Land Adjacent to 60 Harthall Lane

Site Ref:	NCFS19	Site:	Land Adjacent to 60 Harthall Lane	Size (ha):	1

Current use:	Pasture
Dwelling capacity:	35
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

We have significant concerns relating to the development of this site due to its unsustainable location. Harthall Lane does not have a pavement or footpath and is often single-track in nature. Subsequently, even if development was considered appropriate on this narrow road, future residents would be heavily reliant on private vehicles as their primary method of transport.

Any development of the site would need to take account of issues relating to pedestrian access, vehicular access, and highway impacts. Development would be required to provide open space and children's play space.

Question 41. Do you think that site NCFS19 is an appropriate development site?

Question 42. Please explain your answer.

NCFS20: Lonsdale, Hyde Lane

Site Ref:	NCFS20	Site:	Lonsdale, Hyde Lane	Size (ha):	1.6

Current use:	Residential
Dwelling capacity:	10
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Mixed

Initial Assessment:	Some Concerns

Comments

We have some concerns associated with the allocation of this site, primarily relating to the sites' unsustainable location. The site does not benefit from access on foot and Hyde Lane is narrow, partially single-track. However, there are some public transport options around 600m from the site and it should be noted that nearby application 22/1692/FUL secured a condition for a scheme of highway improvement works, thus it may be possible to secure a similar outcome for the site above, or separate pedestrian access onto Lower Road subject to Highways advice.

The previously developed brownfield section of the site to the west is proposed to be the only section of the site to be developed. The previously developed area of the site constitutes 0.2ha, which is what the indicative capacity calculations are based upon. The greenfield section of the site to the east is to be retained as greenspace.

Therefore, any development of the site would need to take account of the issues related to transport, access and the protected trees within the south and west boundaries of the site.

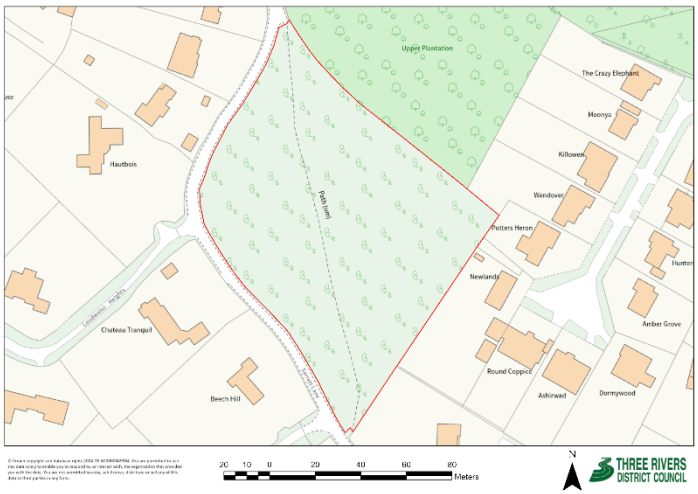
Question 43. Do you think that site NCFS20 is an appropriate development site?

Question 44. Please explain your answer.

Loudwater

NCFS18: Land to the East of Sarratt Lane

Site Ref:	NCFS18	Site:	Land to the East of Sarratt Lane	Size (ha):	0.9



Current use:	Grassland
Dwelling capacity:	32
Phasing:	0-5
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

We have significant concerns over the development of this site, mainly due to its unsustainable location resulting in a lack of services and public transport. Furthermore, the site is adjacent to a conservation area and has a public footpath running through the center of it, which is likely to further reduce density and lower viability unless an alternative root for the footpath can be agreed. Whilst the presence of a public footpath should normally be seen as positive, it cuts this relatively small site in half and appears to connect to narrow lanes without footpaths at either end, resulting in an undesirable method of travel.

Therefore, any development of the site would need to take into account the Public Right of Way, access from Sarratt Lane as well as mitigate issues relating to the site's unsustainable location. Development would be required to provide open space and children's play space.

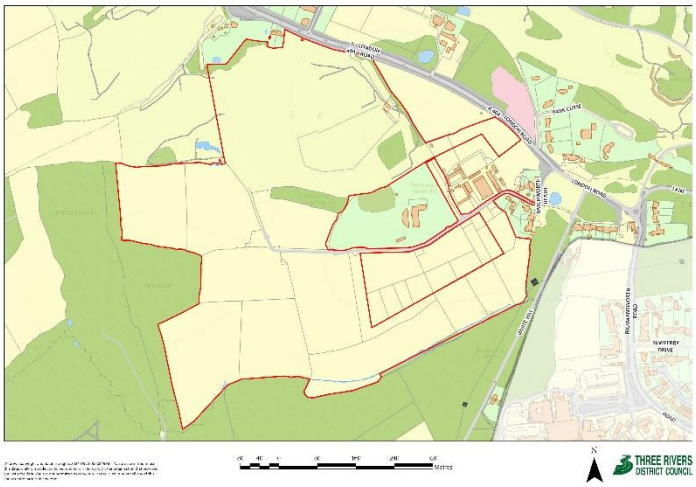
Question 45. Do you think that site NCFS18 is an appropriate development site?

Question 46. Please explain your answer.

Rickmansworth

NCFS22: Nine of Herts Golf Club

Site Ref:	NCFS22	Site:	Nine of Herts Golf Club	Size (ha):	39.2



Current use:	Golf course and pasture
Dwelling capacity:	980
Phasing:	6-10 years
Green Belt:	Yes
Greenfield/ Brownfield	Mixed (mainly greenfield)

Initial Assessment:	Significant Concerns

Comments

We have significant concerns over the allocation of this site for development. The large site, unconnected to any existing settlement in the open countryside, would both have a significant impact on landscape sensitivity and constitute an unsustainable development due to its location and, while large, not being large enough to be largely self-sustaining.

Any development of the site would need to take account of issues relating to proximity to Local Wildlife Sites and Batchworth Heath Conservation Area, as well the need to provide infrastructure to mitigate the unsustainable location of the site. Development would potentially be required to provide open space, children's play space, a primary school, community centre, local shops and a health centre/GP.

Question 47. Do you think that site NCFS22 is an appropriate development site?

Question 48. Please explain your answer.

NCFS23: Primrose Lodge, London Road

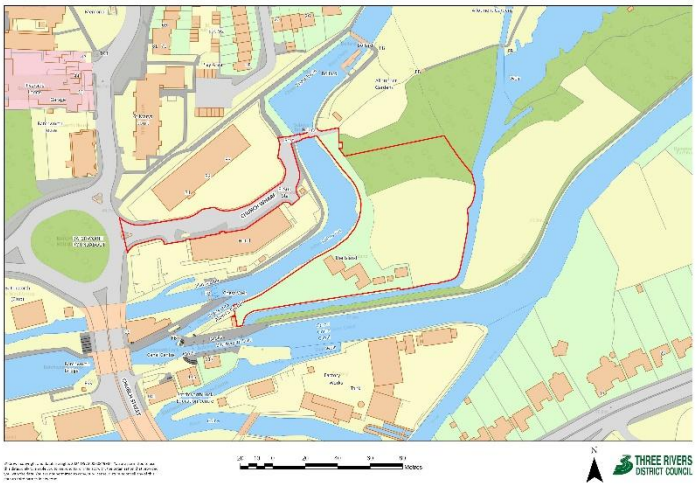
Site Ref:	NCFS23	Site:	Primrose Lodge, London Road	Size (ha):	0.77
			Current use:	Residential	
			Dwelling capacity:	27	
			Phasing:	0-5 years	
			Green Belt:	Yes	
			Greenfield/ Brownfield	Brownfield	
Initial Assessment:	Significant Concerns				
Comments					
We have significant concerns over the allocation of this site for development. The site is in an unsustainable location outside of any recognized settlement, meaning it is a significant distance from services and does not benefit from regular public transport. Any development of the site would need to mitigate these issues. Development would be required to provide open space and children's play space.					

Question 49. Do you think that site NCFS23 is an appropriate development site?

Question 50. Please explain your answer.

NCFS24: The Island, land off Church Street

Site Ref:	NCFS24	Site:	The Island, land off Church Street	Size (ha):	0.45



Current use:	Residential
Dwelling capacity:	16
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Mixed (mainly greenfield)

Initial Assessment:	Significant Concerns

Comments

We have significant concerns over the allocation of this site for development. The primary reason for this is the flood risk associated with the site. Much of the site is located in Flood Zone 3b, meaning it is incompatible with residential development. It has been stated that talks with the Environment Agency by the promoter have resulted in the possible reclassification of the site as Flood Zone 3a, but we have seen no evidence of this, and it would be unlikely to make a material difference to the suitability of the site anyway, following the sequential and exception tests.

Therefore, any development of the site would need to mitigate any potential flood risk, pass the sequential and exception tests and mitigate any impact on the neighbouring Local Wildlife Site.

Question 51. Do you think that site NCFS24 is an appropriate development site?

Question 52. Please explain your answer.

NCFS25: The Vicarage, Bury Lane

Site Ref:	NCFS25	Site:	The Vicarage, Bury Lane	Size (ha):	0.27
			Current use:	Residential	
			Dwelling capacity:	9	
			Phasing:	0-5 years	
			Green Belt:	No	
			Greenfield/ Brownfield:	Mixed	
Initial Assessment:	Significant Concerns				
Comments:					
We have significant concerns over the allocation of this site. The primary concern is flood risk, although there are a large number of trees with TPO designations and the site is heavily wooded. The sequential and exception tests would need to be applied, but due to virtually all of the site being in flood zone 3a, it would appear unlikely to pass. Any development of the site would be required to mitigate any potential flood risk and any impact on protected trees.					

Question 53. Do you think that site NCFS25 is an appropriate development site?

Question 54. Please explain your answer.

NCFS26: Meresworth Care Home, Field Way

Site Ref:	NCFS26	Site:	Meresworth Care Home, Field Way	Size (ha):	0.33

Current use:	Former care home
Dwelling capacity:	12
Phasing:	0-5 years
Green Belt:	No
Greenfield/ Brownfield	Brownfield

Initial Assessment:	Potentially Suitable

Comments

We consider this site to be potentially suitable for development due to its sustainable location on a brownfield site in Rickmansworth.

Any development would be required to take account of the presence of protected trees along the southern and western boundaries. The site has an indicative dwelling capacity of 12 with 70% of the site deemed to be developable.

Question 55. Do you think that site NCFS26 is an appropriate development site?

Question 56. Please explain your answer.

Sarratt

NCFS27: Green End Farm

Site Ref:	NCFS27	Site:	Green End Farm	Size (ha):	1.12
			Current use:	Commercial, residential and equestrian	
			Dwelling capacity:	39	
			Phasing:	0-5 years	
			Green Belt:	Yes	
			Greenfield/ Brownfield	Mixed (mainly brownfield)	
Initial Assessment:	Some Concerns				

Comments

We have some concerns over the allocation of this site for development. Although located on the edge of village with some facilities, access into the village is along a narrow lane with no footpath. Subsequently, there is likely to be a heavy reliance on private vehicles for all journeys and therefore the sustainability of the site is questionable. Any development would also need to take into account the site's proximity to the Church End Conservation Area and the Chilterns National Landscape.

Any development would be required to provide open space and children's play space. The site could potentially be taken forward alongside NCFS28, Ravenswood.

Question 57. Do you think that site NCFS27 is an appropriate development site?

Question 58. Please explain your answer.

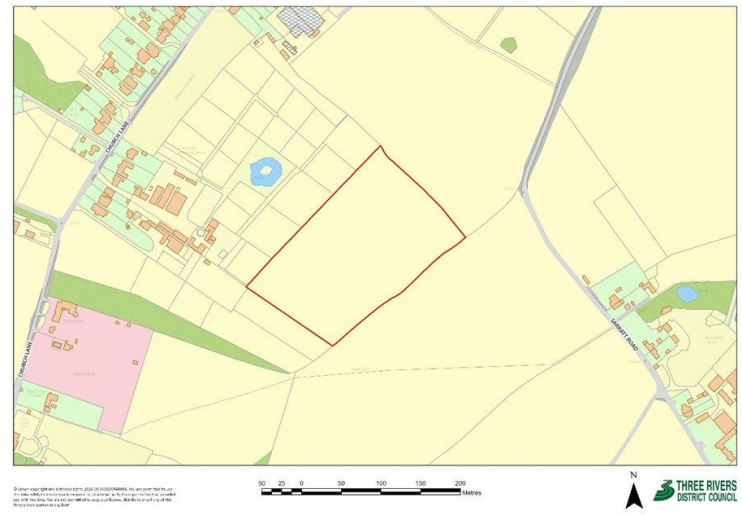
NCFS28: Ravenswood

Site Ref:	NCFS28	Site:	Ravenswood	Size (ha):	0.52
			Current use:	Residential, equestrian and outbuildings	
			Dwelling capacity:	18	
			Phasing:	0-5 years	
			Green Belt:	Yes	
			Greenfield/ Brownfield	Brownfield	
Initial Assessment:	Some Concerns				
Comments					
We have some concerns over the allocation of this site. The site is predominantly brownfield, which is positive, but it is on the edge of the village, accessed by the narrow Church Lane, that is unable to accommodate a footpath and is therefore unsuitable for any pedestrian journey, even towards the village. Any development would also need to take into account the site's proximity to the Church End Conservation Area and the Chilterns National Landscape. The site could potentially be taken forward alongside NCFS27, Green End Farm.					

Question 59. Do you think that site NCFS28 is an appropriate development site?
Question 60. Please explain your answer.

NCFS29: New Model Farm

Site Ref:	NCFS29	Site:	New Model Farm	Size (ha):	3.13



Current use:	Farmland
Dwelling capacity:	110
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

We have significant concerns over the allocation of this site for development. The key concerns relate to the site's location outside the village boundary, together with its spatial isolation from the village (i.e. does not adjoin the boundary). It is also hampered by a lack of suitable access, as it currently is to the rear of Ravenswood and west of Sarratt Lane surrounded by fields.

Any development of the site would need to take account of these access issues and would be required to provide open space and children's play space.

Question 61. Do you think that site NCFS29 is an appropriate development site?

Question 62. Please explain your answer.

NCFS30: Sarratt Lodge

Site Ref:	NCFS30	Site:	Sarratt Lodge, Sarratt Green	Size (ha):	0.22

Current use:	Residential Garden
Dwelling capacity:	8
Phasing:	0-5
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

We have significant concerns over the allocation of this site for development. Our main concerns are related to the Sarratt Conservation Area and nearby listed buildings and the density of the development that would be required in order to accommodate 5 dwellings on site given the constraints and relatively low surrounding densities.

Any development of the site would therefore need to mitigate the impact upon the Sarratt Conservation Area, Site of Archaeological Interest and listed buildings.

Question 63. Do you think that site NCFS30 is an appropriate development site?

Question 64. Please explain your answer.

South Oxhey

NCFS34: Pinewood Lodge

Site Ref:	NCFS34	Site:	Pinewood Lodge	Size (ha):	0.5

Current use:	Care home
Dwelling capacity:	18
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Brownfield

Initial Assessment:	Potentially Suitable

Comments

We consider this site to be potentially suitable for development. The site has a care home currently on it, but that is due to close soon. The site is also within the sustainable settlement of South Oxhey and subsequently benefits from good transport links and services. We await comments from statutory consultees, particularly relating to the adjacent Local Nature Reserve of Oxhey Woods.

Any development would need to take account of the site's location adjacent to the Local Wildlife Site and Nature Reserve of Oxhey Woods. The site has an indicative dwelling capacity of 18 with 70% of the site deemed as developable.

Question 65. Do you think that site NCFS34 is an appropriate development site?

Question 66. Please explain your answer.

5. New Sites for Potential Allocation: Employment

West Hyde

NCFS35: Land South of Chalfont Lane

Site Ref:	NCFS35	Site:	Land South of Chalfont Lane	Size (ha):	8.4

Current use:	Farmland
Dwelling capacity:	n/a
Phasing:	0-5 years
Green Belt:	Yes
Greenfield/ Brownfield	Greenfield

Initial Assessment:	Significant Concerns

Comments

We have significant concerns over the allocation of this site for development. The settlement of West Hyde is not considered sustainable within the settlement hierarchy, with no facilities in the village/hamlet. Although the site fronts on to a road with pedestrian access and a relatively wide straight road for good vehicular access, it is around 800m from the nearest point of the site to Maple Cross settlement boundary to the north, with limited public transport options.

Any development of the site would need to improve site sustainability, as well as mitigating against potential flood risk.

Question 67. Do you think that site NCFS35 is an appropriate development site?

Question 68. Please explain your answer.

4. Additional Policy Options

4.1. The policies subject to this consultation relate to Biodiversity, the Chiltern Beechwoods Special Area of Conservation (SAC) and the Northwood Headquarters (MOD), in addition to a suite of net zero policies.

4.2. The below policies have either not previously been consulted on or have been amended substantially over previous consultation versions following consideration of representations received and any changes to national policy and/or legislation. These policies, once agreed by the Council, will be included in the Regulation 19 publication version of the plan.

Biodiversity

4.3. Biodiversity is in decline across England, which is one of the most nature-depleted countries on Earth, something which Three Rivers has not escaped. This, and growing public awareness of this biodiversity emergency was recognised by the Government's 2023 Environmental Improvement Plan which stated:

There is a *"… clear, scientific case and growing public demand for a step change in environment protection and recovery."*

4.4. Whilst much legislation and Government policy that informed the last Local Plan remains valid, other components have evolved, and new laws and guidance created to provide local authorities with the best chance of playing their part in reversing this decline. In terms of legislation, for instance, local authorities now, importantly, have a duty to 'conserve and enhance' (instead of simply 'to have regard to') biodiversity when exercising its functions, a consequence brought about by the Environment Act 2021. Additionally, the terms 'nature recovery' and 'Biodiversity Net Gain' have become embedded in the scientific and public vocabulary, both of which have significant planning implications.

4.5. In this context, the primary drivers now influencing the conservation and recovery of nature in Three Rivers include but are not limited to those set out below:

- The Wildlife and Countryside Act 1981 (as amended)
- Circular 06/2005 Biodiversity and Geological Conservation
- NERC 2006
- The Habitats Regulations 2017 (as amended)
- The Environment Act 2021
- The Environmental Improvement Plan (2023)
- National Planning Policy Framework (2024) and associated Planning Practice Guidance
- The Environmental Principles policy statement (2023)

Together, these bring forward a range of aspirational, policy or mandatory requirements which combine to frame the local plan's policies.

4.6. National policy states that the planning system should contribute to and enhance the natural and local environment by minimising impacts on biodiversity and providing net gains in biodiversity. The National Planning Policy Framework requires local authorities to identify, map and safeguard components of local wildlife-rich habitats and wider ecological networks; and promote the conservation, restoration and enhancement of important habitats and species. Further, it requires that appropriate weight is given not only to protected sites but also to protected features of biodiversity and geological interest in the wider environment.

4.7. In terms of the Local Plan, these drivers can be taken to act together to ensure that local authorities conserve and enhance nature in part by establishing Local Plan policies that ensure that harm to biodiversity within protected sites and, beyond these boundaries, the habitats and species distributed across the rural and built environments is firstly avoided, secondly that harmful impacts are mitigated before they arise, and only as a last resort, that effective compensation is secured for any unavoidable damage that cannot be mitigated. This is the '*mitigation hierarchy*' and its use should be evident both in terms of the allocation of development opportunities and subsequent development proposals. Depending on circumstances, each of the three stages can be heavily influenced by differing legislation, policy and best practice guidance and should not be treated lightly.

4.8. More specifically, the Environment Act (2021) promotes positive actions such as the establishment of a Local Nature Recovery Strategy (LNRS), which will aim to increase the quality and size of existing protected areas, buffer harmful impacts from outside and link these together by creating new wildlife sites as stepping-stones or direct physical connections. In turn, the Hertfordshire LNRS will contribute to the national Nature Recovery Network (NRN) to begin to deliver the aspirations of the Lawton Report for a network that comprises a '*more, bigger, better, better joined*' biodiversity resource (which in turn can help deliver other societal benefits).

4.9. Biodiversity is an integral part of the character of Three Rivers and contributes to the high quality of life in the area. The district supports a variety of wildlife in habitats as diverse as wetlands, woodlands, grasslands, orchards, heathlands and urban gardens. Conserving and enhancing the diversity of wildlife and habitats in Three Rivers is a strategic objective.

4.10. Further, biodiversity provides numerous benefits, or ecosystem services, for people, such as flood attenuation, softening extremes of temperature and weather, recreation, wellbeing, pollinators and carbon sequestration. Nature conservation and its recovery are therefore not only required but highly desirable.

4.11. In these and other ways, the new local plan has a wide remit to take positive steps towards achieving the *'step change*' demanded by the Environmental Improvement Plan and provide the framework by which Government expects it will achieve commitments made in the 25-year Environment Plan.

Biodiversity

Biodiversity Net Gain (BNG)

1) All qualifying development must deliver at least 10% measurable biodiversity net gain from the existing baseline value of a site through the use of DEFRA's statutory biodiversity metric. Development should apply the mitigation hierarchy to minimise or mitigate harmful effects on biodiversity. Mitigation and compensation measures must offset any losses in order to achieve the measurable net gain for biodiversity.

2) Biodiversity net gain should be delivered using the following biodiversity gain hierarchy:

    1. On-site
    2. A mixture of on and off-site
    3. Off-site
    4. Purchase of statutory biodiversity credits

    On-site biodiversity net gain should be prioritised and undertaken wherever possible. Off-site measures will only be considered where it can be demonstrated that, after following the mitigation hierarchy, all reasonable opportunities to achieve measurable net gains on-site have been exhausted or where greater gains can be delivered off-site where the improvements can be demonstrated to be deliverable and are consistent with the Local Nature Recovery Strategy. As a last resort and following the submission of robust and justified evidence that on-site or off-site biodiversity provision will not achieve 10% biodiversity net gain, the Council will consider allowing the developer to purchase statutory biodiversity credits as an alternative approach.

3) Biodiversity Gain Plans will be required to demonstrate how BNG will be achieved. This will apply to on-site and / or off-site BNG requirements. Consequently, where it is not possible to avoid or mitigate any or all impacts on site, the Biodiversity Gain Plan should also demonstrate and confirm how any off-site measures proposed will enhance local and nationally important biodiversity priorities.

4) To ensure the long-term net gain, all development proposals should prepare a long-term monitoring and maintenance plan for biodiversity and habitat proposals for a minimum period of 30 years, including significant on-site and off-site measures.

5) Biodiversity net gain will be secured by condition, conservation covenant, and/or legal agreement, including a requirement to cover the Council's costs associated with the long-term BNG monitoring.

6) Where possible, the Council will encourage the delivery of greater than 10% biodiversity net gain.

Protection and Enhancement of Biodiversity

7) The weight given to the protection of protected sites will be commensurate with their position in the hierarchy:

    1. International
    2. National

3. Local
4. Irreplaceable habitats

8) Proposals that are likely to have, directly or indirectly, an adverse impact on protected sites will not normally be permitted except where the public benefits of development in that location clearly outweigh both the impact on the site and the wider network.

9) Proposals resulting in, directly or indirectly, the loss or significant harm to a Local Wildlife Site will normally only be permitted if it can be demonstrated there is a need for the development in that specific location and the benefit of the development clearly outweighs the loss or harm.

10) Proposals resulting in directly or indirectly, in the loss or significant harm of an irreplaceable habitat will normally be refused.

11) In all cases, the mitigation hierarchy should be used to first avoid, then mitigate and, where necessary and possible, compensate for the loss of biodiversity, and evidence provided to show how this has been followed. Where loss or harm to a European or other designated site cannot be avoided or mitigated, as a last resort, effective compensation must be secured and delivered.

12) Proposals should further the aims and objectives of the Local Nature Recovery Strategy including via the delivery of biodiversity net gain where applicable.

13) Proposals should seek to conserve, restore and enhance protected species not addressed by "Biodiversity Net Gain" (as set out in Environment Act 2021) and reduce fragmentation by enhancing the connectivity of their populations and supporting habitats, and promote the functionality of other green infrastructure. It is expected that applicants submit a proportionate and up-to-date ecological survey and assessment where it is likely that a proposal may impact upon a statutorily protected species or their habitats.

Reasoned Justification

Biodiversity Net Gain

4.12. Biodiversity net gain aims to leave the natural environment in a measurably better state than it was beforehand. The Environment Act (2021) requires that all applicable development shall deliver a net gain of at least 10% against the ecological baseline. Net gain is not intended to facilitate the unnecessary loss of valuable habitats, and all proposals are expected to follow the mitigation hierarchy and the measures required to deliver a net gain go beyond those required to mitigate or compensate any harm after following the mitigation hierarchy.

4.13. Net gain is measured using Defra's Statutory Biodiversity Metric, which quantifies the value of biodiversity in terms of the habitats present and those proposed to be created and/or enhanced. A simplified version (the Small Sites Metric) may be used for sites proposing fewer than ten dwellings on land of less than one hectare. Exemptions for small self-build development exist which fulfil other requirements. Successful applicants will also be required to provide a Biodiversity Gain Plan to be approved in writing by the Council prior to commencement of development.

4.14. The creation or enhancement of features to achieve the net gain can be delivered on-site, off-site (or a combination of the two) or, as a last resort, via the purchase of statutory biodiversity credits. On-site solutions are preferred. Off-site solutions should be located in proximity to the development site where possible, certainly within Three Rivers and ideally contribute to the functioning of the emerging LNRS or other green infrastructure networks within the District. All will be secured for a period of at least 30 years via planning conditions, legal agreements and conservation covenants as appropriate.

Protection and Enhancement of Biodiversity

4.15. Despite the widespread decline in nature, Three Rivers retains a valuable biodiversity resource albeit fragmented by built development, infrastructure and intensive agriculture. These range from sites of national to local importance, although all will be afforded protection either in law, policy or best practice, but to differing degrees.

4.16. The relative importance of these is typically presented as the following hierarchy:

1. Designated (or Protected[3]) sites and species
2. Irreplaceable habitats
3. Habitats and species of principal importance

Whilst each is described below, there is considerable overlap on the ground with certain features or sites frequently arising in all three categories.

The range of protected sites are shown below in descending importance:

Internationally important sites (Statutory)	Special Areas of Conservation (SAC) Special Protection Areas (SPA) Ramsar sites
Nationally important sites (Statutory)	Sites of Special Scientific Interest (SSSI) National Nature Reserves (NNR)
Locally important sites	Local Nature Reserves (LNR) (Statutory) Local Wildlife Sites (LWS) (Non-statutory) Local Geological Sites (LGS) (Non-statutory)

4.17. SACs and SPAs are afforded the highest levels of protection via the Habitats Directive (transposed into UK law by the Habitats Regulations 2017 (as amended)), with Ramsar sites enjoying similar protections though only in national policy. SSSIs, NNRs and LNRs are protected by domestic legislation and LWS and LGS are locally identified. Whilst the levels of protection therefore differ, these are set out in the NPPF, and local plans are expected to reflect this.

4.18. Irreplaceable habitats are listed in and protected by the biodiversity net gain legislation as examples of England's most ecologically valuable features that are very difficult to restore, recreate or replace. They include but are not limited to ancient woodlands, ancient and veteran trees and lowland fens. Whilst examples frequently comprise part of a protected site they also

[3] Although a frequently used term not all are formally 'designated' and it is better to consider these as 'protected' sites (a term that will be used throughout this chapter).

frequently occur beyond these boundaries and can be distributed across the rural and built environments.

4.19. Ancient woodland is also given additional protection from Government's standing advice which only allows its loss where 'wholly exceptional reasons' apply and where a suitable compensation strategy is in place.

4.20. Habitats and Species of Principal Importance are defined and listed in s41 of the NERC Act 2006 and represent those features of particular importance for the overall purpose of conserving biodiversity. The list of 56 habitats and 943 species features was carried forward from the UKs Biodiversity Action Plan (BAP), itself a response to the Convention on Biological Diversity in Rio in 1992 but has been adapted, accordingly, along the way.

4.21. However, levels of protection can vary widely with some species - for instance great crested newts and all bats - afforded additional protection additional protection by the Habitats Regulations, a consequence of their status as 'European species'.

Biodiversity in Three Rivers

4.22. Though there are no internationally important protected sites within Three Rivers, it does support a range of other protected sites ranging from nationally designated SSSIs to local identified LNRs and LWSs. These include:

Special Areas of Conservation:

- None within the district (although parts of the district fall within the zone of influence of the Chiltern Beechwoods Special Areas of Conservation)

Sites of Special Scientific Interest:

- Frogmore Meadows
- Sarratt Bottom
- Croxley Common Moor
- Whippendell Woods
- Westwood Quarry

Local Nature Reserves at:

- Oxhey Woods
- Stockers Lake
- The Withey Beds
- Croxley Common Moor
- Prestwick Road Meadows
- Chorleywood House Estate
- Rickmansworth Aquadrome
- Chorleywood Common
- Batchworth Heath

There are also 139 Local Wildlife Sites located at least partially within the District, part of a county-wide network of almost 2,000 sites that seeks to maintain key components of the county's biodiversity resource.

4.23. However, HMWT's State of Nature Report (2020) identified that in the last 50 years, 76 species had become extinct in the county and, of the species assessed, 20% (or 1,524) of those remaining were identified as being of conservation concern and less than 12% of LWS were under beneficial management.

4.24. Although destined to be superseded by the LNRS in 2025, the Hertfordshire Biodiversity Action Plan (BAP): A 50-Year Vision for the wildlife and natural habitats of Hertfordshire (2006) remains relevant and identifies three key biodiversity areas in Three Rivers:

- Mid-Colne Valley - wetlands (gravel pits) and grassland
- Whippendell Woods and surrounds - woodlands, grasslands and wetland
- River Chess Valley - river, wetlands, grasslands, woodland and heathland

4.25. It is considered likely (although not guaranteed) that these areas will also be highlighted in the emerging LNRS as priority areas for conserving the existing biodiversity resource and the best opportunities for establishing areas of new, high-quality habitats. Consequently, the Council will be likely to refuse applications that have harmful impacts on biodiversity or compromise the effectiveness of the LNRS. In contrast, developments that avoid harmful impacts and make a positive contribution to the aims of the LNRS will be supported.

4.26. Developers should have regard to the potential impact of development proposals on biodiversity, including, for instance, trees, watercourses and woodlands from the outset. Applications should be accompanied by sufficient information to assess the impact of the proposed development on any protected species, trees, watercourses, woodlands or priority habitats. Where not exempt from BNG, there must also be acceptable baseline habitat surveys or assessments to properly inform subsequent BNG calculations using the Statutory or Small Sites Metric (as of 2025). Where it is considered that a habitat/species protected under European or domestic statutory legislation could be affected by development, the Council will require adequate survey information to be submitted at the time of the application together with an assessment of the potential impacts and appropriate mitigation/compensatory measures, these should be integrated into schemes and shown on submitted plans. The surveys should be undertaken and carried out by competent persons and at appropriate times of the year. Surveys and assessments should all follow established CIEEM best practice.

4.27. In accordance with national policy on biodiversity and geology the Council will conserve and, where possible, enhance:

- Sites of Special Scientific Interest
- Local Nature Reserves
- Local Wildlife Sites
- Protected Species
- Trees and Ancient Woodlands, and
- Geological and physiographical features.

4.28. When considering development proposals, the Council will take full account of contemporary and rapidly emerging legislation, policy and guidance and other relevant information to:

- Assess the importance of a habitats and species
- Consider the potential impact of development
- Identify ways to conserve and enhance biodiversity in Three Rivers
- Improve connectivity between habitats through establishment and expansion of the LNRS and Green Infrastructure corridors.

4.29. The Council will support measures identified in management plans (including the Thames River Basin Management Plan) and related status reports for Sites of Special Scientific Interest, Local Nature Reserves and other wildlife sites that seek to conserve, enhance and restore biodiversity. Where subject to BNG, developers will be required to contribute to improvements in biodiversity as part of their proposals in addition to providing compensation for impacts on protected species, under licence where necessary.

Green and Blue Infrastructure

4.30. In a wider context, biodiversity also represents a key element of Green Infrastructure (networks of green spaces and natural elements including open spaces, waterways, gardens, woodlands, green corridors, wildlife habitats, street trees, natural heritage, heritage assets, earth science interests and open countryside). The Green and Blue Infrastructure Policy identifies key assets for Green and Blue Infrastructure and the existing and potential linkages. It also sets out policy to seek a net gain in the quality and quantity of Green and Blue Infrastructure through the protection and enhancement of assets and the provision of new green spaces.

Question 69.	Do you think that the Biodiversity Policy Option for protecting and enhancing the district's biodiversity and ecology is the right approach?
Question 70.	Please explain your answer.

Chiltern Beechwoods Special Area of Conservation (SAC)

4.31. The Chiltern Beechwoods Special Area of Conservation includes 9 separate sites in the Chiltern Hills and spreads across 3 counties. The Special Area of Conservation is an internationally recognised designation with habitats and species of significant ecological importance.

Chiltern Beechwoods Special Area of Conservation (SAC)	
1)	Development proposals which are likely to have a significant effect on the Chiltern Beechwoods Special Area of Conservation (SAC) will be subject to a Habitats Regulations Assessment (HRA). This applies to proposals which are within the zone of influence of the Chiltern Beechwoods Special Area of Conservation (SAC) and which would result in a net increase of 100 units or more.

2) Where development proposals are subject to a HRA they will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same).

Reasoned Justification

4.32. As part of its emerging local plan, Dacorum Borough Council has found evidence of visitor pressure in Chiltern Beechwoods Special Area of Conservation as a result of additional residential development from within the zone of influence. The report[4] identified a 12.6km Zone of Influence (ZOI). As a result, large developments in the ZOI will be required to produce a Habitat Regulations Assessment and may be required to provide mitigation measures.

4.33. A small part of Three Rivers falls within the ZOI. It was not included in the 'strategic solution' by Natural England as less than 2% of visitors to the SAC were from Three Rivers. However, the requirement to produce a Habitat Regulations Assessment applies to sites within the ZOI. The Council has set a threshold of 100 dwellings or more on the advice of Natural England.

4.34. As part of the Habitat Regulations Assessment, development proposals will be expected to deliver suitable mitigation and / or avoidance measures to address any adverse impact on the SAC. Mitigation measures include the provision of Suitable Alternative Natural Greenspace (SANG) of sufficient size/quality to divert visitors away from the Chiltern Beechwoods SAC and leading to a creation of a semi-natural experience. Any mitigation measures should take into account information in the most recent Mitigation Strategy.

4.35. SANGs must also consist of adequate parking for visitors, unless the site is intended for local use (within 400m walk of developments linked to it); aim to enable completion of a circular walk of 2.3 to 2.5km around the SANG; are designed to enhance safety perceptions by users; are free from tree and scrub cover along parts of the walking routes and must incorporate a semi-natural feel with little intrusion of artificial structures.

Question 71. Do you think that the Chiltern Beechwoods Special Area of Conservation (SAC) Policy Option for mitigating the impact of new development within the district upon the SAC is the right approach?

Question 72. Please explain your answer.

Northwood Headquarters (MOD)

Northwood Headquarters (MOD)

[4] Visitor survey, recreation impact assessment and mitigation requirements for the Chilterns Beechwoods SAC and the Dacorum Local Plan https://www.dacorum.gov.uk/docs/default-source/strategic-planning/dacorum-recreation-evidence-base-200322.pdf?sfvrsn=fbe079e_0

1) New development at Northwood Headquarters that helps to enhance or sustain its operational capability will be supported.

2) Redevelopment, conversion and change of use of redundant MOD sites and buildings will be supported.

3) Non-military or non-defence related development within or in the areas around the Northwood Headquarters site will not be supported where it would adversely affect military operations or capability, unless the effect can be suitably mitigated against or it can be demonstrated that there is no longer a defence or military need for the site.

Reasoned Justification

4.36. National planning policy requires planning policies to take into account defence requirements by recognising and supporting development required for operational defence and security purposes and ensuring that operational sites are not affected adversely by the impact of other development proposed in the area.

4.37. Northwood Headquarters is the UK's principal military HQ site for 2,000 personnel. It is home to 5 Operational HQs and HMS Wildfire which is a reserve unit of the Royal Navy. It is identified as a significant defence asset where additional development is envisaged to support National Security needs.

Question 73. Do you think that the Northwood Headquarters (MOD) Policy Option for recognising and supporting development required for operational defence and security purposes, and ensuring that operational sites are not affected adversely by the impact of other development proposed in the area is the right approach?

Question 74. Please explain your answer.

Net Zero

4.38. The suite of net zero policies subject to this consultation are set out below, covering the following issues:

- XA – Net Zero Operational Carbon in New Residential Development
- XB – Net Zero Operational Carbon in New Build Non-Residential Development
- XC – Climate Adapted Design and Construction
- XD – Embodied Carbon and Minimising Waste
- XE – Reducing Carbon Emissions in Existing Buildings

X A – Net Zero Operational Carbon in New Residential Development

4.39. Operational carbon is an area where policy can ensure the provision of buildings that are fit for the future, both in terms of reduced energy consumption and holistic integration of design

decisions that address climate adaptation. It is essential that housing developers prioritise these metrics and subsequent total energy consumption to best ensure that any on-site renewable energy can feasibly match total regulated energy use. If the energy use of a residential building is not mitigated in the first instance, on site renewable energy generation will likely not be sufficient to deliver a net zero building.

Policy X A - Net Zero Operational Carbon in New Build Residential Development

All new build dwellings (use class C3 and C4) are required to meet the following requirements:

A1.1 - Part L% improvement

1) At least a 63% improvement (reduction) on Part L 2021 TER (Target Emissions Rate) from energy efficiency measures.

2) Heat pumps are to be calculated as an energy efficiency measure, rather than a renewable energy measure.

3) As a measure in aid of this TER target, achieve an improvement (reduction) on Part L 2021 TFEE (Target Fabric Energy Efficiency) as follows:

End terrace: at least a 12% improvement
Mid terrace: at least a 16% improvement
Semi-detached: at least a 15% improvement
Detached: at least a 17% improvement
Bungalow: at least a 19% improvement
Flats/ apartments: at least a 24% (weighted average, whole block) improvement

All of the above should be calculated using SAP10.2 or later version, or the Home Energy Model (HEM, once it has been implemented)

In the event national building regulations exceed the requirements of this policy, the national standards (i.e. the higher standards) would apply.

A1.2 - Energy metrics guidelines

Or –

4) Positive weight will be given to development proposals which can demonstrate that the following absolute energy metrics are met:

- Total energy use: 35 kWh/m^2/year
- Space heating demand: 15 kWh/m^2/year

5) Performance against these targets must be evidenced using a methodology that accurately predicts buildings' operational energy use. Suitable methodologies include the Passive House Planning Package (PHPP). Where a building achieves Passivhaus certification, it will be deemed to have complied with these targets.

A2 - No Fossil Fuels

6) The use of fossil fuels and connection to the gas grid will not be considered acceptable.

A3 - On site renewable energy

7) On-site annual renewable energy generation capacity (in kWh) at least equal to the predicted annual total regulated and unregulated energy use (residual energy use in kWh after A1.1 has been achieved, plus unregulated energy use).

8) Where an on-site net zero regulated and unregulated energy balance is not possible[5], it should be demonstrated that the amount of on-site renewable energy generation equates to at least 120kWh/m^2 projected building footprint/year.

9) Where a building in a multi-building development cannot individually achieve the requirements of A3 this shortfall is to be made up across other units on-site. Innovative solutions, for example utilising PV canopies on car parks or solar PV on communal buildings should be demonstrated before carbon offsetting A4 is considered.

10) Regulated and unregulated energy use can both be calculated with Part L SAP or BREDEM, but a more accurate method such as PHPP is advised. Any other proposed methods are subject to Council confirmation of acceptability.

11) The annual renewable energy generation and the annual energy use are whole-building figures, not per-m^2 figures.

12) Renewable energy output should be calculated in line with MCS guidance for the relevant technology (expected to be PV in most cases).

A4 - Energy Offsetting

13) Only in exceptional circumstances and as a last resort where it is demonstrably unfeasible to achieve an on-site net zero regulated and unregulated energy balance, should any shortfall in on-site renewable energy generation that does not match energy use be offset via a S106 financial contribution, reflecting the cost of the solar PV that will need to be delivered off-site.

14) The energy offset price shall be determined based on the cost of delivering equivalent off-site solar PV capacity, calculated using the most up-to-date government data on solar PV installation. The methodology will account for capital costs, expected local energy yield, and a reasonable allowance for the administration of the offset fund by the Council or its delivery partners. The total offset contribution shall be calculated as a one-off payment, based on the projected annual shortfall in on-site renewable energy generation, multiplied by the published offset price.

A5 - Reduced Performance Gap

15) An assured performance method must be implemented throughout all phases of construction to ensure operational energy in practice performs to predicted levels at the design stage.

A6 - Smart Energy Systems

[5] Exceptional circumstances where an on-site net zero energy balance is not achieved may only be found acceptable in some cases, for example with taller flatted buildings (4 storeys or above) or where overshadowing significantly impacts solar PV output.

16) Proposals should demonstrate how they have considered the difference (in scale and time) of renewable energy generation and the on-site energy demand, with a view to maximising on-site consumption of energy generated on site through energy storage or smart distribution, and overall minimising the need for wider grid infrastructure reinforcement.

A7 - Post-Occupancy Evaluation

17) Large-scale development (50 units or more) is to monitor and report total energy use and renewable energy generation values on an annual basis. An outline plan for the implementation of this should be submitted with the planning application. The monitored in-use data is to be reported to the Local Planning Authority for 5 years upon occupation.

Reasoned Justification

4.40. As set out in the Climate Change Act 2008, national policy is working towards achieving the legally-binding UK target of net zero by 2050 and carbon budgets are subsequently legislated under the aegis of the act. These carbon budgets are linked to the Climate Change Committee's Balanced Pathway to Net Zero report, which is supported by analysis that sets out that all new buildings must be net zero by 2025. The 2050 net zero target is specifically referenced in the NPPF under paragraph 161.

4.41. The Planning and Energy Act 2008 sets out that local standards for energy efficiency in new homes are able to exceed those set in Building Regulations.

4.42. In the context of the 2023 Written Ministerial Statement, these policies are fully compliant with the perceived constraints it poses. The WMS only applies to energy efficiency standards where it states that any standards that exceed Building Regulations must be done so using the TER metric. Policy A1 remains within its bounds through the use of TER% reduction as the primary metric. The TFEE target is not additional to, but is a step towards, that TER target.

4.43. The 63% reduction target on Part L 2021 TER is set to align with national policy in that it is in line with the Future Homes Standard. Correspondingly, the TFEE target is set to align with the performance of a home that achieves that TER target via the indicative FHS specification set out by the Government in the 2019-21 FHS consultation. This is necessary in order to reduce the space heat demand (which is necessary for the achievement of the UK's carbon budgets. It is also necessary in order to protect the resident from excessive energy bills and potential fuel poverty, as the latest FHS consultation indicated that the FHS carbon target could be achieved just with a heat pump and no fabric improvements, resulting in heating bills approximately double those of a current new build home.

4.44. A2 is aligned to the Government's direction of travel indicated by both the options proposed in the Future Home Standard 2023 consultation, in that no fossil fuel heating systems are proposed. A3 and A4 are not impacted because they address renewable energy, which is out of scope of the 2023 WMS.

4.45. Policy elements A1, A2 and A3 are to be addressed at the design and post-completion stages, to ensure that the development has been built to intended standards. Post-completion resubmission of the original energy statement including energy performance calculations, informed by the relevant tests to systems and fabric, should be required as a condition as part of the planning application process. A5 and A7 compliance should also be demonstrated post-completion through planning condition.

4.46. A1 – A7 are to be demonstrated at the planning application stage through submission of an energy statement, which should include associated output reports from energy modelling software (e.g. SAP, BREDEM, PHPP, or HEM when available for general use).

Smart Energy Systems

4.47. In order to maximise energy self-sufficiency of a site, in relation to policy element A6, a number of methods may be considered. These may include smart local grids, energy sharing, energy storage and demand-side response, and/or solutions that combine elements of the above.

The Non-Mandatory Energy Targets in Policy A 1.2

4.48. The achievement of the energy efficiency performance levels set out in Policy A1.2 will reduce the amount of solar PV required under A3 for an on-site net zero balance. This can save the applicant costs in renewable energy provision and/or energy offsetting.

4.49. Performance against these non-mandatory targets would need to be calculated using a method that accurately predicts energy use. SAP is not suitable for this due to its poor predictive accuracy in the context of high-performance buildings. PHPP (Passivhaus Planning Package) is a suitable methodology, as it is widely recognised for its precision in predicting energy performance, particularly for low-energy buildings. Unlike SAP, PHPP has a proven track record of providing accurate energy use and heating demand predictions, ensuring that the development can meet its energy efficiency targets and reduce operational energy consumption effectively.

4.50. The Council may subsequently take a view on whether the incoming Home Energy Model (HEM) may be suitable, when HEM's final form is known.

No Fossil Fuels

4.51. The A2 No fossil fuels policy prohibits the use of fossil fuels within the operational phase of the development, specifically for energy purposes within the buildings, including heating, hot water, and electricity. The intent is to ensure that the development aligns with sustainability goals and supporting the transition to low-carbon energy sources. The restriction on fossil fuels does not apply to their use in construction activities or transport.

Steps to Calculating and Narrating Amount of Renewable Energy Provisions

4.52. Policy A3 should contain the following steps, to be expressed in an energy statement:

- First calculate the total predicted annual energy use in kWh for all proposed new buildings
- This can be modelled using SAP, BREDEM or PHPP. PHPP is the preferred model due to its accuracy, to avoid SAP's inaccuracies at predicting actual energy use in operation.

The Council may later take a view on whether the incoming Home Energy Model (HEM) is a suitable method for energy use prediction when the final form of HEM is available.

- Then calculate the annual renewable energy generation for whole site in accordance with the MCS guidance for the relevant renewable energy technology. This does not have to be exclusively on the buildings themselves and can include provision of new standalone renewable energy installations within the site. The figure does not include renewable heat delivered by heat pumps, as that would count instead towards Policy A1.
- Deduct the annual renewable generation from the annual energy use. The result should be zero or less.
- If the result is not zero or less, explore how to provide more on-site renewable energy.
- If it proves unfeasible to increase renewable energy generation on-site to result in an annual balance of energy generation with energy use, then divide the total annual renewable energy generation by the building footprint. If this is impossible, provide evidence as to why this is not possible even with a PV area equivalent to 70% of projected building footprint and reasonably efficient panels available on the market.
- Calculate the residual energy demand (whole building, not per m2) for all proposed new buildings are all measures proposed towards policies A1 and A3, then proceed to use this figure to calculate the required amount of offsetting provision in policy A4.

4.53. If a development cannot generate enough renewable energy on-site to balance the total regulated and unregulated energy use (as calculated after fabric efficiency improvements in Policy A1.1), the policy requires the renewable energy generation to meet a minimum of 120 kWh per square metre of projected building footprint per year.

4.54. Applicants should demonstrate compliance with this fallback target by providing a clear calculation of the renewable energy generated per square metre of the projected building footprint. This can be demonstrated in the Energy Statement by:

- Renewable energy system design, such as PV layouts, system capacities, and expected energy outputs.
- Calculation of the renewable energy generated based on these designs, ensuring it meets or exceeds the 120 kWh/m2 threshold for the total projected building footprint.

4.55. If the 120 kWh/m^2 target cannot be met, the applicant must provide evidence explaining why, even with renewable energy provision up to the equivalent of 70% of the projected building footprint (including roof overhangs), it is unfeasible to meet this threshold. This should include details on the constraints (e.g., site limitations, technical or financial barriers).

<u>If Applicants Cannot Meet Policies A1.1 and A3</u>

4.56. If the requirements of Policy A1.1 (fabric efficiency) and Policy A3 (on-site renewable energy) cannot be met, applicants must demonstrate compliance through the energy hierarchy:

- Fabric efficiency: The first step is reducing energy demand through fabric efficiency measures (e.g., insulation, airtightness, efficient windows). If these measures can't be met due to technical or site-specific constraints, applicants should provide clear evidence (e.g., feasibility studies or cost analyses) to justify why.

- Renewable energy: After addressing fabric efficiency, applicants must meet energy needs through on-site renewable energy generation. If fabric efficiency measures cannot be fully met, applicants can look to increase renewable energy provision, but they must still comply with overarching policy objectives.
- Submission requirements: Applicants should submit an energy statement that includes:
    - Predicted energy demand (kWh/year).
    - Proposed renewable energy contributions (e.g., PV output in kWh/year).
    - The percentage of energy demand met by on-site renewables.
    - Evidence of site-specific constraints preventing full compliance.

The Offsetting Calculation

4.57. The offset is a one-off payment, calculated by multiplying the annual shortfall in on-site renewable energy generation (in kWh) by the energy offset price (£/kWh). This represents the upfront cost of installing the equivalent renewable energy capacity that the developer has not provided on-site. Since it's a one-time contribution to cover this capital cost, it only reflects one year's shortfall – there's no need to factor in the building's lifetime or ongoing energy use.

4.58. The current offset price (£2.31/kWh) is based on the national cost of solar PV deployment as published by the Department for Energy Security and Net Zero (DESNZ). This price reflects the average cost of delivering solar PV (including installation), adjusted to include inflation and a 10% uplift to support fund administration and delivery of offset projects. The Council may revise the offset price annually to reflect updated DESNZ cost data.

4.59. Flexibility in applying the offsetting requirement may be considered where it is robustly demonstrated that full offsetting would make social or affordable housing unviable due to site-specific costs that exceed assumptions in the Whole Plan Viability Assessment. In these cases, the Council may consider:

- Reducing the scope of energy to be offset, or
- Applying a discounted offset price where the Council is confident it can still deliver the equivalent renewable generation on a case-by-case basis.

Assured Performance Methods

4.60. These are processes to follow throughout design, construction, commissioning and building handover that reduce the energy performance gap (the gap between predicted energy use and actual energy use). These not only help keep the building's actual carbon emissions to a minimum (as opposed to their predicted emissions using inaccurate methods like SAP), but they also help to ensure occupant satisfaction. Suitable methods include (BSRIA Soft Landings, NEF/GHA Assured Performance Process, and Passivhaus certification. Alternative processes proposed by the applicant will be subject to consideration by the Council about their evidence-based merits.

Applicability to Outline Applications

4.61. Compliance with the policies will be conditioned at outline stage and must be confirmed in detailed reserved matters. However, the Council accepts that the degree of detail provided in the outline energy strategy will be less than for full and reserved matters applications. It is also recognised that this means the outline energy calculations may be largely based on

assumptions. The aim should be to demonstrate that options have been identified by which the development could comply with the policy targets, taking into account the broad mix of anticipated floorspace, typologies and site conditions. Statements made about estimated carbon and energy performance based on a high degree of assumptions at outline stage should be reassessed at detailed reserved matters, albeit the reserved matters may diverge in how the required compliant performance will be achieved.

4.62. Where more detail is known, it should be reflected in the outline application; for example if expecting to connect to a site-specific low-carbon energy source. For a further example, if expecting a limited number of repeated home types, then the energy modelling would ideally reflect similar archetypes and identify a specification by which they could meet the policy targets for energy efficiency and renewable energy (taking into account site conditions). The modelled homes could reflect, for example, a sample of a relevant housebuilder's 'products' most likely to be built on site. This exercise benefits the developer in that it gives an early understanding of the degree of amendment needed to their existing regular specifications, allowing them to set up supply chains and economies of scale well in advance of commencing on site, as outline proposals typically are large-scale and take several years from outline application, to detailed design, to commencement.

4.63. Outline applications' estimated offsetting contribution should be stated in the outline Energy Assessment. These will be subject to a Section 106 agreement, but not paid at the time of the outline application. In that case the offset contribution must be recalculated within the subsequent reserved matters application, and paid on or prior to commencement of works on site for the reserved matters scheme. The reason for payment into the offset fund prior to commencement of works is so that the offset fund administrators are able to deliver the offset projects on a timescale not too dissimilar from the timescale for completion and occupation of the development. The aim is to enable, wherever possible, the offsetting project to be producing renewable energy no later than the development's occupants begin to place their demands on the grid.

Question 75. Do you think that Policy X A is the right approach to achieve net zero operational carbon in new residential development?

Question 76. Please explain your answer.

X B – Net Zero Operational Carbon in New Build Non-Residential Development

4.64. As per Policy XA (residential), planning policies supporting net zero operational carbon in new build non-residential developments can drive significant improvements in energy efficiency and the reduction of regulated operation carbon in new buildings. This is in line with the Council's commitment to becoming a carbon-neutral District by 2045 and national policy targets to the UK as a whole, becoming carbon-neutral by 2050.

Policy X B - Net Zero Operational Carbon in New Build Non-Residential Development

All new build non-residential development is required to be net zero carbon in operation (regulated energy) through the following requirements:

B1.1 - Part L% improvement

1) % improvement on Part L 2021 TER (Target Emissions Rate), or equivalent reduction on future Part L updates through on-site measures as follows:

Offices: at least 25% improvement
Schools: at least 35% improvement
Industrial buildings: at least 45% improvement
Hotels (C2, C5) and residential institutions (C2, C2a): at least 10% improvement
Other non-residential buildings: at least 35% improvement

In the event national building regulations exceed the requirements of this policy, the national standards (i.e. the higher standards) would apply.

B1.2 - Energy metrics guidelines

2) Positive weight will be given to development proposals which can demonstrate the following absolute energy metrics:

- Total energy use: 65 kWh/m^2/year
- Space heating demand: 15 kWh/m^2/year

3) Employing absolute energy metrics reduces the amount of solar PV required under B3 for an on-site net zero balance of regulated energy. Applicable methodologies to calculate this include CIBSETM54 and the Passivhaus Planning Package. At present, the Part L calculation method (SBEM) is not considered suitable as it does not provide accurate predictions of a building's actual energy use.

B2 - No fossil fuels

4) The use of fossil fuels and connection to the gas grid will not be considered acceptable.

B3 - On-site renewable energy

5) On-site annual renewable energy generation capacity to at least equal predicted annual total regulated energy use (residual energy use after B1.1 has been achieved). In buildings subject to Part L's requirement for energy forecasting, that forecasting should be the source of the 'annual total regulated energy' figure.

6) Where an on-site net zero regulated energy balance is not possible6, it should be demonstrated that the amount of on-site renewable energy generation equates to ≥120kWh/m2 projected building footprint/year.

7) Where a building in a multi-building development cannot individually achieve the requirements of B3, this shortfall is to be made up across other units on-site before carbon offsetting is considered.

[6] Exceptional circumstances where an on-site net zero energy balance is not achieved may only be found acceptable in some cases, for example with taller flatted buildings (4 storeys or above) or where overshadowing significantly impacts solar PV output.

8) Development should demonstrate that opportunities for on-site renewable energy infrastructure (on-site but not on or attached to individual buildings), such as solar PV canopies on car parks, have been explored.

B4 - Energy offsetting

9) Only in exceptional circumstances and as a last resort where it is demonstrably unfeasible to achieve an on-site net zero regulated energy balance, any shortfall in on-site renewable energy generation that does not match regulated energy use is to be offset via a S106 financial contribution, reflecting the cost of the solar PV that will need to be delivered off-site.

10) The energy offset price shall be determined based on the cost of delivering equivalent off-site solar PV capacity, calculated using the most up-to-date government data on solar PV installation. The methodology will account for capital costs, expected local energy yield, and a reasonable allowance for the administration of the offset fund by the Council or its delivery partners. The total offset contribution shall be calculated as a one-off payment, based on the projected annual shortfall in on-site renewable energy generation, multiplied by the published offset price.

B5 - Reduced Performance Gap

11) An assured performance method must be implemented throughout all phases of construction to ensure operational energy in practice performs to predicted levels at the design stage.

B6 – Smart Energy Systems

12) Proposals should demonstrate how they have considered the difference (in scale and time) of renewable energy generation and the on-site energy demand, with a view to maximising on-site consumption of energy generated on site through energy storage or smart distribution and overall minimising the need for wider grid infrastructure reinforcement.

13) This may include smart local grids, energy sharing, energy storage and demand-side response, and/or solutions that combine elements of the above.

14) Large-scale development (over 5000m^2 of floorspace) is to monitor and report total energy use and renewable energy generation values on an annual basis. An outline plan for the implementation of this should be submitted with the planning application. The monitored in-use data is to be reported to the Local Planning Authority for 5 years upon occupation.

Reasoned Justification

4.65. As per the Climate Change Act 2008, national policy is working towards achieving the legally binding UK target of net zero by 2050 and carbon budgets are subsequently legislated under the aegis of the act. These carbon budgets are linked to the Climate Change Committee's Balanced Pathway to Net Zero in the Sixth Carbon Budget Report, which sets out that all new buildings should be zero carbon from 2025, with high levels of energy efficiency and low-carbon heat. It is also found that non-residential buildings should phase out high-carbon fossil fuel boilers no later than 2026 and phase out gas boilers in 2030-33. Furthermore, the 2050 net zero target is now specifically referenced in the NPPF under paragraph 161.

4.66. Therefore, new buildings today should not have these, to avoid the need for expensive disruptive retrofit less than 10 years after completion which would also waste embodied carbon. The policy supports these targets by prohibiting fossil fuel connection and improving energy efficiency, which mandate a heating technology similarly efficient to a heat pump.

4.67. The policy remains consistent with the 2023 Written Ministerial Statement's stipulations, given that the metric for B1 is a % reduction on TER (to be calculated with SBEM, which is the non-residential equivalent of SAP).

4.68. B2 is aligned to the Government's direction of travel indicated by both the options proposed in the Future Homes Standard 2023 consultation, in that no fossil fuel heating systems are proposed. B3 and B4 are not impacted because they address renewable energy, which is out of the scope of the 2023 WMS.

4.69. Policy elements B1, B2 and B3 are to be addressed at the design and post-completion stages, to ensure that the development has been built to intended standards. Post-completion resubmission of the original energy statement including energy performance calculations, informed by the relevant tests to systems and fabric, should be required as a condition as part of the planning application process. B5 and B7 compliance should also be demonstrated post-completion through planning conditions.

4.70. B1 to B7 are to be demonstrated at the planning application stage through the submission of an energy statement, alongside associated output reports from energy modelling software (e.g. SBEM).

Smart Energy Systems

4.71. In order to maximise energy self-sufficiency of a site, in relation to policy element A6, a number of methods may be considered. These may include smart local grids, energy sharing, energy storage and demand-side response, and/or solutions that combine elements of the above.

Compliance with Policy B1.1 TER Reductions

4.72. These %TER reduction targets are not limited to be solely delivered through energy efficiency measures. Therefore, there could be an element of clean energy supply or renewable energy measures included in these. Further renewable energy will be needed to subsequently meet the requirements of Policy B3, therefore applicants should be advised to pursue energy efficiency measures as far as feasible in the first instance in pursuit of Policy B1.1, so that the subsequent Policy B3 renewable energy requirements are not rendered excessively expensive or unfeasible. Designing to use less energy in the first place reduces the amount of renewable energy needed to match this, and/or the amount of carbon offset payment needed.

4.73. In the current Part L for non-domestic buildings, the type of heating system in the 'notional' building (from which the TER is derived) is the same as the type of heating system in the actual proposed building. Therefore, no TER gains will be made by switching from a gas or oil boiler to a heat pump or other all-electric or otherwise low-carbon heat system. However, TER improvements can be made by selecting a heating system that is more efficient than Part L 2021's notional efficiency for that heating type.

Assured Performance Processes for Energy Performance

4.74. Regarding assured performance processes, in addition to those mentioned in relation to the equivalent residential policy (A5) in residential, there is also one additional method for non-residential: NABERS UK (administered by CIBSE). NABERS is currently only available for offices but intended to extend to other building types in future.

Offsetting

4.75. The requirement for offsetting may be applied flexibly where it is demonstrated that this makes development unviable due to the unique energy use profile of the proposed building and site characteristics, where this results in an offsetting cost uplift significantly higher than assessed in the Whole Plan Viability Assessment. The flexibility could include a reduction in the scope of energy that has to be offset, or a discounted price per kWh if the Local Authority is confident that it can still deliver the required offset projects within this price (when pooled into the offsetting fund which will primarily consist of full price offset contributions). The degree of flexibility will depend on the unique scheme characteristics and evidence submitted to the local authority about what could be viably accommodated. It may also depend on the degree to which the proposed development represents a socially desirable facility that meets unmet community needs (such as for healthcare, education or similar).

4.76. See also the reasoned justification for the equivalent residential policies (A1-A7) regarding:

- Calculating renewable energy provision and offset payments,
- Applicability to outline applications, and
- Assured performance processes

Question	**77.** Do you think that Policy X B is the right approach to achieve net zero operational carbon in new build non-residential development?
Question	**78.** Please explain your answer.

X C – Climate-adapted Design and Construction

4.77. Adapting to and mitigating against the effects of climate change is crucial, particularly as climate change impacts worsen with more extreme and variable temperatures and weather. The need for climate-adapted design and construction for new development is key for current and future occupant comfort and safety, as well as making the built environment more resilient and future-proofed.

Policy X C - Climate-adapted Design and Construction
1) All development should mitigate against climate change and adapt to climate change by employing sustainable design and construction principles.

2) Applicants are expected to demonstrate that the following elements have been considered, and evidenced where appropriate by the corresponding assessment methodology, in an Energy and Sustainability Statement.

C1 - BREEAM

3) New non-residential developments with over 1000sqm of floorspace should achieve the BREEAM 'Excellent' certification, including full water credits for category Wat 01 (water efficiency).

C2 - Sustainable construction

4) All new build developments must minimise their carbon footprint and energy impact through sustainable design and construction practices. Proposals should demonstrate efforts to reduce greenhouse gas emissions by considering factors such as site location, building orientation, design, landscaping, and planting strategies, while prioritising a "fabric-first" approach.

5) All developments should be designed to enhance resilience to the anticipated effects of climate change. Proposals must incorporate measures to adapt to changing climate conditions, including resilience to extreme weather events, rising temperatures, stronger winds, droughts, heavy rainfall, and snow. Water conservation and storage measures should also be integrated into designs, taking into account best practices and future climate projections.

6) All development should demonstrate consideration to reducing carbon emissions and waste through construction. Where development impacts existing buildings, proposals should also comply with Policy XE on 'Reducing Carbon Emissions in Existing Buildings'.

C3 - Cooling Hierarchy

7) All development proposals must show how designs have optimised the internal and solar heat gains to balance the need to minimise space heating demand with the need to passively maintain comfortable temperatures during hot summers. This should be shown by demonstrating that overheating risk measures have been incorporated in accordance with the cooling hierarchy which prioritises measures, as follows:

i. Minimise internal heat generation through energy-efficient design and equipment selection
ii. Reduce and manage the amount of heat entering the building in summer using:
    - Building orientation
    - Shading
    - Albedo
    - Fenestration
    - Insulation
iii. Manage heat within the building through exposed internal thermal mass and high ceilings
iv. Passive ventilation, including cross ventilation through a building wherever possible. Passive stack and wind-driven ventilation, night purging and designing windows to allow effective and secure ventilation. Single aspect developments are discouraged
v. Natural cooling measures including green and blue infrastructure
vi. Use of mixed-mode cooling such as low-energy mechanical cooling (fan-powered ventilation)

vii. Mechanical ventilation (which, if it has a heat recovery function, should also have a summer bypass mode)

C4 - Overhearing assessment

8) All major residential developments should complete CIBSE TM59 overheating assessment (or future equivalent assessment methodology) as their route to compliance with Building Regulations Part O. The simplified Part O route will not be considered acceptable.

9) All major non-residential developments should complete *CIBSE TM52* overheating assessment (or future equivalent assessment methodology).

C5 - Resilience to Climate Change

10) All development must incorporate measures that increase resilience to extreme weather events and a changing climate, including increasing temperatures urban heat island effects and frequency and intensity of rainfall. All developments should:

- Reduce the risk of flooding and conserve water
- Employ sustainable urban drainage

11) Development proposals should reduce the 'heat island' effect through the use of cool materials and green and blue infrastructure within the development.

Reasoned Justification

4.78. The NPPF requires the planning system to take full account of the long-term implications of climate change including the risk of overheating and the need to mitigate and adapt to climate change. It also sets out that policies should support appropriate measures to ensure the future health and resilience of communities and infrastructure to climate change impacts.

4.79. This policy addresses the critical need to mitigate the risks associated with overheating and climate vulnerability. Without effective design, factors such as building orientation and glazing ratios could increase the risk of overheating. To respond to this, this policy includes sections on the cooling hierarchy and overheating assessments, which ensure that new developments do not contribute to unacceptable levels of overheating risk. The cooling hierarchy prioritises passive design measures reduces the need for air conditioning and other energy-intensive systems, reducing cost, energy reliance and providing improved thermal comfort throughout the year.

4.80. This policy also recognises the increasing pressure on water resources. For non-residential buildings, water use limits aligned with BREEAM Wat 01 credits promote efficient water consumption.

4.81. The comprehensive approach to climate change adaption and mitigation set out in this policy not only reduces the likelihood of future retrofitting (which can be disruptive and costly) but also promotes future proofing of new developments, ensuring long-term sustainability and occupant well-being. The policy is also linked to other Local Plan policies through the integration of green and blue infrastructure as well as reducing flood risk by employing measures such as sustainable urban drainage.

4.82. To ensure that buildings are not at risk of overheating, applicants are required to demonstrate compliance with additional assessments beyond the standard requirements set by Building Regulations. C4 of the policy mandates that all major residential developments complete a CIBSE TM59 overheating assessment to assess and mitigate overheating risk, in addition to the basic compliance with Building Regulations Part O (or its future equivalent). For major non-residential developments, a CIBSE TM52 overheating assessment must be completed, or the future equivalent. These additional assessments go beyond the standard regulatory checks to ensure that the building design considers factors such as internal heat generation, ventilation, and shading to avoid uncomfortable indoor temperatures during hot summer months.

4.83. The Energy Statement should include the relevant overheating assessment reports, demonstrating that the design of the building effectively addresses overheating risk and includes measures to minimise it.

4.84. For BREEAM, applicants are expected to submit a BREEAM pre-assessment to demonstrate that the relevant BREEAM level has been designed into the scheme, and that more than the minimum WAT 01 credits (for the respective certification level targeted) will be achieved. A condition upon any grant of planning permission is expected to ensure that the development is completed in accordance with the BREEAM pre-assessment and that the BREEAM certification is provided once the building is completed.

4.85. It is accepted that the level of detail provided by applicants may be lower for householder and minor applications, particularly in relation to the cooling hierarchy.

Question	**79.**	Do you think that Policy X C is the right approach to encourage climate adaptions in new design and construction?
Question	**80.**	Please explain your answer.

X D – Embodied Carbon and Waste

4.86. Embodied carbon refers to the emissions associated with materials and construction processes throughout the whole lifecycle of a building or infrastructure. Embodied carbon is an important aspect to consider as it represents the total greenhouse gas emissions from the entire life cycle of a building's materials, ranging from extraction and manufacturing to transport, construction, maintenance and disposal.

4.87. The case for addressing embodied carbon is justified by the increasing proportional importance of these emissions as a share of buildings' total carbon footprint as the power grid is decarbonised and buildings become more energy efficient. Unlike operational carbon emissions, embodied carbon has front-loaded impacts as the carbon is released before a building is even first used or occupied. Additionally, once materials are made and installed

their emissions are permanent, so it is important to consider embodied carbon at the earliest opportunity.

Policy X D - Embodied Carbon and Minimising Waste

Residential and non-residential buildings (thresholds given below) must meet the followings requirements:

D1 - Embodied Carbon Reporting

1) All major new residential (10 dwellings or more) and non-residential (1000m2 of floorspace or more) developments are required to complete a whole-life carbon assessment in accordance with RICS Whole Life Carbon Assessment guidance.

D2 - Limiting Embodied Carbon

2) All large-scale major development (50 dwellings or more; 5000m2 or more of non-residential floorspace) is required to limit embodied carbon (RICS/BS 15978 modules A1-A5) to 600kgCO2e/m2 GIA.

D3 - Building End-of-Life

3) All new buildings should be designed to enable easy material re-use and disassembly, subsequently reducing the need for end-of-life demolition.

D4 - Demolition Audits

4) All major development that contains existing buildings/structures to carry out a pre-development and/or pre-demolition audit, following a well-established industry best practice method (e.g BRE) in accordance with Policy XE4.

D5 - Embodied Carbon in Non-Major Development

5) Proposals for new development of 1 or more homes or more than 100m2 of non-residential floorspace, but below the size thresholds for embodied carbon reporting and targets as noted above (set out in point 1), should include proportionate narrative on options considered (and where possible, decisions made) to minimise embodied carbon of the proposed development.

Reasoned Justification

4.88. Whilst there is no explicit reference to embodied carbon in the NPPF, the NPPF references to ‘low carbon development’ and ‘low carbon economy’ could readily include embodied carbon as an implicit part of this. The NPPF also sets out that the full range of potential climate change impacts should be taken into account when preparing and assessing planning applications. Additionally, embodied carbon can be considered as a design issue and therefore would fall under the NPPF’s instruction that new development should be planned for in ways that help to reduce greenhouse gas emissions, such as through its design.

4.89. By addressing embodied carbon and promoting sustainable construction practices, this policy could deliver a range of co-benefits that extend beyond carbon reduction, supporting wider

economic, environmental, and social goals. This policy seeks to ensure that carbon emissions are limited across the whole life cycle of a building. Without this policy, large amounts of carbon emissions could be missed, given that up to 50% of a building's lifetime carbon emissions result from upfront embodied carbon .

4.90. The requirement for whole-life carbon assessments under D1 ensures that all major developments assess and mitigate the full carbon impact of building materials and construction. By limiting embodied carbon in large-scale developments (e.g., to 600 kgCO2e/m2 GIA), D2 plays an important role in reducing the carbon impact of large-scale major construction.

4.91. By promoting circular economy principles (particularly within D3 and D4) which focus on material reuse and the ease of disassembly at the end of a building's life, the policy encourages more resource-efficient construction, reducing waste generation and lowering costs of future demolition and disposal. Designing buildings for disassembly and material reuse helps reduce dependency on raw materials and limits costs related to sourcing and transporting new materials. By designing for disassembly and material re-use (D3), new buildings will be more adaptable and future-proofed, capable of being modified, extended, or dismantled with lower environmental impact. This leads to greater building longevity and flexibility, enabling spaces to evolve without the need for significant new construction.

4.92. The requirement for demolition audits under D4 ensures that before any building is demolished, the potential for reusing or recycling materials is thoroughly assessed. This reduces the amount of waste sent to landfill and encourages the repurposing of valuable construction materials.

4.93. The requirement to provide a narrative on embodied carbon for smaller developments (D5) encourages development of all scales to consider sustainable construction methods and communicate their choices to foster greater awareness and engagement with sustainable practices.

4.94. Compliance with D1, D2 and D3 are to be demonstrated within an energy statement. If applicable, output reports for D4 should be submitted alongside an energy statement.

4.95. With regards to D3, to ensure buildings can be adapted or dismantled at the end of their life, developers should focus on modular design using dry construction methods (e.g., bolts, screws) to enable easy disassembly. Avoiding permanent adhesives and welds allows materials to be reused or recycled efficiently. Material selection is also important. Low-embodied-carbon materials like timber or recycled steel are preferred for ease of reuse. Designs should prioritise durable, long-lasting materials and incorporate a reuse strategy for managing materials at the building's end of life, including deconstruction and sorting for recycling or reuse.

4.96. With regards to D5, it is t is recognised that the level of detail required will vary depending on the size and scale of the development. Applicants should provide a proportionate narrative in their energy statement, exploring how embodied carbon has been minimised. While detailed

assessments are not required for smaller developments, the following considerations are encouraged:

- Incorporating and repurposing on-site materials or features where possible.
- Designing with a focus on reducing material use, such as through space-efficient layouts or structural design.
- Opting for materials with lower embodied carbon, such as timber, instead of higher-carbon materials like steel, aluminium, or conventional cement.
- Reducing 'product miles' by sourcing materials closer to the site or from manufacturers with demonstrated low-carbon practices.
- Implementing processes that reduce material wastage during construction

4.97. This approach ensures that applicants, even for smaller developments, are considering embodied carbon in a meaningful way, fostering sustainable practices without imposing excessive burdens on projects that do not meet the higher thresholds for formal reporting.

Question 81.	Do you think that Policy X D is the right approach for addressing embodied carbon and waste?
Question 82.	Please explain your answer.

X E – Reducing Carbon Emissions in Existing Buildings

4.98. Given that a third of the District's emissions arise from existing buildings, the decarbonisation of existing buildings is crucially important to the Council. Whilst local planning policy has only a limited influence on the carbon and energy performance of existing buildings (as policy can only seek changes to buildings where the building owner is seeking to require a change to the building that requires planning permission), the retrofit of existing buildings can be pursued through providing a permissive and supportive policy approach to energy efficiency and carbon improvements to existing buildings.

Policy X E - Reducing Carbon Emissions in Existing Buildings

1) Development which would result in considerable improvements to the energy efficiency, carbon emissions and the general suitability and longevity of an existing building will generally be supported, with significant weight attributed to those benefits.

<u>E1 - Prioritise Retrofit- First Principles</u>

2) Development should adopt a retrofit-first approach, where options for retrofitting and retention of existing buildings are considered before demolition.

3) Development involving existing buildings should demonstrate that a whole building approach and the following hierarchy has been considered:

a. Refurbishment and upgrading of existing building fabric including wall, roof and floor insulation, windows, doors and thermal bridging
b. Installation of low or zero-carbon heating and hot water systems, and the installation of renewable energy generation on-site
c. Connection to an existing or planned low carbon heat network

4) Where substantial or total demolition is proposed, a feasibility assessment should be submitted. The feasibility assessment should demonstrate:

a. The whole life carbon of a new building(s) would be less or similar to a suitably comparable retrofit option (as detailed in 3 a-c above)
b. The proposed development would deliver public benefits which would not be delivered by a suitably comparable retrofit option
c. The feasible reasons retrofit cannot be considered, including operational or structural requirements

5) Demolition of existing buildings will only be permitted where applicants can demonstrate that alternative development options have been comprehensively explored and following assessment by the Local Planning Authority, on balance, the whole life carbon of a new building(s) would be less or similar to a suitably comparable retrofit option, the proposed demolition of an existing building(s) secures benefits over and above retention, refurbishing and retrofitting an existing building(s) or is not feasible as set out in the feasibility assessment.

E2 - Embodied Carbon

6) For major developments involving substantial or total demolition of an existing building(s), applicants should submit a Whole Life Carbon Assessment in accordance with Policy D1.

E3 - Adapting Heritage Assets to Climate Change

7) Development which would result in considerable improvements to the energy efficiency, carbon emissions, resilience and longevity of designated (including within Conservation Areas) or non-designated heritage assets will be supported, providing that the significance of the asset is preserved.

8) A whole-building approach should guide interventions to upgrade historic buildings, and direct interventions, where they limit the impact to the significance of the historic buildings or their setting.

9) The sensitive retrofitting of energy efficiency measures and the appropriate use of micro-renewables in designated and non-designated heritage assets will be encouraged, providing that the significance, character and appearance of the asset is preserved in a manner appropriate for their significance.

Reasoned Justification

4.99. The Climate Change Committee (an independent, statutory body in the UK that advises the government on climate change targets and progress in reducing emissions) has shown that in order for the UK to meet its legally binding carbon reduction goals, it is vital that the existing building stock must be decarbonised . Therefore, Local Plan policy which supports improving the efficiency of existing buildings, reducing the energy demand and carbon emissions of

existing buildings aligns with local and national carbon targets (including the UK's legally mandated Carbon Budget).

4.100. The NPPF sets out that local planning authorities should give significant weight to the need to support energy efficiency and low carbon heating improvements to existing buildings, both domestic and non-domestic. It further sets out that where the proposals would affect conservation areas, listed buildings or other relevant designated heritage assets, local planning authorities should also apply the policies set out in the chapter of the framework relevant to conserving and enhancing the historic environment.

4.101. The hierarchical approach to retrofitting prioritises fabric upgrades and energy efficiency improvements before incorporating low- or zero-carbon heating, hot water systems, and renewable energy generation, aligns with Policy XA, offering potential benefits including reduced energy bills and longevity of buildings. This policy also closely correlates to Policy XD with regards to reducing embodied carbon and promoting circular economy principles.

4.102. This policy aims to ensure that retrofitting of historic buildings and heritage assets are undertaken in a sensitive manner, balancing the important notions of conserving and enhancing the historic environment and decarbonising existing buildings, leading to a more sustainable and resilient historic built environment.

4.103. Compliance with E1 should be demonstrated within the energy statement. It is accepted that the level of detail provided may be lower for householder and minor applications. However, where substantial or total demolition is proposed, applicants would still be expected to assess the embodied carbon of alternatives to demonstrate why this level of demolition would be acceptable. It is recommended that applicants engage with the Council early in the development process regarding feasibility assessments and alternative options. Additionally, with regards to applicants demonstrating that a whole building approach are recommended to utilise a nationally recommended recognised assurance scheme such as BSI PAS 2035.

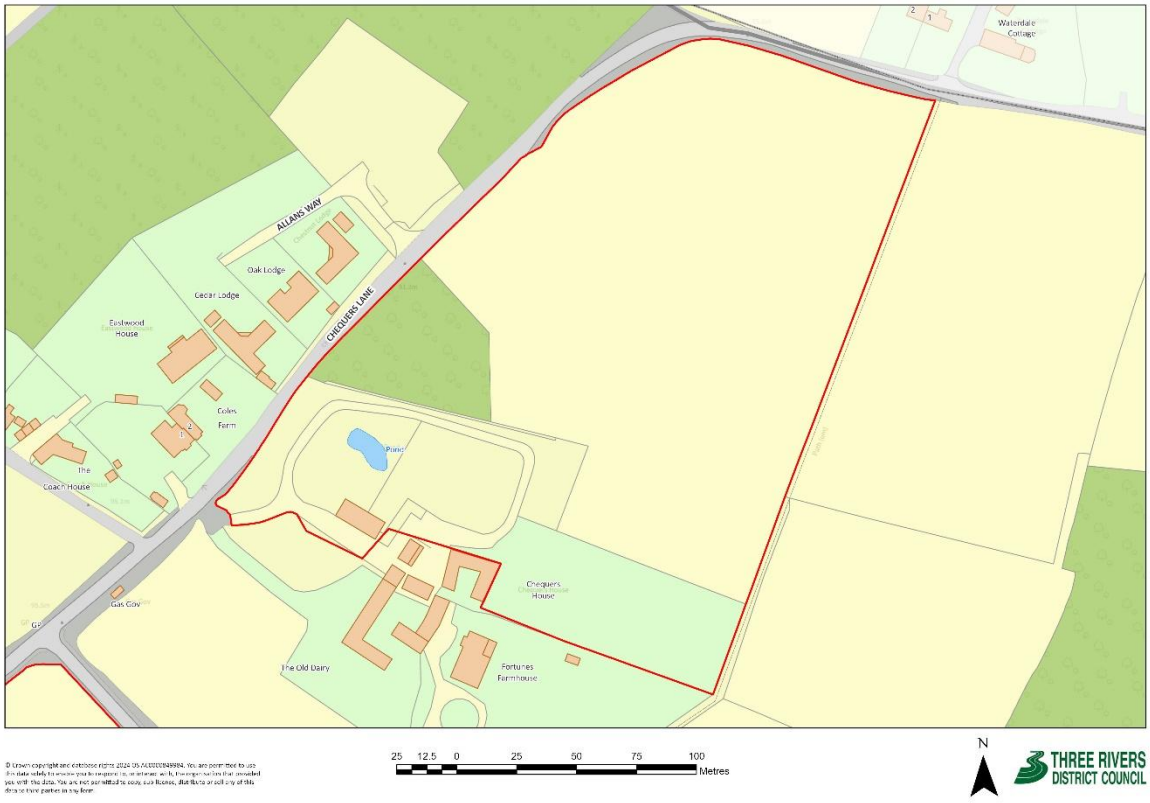
4.104. If applicable, output reports for E2 should be submitted alongside an energy statement.

4.105. To support applicants in retrofitting existing buildings, various guidance is available including: LETI Climate Emergency Retrofit Guide (LETI, 2021), Net Zero Carbon Toolkit (Etude, Elementa, Passivhaus, Levitt Bernstein, 2021), and Passivhaus Trust's Retrofit Primer (2022).

4.106. In respect of historic buildings and heritage assets, guidance is available at Historic England's Energy Efficiency and Retrofit Guidance.

Question	**83.**	Do you think that Policy X E is the right approach to effectively reduce carbon emissions in existing buildings?
Question	**84.**	Please explain your answer.

Site Ref	Address	Settlement	Site Area (ha)
NCFS1	Chequers House, Chequers Lane	Abbots Langley	4.19



Site Description

The site is comprised of mainly greenfield land (currently grazing land), with areas of brownfield land. There are some shrubs and hedgerows on the site and the site is generally level in topography, falling slightly to the north. Chequers Farm and House is located adjacent to the southern boundary of the site. The land to the south forms another site which is being promoted adjacent to The Old Dairy (NCFS3). To the southeast, Fortunes Farm forms another site which is being promoted (NCFS2). Chequers Lane runs adjacent to the western boundary of the site with a cluster of residential houses located to the southwest on the opposite side of the lane. Chequers Lane wraps around the site to the north where there is a small cluster of residential development and farmland. To the east of the site is further grazing land and Bloom Wood. The site is located outside of the settlement boundary of Abbots Langley and Leavesden.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review (2019) included the southern portion of the site in its assessment (parcel WN8), concluding that the harm to the Green Belt of releasing the parcel (in which the southern portion of the site is located) was moderate high. • **Historic Environment:** There is a Grade II Listed Building and a Locally Important Building located a short distance east of the site up Chequers Lane.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination	• **Flood Zone:** The site is in Flood Zone 1.

• Noise • Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	

Further Constraints/Considerations:

- There is a public right of way that runs along the length of the site (eastern boundary) providing a link to High Elms Lane.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is located outside of the settlement boundary of Abbots Langley and Leavesden.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	29	Landowner Proposed Dwelling Range	120
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	147

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Any development of the site would need to take account of the presence of the Public Right of Way. The site is considered to not be in a sustainable location as there is a poor pedestrian network and the site is not within or immediately adjacent to a settlement area, nor does it benefit from good accessibility to public transport options.

Whilst there is an existing access to the site along Chequers Lane, the section of Chequers Lane to the north of the access is a rural narrow road and there are concerns in relation to the potential impacts on the local highway network.

Subsequently, there are significant concerns over this site's suitability. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS2	Fortunes Farm High Elms Lane	Abbots Langley	4.047

Site Description

The site is partly brownfield (comprised of residential and other buildings), although is mainly greenfield land, which is currently used as open, grazing land. There are some trees and hedgerows on the site and the site is generally level in topography. The site lies to the north of High Elms Lane and is mostly surrounded by open fields, with a small area of woodland to the north-east, and Chequers Farm to the west. Access is via a private driveway from High Elms Lane. There are two neighbouring sites which are also being promoted as NCFS1, Chequers House to the northwest, and NCFS3, The Old Dairy to the west. The housing development of The Shires is located to the site's south-east corner across High Elms Lane.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints:	
• Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (WN8, in which the site is located) as moderate-high. • **Historic Environment:** There are two Grade II Listed buildings a short distance to the southeast of the site. It is not within a Conservation Area.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1.

Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Tree Preservation Order:** There are no protected trees located within the site although there is a cluster of protected woodland (TPO332) to the southeast across High Elms Lane. Any development would have to take into account this designation and mitigate against any harm. • **Local Wildlife Site:** TPO332 also encompasses a Local Wildlife Site adjacent to High Elms Manor.

Further Constraints/Considerations:

- There is a public right of way that intersects the site from the northeast to the southwest to High Elms Lane.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of the settlement boundary of the Key Centre of Leavesden.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	n/a	Landowner Proposed Dwelling Range	n/a
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	142

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

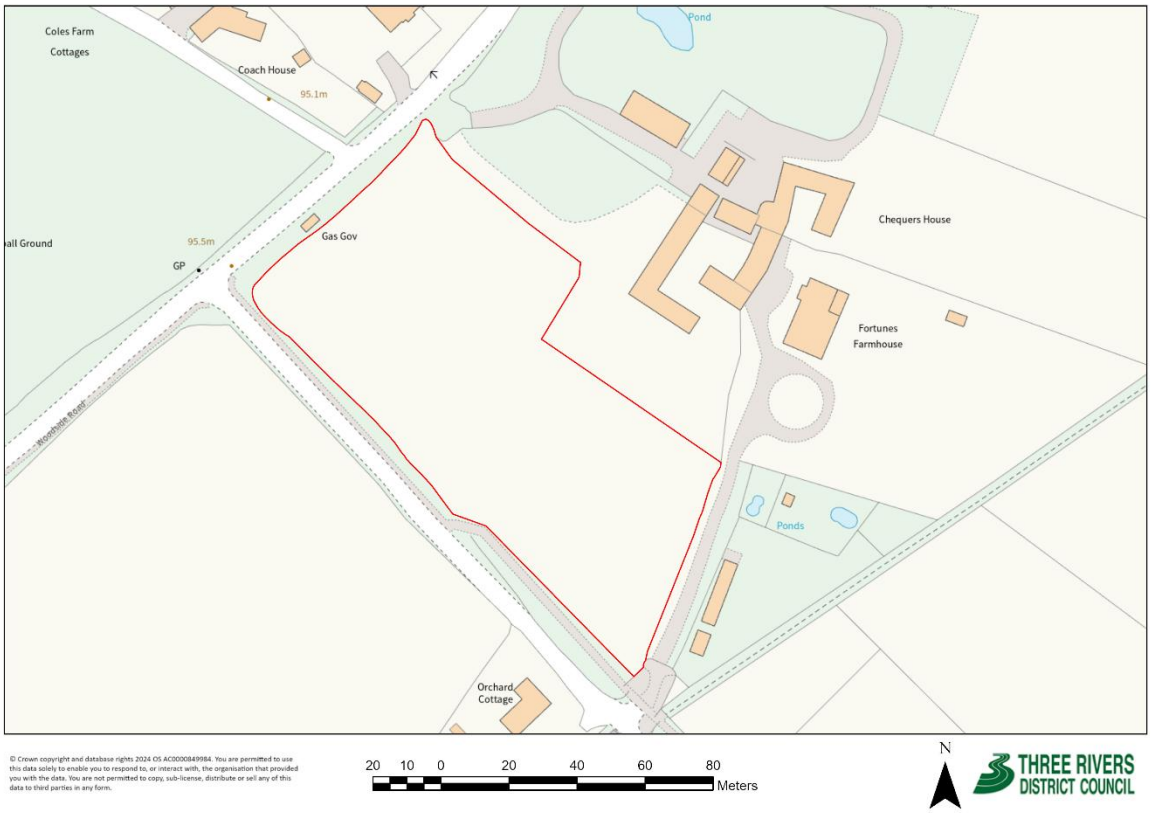
Any development of the site would need to take account of the presence of Public Right of Way. The site is considered to be in an unsustainable location and the site is not immediately adjacent to a settlement boundary. Whilst there is a pedestrian network along High Elms Lane which provides some access to relatively limited public transport options, there are limited facilities and services in the vicinity.

Whilst there is an existing access to the site, there are concerns regarding the use of High Elms Lane to access the site due to existing footpaths and PROWs and potential impacts on the highway, given that sections of High Elms Lane are narrow.

Subsequently, there are significant concerns over the suitability of this site. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS3	The Old Dairy, Chequers Lane	Abbots Langley	1



Site Description

The site is comprised of greenfield land which is currently an empty paddock. There are shrubs and hedgerows present along most of the perimeter of the site. To the north is a number of residential buildings including The Old Dairy, Chequers Farm and Fortunes Farm. To the northwest across Chequers Lane is another cluster of residential buildings, as well as East Lane, a single-track road. To the southwest across Woodside Road is an open field in use by a local football club. To the south across High Elms Lane is open grazing land with a single residential building to the southeast. The site is in close proximity to the potential allocations of NCFS1, Chequers House to the north and NCFS2, Fortunes Farm to the east. Access to the site would be from either Woodside Road or High Elms Lane. High Elms Lane is a single-track road in places.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as moderate high.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1.

Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **TPO's:** There are no protected trees located within the site, however there is a small cluster (TPO354) adjacent to the residential development to the southeast and a number of small clusters bordering the open grazing land to the south and Woodside Road.

Further Constraints/Considerations:

- There is a small gas governor in between the site and Woodside Road to the west.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is located a short distance between the settlement boundaries of the Key Centres of Leavesden and Abbots Langley.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	n/a.	Landowner Proposed Dwelling Range	n/a
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	35

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

The site is considered to be in an unsustainable location and the site is not immediately adjacent to a settlement boundary. Whilst there is a pedestrian network along Woodside Road and High Elms Lane which provides some access to relatively limited public transport options, there are limited facilities and services in the vicinity. Whilst there is an existing access to the site, there are concerns regarding the use of High Elms Lane to access the site due to existing footpaths and PROWs and potential impacts on the highway, given that sections of High Elms Lane are narrow.

Subsequently, there are significant concerns over the suitability of this site. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS4	High Elms Manor	Leavesden	4

Site Description

The site is comprised of greenfield scrubland woodland which is partially designated as a Local Wildlife Site. To the northwest of the site is High Elms Manor (formerly Garston Manor) which is a Grade II Listed manor house. The site is surrounded by woodland, with secondary schools to the north, east and southeast of the site. There is residential development to the southwest in the form of Boundary Way.

The site was previously assessed as ACFS7, which had a smaller red line boundary than NCFS4.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as moderate high. • **Historic Environment:** There are two Grade II Listed Buildings located to the west of the site. A detailed heritage impact assessment would be required at the planning application stage in order to identify the impacts on the heritage assets of developing the site. Appropriate mitigation on the western side of the area would be required. • **Archaeology:** HCC Historic Environment previously requested that any formal allocation, in order to determine the extent to which the archaeological interest of the site might be a constraint upon the principle of development.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding	• **Flood Zone:** The site is in Flood Zone 1. • **Access:** The site was previously assessed under ACFS7 and was found to have insufficient access. The promoter has worked with highway consultants to deliver two separate access and

• Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	egress points into the site. HCC Highways will need to be consulted further.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Local Wildlife Site:** The central section of the site is covered by a Local Wildlife Site designation. The promoter suggests that development of the site would allow for long-term enhancement and management of the LWS. • **Tree Preservation Order:** There are protected trees located across the site (TPO332), along the boundaries adjacent to High Elms Lane, wrapping around to the west and along the southern boundary that is adjacent to the housing development at Boundary Way. The entirety of the site except the LWS is covered by a TPO. The promoter has submitted an initial arboricultural report which concluded that "*access provision can be provided through the site by reinstatement of historic routes, this will minimise the loss or adverse impact on important trees, and where impact is found to be unavoidable, there are good practice methods of construction to ensure any potential risk to trees can be minimised. The delivery of land to the south of TPO W4, also provides an opportunity to instigate a biodiversity management plan of the woodland areas to enhance and improve the quality of habitat*".

Further Constraints/Considerations:

- The site was previously assessed under ACFS7 and was found to have insufficient access.
- There is a bridleway adjoining the eastern boundary of the site which connects High Elms Lane to Boundary Way.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is located within the settlement boundary of the Key Centre of Leavesden.
- The promoter has proposed that 75% of the LWS (part of which is outside of the site) is to remain undeveloped with habitat creation and enhancement proposed.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified that any loss of trees would be offset by the management of invasive species.

Potential Density

Landowner Proposed DPH	9 (35 in promoter proposed developable area)	Landowner Proposed Dwelling Range	35
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	35

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Any development of the site would need to take account of its location within a Local Wildlife Site (LWS) and the presence of protected trees. Any development of the site would also need to take account of the site's location adjacent to two Grade II Listed Buildings including High Elms Manor.

The site is within the settlement boundary of the Key Centre of Leavesden and has a bridleway adjoining the eastern boundary which makes it relatively sustainably located, although it must be noted that the bridleway links the site to Horseshoe Lane and High Elms Lane and not directly to any public transport or other amenities.

Further discussions would need to take place with HCC Highways in relation to access to the site.

Notwithstanding the documents provided by the promoter, given the physical constraints of the site including it being within a Local Wildlife Site and the presence of protected trees throughout the site (its entirety, except the LWS is covered by a TPO), there are significant concerns over the suitability of the site for development. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS6	Land to the East of Watford Road	Hunton Bridge	9.5

Site Description	
The site is comprised of greenfield land which is currently grassland. The site is bordered by the A41 dual carriageway to the west and the River Gade to the east. There are hedgerows and trees lining the border with the River Gade as well as a drainage ditch and a Public Right of Way. There is also a line of hedgerows lining the site along the border of the A41. The A41 runs north, a short distance from the site, where it meets with the M25. To the south of the site is the residential area of Hunton Bridge, including Langleybury Church, which is partially within the settlement boundary of the Key Centre of Abbots Langley. A water pumping station is located across the River Gade to the southeast of the site. Beyond the River Gade to the east is the West Coast Main Line. A canal lock and Grade II Listed Lock House is located to the north of the site on the River Gade.	
Use(s) Proposed	Residential, Solar Farm, Battery Storage, Recreation Facilities
Planning History	
There is no relevant planning history on the site.	
Suitability	
Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as high. • **Historic Environment:** There is a cluster of Grade II Listed Buildings located to the south of the site centred around and including Langleybury Church. There are multiple Locally Listed Buildings within Hunton Bridge to the south. The Hunton Bridge Conservation Area is also located a short distance to the south of the site.
Physical Constraints: • Access • Flood Zone	• **Flood Zone:** Most of the site is located in Flood Zone 2. Land to the north of the site is in Flood Zone 3a and to the east is Flood Zone 3b.

• Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Access:** There is no existing straightforward access to the site from the A41. Development may require the construction of a slip road for vehicular access to the site. • **Noise:** The site is adjacent to the A41 and in close proximity to the M25, likely leading to noise impact to any further proposals in this location. • **Air Quality:** The site's proximity to the A41 and M25 will require further work to be carried out to mitigate against any issues.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Tree Preservation Order:** There is a strip of protected trees located across the northern border of the site, (TPO759: North Grove Cottages 2, Kings Langley). • **Beechwoods SAC:** The site is within the Beechwoods SAC zone of influence. Any sites proposing 100 dwellings or more will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same). • **Local Wildlife Site:** A Local Wildlife Site is located a short distance to the south of the site in the vicinity of Langleybury Church.

Further Constraints/Considerations:

- The site has been identified for mineral extraction according to the promoter. As per the NPPF, land that has been developed for mineral extraction cannot be considered as Previously Developed Land.
- There is a canal footpath that runs along the eastern and northern boundaries of the site.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of the settlement boundary of the Key Centre of Abbots Langley.
- The promoter has also suggested the provision of a solar farm, energy and battery storage, sport and recreation provision (including bike park)

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site. However, a flood mitigation scheme may be required, impacting the viability of the site.

Potential Density

Landowner Proposed DPH	32	Landowner Proposed Dwelling Range	300
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	333

Phasing

0-5 years		6-10 years		11-15 years	x	16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

According to the promoter, the site has been identified as a site for potential mineral extraction.

In terms of access, there is a dropped kerb and former access towards the south of the site, but given that it is on the inside of a long curve and off the relatively high-speed A41 dual carriageway, it may not be achievable, at least without mitigation, such as a slip road or traffic lights. Consultation with Highways England will be required and further information from the applicant, so it is unclear at this stage whether the site will be suitable from an access perspective.

Other aspects, primarily flood risk, will need to be assessed further. If the SFRA can demonstrate the site can pass sequential and exception tests, then the site may be considered suitable in terms of flood risk.

The other potential constraints outside of the site boundary that will need to be assessed are the listed buildings and conservation area to the south and air quality and noise from the A41 and M25 to the west. Outcomes of these studies may result in design mitigation, layout considerations, or even limiting site capacity. The site is situated adjacent to Hunton Bridge, which is outside of the main settlement hierarchy, but it is in close proximity to Abbots Langley settlement area (a Key Centre) with Kings Langley railway station around 1km to the north. Pedestrians could access Kings Langley via the canal footpath along the eastern and northern boundary or via the pavement along the A41, although improvement works may be necessary to encourage active travel from the site. Further discussions with Herts Highways is needed. Therefore, while it is a relatively sustainable location, it is not adjacent to a higher tier settlement and with a number of constraints to overcome, including access requirements and flood risk, some concerns remain over the inclusion of this site. We await further information and statutory comments on the access issue in particular, but also the Environment Agency on flood risk. The site is both available and achievable.					
Suitable	Some concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS7	Waterdell	Bricket Wood	1.81

Site Description

The site is comprised of greenfield land which is currently used as grazing land. The site is being promoted by HCC with only a small section of the originally proposed site located within Three Rivers (as shown by the red line boundary). The rest of the site is located within St Albans District. The site is bordered to the west by the M1 motorway. To the northwest is Junction 6 of the M1 which is intersected by the A405. To the north is residential development forming Bricket Wood. To the south is wooded bordering the M1 and a new residential development on Barnes Wallis Way. Beyond this is the Building Research Establishment Innovation Park. Woodland borders the site to the east, with further residential buildings beyond. As only a small portion of the overall site is within Three Rivers, the site can only come forward if it is also brought forward in the St Albans plan. The St Albans element of the site has not been brought forward to St Albans City and District Council's Regulation 19 publication version of the Local Plan.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as moderate. • **Historic Environment:** There are no Grade II Listed Buildings located in close proximity to the TRDC portion of the site.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ)	• **Flood Zone:** The site is in Flood Zone 1. • The site borders the M1 motorway, therefore mitigation for noise and air quality would likely be required for any development on site.

• Contamination • Noise • Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• There are protected trees located to the southern border of the TRDC site (TPO381).

Further Constraints/Considerations:

- As set out by the promoter (Herts County Council), the small area of land within TRDC cannot come forward in isolation as it would need to be accessed via the larger part of the site located within SACDC. The site was submitted to the SACDC call for sites but was not taking forward to its Regulation 19 Consultation.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is located a short distance from the settlement boundary of the Key Centre of Garston.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner (HCC).

Achievability

The site can only be achieved if the larger part of the site located within SACDC is taken forward.

Potential Density

Landowner Proposed DPH	n/a	Landowner Proposed Dwelling Range	n/a
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	63

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

As set out by the promoter (Herts County Council), the small area of land within TRDC cannot come forward in isolation as it would need to be accessed via the larger part of the site located within St Albans City and District Council (SACDC). The larger part of the site was submitted to the SACDC call for sites but was not taking forward to its Regulation 19 Consultation. The part of the site which falls within Three Rivers would not be suitable in isolation given a lack of access from within Three Rivers. However, if the site were to be brought forward as part of SACDC's Local Plan process, the site would be re-considered.

There are significant concerns over the suitability of the site. The site is available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	No

Site Ref	Address	Settlement	Site Area (ha)
NCFS8	Land off St Albans Lane	Bedmond	1.57

Site Description	
The site is mainly greenfield land (currently grassland), with elements of brownfield as a result of the buildings to the south of the site. Along the western border of the site is a line of residential developments which front onto Church Hill. Access to the site would be via St Albans Lane to the south. To the east of the site is more grassland which is being promoted as site CFS9 – Land to the North-west of Woodstock. Trees border the site to the north with a static caravan site situated beyond.	
Use(s) Proposed	Residential
Planning History	
There is no relevant planning history on the site.	
Suitability	
Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as moderate high. • **Historic Environment:** There are two Grade II Listed Buildings located a short distance to the southwest of the site on Sergehill Lane.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise	• **Flood Zone:** The site is in Flood Zone 1. • **Access:** Access from St Albans Lane, however this is a single track lane for most of its length.

• Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Beechwoods SAC:** The site is within the Beechwoods SAC zone of influence. Any sites proposing 100 dwellings or more will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same).

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of the settlement boundary of the Village of Bedmond.
- There is potential to combine with a further 1.39 acres outside of the ownership of the landowner.
- Within the northern section of the site there are multiple non-protected trees.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	23	Landowner Proposed Dwelling Range	36 (max)
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	56

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

The site is in a semi-sustainable location which is partially inset within Bedmond, which is denoted as a tier 4 'village' in the settlement hierarchy and as such, may be suitable for limited development. However, there are concerns relating to the poor vehicular and pedestrian access from Sergehill Lane, running into St Albans Lane, just prior to the site boundary from the west, that is single-track for approximately 200m to the site. Access does not appear currently feasible from Church Hill, as it would involve crossing heavily wooded third party land.

Notwithstanding the vehicular access issue, a lack of footpaths in the immediate vicinity, makes the area unaccommodating for pedestrians and with the lack of public transport, residents would be largely reliant on private motor vehicles to access most essential services, including the limited village services, such as the local shop and primary school.

Subsequently, there are significant concerns over the suitability of the site. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS9	Land to the North-West of Woodstock	Bedmond	0.56

Site Description

The site is mainly greenfield land (currently grassland), with elements of brownfield as a result of the buildings to the south of the site. Along the eastern border of the site is a woodland with a Public Right of Way and a residential development. Access to the site would be via St Albans Lane to the south. To the west of the site is more grassland which is being promoted as site CFS8 – Land off St Albans Lane. Trees border the site to the north with a static caravan site situated beyond.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as moderate high. • **Historic Environment:** There are two Grade II Listed Buildings located a short distance to the southwest of the site on Sergehill Lane.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1. • **Access:** Access from St Albans Lane, however this is a single track lane for most of its length.

Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Beechwoods SAC:** The site is within the Beechwoods SAC zone of influence. Any sites proposing 100 dwellings or more will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same).

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of the settlement boundary of the Village of Bedmond.
- There is potential to combine with a further 1.39 acres outside of the ownership of the landowner.
- Within the northern section of the site there are multiple non-protected trees.
- A Public Right of Way adjoins the eastern boundary of the site.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	20	Landowner Proposed Dwelling Range	11
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	20

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

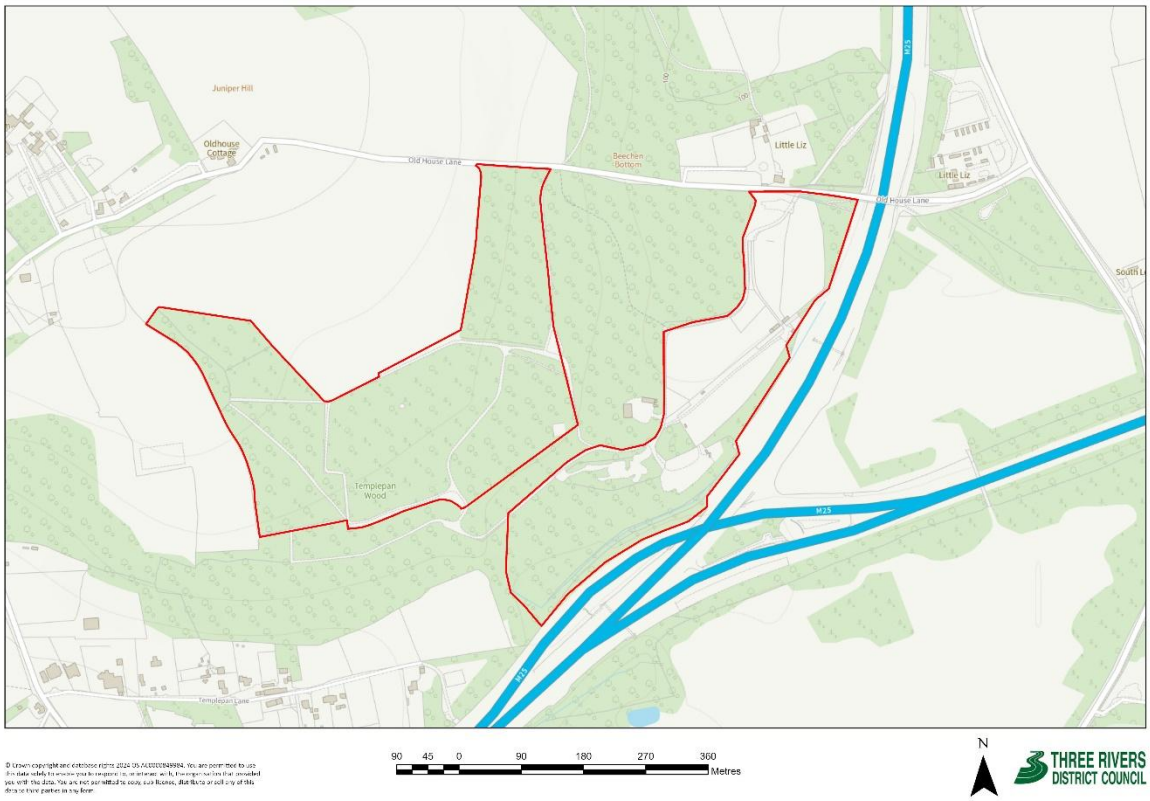
The site is in a semi-sustainable location which is partially inset within Bedmond, which is denoted as a tier 4 'village' in the settlement hierarchy, and as such, may be suitable for limited development. However, there are concerns relating to the poor vehicular and pedestrian access from the single-track road St Albans Lane, that is single track for approximately 250m up to the site boundary. Access may be feasible in theory through the neighbouring site NCFS8, but it is also constrained by St Albans Lane and heavily wooded third-party land prevents access from the main Church Hill road through the village.

Notwithstanding the vehicular access issue, a lack of footpaths in the immediate vicinity, makes the area unaccommodating for pedestrians and with the lack of public transport, residents would be largely reliant on private motor vehicles to access most essential services, including the limited village services, such as the local shop and primary school.

Subsequently, there are significant concerns over the suitability of this site. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS10	Great Westwood Equestrian Park	Kings Langley	22



Site Description	
The site is outside of any defined settlement boundary and is thus within the open countryside. The site is presently used for a mixture of equestrian, forestry and amenity (shooting) purposes. The site is divided into two separate parcels, a 13ha parcel to the west and a 9ha parcel to the east. The western parcel of land is extensively vegetated, predominantly covered in woodland. The eastern parcel is a mixture of open pastures, small collection of buildings and scrub/light woodland. The site surroundings constitute woodland between the two parcels; a mixture of open agricultural fields and ancient woodland to the north; the M25 to the east; woodland and sparse residential development outside any settlement boundary to the south; and, sparse residential development outside any settlement boundary together with open pasture/agricultural fields to the west. The overarching character of the area is rural in nature and is unrelated to any existing settlement.	
Use(s) Proposed	Residential, Café, Shop (13ha) and Commercial (9ha)
Planning History	
There is no relevant planning history on the site.	
Suitability	
Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The site was not assessed as part of the Stage 2 Green Belt Review. • **Historic Environment:** There are listed assets located within the vicinity of the site, namely to the north, west and south. Given the scale of development suggested, it is possible that future proposals may impact the setting of these listed heritage assets.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding	• **Flood Zone:** The site is in Flood Zone 1. • **Surface Water Flooding:** The eastern parcel is adjacent to and partially impacted by surface water flood risk designation 1 in 30. Both parcels are partially impacted by 1 in 100 and 1 in 1000 surface water flood risk designations.

• Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Noise:** The eastern parcel is adjacent to the M25, which runs the length of the parcel's eastern boundary, likely leading to noise impact to any further proposals in this location. • **Air Quality:** The site's proximity to the M25 will require further work to be carried out to mitigate against any issues.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Landscape Character**: The site is located within the Chilterns Landscape Area. • **SSSI**: The eastern parcel contains a SSSI. • **Local Wildlife Site**: The western parcel contains Local Wildlife Site designations. The eastern parcel is adjacent to a Local Wildlife Site designation. • **Archaeology**: The eastern parcel is adjacent to a site of archaeological interest. • **Tree Preservation Order:** There are protected trees within the western land parcel. There are additional areas of protected trees adjacent to both the east and west land parcels.

Further Constraints/Considerations:

- There is a public right of way (Abbots Langley 047) which crosses the eastern parcel.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is not located within a settlement boundary.
- The eastern parcel is proposed to be for mixed-used employment land and the western parcel is proposed to be for residential development.
- The promoter has suggested the provision of a commercial centre within the residential parcel consisting of shops/café etc
- The indicative dwelling range would likely require the provision of a primary school on site

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	30-50	Landowner Proposed Dwelling Range	400-650
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%) of 13 ha available for residential	Indicative Dwelling Range	455

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Further work would need to be done to assess whether an area of about 9 hectares between the bund and the M25 (promoted for commercial use) is brownfield, as the submission form has stated that over 60% if this area is infill of the Great Westwood Quarry from the construction of the M25 and should be considered as brownfield. Further work would also need to be carried out in relation to noise and air quality given the sites proximity to the M25.

If found suitable, any development of the site would need to take account of the presence of Public Rights of Way and the presence of protected trees within the site. The site's proximity to Ancient Woodlands and Local Wildlife Sites is also a constraint. There is also a small SSSI on the employment site that would need to be avoided completely with a buffer zone around it, in most circumstances.

However, there are access concerns with regards to potential highway impacts on western sections of Old House Lane (given its singletrack width). It is also not considered that the site is located in a sustainable

location given its distance from services and an established settlement; it is well over a 1km from the nearest settlement boundaries from either site boundary (Sarratt to the west and Hunton Bridge/Abbots Langley to the north east). Only Chandlers Cross within 1km to the south, but it is considered an 'other settlement' in the settlement hierarchy. Subsequently, there are significant concerns over the suitability of the site. The site is both available and achievable.					
Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS11	Grange Wood, Oxhey Lane, WD19 5RA	Watford	1.4

Site Description

The site is located outside any defined settlement boundary, though is located adjacent to the urban extent of Watford. The current use of the site is residential, with existing dwellings and associated outbuildings clustered along the east boundary, fronting Oxhey Lane (A4008). The remainder of the site largely constitutes managed lawn. The site's surroundings constitute Watford's urban extent adjacently to the north; open fields/pastures to the east and south; and woodland to the west. It is noted that part of the woodland to the west is owned by the site owner, but is not included within the site submission. The surrounding area is largely urban to the north, however, is more open and verdant in character to the south.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel in which the site is located (parcel WE8) as 'low moderate'. • **Historic Environment:** There are two Grade II listed heritage assets to the south of the site. Given the proximity to these listed assets, circa 100m to the closest, any future development of the site may impact the settings of these assets and thus may require detailed assessment via a Heritage Impact Assessment.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding	• **Flood Zone:** The site is in Flood Zone 1. • **Surface Water Flooding:** The site is partially impacted by a 1 in 1000 surface water flood risk designation.

• Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Tree Preservation Order:** There is a Tree Preservation Order adjacently to the west of the site, covering the woodland located to the west. Additionally, there is a further Tree Preservation Order adjacently to the south of the site, covering the wooded area immediately to the west of Oxhey Lane. • **Ancient Woodland:** The woodland adjacently to the east is listed by Natural England as being Ancient Woodland (Sherwoods Park).

Further Constraints/Considerations:

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by an agent on behalf of the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	21	Landowner Proposed Dwelling Range	30
Indicative DPH (Developable/Non-Developable)	50 (70%/30%)	Indicative Dwelling Range	49

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A further Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

With respect to the ecological impact, it is noted that the site is located adjacent to an ancient woodland, which would provide a habitat for a number of species. Whilst a managed lawn does not represent an ideal habitat, it is suggested that the ecological impact of developing the site should still be reviewed as a consequence of the site's adjacency to the ancient woodland. Furthermore, the root protection areas of the adjacent ancient woodland may limit the extent of potential development on the western extremity of the site.

Regard is had to the sustainable location of the site, which benefits from bus stops on Oxhey Lane which can in turn provide connections to the wider rail network, with stations located approximately 1km to the north (Bushey) and south (Carpenders Park). The availability of public transport options should reduce the reliance on private vehicles for future occupiers of the site, though this should be further assessed robustly as part of any proposal. Additionally, the site is brownfield land.

The site is considered potentially suitable and is both available and achievable.

Suitable	Potentially	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS12	Land East of Oxhey Lane	Carpenders Park	12.7

Site Description

The site is outside any defined settlement boundary and is thus considered to be within the open countryside in planning terms. The site currently constitutes a series of connected open fields, bounded by mature hedgerow and is therefore greenfield land. To the west of the site is the urban extent of Carpenders Park and a residential care home, which the site largely surrounds. To the north, east and south of the site are largely open fields, in addition to woodland/scrubland to the east. The character of the site as a whole is rural in nature, with the A4008, which runs along the west boundary of the site, acting as a boundary between the urban extent of Carpenders Park and the open countryside. Notwithstanding this, it is noted that the newly constructed care home does make a clear step over this dividing line into open countryside.

The site has a smaller red line boundary compared to CFS69 (Land at Carpenders Park Farm), which was submitted previously as part of the Local Plan process. To the north of the site lies CFS11 (proposed secondary school), which was submitted as a potential site for allocation earlier in the Local Plan process.

Use(s) Proposed	Residential and Specialist Housing

Planning History

25/0021/EIA: The site benefits from an EIA screening request for: '*Mixed-use development of up to 260 homes, a care home together with associated parking, open space, landscaping and vehicular access*'. The Council issued a response to the screening request on 27th January 2025.

Suitability

Policy Constraints:	
• Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review (2019) assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as very high (parcel SO3).

• National Landscape	
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The southern area of the site bounds/is marginally impacted by Flood Zone 2 and 3 designations, in addition to a flood storage area. • **Surface Water Flooding:** The site is partially impacted by surface water flood risk designations 1 in 30, 1 in 100 and 1 in 1000.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	

Further Constraints/Considerations:

- There is a public right of way (WATFORD RURAL 013) that runs across the north of the site west to east.
- The promoter has also suggested the provision of specialist housing including care homes (for elderly and children)
- The indicative dwelling range suggested by the LPA would likely require the provision of a primary school on site

Availability (ownership/legal issues)

The site is being promoted by an agent on behalf of a developer who has an option on the site. The land is understood to be owned by a single landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	21	Landowner Proposed Dwelling Range	260
Indicative DPH (Developable/Non-Developable)	50 (60%/40%)	Indicative Dwelling Range	381

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A further Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

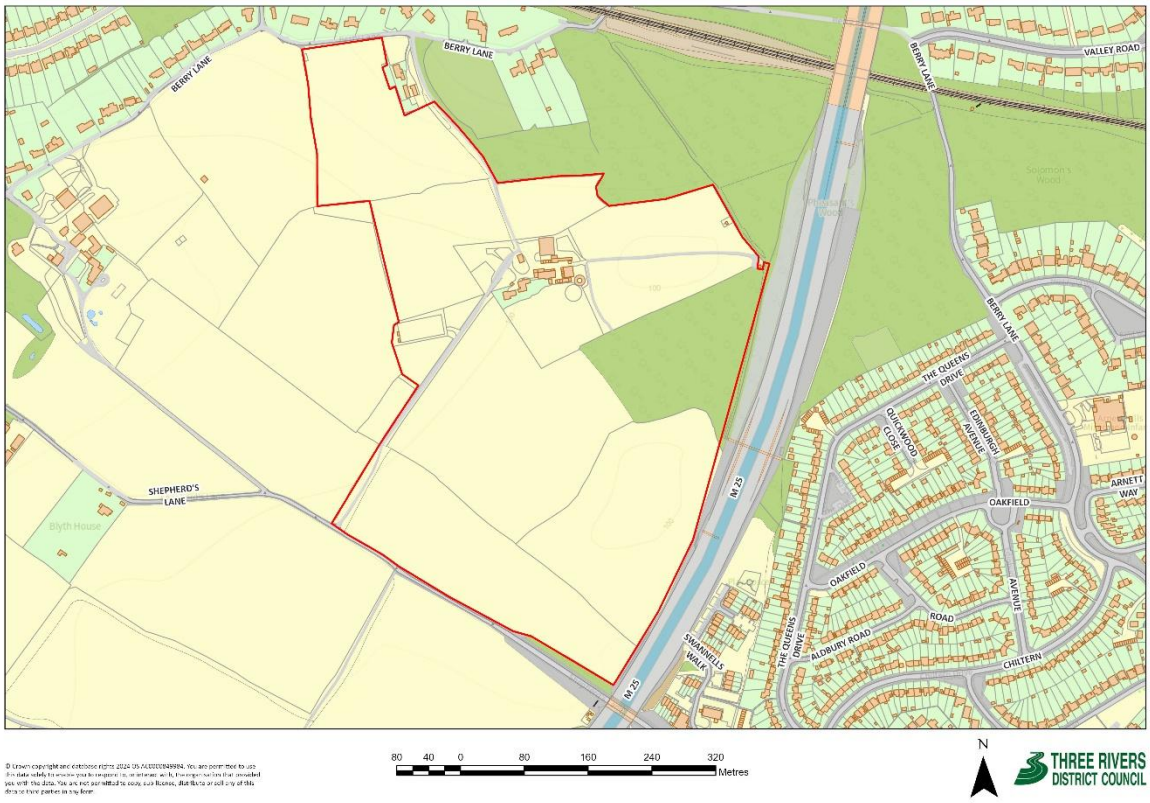
Other constraints to consider include limited flood risk coverage and the need to accommodate the footpath located in the northern section of the site in addition to the need to account for the ecological value of the site taking note of its greenfield nature and mature hedgerow boundaries, however, it is considered that these constraints are unlikely to preclude the development of the site.

Whilst the site is not located within a settlement boundary, it directly adjoins the secondary centre of Carpenders Park. It is considered that the site is quite sustainably located (0.6 miles from Carpenders Park Station and Delta Gain), although some improvements may need to be made to the pedestrian infrastructure along Oxhey Lane.

There is concern that the site would result in development protruding into open countryside.

Given its sustainable location, but in the absence of statutory consultee comments and relevant evidence base work, there are some concerns about the site's suitability.					
Suitable	Some concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS13	Catlips Farm (Chorleywood)	Chorleywood	34.5



Site Description

The site is outside any defined settlement boundary and is thus considered to be within the open countryside in planning terms. The site's current use is a mixture of residential, equestrian and storage. The site principally consists of open fields/pastures but also encompasses woodland and residential use with associated equestrian structures. As such, the site is partly brownfield, although mainly greenfield land. In terms of the site's surroundings, the site sits within a pocket of fields, separating the urban areas of Rickmansworth and Chorleywood. The site is bounded by woodland and the M25 to the east, open fields to the south and west and ribbon residential development along Berry Lane to the north. The overarching character of the area is rural in nature.

In terms of the site's accessibility, it is noted that vehicle access is taken from both Berry Lane to the north and Shepherds Lane to the south. Berry Lane and Shepherds Lane are both single lane country roads at the points where access is taken. In terms of public transport, there are some limited options within the vicinity, with a public footpath crossing the M25 on the eastern edge of the site to access The Queens Drive, Rickmansworth, which benefits from bus stops. Chorleywood Station is located circa 800m to the northwest of the site providing train connections.

NCFS13 has a larger red line boundary compared to NSS18, which was previously submitted as part of the call for sites process.

Use(s) Proposed	Residential, Medical Centre, Community Buildings, School, Sports Facilities, Parks

Planning History

The site benefits from two EIA screening requests: **23/2062/EIA**: '*Environmental impact assessment screening request in relation to a proposed development of up to 300 dwellinghouses*'. The council issued its response on 18th December 2023. **24/1213/EIA**: '*Environmental impact assessment screening request in relation to a proposed development of up to 400 dwellinghouses*'. The council issued its response on 15th August 2024.	
Suitability	
Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review (2019) assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as moderate high (parcel CH3). • **Historic Environment:** There are Grade II and II* Listed Heritage Assets within the locality. It is suggested that a Historic Impact Assessment be prepared to assess the impact of any future proposal on nearby Heritage Assets. The site is also located within the vicinity of a Conservation Area. • **Open Space Designation:** The site is partially covered by an Open Space designation (DM11).
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Access:** The surrounding road network is predominantly made up of single lane roads (i.e. Shepherds Lane and Berry Lane) which may represent a concern for a sizeable development on this site. • **Surface Water Flooding:** The site is subject to limited surface water flood risk designations including 1 in 30, 1 in 100 and 1 in 1000 flood risk. • **Noise:** The site is located adjacent to the M25 and additional work may be required to review the noise impact to future residents. • **Air Quality:** The site is located adjacent to the M25 and additional work may be required to review the air quality impact to future residents, particularly on those areas closest to the east boundary.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Tree Preservation Order:** There are protected trees located across the site, principally clustered around the southern boundary of the site. • **Ancient Woodland:** A portion of the adjacent woodland is classified as Ancient Woodland.
Further Constraints/Considerations:	
• A public right of way (CHORLEYWOOD 030) runs down the eastern side of the site. • The promoter has suggested the provision of a medical centre, community buildings, forestry school, sports facilities, parks and footpath and cycle connections • The indicative dwelling range suggested by the LPA would likely require the provision of a primary school on site	
Availability (ownership/legal issues)	
The site is being promoted by an agent, the client of whom does not own any part of the site.	
Achievability	
The promoters of the site have not specified any issues regarding the viability in developing the site.	
Potential Density	

Landowner Proposed DPH	13	Landowner Proposed Dwelling Range	440
Indicative DPH (Developable/Non-Developable)	13	Indicative Dwelling Range	440

Phasing							
0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A further Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Whilst the site is both available and achievable, regard is had to the likely ecological impact of developing the site and the capacity of the surrounding highway network.

In terms of the ecological impact of developing the site, the site represents mainly greenfield land, is adjacent to ancient woodland and is largely bounded by mature hedgerow. It is therefore likely that the site is of ecological value, and the development of this site would likely require mitigation measures.

With respect to the capacity of the surrounding highway network, it is noted that the site is accessed by two single lane country roads and the lack of footpath combined with the single-track nature, would make the route unsuitable for pedestrian use. Concern is raised over the ability of these roads to accommodate for a development of this scale and its associated trip generation, without significant upgrades to the local infrastructure. A preliminary transport assessment has been submitted (by the promoter) stating that the developer's proposed scheme of 440 dwellings would be acceptable in terms of highway impact and providing sustainable forms of transport. This assessment will be subject to review by Hertfordshire County Council.

Further discussions with Herts Highways will be undertaken in terms of the potential impacts on the local highway network and the sustainability of the site, in terms of its location and active travel measures. The Council is also awaiting other consultee comments and assessments, which will impact upon the suitability of the site.

Consequently, there are significant concerns associated with the site's suitability, but it is available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS14	Land at Homefield Road	Chorleywood	0.4

Site Description

The site is located within the settlement boundary of Chorleywood. The site currently constitutes Thorpedale, which appears to operate as a residential care home for disabled persons and four other existing dwellings together with their associated curtilages, and is accessed via Homefield Road, off Green Street and Orchard Drive. In terms of the site surroundings, it is noted that the site is encased by the urban form of Chorleywood on all sides, predominantly constituting two-storey detached and semi-detached dwellings. A railway station is located circa 175m to the southeast of the site and a high street with a range of services is located circa 100m to the southwest. The site is in a highly sustainable location. The area surrounding the site is considered to be suburban in nature.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Historic Environment:** The site is located within the Chorleywood Common Conservation Area. There are no Listed Buildings within the immediate vicinity of the site, however, depending on the scale of development there are two Grade II Listed Buildings within the wider site locality (within 200m) which may need to be taken into consideration.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise	• **Noise:** A railway line is located 25m to the south of the site and thus any future proposal may require consideration of this and its impact on the amenity of future occupiers.

• Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Tree Preservation Order**: There are a series of specific Tree Preservation Orders located across the site, namely on the western site boundary (the entire row of trees) and within the curtilages of 'Red Tiles' and 'Quilley House'. Additionally, given the location of the site within the Chorleywood Common Conservation Area, other mature trees will also be protected.

Further Constraints/Considerations:

- A private road, Homefield Road, runs through the length of the site (south to north). It is understood that access will need to be obtained from the northern entrance/exit of the site.

Availability (ownership/legal issues)

The site is in mixed ownership and is being promoted by an agent who is understood to be working on behalf of one of the landowners of the site. The site poses a legal issue where access to the site shall be restricted to the northern entrance.

Achievability

The site is in mixed ownership and has access constraints which may impact its deliverability.

Potential Density

Landowner Proposed DPH	125	Landowner Proposed Dwelling Range	50
Indicative DPH (Developable/Non-Developable) of a reduced area of the site	50 (50%/50%)	Indicative Dwelling Range	10

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

Whilst redevelopment of the site for continued residential use is acceptable in principle, through its location within the Chorleywood settlement boundary (Key Centre) and being partly brownfield land, regard is had to the character and appearance of the locality and the significance of the Chorleywood Conservation Area.

A redevelopment of the scale and density proposed by the landowner would be of stark contrast to surrounding development, which is typically of a lower density. The site is also located in a sensitive and prominent position within the Conservation Area, being located at the key southwest entry point. The impact would be intensified by the topography of the site, which increases in height from south to north, meaning a larger scheme set back into the site would have a greater, more overbearing, impact when entering the Conservation Area (i.e. northbound on Shire Lane to the southwest of the site).

It is concluded that a scheme of the scale proposed by the landowner would represent an overdevelopment of the site and would have a detrimental impact to the character and appearance of the Chorleywood Conservation Area. However, the site may have capacity for residential development at a reduced scale (that could still result in a minimum net gain of 5 dwellings), with potential options ranging from subdividing the existing properties to have an overall net gain in residential dwellings than the existing, to comprehensive redevelopment of the site involving appropriately and sensitively designed replacement building(s) that would conserve and enhance the character and appearance of the Conservation Area, though the sensitive location of the site should be kept in mind.

Thorpedale appears to be a residential care home for disabled persons, operated by Mencap. Further information is required from the promoter with regards to the current use of Thorpedale and the potential for mitigation if the facility is lost. Also, ownership of two of the five plots in 'unknown'. Therefore, the availability of the site also needs to be understood before the site is taken forward.

Subsequently, there are some concerns over the suitability of the site, mainly due to overdevelopment in the conservation area, and it is only partly available. The site is achievable.

Suitable	Significant concerns	**Available**	Partly	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS15	Chorleywood Library	Chorleywood	0.1

Site Description

The site is located within the settlement boundary of Chorleywood. The site constitutes an existing single storey library and associated curtilage and is thus brownfield land. The site is enclosed by the built form of Chorleywood on all sides. The site is located at the end of a high street with a range of services and benefits from a bus stop directly in front of it, in addition to Chorleywood Train Station 200m to the north. Surrounding development is predominantly residential in nature, although retail mixed use is located to the immediate northwest along the high street. The form of surrounding development is a mixture of predominantly two storey and 2.5 storey buildings, with the library acting as one of the few single storey examples in the street scene. The overarching character of the area is urban in nature.

Use(s) Proposed	Residential/community

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Historic Environment:** The site is located adjacent to the Chorleywood Station Estate Conservation Area, and thus any development of this site is likely to impact its setting. There is a Listed Heritage Asset located 100m to the north, however, given the visual separation from the site, development which is broadly in keeping with the scale of the surrounding built form is unlikely to impact its setting, nor any Listed Buildings within the wider locality. It is suggested that a Heritage Impact Assessment would be necessary to support any future proposal is assessing the impact to the setting of the Conservation Area.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding	• **Flood Zone:** The site is in Flood Zone 1. • **Contamination:** Given the brownfield nature of the site, there is the potential for site contamination. Notwithstanding this however, the existing use is not considered to raise significant concern in this regard.

• Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	

Further Constraints/Considerations:

- The landowner (Hertfordshire County Council) has specified that the library could be retained/replaced at ground floor level.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	N/a	Landowner Proposed Dwelling Range	N/a
Indicative DPH (Developable/Non-Developable)	50 (100%/0%)	Indicative Dwelling Range	5

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

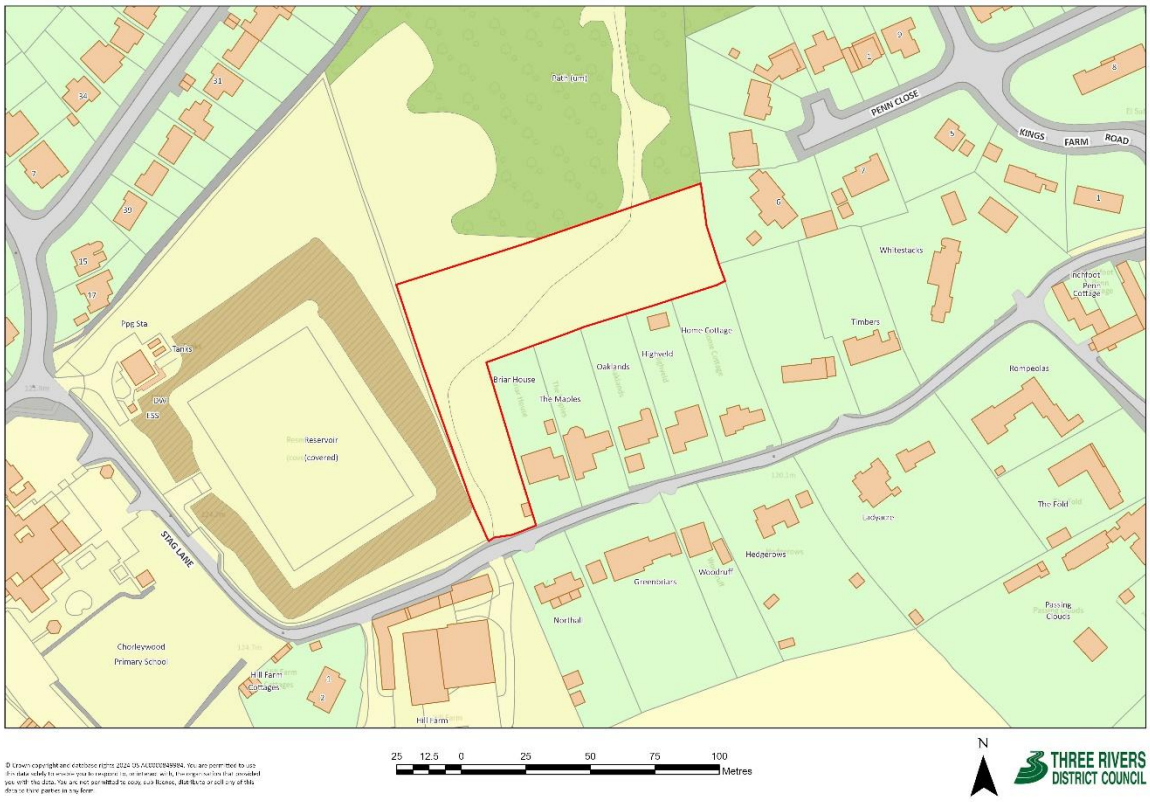
Conclusion

The site is located within the settlement boundary of Chorleywood in a highly sustainable location with a range of sustainable transport modes available within the site's vicinity. Additionally, the site represents brownfield land and thus will not result in the loss of greenfield to realise its development potential of a minimum of 5 dwellings. It would be highly desirable to retain the library use at ground floor level as suggested by the landowner, and there is no information available at this stage which would suggest that retaining/redeveloping such a use would render any future proposal on the site unviable.

Accordingly, it is considered that the site is potentially suitable for development, although it's noted that statutory consultee comments are yet to be received.

Suitable	Potentially	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS16	Land at Stag Lane	Chorleywood	0.65



Site Description

The site is located within the Chorleywood settlement boundary. The site currently constitutes a meadow, the topography of which generally slopes down to the northeast towards the built form of Chorleywood. Access to the site is gained from Stag Lane, which is reduced to single lane for the section where the site takes its access. The site boundary largely constitutes mature hedgerow. In terms of the site surroundings, the site forms part of a small green corridor into the built area of Chorleywood, being bounded by residential development on the east and south, a covered reservoir (appearance of an open field) to the west and woodland to the north. The overall character of the area is rural/suburban in nature.

Accessibility to the site is poor, with limited sustainable transport options within the immediate vicinity accessibly by foot, not aided by the fact that the section of Stag Lane to which this site connects does not benefit from pavements. Whilst there is a public footpath to the north of the site connecting the site to Chorleywood, due to the nature of this footpath (i.e. unpaved) it would be unreasonable to expect future residents to use this year-round to access services.

Due to the shape of the site, it is considered that the developable area is circa 0.50ha, as a result of needing to provide an access through the initial 0.15ha of the site connecting to Stag Lane.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints:	
• Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review (2019) assessed harm to the Green Belt of releasing the parcel as low (parcel CH4). • **Open Space:** The entirety of the site is located within an open space allocation under Policy SA5. Policy SA5 states that sites allocated as open space will generally be safeguarded as open spaces.

Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Tree Preservation Orders**: Whilst there are no protected trees on the site itself, there are several trees protected by Tree Preservation Orders either side of the site entrance, the root protection areas of said trees may limit the options for formalising a site entrance in this location. • **Local Wildlife Site**: The entirety of the site is designated as a Local Wildlife Site.

Further Constraints/Considerations:

- There is a public right of way (CHORLEYWOOD 025) which runs diagonally across the site which would require rerouting in order to facilitate the delivery of development on the site.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by an agent on behalf of the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	5	Landowner Proposed Dwelling Range	2-3
Indicative DPH (Developable/Non-Developable)	50 (70%/30%)	Indicative Dwelling Range	23

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A further Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Whilst the site is both available and achievable, regard is had to the likely ecological impact of developing the site; the site's sustainability; the overall capacity of the site for residential development; and policy conflicts.

In terms of the ecological impact of the site, the site both represents greenfield land, currently constituting a meadow, and is also a designated Local Wildlife Site. It is therefore evident that the site is of high ecological value, and the development of this site would thus likely result in significant ecological harm, which would weigh against any decision to develop this site for residential use.

In terms of the site's sustainability, whilst it is noted that the site is located within the Chorleywood settlement boundary, the site's only pedestrian links to Chorleywood are via an unpaved public footpath leading to the north, given the section of Stag Lane from which the site is accessed does not benefit from pavements. Furthermore, given the unpaved nature of the footpath, it is unreasonable to expect future residents to use this to access Chorleywood year-round (e.g. due to path being unlit and the likely deterioration of the path's surface in wetter months). Whilst there are public transport options within the locality, a future resident would struggle to access these via foot due to the poor pedestrian links, leading to a high likelihood that future occupiers would be heavily reliant on private vehicles as their primary mode of transportation. The site's location is therefore unsustainable.

In terms of the overall capacity of the site, there is a five dwelling threshold to warrant the inclusion of the site in the SHELAA. Given the agent for the site has indicated that it would be suitable for two to three dwellings, the site would not meet the minimum criteria for inclusion in the SHELAA. The Council's own calculations indicate a capacity of circa 17 dwellings on a basis of a 35 dwelling per hectare (dph) target. Accordingly, if the site were able to come forward, the Council's own dwelling target would be favourable, though any final figure would need to take into account any site-specific constraints and policy requirements.

In terms of policy conflicts, it is noted that the site is both located within an allocated open space. Open spaces are protected under Policy SA5 of the Three Rivers District Council Core Strategy (2011) ('the CS'), which states that 'sites allocated as open space will generally be safeguarded as open spaces'. Consequently, the allocation of this site would result in harm due to conflict with Policy SA5, which would weigh against any decision to allocate this site for development. The opens spaces contained within the CS are due to be taken forward into the new Local Plan.

Subsequently, there are significant concerns over the suitability of the site. The site is available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS17	North Hill Farm	Chorleywood	3.24

Site Description

The site is located outside any defined settlement boundary and is thus considered to be within open countryside for planning purposes, though it is noted that the Chorleywood settlement boundary bounds the site to the south and west. The site is currently utilised for a mixture of uses, including a dwelling house with associated curtilage and campsite. The site is divided into four areas, with fields to the southeast and southwest, the dwelling and associated curtilage to the northeast and campsite to the northwest. Accordingly, the site is a mixture of brownfield and greenfield land, with the brownfield land contained towards the north of the site. The area of brownfield land to the north of the site constitutes circa 1.13ha. The overall topography of the site is flat, and the boundary treatments are typically trees/mature hedgerow.

In terms of the site's surroundings, the site is bounded by development to the west and south, constituting St Clement Danes School and loose knit residential development associated with the built extent of Chorleywood respectively. To the north and east of the site is a mixture of open fields (pastures and meadows) and woodland. The overarching character of the area is suburban/rural (edge of settlement).

Access to the site is taken from North Hill, a country lane adjoining the A404. However, due to North Hill being a country lane (albeit a wide country lane where the site takes access), the road does not benefit from pavements. As a result of the lack of pavements, pedestrian accessibility to public transport options in the locality is poor.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints:	
• Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 1 Green Belt Review (2017) assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as significant. The parcel was not carried forward to the Stage 2 Green Belt Review. • **Heritage Impact:** The site is located circa 100m from a Conservation Area, located to the south of the site. Accordingly,

	depending on the scale of development, it may be necessary to prepare a Heritage Impact Assessment in support of any future proposal. • **National Landscape:** The site is located within the Chilterns National Landscape. Accordingly, depending on the scale of development, it may be necessary to prepare a Landscape and Visual Impact Assessment as part of any future proposal.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1. • **Surface Water Flooding:** The site is partially impacted by a 1 in 1000 surface water flood risk designation. Accordingly, any future proposal at the site is likely to require a supporting flood risk assessment.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Tree Preservation Order**: Although there are no tree preservation orders on the site itself, there are protected trees immediately adjacent to the site's southeastern boundary, its southwestern boundary and its northern boundary.

Further Constraints/Considerations:

Based upon the information currently available, no further constraints are identified at this stage.

Availability (ownership/legal issues)

The site has been promoted by and agent on behalf of a client who does not own any part of the site. The client is however in the process of purchasing the whole site.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	23	Landowner Proposed Dwelling Range	75
Indicative DPH (Developable/Non-Developable) based on utilising brownfield area	50 (100%/0%)	Indicative Dwelling Range	57

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	
Deliverable		Yes		**Developable**		No	

Conclusion

The site is located within the Green Belt. A further Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

The site is available and achievable, however, there would be detrimental impacts resulting from development in this location. Chiefly, the site is located within the Chilterns National Landscape and could impact the setting of a Conservation Area.

With respect to the Chilterns National Landscape, it would likely be necessary as part of any future proposal for a housing scheme on the site to prepare a Landscape and Visual Impact Assessment (LVIA). The LVIA would be utilised to better understand the harm caused by development on the site and how heavily this would weigh against granting consent for a housing scheme in this location.

With respect to the Historic Environment, Chorleywood Common Conservation Area is located circa 100m to the south of the site. Accordingly, due to the scale of development set out by the promoter and the indicative dwelling range stated above, it is likely that a Heritage Impact Assessment would be required to assess any harm to the significant of the Conservation Area.

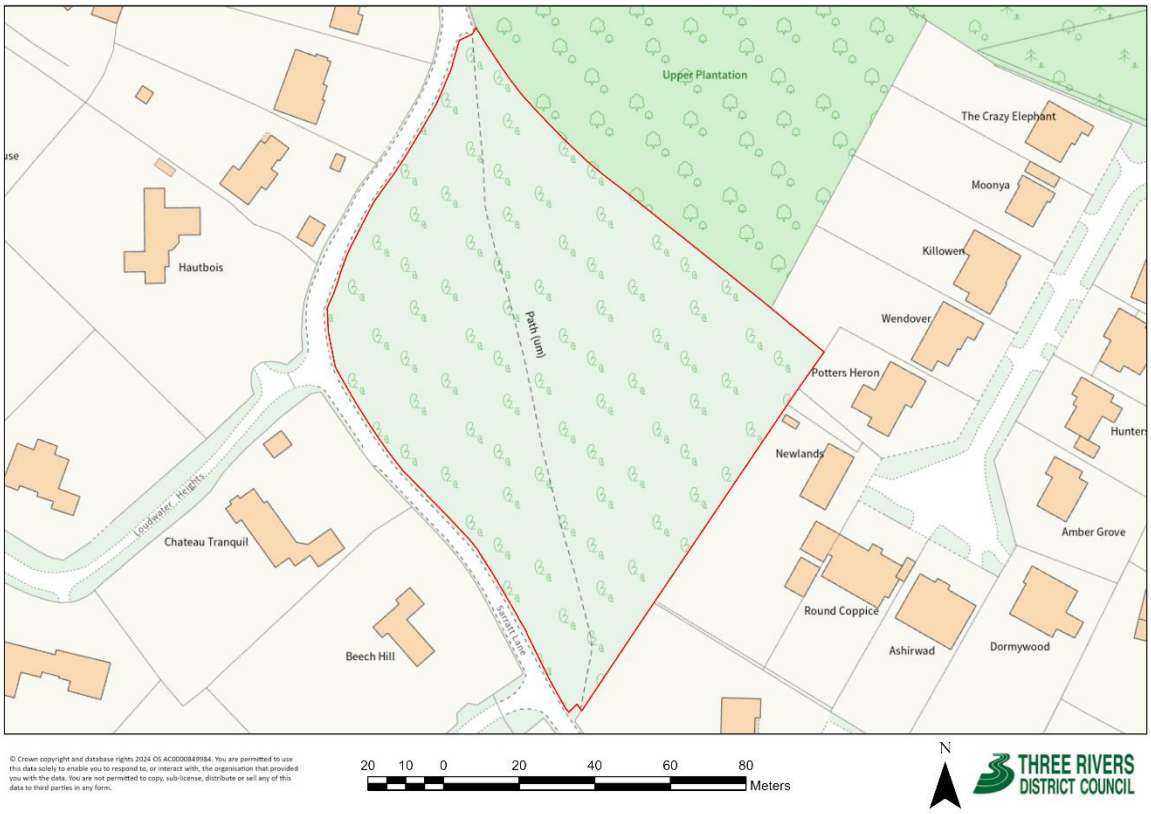
There are potential benefits to be gained from the scheme, including the ability to increase pedestrian permeability through the area. The creation of a footpath along the across the southern part of the site has the potential to create linkages between Public Footpath CHORLEYWOOD 011 and CHORLEYWOOD 035/034 and in turn increase the sustainability of the site by providing footpaths to local public transport options namely outside St Clement Danes School.

The previously developed area of the site, i.e. the northern area, is considered to be the most suitable, particularly in respect of landscape harm. The previously developed area of the site constitutes 1.13ha, which is what the indicative capacity calculations above have been based upon.

There are some concerns over the development of the whole site, and it is likely that any development would be on the premise of utilising the previously developed land and retaining the greenfield areas of the site as greenspace. The site is also available and achievable.

Suitable	Some concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS18	Land to the East of Sarratt Lane	Loudwater	0.9



Site Description

The site is located outside any defined settlement boundary and is therefore considered to be within the open countryside for planning purposes. It is noted however that it does immediately adjoin the Loudwater settlement boundary. The site currently constitutes an open field/meadow, with dense vegetation clustered around its boundaries and is greenfield land. The site is surrounded by loose knit low density development on all sides apart from the north. To the north of the site is woodland.

Access to the site would be gained from Sarratt Lane, which runs adjacent to the site's south and west boundaries. Sarratt Lane is a single lane road. There are no public transport options within the site's immediate vicinity.

This site has a smaller red line boundary compared to CFS29, which was submitted previously as part of the Local Plan process.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints:	
• Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as moderate (parcel C2). • **Historic Environment:** The site is within a Conservation Area, and immediately adjacent to another Conservation Area. As a result, a Heritage Impact Assessment will be required with any future application in order to assess the impact to the settings of both Conservation Areas. • **National Landscape:** Future developers should be mindful that the Chilterns National Landscape is located 250m to the west of the site.

Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Tree Preservation Order:** The site is surrounded on all sides by Woodland Tree Protection Orders. Furthermore, through the site's location within a Conservation Area, all the trees located on site are additionally protected. Any development on the site will need to be mindful of the root protection area of trees both on and adjacent to the site. • **Local Wildlife Site:** There is a Local Wildlife Site located adjacently to the north of the site. Accordingly, the site is likely to be of high ecological value.

Further Constraints/Considerations:

- There is a public right of way (SARRATT 061) which runs through the centre of the site, from the southern corner to the northern corner.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by an agent on behalf of the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	10	Landowner Proposed Dwelling Range	9
Indicative DPH (Developable/Non-Developable)	50 (70%/30%)	Indicative Dwelling Range	32

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	
Deliverable		No		**Developable**		No	

Conclusion

The site is located within the Green Belt. A further Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Whilst the site is both available and achievable, regard is had to the likely ecological impact of developing the site, the site's sustainability and heritage impact.

In terms of the ecological impact of the site, the site current represents greenfield land, constituting a meadow directly adjacent to the Local Wildlife Site. Any future development would have to take this into account.

In terms of the site's sustainability, whilst it is noted that Loudwater benefits from a collection of public footpaths, the roads around the site do not benefit from pavements, making them unaccommodating for members of the public on foot, and there is a lack of public transport options within the vicinity of the site. Accordingly, it is likely that future residents would be largely reliant on private motor vehicles as their primary form of transport to access jobs and services. Additionally, a public footpath runs through the middle of the site, which would significantly restrict the development potential of the site.

With respect to the heritage impact, the site is within the Outer Loudwater Conservation Area and adjacent to the Loudwater Conservation Area. Accordingly, any future development of the site will need to be mindful of the heritage impact, with any alterations made to the scheme potentially leading to viability and deliverability impacts (i.e. from a requirement to deliver at a lower density or through making design changes).

It is concluded that for the reasons stated above, particularly due to the unsustainable location, that there are significant concerns over the suitability of the site. The site is available and achievable.					
Suitable	Significant Concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS19	Land Adjacent to 60 Harthall Lane	Kings Langley	1

Site Description

The site is located outside any defined settlement boundary and as such is considered to be within the open countryside for planning purposes. The site's current use is agricultural land for grazing. The site comprises an open field, with boundary treatments constituting a mixture of close board fencing and mature vegetation. Surrounding the site is the built extent of Kings Langley to the west, open agricultural fields to the north, and sporadic development together with open fields to the east and south. The overarching character of the area is rural in nature.

Access to the site is gained from a shared access track from Harthall Lane. Access to public transport options within the locality is poor and Harthall Lane does not benefit from pavements. Public footpath ABBOTS LANGLEY 015 is located almost opposite the site entrance, however, due to the nature of the footpath (unpaved, wooded, unlit) it would be unreasonable to expect future residents to use this year-round and it does not lead to any urban centres with public transport options.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as high (parcel N8).
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ)	• **Flood Zone:** The site is in Flood Zone 1. • **Surface Water Flooding:** Harthall Lane itself is at 1 in 1000 risk of surface water flooding.

• Contamination • Noise • Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	

Further Constraints/Considerations:

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by an agent on behalf of the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	14	Landowner Proposed Dwelling Range	14
Indicative DPH (Developable/Non-Developable Area)	50 (70%/30%	Indicative Dwelling Range	35

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A further Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Whilst the site is both available and achievable, regard is had to the sustainability of the site.

With respect to the site's sustainability, it is noted that there are extremely limited public transport options within the site's locality. This, together with the fact that Harthall Lane does not benefit from a pavement will likely lead future residents to be heavily dependent on private vehicles as their primary form of transport. On this basis, it is not considered that the site is located within a sustainable location.

Taking into consideration the unsustainable location of the site, there are significant concerns over the suitability of the site for residential development.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS20	Lonsdale, Hyde Lane	Kings Langley	1.6

Site Description

The site is partially located within the settlement boundary of a 'secondary centre', although the majority of the site falls outside this boundary. The site is in residential use, with the dwelling itself and associated buildings located on the western side of the site and the remainder of the site being grassland. The site is partly brownfield and partly greenfield. Boundary treatments largely constitute a mixture of hedgerow and fencing. In terms of the site's surroundings, to the north, east and south are open agricultural fields and to the west is built development. With respect to the overarching character of the area, the site sits at the dividing line between rural and suburban, with the current access to the site and lane opposite acting as the transition point into the countryside.

Accessibility to the site is poor, with limited public transport options within the site's immediate locality. The closest regular bus stops appear to be located 600m away at Red Lion Ln and Hempstead Rd (A4251), or a circa 15min walk. Furthermore, Hyde Lane does not benefit from pavements and there are no public footpaths connecting to the site for pedestrians, making access to the aforementioned limited public transport options difficult by foot.

NCFS20 has a smaller red line boundary than NSS22 which was submitted previously during the Local Plan Process.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints:	
• Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review (2019) assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as high (parcel N9). It is noteworthy that the site is also immediately adjacent to parcel KL5 of the Stage 2 Green Belt Review, which was assessed as 'moderate'. • **Historic Environment:** There are two Listed Heritage Assets within the vicinity, the closest being circa 190m from the site. It is recommended that an assessment be provided with any future

	application which demonstrates an acceptable impact to these listed assets.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree	• **Tree Preservation Order:** The site is constrained with a substantial number of tree preservation orders, clustered around the western half of the site. • **Local Wildlife Site:** A Local Wildlife Site is located adjacently to the east of the site.

Further Constraints/Considerations:

- **Access**: Development of the site may lead to additional strain on the local highway network, with the site being accessed by a single lane track.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	12.5+	Landowner Proposed Dwelling Range	20
Indicative DPH (Developable/Non-Developable)	50 (13%/87%) (development on the PDL section of the site)	Indicative Dwelling Range	10

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A further Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Whilst the site is both available and achievable, regard is had to the potential ecological implications of developing the site and tree preservation orders (TPOs). Additionally, concern is raised over the sustainability of the site's location.

With respect to the ecological impact, it is noted that additional ecological assessments will be required due to the presence of a Local Wildlife Site adjacent to the site. Whilst the managed nature of the lawn may restrict its ecological potential, it may not entirely preclude it, particularly around the site boundaries, much of which benefit from mature hedgerow which likely provides a suitable habitat for a range of species.

Whilst the site is brownfield land, it is suggested that development should be limited to the "built up" area of the site (including the buildings and associated hardstanding), which occupies a small proportion of the site, predominantly confined to the western side of the site. The potential for developing this area may be reduced as a consequence of the substantial number of TPOs located on the western side of the site. Any future

development would need to take account of the root protection areas of said TPOs in the placement of new development.

Taking account of these constraints, an indicative calculation shows 0.2ha of the site may be developable (subject to further review to take account of root protection areas), focussed around the built up area of the site. At a standard 50 dwelling per hectare (dph) calculation, this would result in a gross delivery of 10 units, reduced to a net gain of 9 units due to the loss of 1 existing dwelling on site. Whilst the contribution is significantly reduced, it does nonetheless meet the threshold of 5 dwellings for allocation within the Local Plan.

Notwithstanding the above, regard is had to the site's unsustainable location. Whilst there are limited public transport options available circa 600m from the site, access to these is currently difficult via foot due to the lack of pavements on Hyde Lane. Accordingly, at present it would be unreasonable to expect future residents to walk to the available public transport options, leaving future residents reliant on private vehicles as a primary method of transport. It is noted that nearby application 22/1692/FUL has secured a condition for a scheme of highway improvement works. Accordingly, a similar requirement may be secured from this site, subject to Hyde Lane being applicable for improvement (i.e. there is sufficient space for pedestrian infrastructure), or an alternative method to provide pedestrian links to Lower Road may be proposed. Further discussions will be undertaken with Hertfordshire Highways.

It is concluded that, for the reasons stated above, the development potential of the site is restricted by on site constraints and therefore there are some concerns over its development. It is available and achievable.

Suitable	Some concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS21	Land South of Scots Hill	Croxley Green	0.87

Site Description
The site is comprised of scrubland within the Green Belt and is greenfield land. There is an electrical pylon within the northwest of the site with powerlines running overhead. Immediately to the eastern border of the site is two storey elderly accommodation and the Croxley Green Key Centre settlement area. To the immediate north of the site is the A412 (Scots Hil). To the west is Lavrock Lane and the former Scotsbridge House (which is in the process of being re-developed). To the south of the site is grazing land and to the southeast is Rickmansworth School playing fields. There is pedestrian access to the site from Lavrock Lane.

Use(s) Proposed	Residential

Planning History
There is no relevant planning history on the site.

Suitability	
Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as High. • **Historic Environment:** There is a Grade II Listed Building located to the east of the site up Scots Hill. There is a Locally Important Building located opposite the site across Scots Hill.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1.

Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• There are protected trees located along the northern and western borders of the site. • **Local Wildlife Site:** A Local Wildlife Site is located in close proximity to the western boundary of the site.

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of the settlement boundary of the Key Centre of Croxley Green.
- An electrical substation is located within the site with connecting overhead powerlines.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner, however it is unclear if there is easement in relation to the powerlines. Discussions will need to take place with the National Grid.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	60	Landowner Proposed Dwelling Range	52
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	30

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Any development of the site would need to take account of the presence of the pylon and the presence of protected trees within the site.

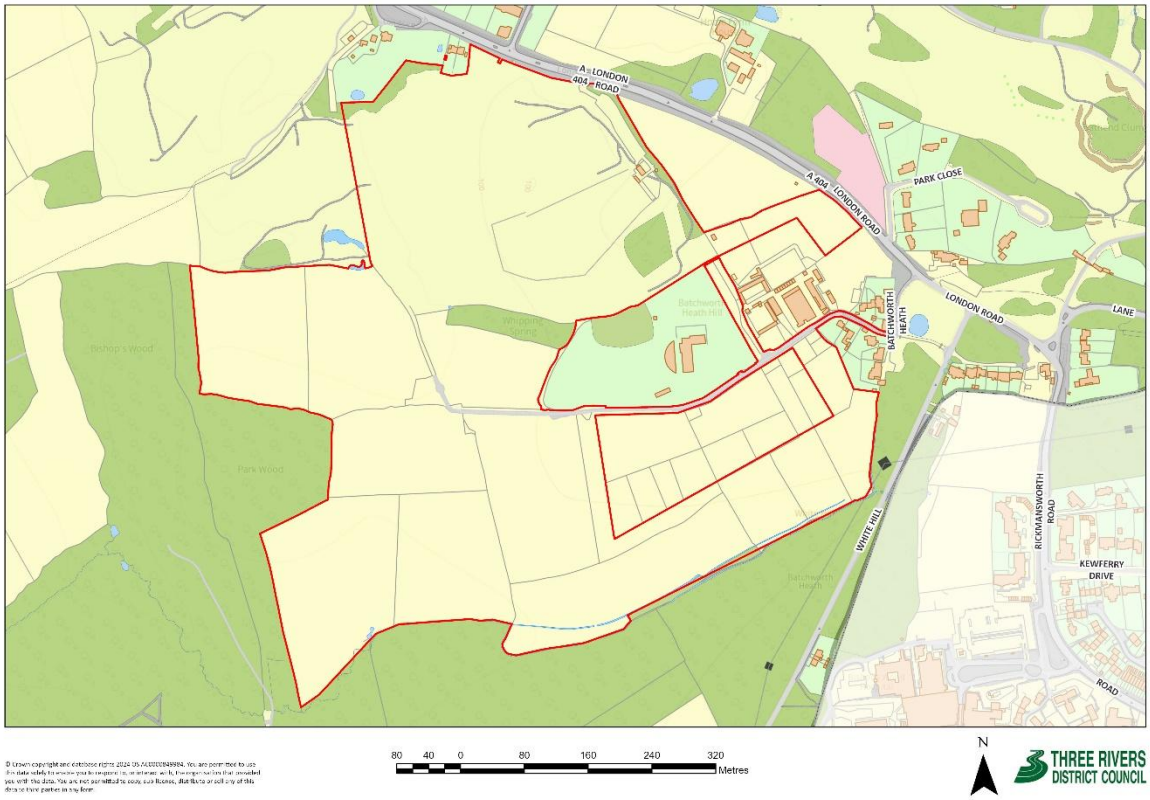
The pylon and associated overhead lines located on the site presents a concern for the realistic size of the site's developable area. Accordingly, statutory consultee comments will be important to inform the suitability of this site moving forwards, including from National Grid and any other relevant bodies. In addition, comments will be required from Hertfordshire Highways with respect to the site access, where there are some concerns.

The site is in a sustainable location given its proximity to Rickmansworth and nearby public transport infrastructure and is inset to the Croxley Green settlement area.

Notwithstanding the site's sustainable location, given the outstanding statutory consultee comments including from National Grid and Hertfordshire Highways, there are some concerns over the suitability of the site for development. The site is both available and achievable.

Suitable	Some concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS22	Nine of Herts Golf Club	Rickmansworth	39.2



Site Description

The site is currently in use as a nine-hole golf course, which is anticipated to close in 2026, and for equestrian uses, including small outbuildings. The site is partly brownfield, although mainly greenfield. The site surrounds, but does not include residential dwellings and larger equestrian buildings. To the western border of the site is the mature woodland of Bishops Wood Country Park. To the southern border of the site is Lockwell Wood and White Hill mature woodlands. To the northeast is London Road with the Grade II Listed Building Home Farm House on the opposite side of the road and a cluster of residential properties directly to the north. To the northwest of the site is Pipers Farm and Batchworth Park Golf Club.

Use(s) Proposed	Residential, Specialist Housing, Hotel, Community Facilities, Shops, Primary School

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. • **Historic Environment:** There are two Grade II Listed Buildings located adjacent to the eastern border of the site. The Batchworth Heath Conservation Area is located to the eastern border of the site. A detailed heritage impact assessment would be required at the planning application stage in order to identify the impacts of any development on the heritage assets of the site.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise	• **Flood Zone:** The site is in Flood Zone 1.

• Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwood SAC	• There is protected mature woodland and trees bordering the site to the west and south. located across the site, along the boundaries adjacent to Woodside Road and the south-eastern boundary of the site. • **Local Wildlife Site:** There are Local Wildlife Sites bordering the site to the east, south and west. • **Local Nature Reserve:** The Batchworth Heath Nature Reserve borders the site to the east.

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of the settlement boundary of the 'other settlements' of Batchworth Heath and London Road.
- The promoters have suggested circa 500 residential dwellings, retirement home (200 units), care home (180 beds), village centre, hotel, community facilities, school and shops.
- The indicative dwelling range suggested by the LPA would likely require the provision of a primary school on site

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	13	Landowner Proposed Dwelling Range	500
Indicative DPH (Developable/Non-developable Area)	50 (50%/50%)	Indicative Dwelling Range	980

Phasing

0-5 years		6-10 years	x	11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Development at the site would constitute a significant standalone incursion into open countryside, isolated from any settlement boundary and would therefore likely have a significant effect on landscape sensitivity.

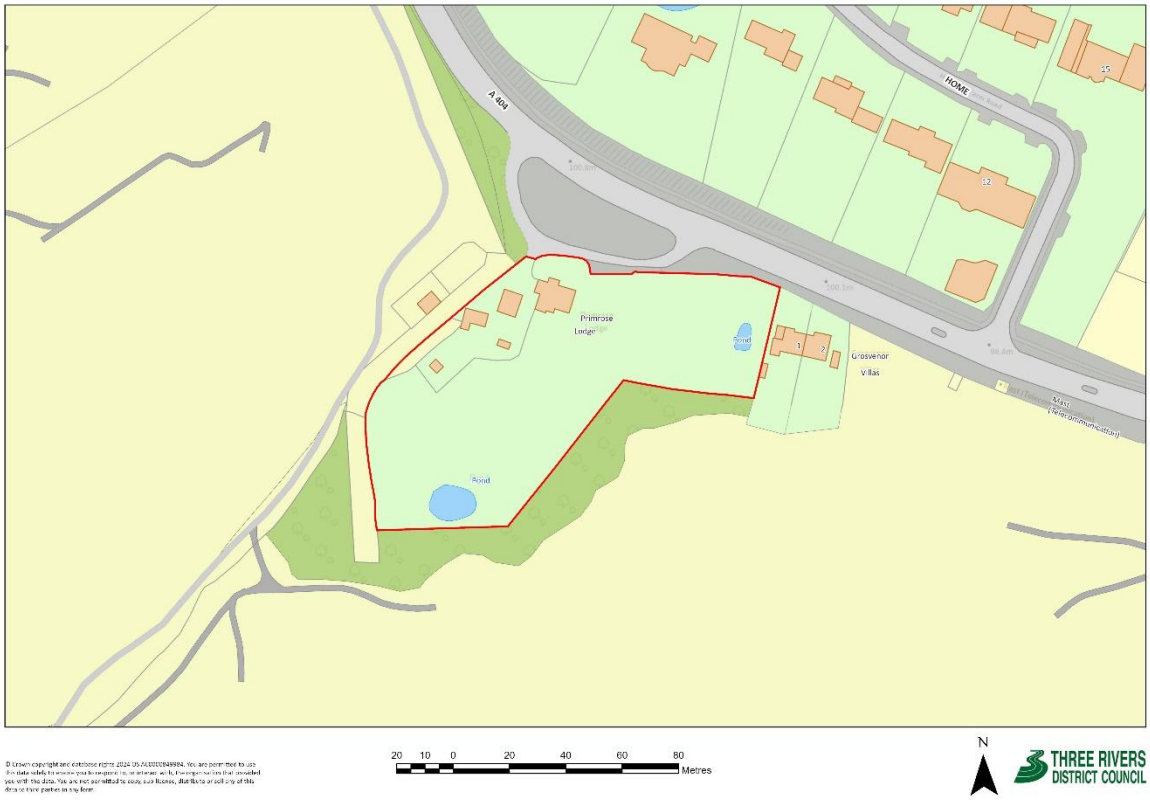
If the site were to be developed there are several Listed Buildings and a conservation area near the eastern edge of the site that would need to be considered, with the appropriate heritage assessments undertaken in advance. A Local Nature Reserve is also in the same area and would need to be considered.

However, it is not considered that the site is located within a sustainable location due to its distance from Rickmansworth and Northwood. The distance from services would increase the reliance on private vehicle travel, given the limited bus service. Furthermore, given the size of the site, while large, is likely of insufficient strategic size to be self-sustaining, possibly supporting a small convenience store for example, but little else.

Subsequently, there are significant concerns over the suitability of this site for development. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS23	Primrose Lodge, London Road	Rickmansworth	0.77



Site Description

The site is comprised of a residential dwelling and associated land. The residential property forms a small section of the north of the site with its associated residential garden forming the rest of the site. Trees and foliage form the southern border of the site to the neighbouring golf course. Some of the site is previously developed land located within the Green Belt. To the southern border is the Nine of Herts Golf Centre. To the north is London Road with residential properties lining the opposite side of the road. Beyond the residential properties is Rickmansworth Golf Club which is also a Local Wildlife Site. There is existing access from London Road.

Use(s) Proposed	Residential

Planning History

April 2025, application refused for certificate of lawfulness for construction of three outbuildings (gym, garage and shed) (25/0378/CLPD).

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The site was no assessed as part of the Stage 2 Green Belt Review. • **Historic Environment:** There is a Grade II Listed Building located a short distance to the north of the site.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1.

Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• There are protected trees located north of the boundary of the site, on the opposite side of London Road. • A Local Wildlife Site is in close proximity to the site to the north of London Road and Home Farm Road.

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located within an "other settlement".

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	42	Landowner Proposed Dwelling Range	32
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	27

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

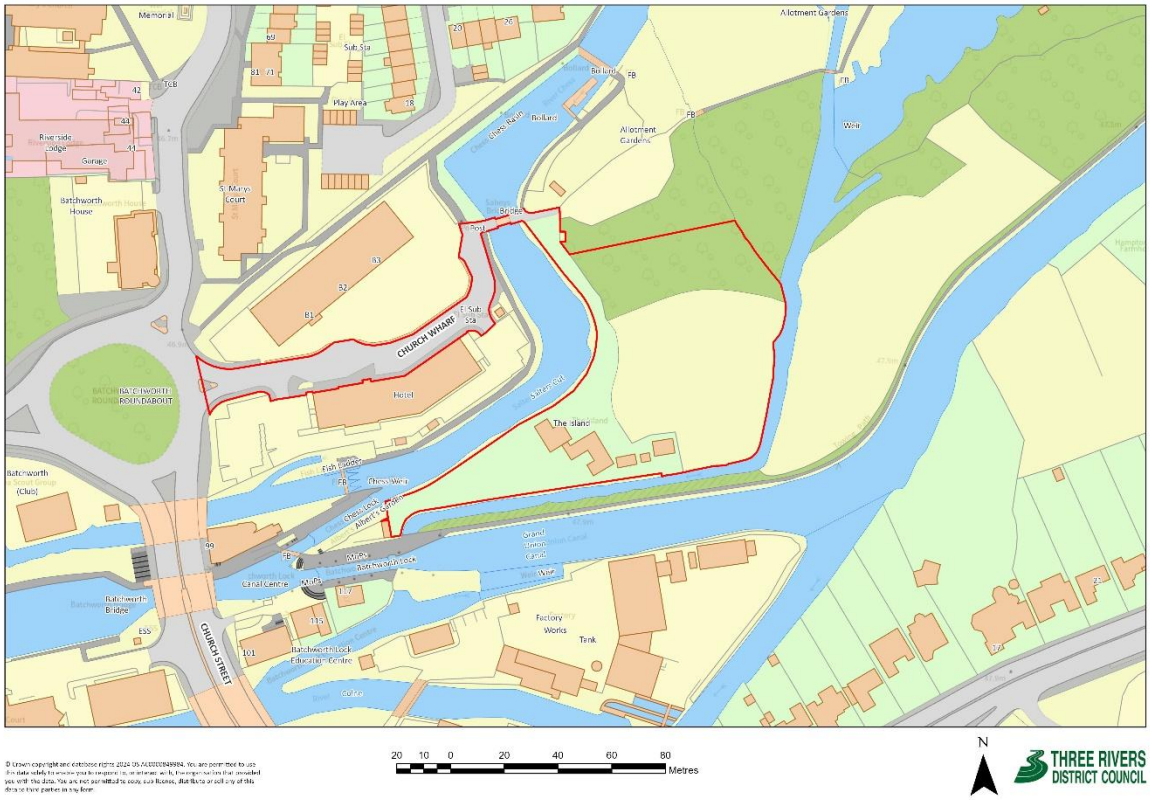
The site is located in an "other settlement" in the local authorities' settlement hierarchy, lacking any services and is a significant distance from the Principal Town of Rickmansworth. Whilst the site is brownfield land, it is not located in a sustainable location increasing the reliance on private vehicles, given that this section of London Road is not served by a bus stop and there are no services within a reasonable walking distance.

Densification of the site would also be considered incongruous to the character of the site and local area.

Subsequently, there are significant concerns over the suitability of this site for development. The site is available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS24	The Island, land off Church Street	Rickmansworth	0.45



Site Description

The site is located in Rickmansworth, to the east of Church Street. The site is comprised of a domestic lawn and an adjacent dwelling (to the west) and an area of open land (to the east). The site is partially brownfield land within the Green Belt. To the eastern border of the site is a Local Wildlife Site with the Principal Town of Rickmansworth and the Rickmansworth Conservation Area to the west. The site is located between two main rivers, with the River Chess running along the northern boundary and the River Colne along the southern boundary. The Grand Union Canal also flows to the south of the site. A hotel was recently constructed beyond the River Chess to the north (17/0192/FUL) and beyond this there is residential development and the High Street associated with the settlement of Rickmansworth. To the south, beyond the River Colne, is the Affinity Water Depot and further residential development. To the west is Batchworth Lock and the Canal Centre.

NCFS24 is a larger version of OSPF1, previously submitted as part of the Local Plan process.

Use(s) Proposed	Residential

Planning History

Application 24/0803/OUT for "demolition of existing dwelling and construction of 2no. four storey blocks to create 97no. residential flats" was recently withdrawn.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as high. • **Historic Environment:** There are no heritage assets within the site although, there are Grade II Listed Buildings to the west (99 Church Street) and east (17 Moor Lane and Obelisk). The Rickmansworth Town Conservation Area is located to the north-west. A heritage impact assessment would be required as part of any proposal.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding	• **Flood Zone:** The site is in Flood Zone 3b as per TRDC assessment. However, according to the promoter, negotiations with the Environment Agency has resulted in the site being classed as within Flood Zone 3a. Further assessment through

• Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	the SFRA would be required to decide whether the site can pass sequential and exception tests.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Local Wildlife Site:** The eastern corner of the site is adjacent to a Local Wildlife Site (Croxley Hall Lakes).

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located in the Principal Town of Rickmansworth.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	211	Landowner Proposed Dwelling Range	95
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	16

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

According to TRDC data, site is located within Flood Zone 3b, with no scope to alter the boundaries to mitigate the flood risk in order to deliver the development. Therefore, despite the site's sustainable location, it is deemed unsuitable for residential development. However, the promoter has stated that talks with the Environment Agency have resulted in the site being classed as within Flood Zone 3a. There is no current evidence of this, and even if the site is within 3a, it is likely to be undevelopable (particularly at the scale suggested by the promoter) due to the lack of land outside of the floodplain to provide compensation. However, in the unlikely event that the SFRA can demonstrate the site can pass sequential and exception tests, then the suitability of the site may be reconsidered.

There are also access concerns given that access to the site would be via a small bridge located off Church Wharf, which would not be suitable for increased vehicular traffic.

Subsequently, there are significant concerns over the suitability of this site. The site is available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS25	The Vicarage, Bury Lane	Rickmansworth	0.27

Site Description	
The site is comprised of a residential house and associated garden which includes a number of mature trees. The site is within the Principal Town of Rickmansworth, located to the east of Church Lane and the west of Bury Lane. There is currently access to the site from Bury Lane. Bordering the site to the northeast is the Rickmansworth Town Ditch.	
Use(s) Proposed	Residential
Planning History	
There is no relevant planning history on the site.	
Suitability	
Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is not in the Green Belt. • **Historic Environment:** The site is located within the Conservation Area of Rickmansworth. There are a number of Grade II Listed Buildings and Locally Important Buildings in close proximity to the site. This includes five Locally Important Buildings directly opposite on Bury Lane to the west and one bordering the site to the east. It is also located within an Area of Archaeological Interest. A detailed heritage impact assessment would be required at the planning application stage in order to identify the impacts of any development on the heritage assets of the site.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise	• **Flood Zone:** The site is in Flood Zone 3a.

• Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• There are protected trees located across the site and a strip of mature trees along the boundaries adjacent to Bury Lane.

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located within the settlement boundary of the Principal Town of Rickmansworth.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by an agent on behalf of the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site. However, a flood mitigation scheme may be required, impacting the viability of the site.

Potential Density

Landowner Proposed DPH	33	Landowner Proposed Dwelling Range	9
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	9

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	
Deliverable		No		**Developable**		No	

Conclusion

The site is located within the Principal Town of Rickmansworth within a highly sustainable location.

Any development of the site would need to take account of the presence of the Rickmansworth Conservation Area, Area of Archaeological Interest, neighbouring Listed Buildings and the array of protected trees located across the site.

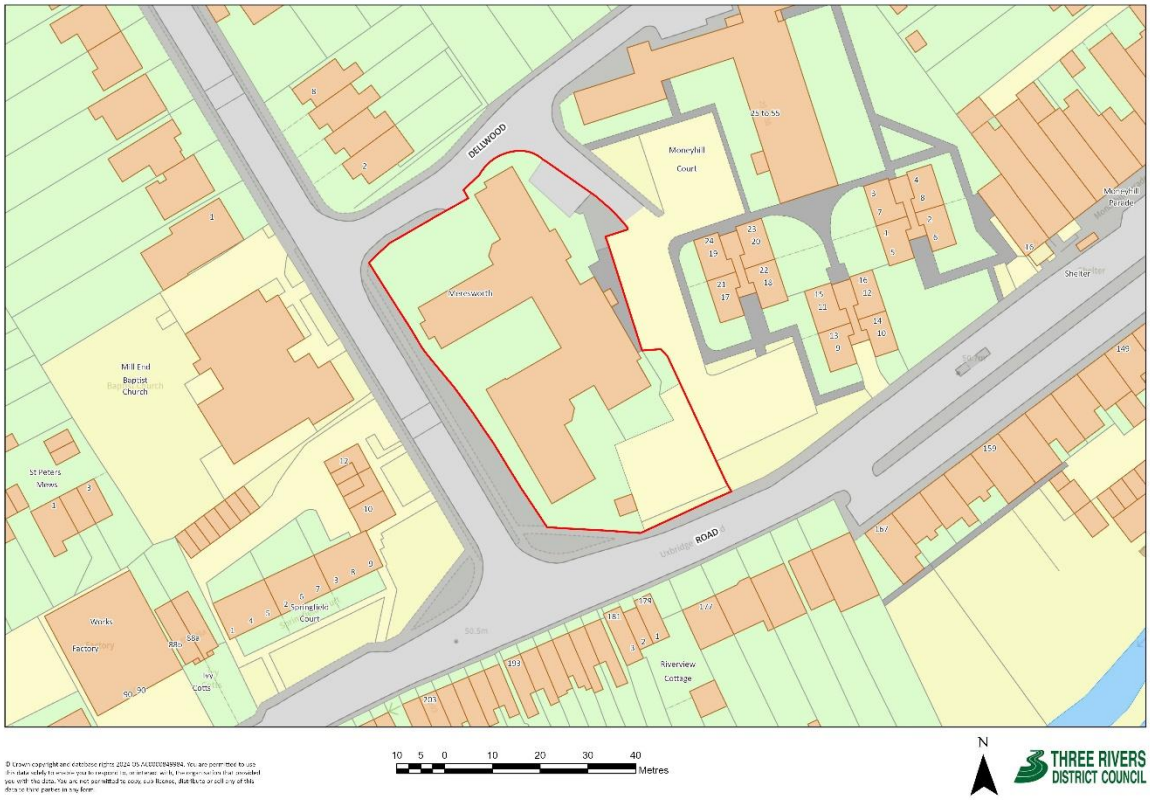
However, the site is located within Floodzone 3a, furthermore, because of its location entirely within 3a and only a very small part of potential brownfield land within the site boundary, compensation for new development does not look possible and subsequently, the site looks to be unsuitable based on current information. However, in the unlikely event of the SFRA demonstrating the site can pass sequential and exception tests, then the suitability of the site may be reconsidered.

The site is also heavily wooded and there are trees with a TPO and Ancient/Veteran trees on site. Subsequently, it may be difficult to build the minimum number of homes required on site without damaging the trees or demonstrating the relatively high bar of why they should be removed.

Despite the site's sustainable location, there are significant concerns over its suitability. The site is achievable and available.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS26	Meresworth Care Home, Field Way	Rickmansworth	0.33



Site Description

The site is comprised of a former care home owned by Herts County Council which closed in 2024. The site is located within the settlement boundary of the Principal Town of Rickmansworth. There is existing access off Field Way. To the east of the site is Moneyhill Court which includes a number of two storey buildings housing flats. Hedgerows and trees border the south and west of the site alongside Field Way and Uxbridge Road. To the south of the site and Uxbridge Road is the Rickmansworth Aquadrome Local Wildlife Site and Nature Reserve, as well as the River Colne.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is not in the Green Belt. • **Historic Environment:** There is a Grade II Listed Building located opposite the site to the south of Uxbridge Road. A detailed heritage impact assessment would be required at the planning application stage in order to identify the impacts of any development on the heritage assets of the site.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1.
Potential Environmental Impacts: • Landscape Character	• There are protected trees located along the boundary of the site with Uxbridge Road and Field Way.

• Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• The Rickmansworth Aquadrome Local Wildlife Site and Nature Reserve is located in close proximity to the site south of Uxbridge Road.

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located within the settlement boundary of the Principal Town of Rickmansworth.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	TBC	Landowner Proposed Dwelling Range	TBC
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range (Developable/Non-developable Area)	12 (70%/30%) or 17 (100%/0%)

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

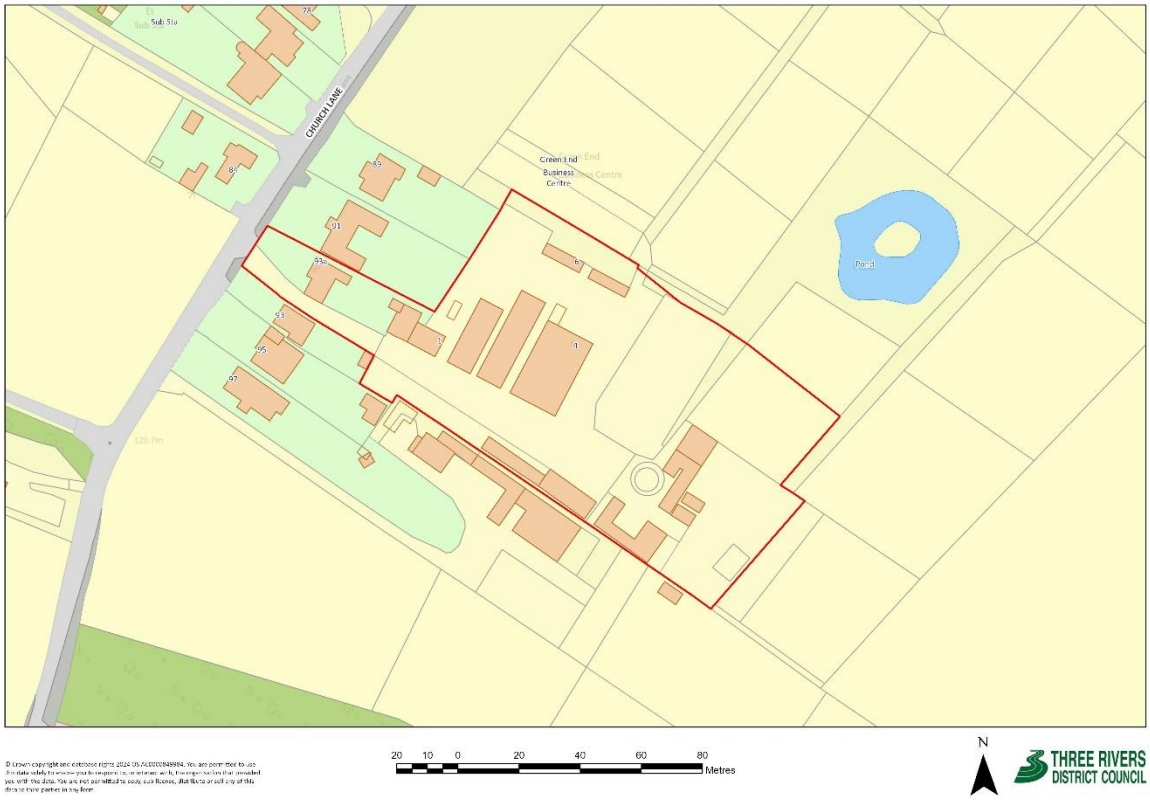
The site is brownfield land located within a sustainable location within the settlement area of the Principal Town of Rickmansworth.

Any development of the site would need to take account of the Grade II Listed Building to the south of the site.

Accordingly, it is considered that the site is potentially suitable for development while we await statutory consultee comments and more detailed information. The site is both available and achievable.

Suitable	Potentially	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS27	Green End Farm	Sarratt	1.12



Site Description

The site is comprised of a mix of commercial buildings, stables and residential development and as such is mainly brownfield land, with a small amount of greenfield land to the east of the site. It is located within Sarratt. Adjacent to the site is 3.83 ha of paddock land, including a pond, which is owned by the promoter which could also be available for inclusion. There is existing access off Church Lane which does not currently have pedestrian access into Sarratt. The site is adjacent to NCFS28 and NCFS29 as well as land off Sarratt Road which has recently been granted outline planning permission on appeal (22/0601/OUT), for up to 83 new dwellings.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is previously developed land located in the Green Belt. The Stage 1 Green Belt review assessed insetting in Sarratt to be inappropriate. • **Historic Environment:** The site is in close proximity to the site of archaeological interest and conservation area of Church End. There is a cluster of Grade II Listed Buildings and a Locally Listed Building within the Church End conservation area and in close proximity to the site. A detailed heritage impact assessment would be required at the planning application stage in order to identify the impacts of any development on nearby heritage assets. • **National Landscape:** The site borders the Chilterns National Landscape.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding	• **Flood Zone:** The site is in Flood Zone 1. • **Access:** There is existing vehicular access off Church Lane into the site, however there is a lack of pedestrian links into Sarratt along Church Lane.

• Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• The Church End Local Wildlife Site is in close proximity to the site. • The site is within the Beechwoods SAC zone of influence. any sites proposing 100 dwellings or more will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same).

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is mostly within the settlement boundary of the Village of Sarratt.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	28	Landowner Proposed Dwelling Range	31
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	39 (173 on all land owned by promoter)

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Any development of the site would need to take account of the close proximity to the Chilterns National Landscape and the archaeological site of interest and conservation area of Church End. Also, appropriate mitigation measures would need to be carried out due to the site's location within the Beechwoods SAC zone of influence.

The site is considered to be suitable as it is mostly made up of previously developed land. There are some concerns relating to the sustainability of its location and the lack of a footpath for part of Church Lane, which will require further discussions with Hertfordshire Highways.

Subsequently, there are some concerns in relation to this site currently, mainly due to the potentially unsustainable location and lack of footpath for a considerable distance along Church Lane towards the village. The site is both available and achievable.

Suitable	Some concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS28	Ravenswood	Sarratt	0.52

Site Description

The site is comprised of brownfield land consisting of a mix of outbuildings, stables and residential development. The site is located within the Green Belt and is mostly within the settlement boundary of Sarratt. Access to the site is in place from Church Lane. The promoter has suggested that the site could come forward alongside Green End Farm (NCFS27) to form a larger site. This would be in close proximity to New Model Farm (NCFS29) and land off Sarratt Road which has recently been granted outline planning permission on appeal (22/0601/OUT), for up to 83 new dwellings.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 1 Green Belt review assessed in setting in Sarratt to be inappropriate. • **Historic Environment:** The site is in close proximity to the site of archaeological interest and conservation area of Church End. There is a cluster of Grade II Listed Buildings and a Locally Listed Building within the Church End conservation area and in close proximity to the site. A detailed heritage impact assessment would be required at the planning application stage in order to identify the impacts on the heritage assets of developing the site. • **National Landscape:** The site borders the Chilterns National Landscape.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding	• **Flood Zone:** The site is in Flood Zone 1. • **Access:** Access to the site is constrained due to the width of Church Lane and the lack of pavements. Accordingly, it will be important to receive highways advice.

• Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Local Wildlife Site:** The Church End Local Wildlife Site is in close proximity to the site. • **Beechwoods SAC:** The site is within the Beechwoods SAC zone of influence. any sites proposing 100 dwellings or more will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same).

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is mostly within the settlement boundary of the Village of Sarratt.

Availability (ownership/legal issues)

The site is not owned by the land promoter but adjoins Green End Farm (promoter suggests that they could come in together).

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	23	Landowner Proposed Dwelling Range	12
Indicative DPH (Developable/Non-developable Area)	70/30	Indicative Dwelling Range	18

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

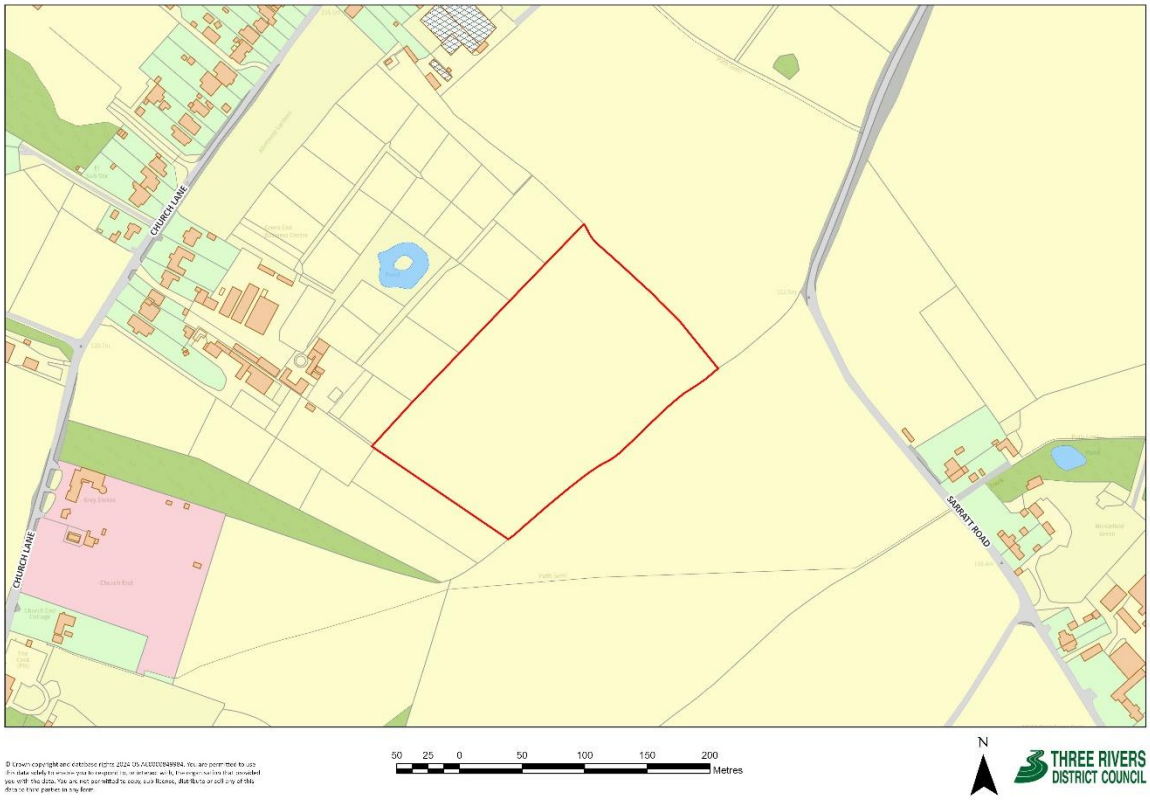
Any development of the site would need to take account of the close proximity to the Chilterns National Landscape and the archaeological site of interest and conservation area of Church End. Also, appropriate mitigation measures would need to be carried out due to the site's location within the Beechwoods SAC zone of influence.

The site is considered to be suitable as it is mostly made up of previously developed land. There are questions that need to be addressed relating to the sustainability of its location and the lack of a footpath for a significant part of Church Lane heading towards the village, which will require further discussions with Herts Highways.

Subsequently, there are some concerns in relation to this site, mainly due to the potentially unsustainable location and lack of footpath for a considerable distance along Church Lane towards the village, as well as concerns relating to the ownership (and thus the availability) of the site. The site is achievable.

Suitable	Some concerns	**Available**	Some concerns	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS29	New Model Farm (Sarratt)	Sarratt	3.13



Site Description

The site is comprised of greenfield land within the Green Belt which is currently in agricultural use. The site is not located within a defined settlement boundary but lies adjacent to the Village of Sarratt. The site is open farmland with no clear vehicular access. Sarratt Road runs near to the site but does not provide full access, and there are intervening fields from the site to Sarratt Road. The farmland adjacent has recently been granted outline planning permission on appeal for up to 83 dwellings (22/0601/OUT), with an indicative access achievable from Sarratt Road. It is not clear how the site itself will be accessed. There are some shrubs and hedgerows surrounding the perimeter of the site.

Use(s) Proposed	Residential

Planning History

The site adjacent has recently been granted outline planning permission on appeal for up to 83 dwellings (22/0601/OUT).

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 1 Green Belt review assessed in setting in Sarratt to be inappropriate. • **Historic Environment:** The site is within proximity of an area of archaeological interest and Conservation Areas of Sarratt and Church End. A detailed heritage impact assessment would be required at the planning application stage in order to identify the impacts of any development on the heritage assets of the site. • **National Landscape:** The site is nearby and can be viewed from the Chilterns National Landscape.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ)	• **Flood Zone:** The site is in Flood Zone 1. • **Access:** The site does not appear to have vehicular access.

• Contamination • Noise • Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Beechwoods SAC:** The site is within the Beechwoods SAC zone of influence. any sites proposing 100 dwellings or more will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same).

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located close to the settlement boundary of the Village of Sarratt.
- There is a Public Right of Way which runs along the perimeter of the site.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site. There are concerns related to the accessibility to the site with no clear indication how the site can be accessed by road. This may be able to come from the adjacent approved site to the north, but this would require a modification of the scheme to accommodate an access route and would represent a potential overdevelopment of the area.

Potential Density

Landowner Proposed DPH	14	Landowner Proposed Dwelling Range	44
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	110

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Any development of the site would need to take account of the issues relating to access, the Public Right of Way and proximity to conservation sites, archaeological sites, the Beechwoods SAC zone of influence and the Chilterns National Landscape.

The site is detached from the built-up area boundary of Sarratt, designated a fourth tier 'Village' in the settlement hierarchy. The scale of development, particularly cumulatively, when combined with the aforementioned permission granted at appeal (22/0601/OUT) and other potential sites for allocation would concentrate significant development in a small area of the village.

The nearest road access would be from Sarratt Road, around 100m from the site boundary, However, this is across third party land and on a bend in the road, posing serious access and highway safety concerns. Whilst there is a public right of way along the southern boundary of the site, this links Sarratt Road (which does not have a pavement) to Church Lane (which does not have a pavement), over a kilometre from the relatively limited services in Sarratt. The location of the site and lack of suitable access adds to the sense of detachment from the village itself.

Subsequently, there are significant concerns over the suitability of this site for development. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS30	Sarratt Lodge, Sarratt Green	Sarratt	0.22

Site Description

The site is comprised of a residential front garden located within the Metropolitan Green Belt. The site is within the settlement boundary and Conservation Area of Sarratt. There are some shrubs, trees and hedgerows bordering the perimeter of the site. Access to the site is via the driveway of Sarratt Lodge, from The Green. Neighbouring properties are set back from The Green creating a green buffer between the road and residences.

Use(s) Proposed	Residential

Planning History

Multiple applications related to alterations to the neighbouring Sarratt Lodge.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 1 Green Belt review assessed in setting in Sarratt to be inappropriate. • **Historic Environment:** The majority of the site is located within the Sarratt Conservation Area and Site of Archaeological Interest. There are number of Grade II Listed Buildings located in proximity to the site to the north and south. A detailed heritage impact assessment would be required at the planning application stage to identify the impacts of any development on nearby heritage assets. • **National Landscape:** The site lies within view of the Chilterns National Landscape.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ)	• **Flood Zone:** The site is in Flood Zone 1.

• Contamination • Noise • Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Local Wildlife Site:** The site is nearby to the Local Wildlife Site of The Green in Sarratt. • **Beechwoods SAC:** The site is within the Beechwoods SAC zone of influence. Any sites proposing 100 dwellings or more will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same).

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located the settlement boundary of the Village of Sarratt.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	22	Landowner Proposed Dwelling Range	5
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	8

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Any development of the site would need to take account of the character of the Sarratt conservation area, the site of archaeological interest, the heritage assets nearby and its location within the Beechwoods SAC zone of influence.

It is considered that the scale and layout of the development would have an adverse impact on the character of the Conservation Area and subsequently, there are significant concerns over the suitability of the site. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS31	Land to the South-East of Poles Hill	Belsize	2.91

Site Description

The site is comprised of greenfield land which is currently used as agricultural land and is located within the Metropolitan Green Belt. The site is adjacent to the existing settlement of Belsize between Poles Hill and Plough Lane. A Local Wildlife Site and protected woodland border the site to the south. The topography of the site slopes upwards from Plough Lane in the north to the Local Wildlife Site in the south. A Public Right of Way intersects through the centre of the site connecting Poles Hill to the south.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 1 Green Belt review continues to classify this site as a 'washed 'over' settlement. • **Historic Environment:** There are two Grade II Listed Buildings located to the north of the site. A detailed heritage impact assessment would be required at the planning application stage in order to identify the impacts of any development on the heritage assets of the site. • **National Landscape:** The site is in close proximity to the Chilterns National Landscape.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise	• **Flood Zone:** The site is in Flood Zone 1.

• Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Local Wildlife Site:** A local wildlife site and ancient woodland border the south of the site. • **Tree Preservation Order:** There are protected trees located to the southern border of the site forming the ancient woodland. • **Beechwoods SAC:** The site is within the Beechwoods SAC zone of influence. Any sites proposing 100 dwellings or more will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same).

Further Constraints/Considerations:

- There is a public right of way that runs from north to south through the centre of the site.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of the settlement boundary of Belsize.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	23	Landowner Proposed Dwelling Range	67
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	102

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

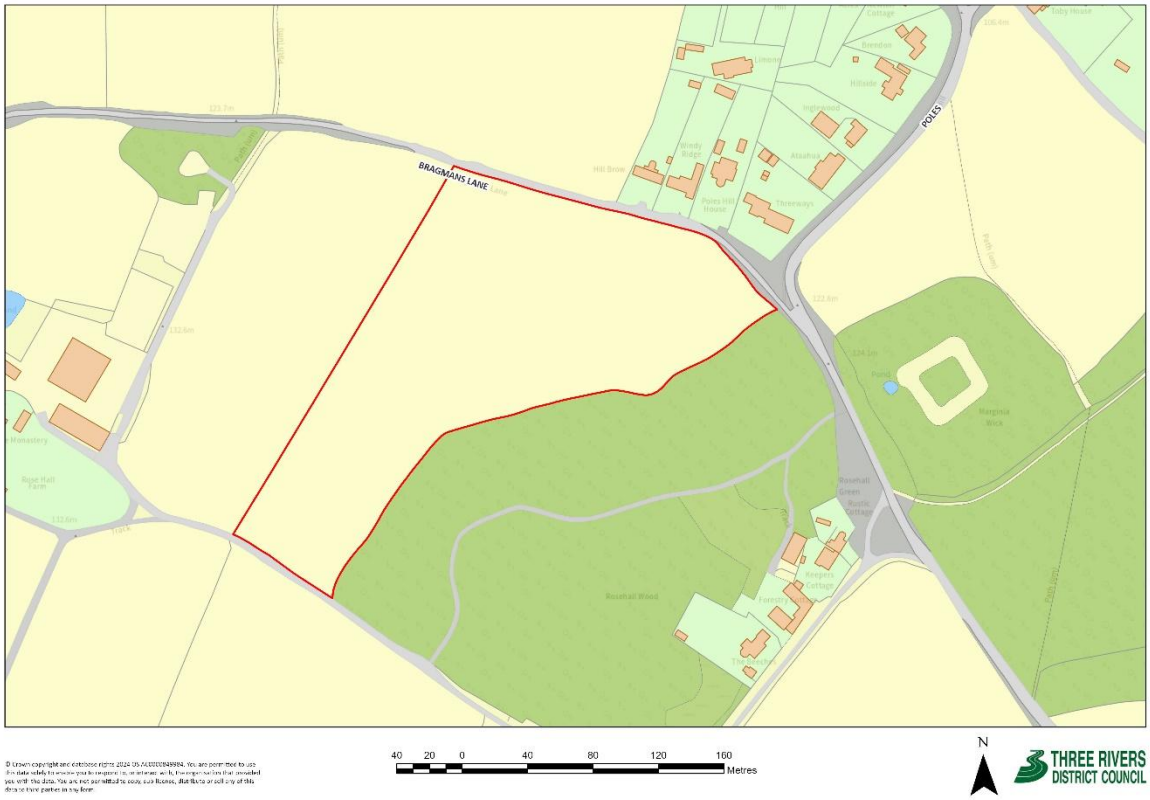
Any development of the site would need to take account of the presence of Public Rights of Way and the presence of protected trees bordering the site. Any development of the site would need to take account of the site's close proximity to the Chilterns National Landscape and location within the Beechwoods SAC zone of influence.

Belsize is outside of the settlement hierarchy and around 500m north of Sarratt's built up area boundary, however, it is almost a further 1km to the local convenience store, with large sections not having pavements for pedestrians, further encouraging the use of private vehicle to reach facilities and services. It is a similar scenario north of the site, across the district boundary into Chipperfield. Whilst there are bus stops in close proximity to the site, these offer limited bus services with low frequency. This scale of development in Belsize is considered unsustainable.

Subsequently, there are significant concerns over the suitability of this site for development. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS32	Land to the southwest of Bragmans Lane	Belsize	3.49



Site Description

The site is comprised of greenfield land which is currently used as agricultural and grazing land and is located within the Metropolitan Green Belt. The Local Wildlife Site of Rosehall Wood neighbours the southeastern boundary of the site with the settlement of Belsize to the north. To the west of the site is Rosehill Farm agricultural buildings, some of which are Grade II listed.

Use(s) Proposed	Residential

Planning History

There is no relevant planning history on the site.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 1 Green Belt review assessed in setting in Belsize to be inappropriate. • **Historic Environment:** There is a cluster of Grade II Listed Buildings located nearby on Rosehill Farm to the west. A detailed heritage impact assessment would be required at the planning application stage to identify the impacts of any development on nearby heritage assets. • **National Landscape:** The site is in close proximity to the Chilterns National Landscape.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is in Flood Zone 1. • **Access:** The site is access via the single width Bragmans Lane which is lined with mature hedgerows for most of its length.

Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Local Wildlife Site:** The Local Wildlife Sites of Rosehall Wood and Rosehill Farm border the site to the southeast and west. • **Tree Preservation Order:** There are protected trees located across the Rosehall Wood Local Wildlife Site. • **Beechwoods SAC:** The site is within the Beechwoods SAC zone of influence. any sites proposing 100 dwellings or more will be required to deliver suitable mitigation and / or avoidance measures in order to address potential adverse effects arising from increased recreational disturbance. This includes provision, improvement and / or maintenance of Suitable Alternative Natural Greenspace (SANG) (or a suitable financial contribution towards the same).

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of the settlement boundary of Belsize.

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	23	Landowner Proposed Dwelling Range	80
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	122

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Development would need to take appropriate measures regarding its location within the Beechwoods SAC zone of influence and its proximity to the Chilterns National Landscape.

Belsize is outside of the settlement hierarchy and around 500m north of Sarratt's built up area boundary, however, it is almost a further 1km to the local convenience store, with large sections not having pavements for pedestrians, further encouraging the use of private vehicle to reach facilities and services. It is a similar scenario north of the site, across the district boundary into Chipperfield. Whilst there are bus stops in close proximity to the site, these offer limited bus services with low frequency. This scale of development in Belsize is considered unsustainable.

Furthermore, the site extends a long way south into the countryside from Belsize and is open towards the north and west, so development of the site is likely to cause some landscape harm.

Subsequently, there are significant concerns over the suitability of this site. and the site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS34	Pinewood Lodge, South Oxhey	South Oxhey	0.517

Site Description

The site is comprised of a care home which is due to close. The site is located in the Green Belt adjacent to mature woodland of Oxhey Woods to the West. Three storey flatted development borders the site to the east and there is a row of semi-detached residential housing to the south on the opposite side of Oxhey Drive. To the north is grassland bordering St. Joseph's Catholic Primary School, the former detached playing field for the Little Furze Primary School. The landowner has indicated that these two land holdings could be considered as one site for development purposes. The combined area of the two sites is 2.05 hectares.

Use(s) Proposed	Residential

Planning History

REF 96/0852 – Partial demolition and erection of 60 bed residential care and nursing home with day care unit and car parking – granted planning permission 16 January 1997.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is previously developed land located in the Green Belt. The Stage 2 Green Belt review assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as low.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise	• **Flood Zone:** The site is in Flood Zone 1.

• Air Quality	
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Local Wildlife Site:** The site is adjacent to the Local Wildlife Site and Local Nature Reserve of Oxhey Woods

Further Constraints/Considerations:

- *Settlement Hierarchy (Core Strategy, 2011):* The site is located within the settlement boundary of the Key Centre of South Oxhey.
- The promoter has suggested that the site could come forward with the adjoining parcel of land to the north-east, PCS18 (Land south of St Josephs)

Availability (ownership/legal issues)

The site is in single ownership and is being promoted by the landowner.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH	n/a	Landowner Proposed Dwelling Range	n/a
Indicative DPH (Developable/Non-developable Area)	50 70%/30% (100%/0)	Indicative Dwelling Range	18 (26)

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

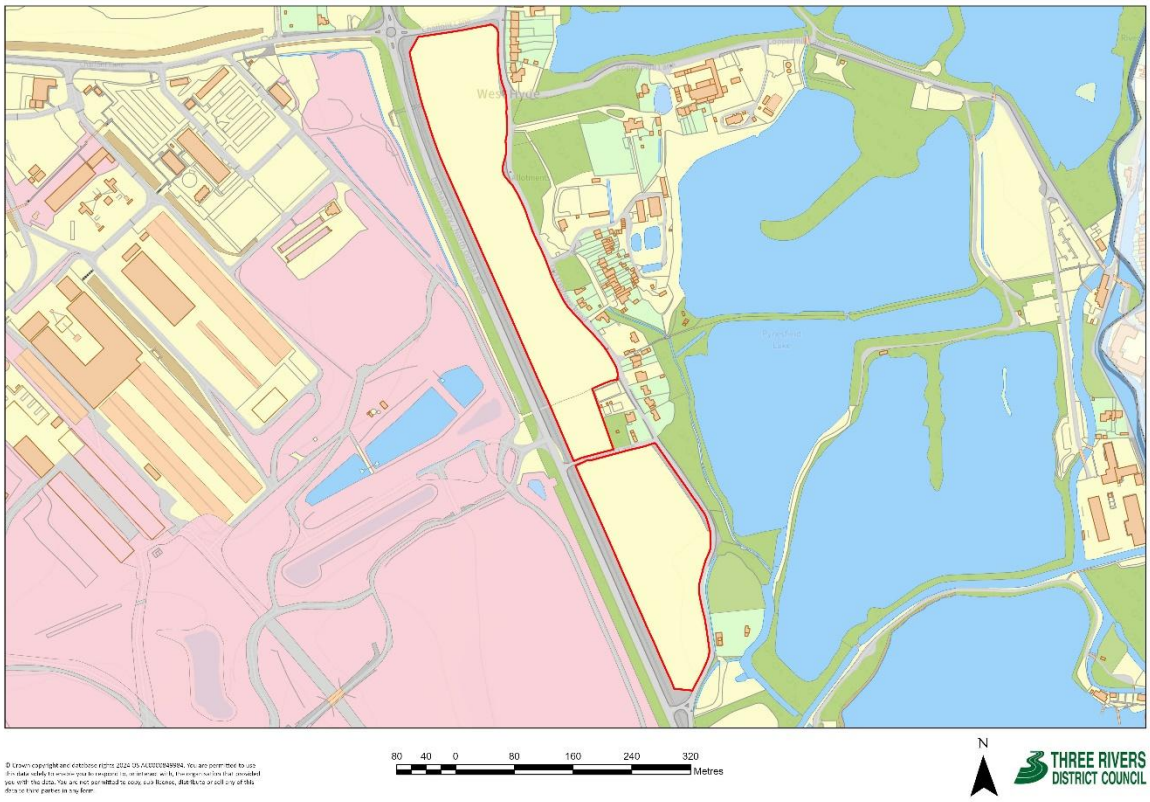
The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Development of the site must have regard to the adjoining Local Wildlife Site and Local Nature Reserve of Oxhey Woods.

Given the sites sustainable location with the settlement boundary of the Key Centre of South Oxhey and that it is brownfield land, it is considered potentially suitable, while we await comments from statutory consultees and any supplementary information. The site is both available and achievable.

Suitable	Potentially	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS35	Land south of Chalfont Lane (Employment)	West Hyde	8.4



Site Description

The site is comprised of greenfield land which is used for agriculture. Tilehouse Lane intersects through the centre of the site connecting Denham Way and Old Uxbridge Road. The West Hyde Other Settlement residential area is located adjacent to the eastern boundary. To the West, opposite Denham Way is the HS2 Construction Site. The site has separately been promoted for housing through separate representations (CFS64).

Use(s) Proposed	Employment

Planning History

The site has separately been promoted for housing through separate representations.

Suitability

Policy Constraints: • Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The site was not assessed as part of the Stage 2 Green Belt Review. • **Historic Environment:** There are three Grade II Listed Buildings located to the eastern boundary of the site. A detailed heritage impact assessment would be required at the planning application stage to identify the impacts of any development on nearby heritage assets.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is partially in Flood Zone 2.

Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Tree Preservation Order:** There is a small number of protected trees located on the site, with several more adjoining the site. • **Local Wildlife Site:** There is a Local Wildlife Site adjoining the east of the site.

Further Constraints/Considerations:

- There is a public right of way that runs through the centre of the site connecting Denham Way and Old Uxbridge Road.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of settlement boundary of the Other Settlement of West Hyde.

Availability (ownership/legal issues)

The land promoters have the option to purchase the site.

Achievability

The promoters of the site have not specified any issues regarding the viability in developing the site.

Potential Density

Landowner Proposed DPH (Developable/Non-developable Area)	n/a	Landowner Proposed Dwelling Range	n/a
Indicative DPH	n/a	Indicative Dwelling Range	n/a

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	
Deliverable		No		**Developable**		No	

Conclusion

The site is located within the Green Belt. A Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

Any development of the site would need to take account of the presence of Public Rights of Way and the presence of protected trees within the site.

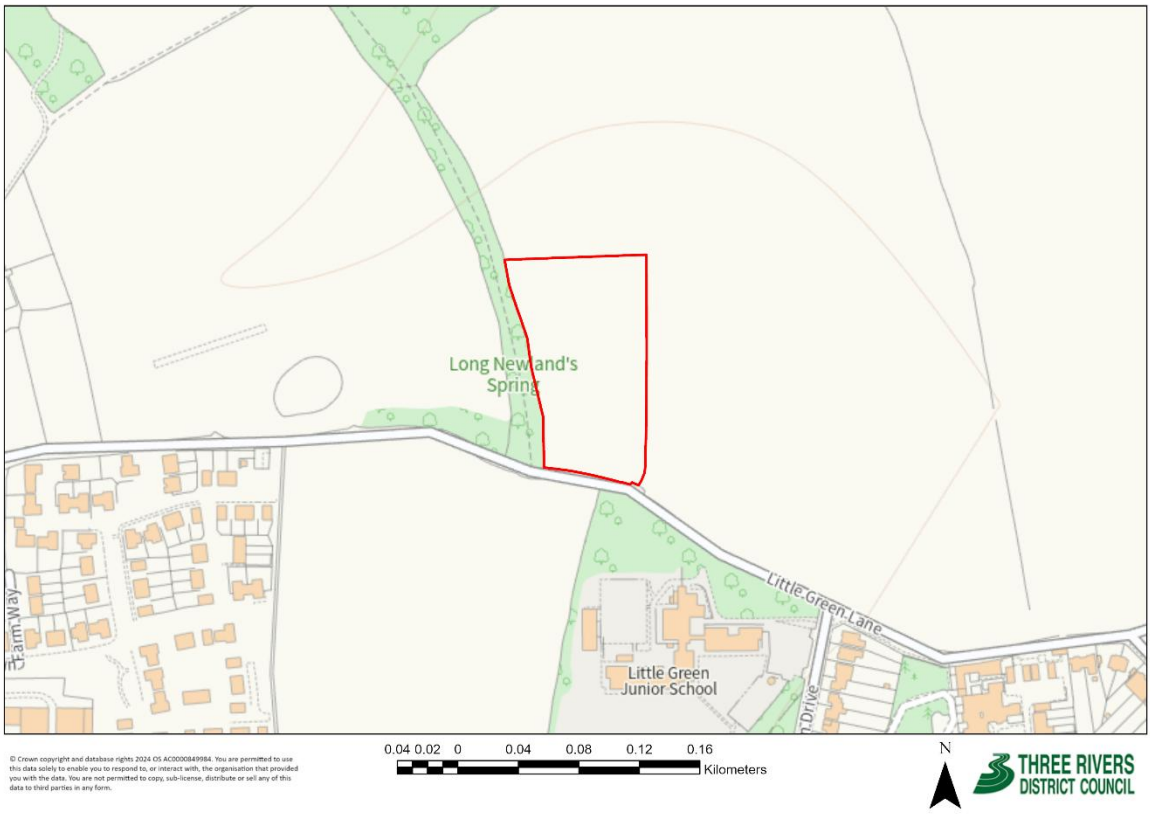
Whilst the site is located close to a limited bus route and there are good vehicular connections, it is not considered that the site is located in a sustainable location. West Hyde, the nearest settlement, adjoins the eastern side of the northern parcel and is categorised as an “other settlement” in the settlement hierarchy. The closest relatively sustainable settlement is Maple Cross, which is a secondary centre in the settlement hierarchy, but the built up area boundary of Maple Cross is around 800m to the north of the site, making the site relatively unsustainable.

There are also concerns regarding the impact on the open character of the area as a result of the scale and massing of development proposed, in the form of large warehouse/industrial buildings and the fact that it is not within an existing settlement or employment area.

Therefore, there are significant concerns over the suitability of the site for development.. The site is both available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

Site Ref	Address	Settlement	Site Area (ha)
NCFS36	Land North of Little Green Lane	Croxley Green	1ha



Site Description

The site is located outside any defined settlement boundary (though does immediately adjoin Croxley Green to the south, a Key Centre) and constitutes greenfield land, comprising the southwestern section of a worked agricultural field. The topography of the site is generally flat and is bounded by mature hedgerow on the western and southern boundaries. In terms of the wider area, the site is surrounded by open countryside to the west, north and east. Croxley Green is located to the south of the site, with the site adjoining its urban extent. The overarching character of the area is rural in nature.

Access to the site at present is poor, with the section of Little Green Lane which adjoins the site being temporarily pedestrianised. At this stage it is unclear whether the closure to vehicle traffic will be made permanent. Outline application 24/2073/OUT is of relevance in this respect, which constitutes a 600 dwelling scheme with associated infrastructure on the remainder of the agricultural field which NCFS36 occupies, which would provide significant accessibility improvements to NCFS36.

Accessibility to services is good, with Croxley Green benefitting from a number of services which would be accessible to any future residents of NCFS36.

The site was previously submitted under PSCFS24 (for education use).

Use(s) Proposed	Residential

Planning History

Whilst the site itself has no planning history of relevance to the call for sites process, it is noted that the ongoing outline application 24/2073/OUT on the remainder of the field, adjoining the site, is of relevance.

Suitability

Policy Constraints:	
• Green Belt • Heritage Assets Listed Buildings • Conservation Area • Historic Park and Garden • National Landscape	• **Green Belt:** The site is located in the Green Belt. The Stage 2 Green Belt Review (2019) assessed harm to the Green Belt of releasing the wider parcel (in which the site is located) as moderate high (parcel CG8). • **Historic Environment:** There is a Grade II Listed Heritage Asset within 250m of the site and would likely be within view of any

	development at NCFS36. Additionally, there are several Locally Important Buildings within the site's locality. Croxley Green Conservation Area is located circa 330m to the west. A detailed heritage impact assessment would be required at the planning application stage in order to identify the impacts of any development on the heritage assets of the site.
Physical Constraints: • Access • Flood Zone • Surface Water Flooding • Groundwater Flooding • Groundwater Source Protection Zone (GSPZ) • Contamination • Noise • Air Quality	• **Flood Zone:** The site is within in Flood Zone 1. • **Access:** Little Green Lane is a pedestrianised street and vehicle access to the site may thus represent an issue.
Potential Environmental Impacts: • Landscape Character • Air Quality (AQMA) • Local Wildlife Site • Local Nature Reserve • SSSI • Ancient Woodland • Tree Preservation Order • Ancient/Veteran Tree • Beechwoods SAC	• **Local Wildlife Site**: there is a Local Wildlife Site (WLS) which adjoins the site's western boundary. There are several WLSs within the wider area. • **Tree Preservation Order:** The trees forming part of the woodland which adjoins the western boundary of the site are all subject to a Tree Preservation Order. • **Ancient Woodland:** The woodland adjoining the site's western boundary is ancient woodland.

Further Constraints/Considerations:

- A public right of way (SARRATT 063) runs adjacent to the site boundary, within the woodland to the immediate west of the site.
- *Settlement Hierarchy (Core Strategy, 2011):* The site is located at the edge of settlement boundary of the Key Centre Croxley Green.

Availability (ownership/legal issues)

The landowner (Hertfordshire County Council) owns the entirety of the site.

Achievability

The landowner has not identified any issues with developing the site.

Potential Density

Landowner Proposed DPH	n/a	Landowner Proposed Dwelling Range	n/a
Indicative DPH (Developable/Non-developable Area)	50 (70%/30%)	Indicative Dwelling Range	35

Phasing

0-5 years	x	6-10 years		11-15 years		16+ years	

Conclusion

The site is located within the Green Belt. A further Green Belt review is to be carried out to consider areas that will fall under the definition of grey belt and if potential new development will fundamentally undermine the purposes of the Green Belt, in conformity with the NPPF (December 2024) and PPG.

In terms of the ecological impact of developing the site, the site represents greenfield land, is adjacent to ancient woodland which is a designated Local Wildlife Site and is bounded by mature hedgerow. Whilst it is noted that the site is a worked agricultural field and therefore may be less valuable in ecological terms when compared with an unworked field/pasture, it is nonetheless considered that the site is likely of ecological value given its proximity to the Local Wildlife Site, ancient woodland and mature hedgerow. Accordingly, development of the site may lead to ecological harm which would need to be assessed as part of any future development.

With respect to the access, following a consultation in 2023, the section of Little Green Lane from where the site would take access (east of the site, close to Little Green School) was closed to vehicle traffic for the

duration of an Experimental Traffic Regulation Order. The purpose of this closure was to allow for monitoring and assessment of the effects of the closure on traffic patterns in the area. This has since been closed permanently. Notwithstanding this road closure, it is noted that even if the road were open, it would still likely be of an insufficient size to serve a development of the scale (circa 35 dwellings) indicated (subject to highways advice). Access to the site would be from the western section of Little Green Lane, which is a very narrow single track road. The present situation thus poses significant challenges for the deliverability of the site.

Whilst application 24/2073/OUT could provide a solution to this issue if approved, given this would provide alternative access to the site, this application cannot be relied upon because it is still undetermined at this stage. Accordingly, additional work is required to resolve access concerns to the site.

Subsequently, there are significant concerns over the suitability of this site for development. The site is available and achievable.

Suitable	Significant concerns	**Available**	Yes	**Achievable**	Yes

This page is intentionally left blank

Three Rivers District Local Plan
Regulation 18 - Part 5 Consultation
Sustainability Appraisal Briefing Note

June 2025

Report details

Report prepared for:	Three Rivers District Council		
Project/customer reference:	Three Rivers Local Plan SA/SEA		
Copyright:	© TRL Limited		
Report date:	June 2025		
Report status/version:	Draft		
Quality approval:			
James Peeling	Project Manager	Rob Gardner	Technical Reviewer

Disclaimer

This report has been produced by TRL Limited (TRL) under a contract with Three Rivers District Council. Any views expressed in this report are not necessarily those of Three Rivers District Council.

The information contained herein is the property of TRL Limited and does not necessarily reflect the views or policies of the customer for whom this report was prepared. Whilst every effort has been made to ensure that the matter presented in this report is relevant, accurate and up to date, TRL Limited cannot accept any liability for any error or omission, or reliance on part or all of the content in another context.

Table of Contents

1 Introduction 1

1.1 Background 1

1.2 This Briefing Note 1

2 Methodology 2

2.1 SA Framework of Objectives 2

Appendix A New and amended policy assessments A-1

Appendix B New Site Assessments B-1

DRAFT

1 Introduction

1.1 Background

Three Rivers District Council (TRDC) are preparing a single Local Plan which will replace the Core Strategy (adopted on 17th October 2011), the Development Management Policies Local Development Document (adopted on 26th July 2013) and the Site Allocations Local Development Document (adopted on 25th November 2014). The new Local Plan will incorporate strategic policies, development management policies and site allocations into a single document.

During its preparation this Local Plan must be subject to both Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA) under the 'Planning and Compulsory Purchase Act' (2004) and 'The Environmental Assessment of Plans and Programmes Regulations' (2004)[1] respectively.

Both the SA and the SEA processes help planning authorities to fulfil the objective of contributing to the achievement of sustainable development in preparing their plans through a structured assessment of the Plan against key sustainability issues.

Independent consultants TRL Ltd have been appointed by Three Rivers District Council to undertake the Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA) in support of the new Local Plan. This has resulted in the production of an SA Scoping Report (May 2017, updated July 2017); an SA Working Note to accompany the Issues and Options consultation (July 2017); an SA Working Note to accompany the 'Potential Sites for Consultation' (October 2018, updated July 2019); an Initial SA Report alongside the Local Plan Regulation 18 Part 1 and Part 2 consultation (June 2021); an SA Working Note to accompany the 'Additional Sites for Potential Allocation' Part 3 consultation (January 2023) and an SA Working Note to accompany the Part 4: Preferred Lower Housing Growth Option consultation (October 2023). These SA documents are available at the following weblink:

https://www.threerivers.gov.uk/egcl-page/new-local-plan

1.2 This Briefing Note

This short SA Briefing Note (June 2025) is a focused document, which provides an initial assessment of the elements of the Part 5 consultation to help inform the decisions of the Council.

It will be followed by a more comprehensive SA Working Note to accompany the Part 5 Local Plan consultation in July 2025 which will contribute to the ongoing plan-making process, by providing an independent assessment of the emerging Local Plan, with a view to guiding the next stage of its development. Sustainability Appraisal is a decision aiding tool rather than a decision making one and the contents of the SA documents should therefore be considered in this light.

The format of this briefing paper is as follows:

- Section 1: Introduction.
- Section 2: Brief details on the SA methodology.

[1] This regulation implements European Directive 2001/42/EC, known as the Strategic Environmental Assessment (SEA) Directive

- Appendix A – Assessment of new and amended Policies.
- Appendix B of Assessment of new sites.

2 Methodology

For the Local Plan options an assessment has been undertaken, with each 'Policy/Site option v. SA objective relationship' being 'scored' using the significance criteria shown in Figure 2-1. The assessment scoring is supported by a brief assessment commentary to provide the rationale behind the scores allocated.

Significance Assessment	Description
✓✓	The option is likely to have a significant positive effect
✓	The option is likely to have a positive effect which is not significant
?	Uncertain – It is uncertain how or if the option impacts on the SA/SEA objective
–	Neutral – The option is unlikely to impact on the SA/SEA objective
×	The option is likely to have a negative effect which is not significant
××	The option is likely to have a significant negative effect
✓/×	The option is likely to have some positive and some negative effects, none of which are significant

Figure 2-1: Significance criteria

2.1 SA Framework of Objectives

Informed by the issues identified, a framework of SA/SEA objectives has been developed covering a range of environmental, social and economic topics.

The main objectives (shown in Table 2-1) are supported by a series of sub-objectives and site-specific questions, which provide greater detail on the issues to consider during the assessments. These SA objectives will be used to structure and inform the assessment of the Local Plan through all stages of its development.

DRAFT

Table 2-1 SA Framework of Objectives

The SA/SEA Objectives against which the options have been assessed are as follows:	
SA1	To protect, maintain and enhance biodiversity and geodiversity at all levels
SA2	To protect, maintain and enhance water resources (including water quality and quantity)
SA3	To reduce flood risk
SA4	Reduce greenhouse gas emissions and adapt to the effects of climate
SA5	Achieve good air quality, especially in urban areas
SA6	Make efficient use of land and protect soils
SA7	To use natural resources, both finite and renewable, as efficiently as possible, and re-use finite resources or recycled alternatives wherever possible
SA8	To identify, maintain and enhance the historic environment and heritage assets
SA9	To conserve and enhance landscape and townscape character and encourage local distinctiveness
SA10	To improve the health and wellbeing of the local population
SA11	To develop in sustainable locations
SA12	To improve community cohesion through reducing inequalities, promoting social inclusion and reducing crime and the fear of crime
SA13	Ensure that everyone has access to good quality housing that meets their needs
SA14	Achieve sustainable levels of prosperity and economic growth
SA15	To ensure local residents have employment opportunities and access to training

DRAFT

Appendix A New and amended policy assessments

This appendix includes the assessments of the new and amended policies which will be included in the Part 5 consultation.

Climate Change
Policy X A: Net Zero Operational Carbon in New Build Residential Development
Policy X B: Net Zero Operational Carbon in New Build Non-Residential Development
Policy X C: Climate-adapted Design and Construction
Policy X D: Embodied Carbon and Waste
Policy X E: Reducing Carbon Emissions in Existing Buildings

SA Objective		**Assessment of Effect**					
		Nature of Effect Including where appropriate whether the effects are direct/indirect and likely/unlikely. **Justification and Evidence**	Permanence	Scale	Significance of Effects		
					In short term	In medium term	In long term
1	Biodiversity	Policy X C includes reference to green infrastructure as a natural cooling measure to help reduce overheating. Introduction of vegetation to achieve this aim would have positive effects for biodiversity.	**P**	**L**	✓	✓	✓
2	Water	Policy X C includes reference to blue infrastructure as a natural cooling measure to help reduce overheating. Introduction of new blue infrastructure to achieve this aim would have positive effects against this objective. Water conservation requirements of this policy would also have positive effects.	**P**	**L**	✓	✓	✓
3	Flood risk	Policy X C contains a requirement to reduce the risk of flooding which would have positive effects against this objective.	**P**	**L**	✓	✓	✓
4	Climate Change	Policies X A – X D include a wide range of requirements which will reduce greenhouse gas emissions from new development, including from the materials used, as well as help with adaptation to reduce the impacts of climate change on new developments. Policy X E will help to reduce climate change impacts from existing development. Significant positive effects against this objective have therefore been predicted.	**P**	**N**	✓✓	✓✓	✓✓
5	Air Quality	No predicted effects.	-	-	-	-	-
6	Soils	No predicted effects.	-	-	-	-	-
7	Resource efficiency	Policies X A – X E require the use of sustainable design and construction methods, including the use of sustainable resources and highly energy efficient developments, as well as requirements for easy material re-use at the end of a building's life. Significant positive effects against this objective have therefore been predicted.	**P**	**L**	✓✓	✓✓	✓✓

SA Objective		Assessment of Effect					
		Nature of Effect Including where appropriate whether the effects are direct/indirect and likely/unlikely. **Justification and Evidence**	Permanence	Scale	Significance of Effects		
					In short term	In medium term	In long term
8	Historic Environment	Policy X E should help to ensure that designated and non-designated heritage assets are not significantly affected by the introduction of improvements to the energy efficiency, carbon emissions, resilience and longevity of assets.	**P**	**L**	✓	✓	✓
9	Landscape/ Townscape	No predicted effects.	-	-	-	-	-
10	Health and Wellbeing	The requirements in Policy X C to adapt to the effects of climate change should have positive effects on the health and well-being of the occupants of new developments. The same could be the case for upgrades to existing buildings, under Policy X E.	**P**	**L**	✓	✓	✓
11	Sustainable Locations	No predicted effects.	-	-	-	-	-
12	Community cohesion	No predicted effects.	-	-	-	-	-
13	Housing	No predicted effects.	-	-	-	-	-
14	Sustainable prosperity	No predicted effects.	-	-	-	-	-
15	Employment and skills	No predicted effects.	-	-	-	-	-

DRAFT

Green infrastructure

Revised Policy: Biodiversity

SA Objective		Assessment of Effect					
		Nature of Effect Including where appropriate whether the effects are direct/indirect and likely/unlikely. **Justification and Evidence**	Permanence	Scale	Significance of Effects		
					In short term	In medium term	In long term
1	Biodiversity	The policy requires that in relation to new development biodiversity should be protected and enhanced, and that all qualifying development must deliver at least 10% measurable biodiversity net gain, ideally on-site, but if not off-site or through purchase of biodiversity credits. A significant positive effect has therefore been identified against this objective.	**P**	**L**	✓✓	✓✓	✓✓
2	Water	By protecting and enhancing biodiversity there may be indirect positive impacts on water quality, for example by preventing development in areas sensitive to water pollution.	**P**	**L**	✓	✓	✓
3	Flood risk	By protecting and enhancing biodiversity there may be indirect positive impacts on flood risk. For example, naturally draining areas would be less of a flood risk than areas of hardstanding associated with development.	**P**	**L**	✓	✓	✓
4	Climate Change	No predicted effects.	-	-	-	-	-
5	Air Quality	By protecting and enhancing biodiversity there may be indirect positive impacts on air quality. For example, tree species and natural environments can absorb more air pollution.	**P**	**L**	✓	✓	✓
6	Soils	By protecting and enhancing biodiversity there will also be direct positive impacts on soils. Soil resources will not be lost to new development if wildlife sites are protected.	**P**	**L**	✓	✓	✓
7	Resource efficiency	No predicted effects.	-	-	-	-	-
8	Historic Environment	No predicted effects.	-	-	-	-	-
9	Landscape/ Townscape	The requirements to maintain and improve biodiversity will have benefits for the local landscape.	**P**	**L**	✓	✓	✓
10	Health and Wellbeing	Protecting wildlife sites and green spaces and requiring a net gain in biodiversity should help to improve the wellbeing of the local population as well as providing recreational opportunities.	**P**	**L**	✓	✓	✓
11	Sustainable Locations	No predicted effects.	-	-	-	-	-

DRAFT

SA Objective		Assessment of Effect					
		Nature of Effect Including where appropriate whether the effects are direct/indirect and likely/unlikely. **Justification and Evidence**	Permanence	Scale	Significance of Effects		
					In short term	In medium term	In long term
12	Community cohesion	No predicted effects.	-	-	-	-	-
13	Housing	No predicted effects.	-	-	-	-	-
14	Sustainable prosperity	No predicted effects.	-	-	-	-	-
15	Employment and skills	No predicted effects.	-	-	-	-	-

DRAFT

New Policy: Chiltern Beechwoods Special Area of Conservation (SAC)							
SA Objective		**Assessment of Effect** **Nature of Effect** Including where appropriate whether the effects are direct/indirect and likely/unlikely. **Justification and Evidence**	Permanence	Scale	Significance of Effects In short term	In medium term	In long term
1	Biodiversity	Through the provision of Suitable Alternative Natural Greenspace (SANG), which would be required for large developments within the Zone of Influence (ZoI) of the Chiltern Beechwoods SAC, biodiversity should be enhanced. A significant positive effect has therefore been identified against this objective.	**P**	**L**	✓✓	✓✓	✓✓
2	Water	No predicted effects.	-	-	-	-	-
3	Flood risk	No predicted effects.	-	-	-	-	-
4	Climate Change	No predicted effects.	-	-	-	-	-
5	Air Quality	No predicted effects.	-	-	-	-	-
6	Soils	By diverting recreational users to SANGs there will be positive impacts on soils in the SAC due to reduced levels of compaction from walkers.	**P**	**L**	✓	✓	✓
7	Resource efficiency	No predicted effects.	-	-	-	-	-
8	Historic Environment	No predicted effects.	-	-	-	-	-
9	Landscape/ Townscape	No predicted effects.	-	-	-	-	-
10	Health and Wellbeing	Providing SANGs will provide access to natural greenspace space to a wider population than just those who might previously have visited the SAC.	**P**	**L**	✓	✓	✓
11	Sustainable Locations	No predicted effects.	-	-	-	-	-
12	Community cohesion	No predicted effects.	-	-	-	-	-
13	Housing	No predicted effects.	-	-	-	-	-
14	Sustainable prosperity	No predicted effects.	-	-	-	-	-
15	Employment and skills	No predicted effects.	-	-	-	-	-

DRAFT

New Policy: Northwood Headquarters (MOD)

SA Objective		Assessment of Effect					
		Nature of Effect Including where appropriate whether the effects are direct/indirect and likely/unlikely. Justification and Evidence	Permanence	Scale	Significance of Effects		
					In short term	In medium term	In long term
1	Biodiversity	No predicted effects.	-	-	-	-	-
2	Water	No predicted effects.	-	-	-	-	-
3	Flood risk	No predicted effects.	-	-	-	-	-
4	Climate Change	No predicted effects.	-	-	-	-	-
5	Air Quality	No predicted effects.	-	-	-	-	-
6	Soils	The policy supports the efficient use of land, through the redevelopment of existing building and sites.	**P**	**L**	✓	✓	✓
7	Resource efficiency	The policy supports the efficient use of resources through the conversion of change of use of redundant MOD sites and buildings.	**P**	**L**	✓	✓	✓
8	Historic Environment	No predicted effects.	-	-	-	-	-
9	Landscape/ Townscape	No predicted effects.	-	-	-	-	-
10	Health and Wellbeing	No predicted effects.	-	-	-	-	-
11	Sustainable Locations	No predicted effects.	-	-	-	-	-
12	Community cohesion	No predicted effects.	-	-	-	-	-
13	Housing	No predicted effects.	-	-	-	-	-
14	Sustainable prosperity	No predicted effects.	-	-	-	-	-
15	Employment and skills	The policy is supportive of job retention and creation at the site.	**P**	**L**	✓	✓	✓

DRAFT

Appendix B New Site Assessments

This appendix includes the assessments of 36 new sites which have been submitted as part of an additional 'call for sites' which was undertaken from 22nd January 2025 - 19th February 2025.

For consistency with previous SA reports for site assessments, the sites are ordered by settlement and not by site number.

It should be noted that the evidence base to inform these assessments is incomplete, with amongst others, Landscape Sensitivity Assessments, Heritage Impact Assessments and comments from statutory consultees. This means that the assessments are not fully consistent with those undertaken at previous stages of the Local Plan development. As and when additional evidence is available the assessments will be updated accordingly.

DRAFT

B.1 Abbots Langley

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS1 Chequers House, Chequers Lane, Abbots Langley	×	–	–	×	–	×	–	?	×	? / ✓	×	✓	✓	–	–	× Development of this mainly greenfield site would have adverse effects on biodiversity (SA1), would result in the loss of agricultural land (SA6) and would extend Abbots Langley into open countryside (SA9). The site is at a distance from services and facilities, including bus stops and a railway station (SA4 & SA11). ? Development may affect the setting of a listed building which is located to the east of the site (SA8). Development may disrupt the public right of way which runs along the boundary of the site (SA10). ✓ The site is close to open space and development would be required to provide new open space and play space (SA10 & SA12). Development would deliver c.147 new dwellings (SA13).
Site Ref: NCFS2 Fortune Farm, High Elms Lane, Abbots Langley	×	–	–	×	–	✓/×	–	?	×	? / ✓	×	✓	✓	–	–	×/✓ Development of this mainly greenfield site would have adverse effects on biodiversity (SA1) and would extend Abbots Langley into open countryside (SA9). The site is at a distance from services and facilities, including bus stops and a railway station (SA4 & SA11). ✓/× The site is made up of a mix of greenfield (the majority) and previously developed land (SA6). ? Development may affect the setting of listed buildings which are located to the south-east of the site (SA8). Development may disrupt the public right of way which runs through the site (SA10). ✓ The site is close to open space and development would be required to provide new open space and play space (SA10 & SA12). Development would deliver c.142 new dwellings (SA13).

SA Objective Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS3 The Old Dairy, Chequers Lane, Abbots Langley	×	–	–	×	–	×	–	–	×	✓	×	✓	✓	–	–	× Development of the greenfield site would have adverse effects on biodiversity (SA1), result in loss of agricultural land (SA6) and would extend Abbots Langley into open countryside (SA9). The site is at a distance from services and facilities, including bus stops and a railway station (SA4 & SA11). ✓ The site is close to open space and development would be required to provide new open space and play space (SA10 & SA12). Development would deliver c.35 new dwellings (SA13).
Site Ref: NCFS5 Land off Bedmond Road – Data Centre, Abbots Langley	×	–	–	✓	–	×	–	?	×	✓	✓	✓	–	✓	✓	× Development of this mainly greenfield site would have adverse effects on biodiversity (SA1), would result in the loss of agricultural land (SA6) and would extend Abbots Langley into open countryside near to the Chilterns National Landscape (SA9). ? Development may affect the setting of Abbots Langley Conservation Area and affect a site of archaeological interest which are both located approximately 300m to the south-west of the site, as well as affecting the setting of nearby listed buildings (SA8) ✓ The site is in a relatively sustainable location for an employment site (SA4 & SA11). Development would provide a new country park (SA10 & SA12). Development would provide new employment space and job opportunities (SA14 & SA15).

B.2 Bedmond

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS8 Land off St Albans Lane, Bedmond	×	–	–	✓	–	×	–	?	–	✓	✓	✓	✓	–	–	× Development of this mainly greenfield site would have adverse effects on biodiversity (SA1) and would result in the loss of agricultural land (SA6). ? Development may affect the setting of the listed buildings to the south-west of the site (SA8). ✓ The site is located reasonably close to some local services and facilities including a bus stop, though is at a distance from a railway station (SA4 & SA11). Development would be required to provide new play space and open space (SA10 & SA12) and would deliver c.56 new dwellings (SA13).
Site Ref: NCFS9 Land to the north-west of Woodstock, Bedmond	×	–	–	✓	–	×	–	?	–	?	✓	–	✓	–	–	× Development of this mainly greenfield site would have adverse effects on biodiversity (SA1) and would result in the loss of agricultural land (SA6). ? Development may affect the setting of the listed buildings to the south-west of the site (SA8). The site is some distance from open space (SA10). ✓ The site is located reasonably close to some local services and facilities including a bus stop, though is at a distance from a railway station (SA4 & SA11). Development would deliver c.20 new dwellings (SA13).

DRAFT

B.3 Belsize

SA Objective Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS31 Land to the South-East of Poles Hill, Belsize	×	–	–	×	–	×	–	?	×	? ✓	×	✓	✓	–	–	× Development of the greenfield site, which is adjacent to an ancient woodland Local Wildlife Site covered by a TPO, would have adverse effects on biodiversity (SA1) would result in the loss of agricultural land (SA6) and would extend Belsize into open countryside near to the Chilterns National Landscape (SA9). The site is located at some distance from any facilities and services, including a railway station, and has poor public transport provision (SA4 & SA11). ? Development may affect the setting of listed buildings to the north of the site (SA8). Development may disrupt the public right of way which runs through the centre of the site (SA10). ✓ The site is close to open space and development would be required to provide new play space and open space (SA10 & SA12). Development would deliver c.102 new dwellings (SA13).
Site Ref: NCFS32 Land to the southwest of Bragmans Lane	×	–	–	×	–	×	–	?	×	✓	×	✓	✓	–	–	× Development of the greenfield site, which is adjacent to two Local Wildlife Sites covered by TPOs, would have adverse effects on biodiversity (SA1) would result in the loss of agricultural land (SA6) and would extend Belsize into open countryside near to the Chilterns National Landscape (SA9). The site is located at some distance from any facilities and services, including a railway station, and has poor public transport provision (SA4 & SA11). ? Development may affect the setting of the listed buildings to the west of the site (SA8). ✓ The site is close to open space and development would be required to provide new play space and open space (SA10 & SA12). Development would deliver c.122 new dwellings (SA13).

B.4 Bricket Wood

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS7 Waterdell, Bricket Wood	×	–	–	×	–	×	–	–	–	? ✓	×	✓	✓	–	–	× Development of the greenfield site would have adverse effects on biodiversity (SA1) and would result in the loss of agricultural land (SA6). The site is located at some distance from most facilities and services and has poor access to public transport including a railway station (SA4 & SA11). ? The site is in close proximity to the M1 which could result in air quality and noise issues for residents of new housing (SA10). ✓ Development would be required to provide new play space and open space (SA10 & SA12). Development would deliver c.63 new dwellings (SA13).

B.5 Carpenders Park

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS11 Grange Wood, Oxhey Lane, Carpenders Park	?	–	–	✓	–	×	–	?	–	✓	✓	✓	✓	–	–	× Development of this mainly undeveloped site would result in soil sealing (SA6). ? Development may affect the ancient woodland to the west of the site, as well as the adjacent trees covered by TPOs (SA1) as well as the setting of listed buildings to the south (SA8). ✓ The site is in relatively close proximity to local facilities and services including a bus stop and railway station (SA4 & SA11). The site is close to open space and development would be required to provide new play space and open space (SA10 & SA12). Development would deliver c.49 new dwellings (SA13).

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS12 Land East of Oxhey Lane Carpenders Park	×	–	?	✓	–	×	–	–	×	? ✓	✓	✓	✓	–	–	× Development of the greenfield site, with a Local Wildlife Site close to the south of the site, would have adverse effects on biodiversity (SA1). Development would result in the loss of agricultural land (SA6). Development would extend Carpenders Park into open countryside (SA9). ? The site boundary is adjacent to Flood Zone 2 and 3 designations and part of the site is at risk of surface water flooding (SA3). Development may disrupt the public right of way which runs across the site (SA10). ✓ The site is in relatively close proximity to local facilities and services including a bus stop and London Underground station (SA4 & SA11). Development would be required to provide new open space, play space, community facilities and a primary school (SA10 & SA12). Development would deliver c.445 new dwellings (SA13).

DRAFT

B.6 Chorleywood

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS13 Catlips Farm, Berry Lane, Chorleywood	✗	–	?	?	–	✗	–	?	✗	? / ✓	?	✓	✓	–	–	✗ Development of the largely greenfield site, which is adjacent to a Local Wildlife Site that includes ancient woodland and which contains trees covered by TPOs, would have adverse effects on biodiversity (SA1), would result in soil sealing (SA6) and would extend Chorleywood into open countryside (SA9). ? Part of the site is at risk of surface water flooding (SA3). Development may affect the setting of Chorleywood Common Conservation Area (SA8). The site is located adjacent to the M25 which could result in air quality and noise issues for residents of new housing. Development may disrupt the public right of way which runs down the eastern side of the site (SA10). The site is relatively close to services and facilities, including a railway station, however it has poor access and improvements to active travel provision would be needed to make this a sustainable location (SA4 & SA11). ✓ Development would be required to provide new open space, play space, and community facilities including local shops, health centre and primary school (SA10 & SA12). Development would deliver c.440 new dwellings (SA13).
Site Ref: NCFS14 Land at Homefield Road, Chorleywood	?	–	–	✓	–	✓	–	✗	–	? / ✓	✓	?	✓	–	–	✗ Redevelopment of the existing properties would affect the Chorleywood Common Conservation Area, in which it is situated (SA8). ? The site contains trees covered by TPOs (SA1). Noise from the nearby railway may affect the wellbeing of new residents (SA10). Redevelopment could result in the loss of a care home (SA10 & SA12). ✓ The site is in close proximity to services and facilities, including a railway station (SA4 & SA11). The site is previously developed land (SA6). The site is close to open space (SA10). Development would deliver c.10 new dwellings (SA13).
Site Ref: NCFS15 Chorleywood Library, Chorleywood	–	–	–	✓	–	✓	–	?	–	✓	✓	?	✓	–	–	? Redevelopment of the site may affect the setting of the adjacent Chorleywood Common Conservation Area (SA8). The retention of a library on this site would be required but is not guaranteed (SA12). ✓ The site is in close proximity to services and facilities, including a railway station (SA4 & SA11). The site is previously developed land (SA6). The site is close to open space (SA10). Development would deliver c.5 new dwellings (SA13).

SA Objective Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS16 Land at Stag Lane, Chorleywood	×	–	–	×	–	×	–	–	×	× ✓	×		✓	–	–	× Development of the greenfield site, which is entirely within the Wearing's Field Local Wildlife Site, would have adverse effects on biodiversity (SA1), would result in soil sealing (SA6) and would extend the built form in this part of Chorleywood (SA9). Development would result in the loss of an open space allocation (SA10). Whilst the site is located reasonably close to services and facilities, it is in an isolated position in terms of active travel to these facilities and is not well served by buses (SA4 & SA11). ✓ The site is close to open space (SA10) and the development would deliver c.23 new dwellings (SA13).
Site Ref: NCFS17 North Hill Farm, Chorleywood	×	–	–	✓	–	✓ /×	–	?	×× ×	✓	✓	✓	✓	–	–	×× The site is wholly situated in the Chilterns National Landscape (SA9). × Development of the greenfield area of the site would have adverse effects on biodiversity (SA1). ✓/× The site is made up of a mix of greenfield (the majority) and previously developed land (SA6). ? Development may affect the setting of Chorleywood Common Conservation Area (SA8). ✓ The site is located relatively close to services and facilities and is reasonably well served by buses (SA4 & SA11). The site is close to open space and development would be required to provide new open space and play space (SA10 & SA12). Development would deliver c.57 new dwellings (SA13).

B.7 Croxley Green

SA Objective Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS21 Land South of Scots Hill, Croxley Green	×	–	–	✓	–	×	–	?	?	✓	✓	✓	✓	–	–	× Development of this greenfield site, which contains trees covered by TPOs and which is adjacent to a wildlife site, would result in adverse effects on biodiversity (SA1) and would result in soil sealing (SA6). ? Development may affect the setting of a listed building to the east of the site (SA8) and may affect the local landscape (SA9). ✓ The site is located reasonably close to services and facilities including railway station (SA4 & SA11). The site is close to open space and development would provide new open space, play space (SA10 & SA12) and would deliver c.30 new dwellings (SA13).
Site Ref: NCFS36 Land north of Little Green Lane, Croxley Green	×	–	–	✓		×	–	?	×	? ✓	✓	✓	✓	–	–	× Development of the greenfield site, which is adjacent to an ancient woodland Local Wildlife Site covered by a TPO, would have adverse effects on biodiversity (SA1) would result in the loss of agricultural land (SA6) and would extend West Hyde towards open countryside (SA9). ? Development may affect the setting of the Croxley Green Conservation Area (SA8). Development may disrupt the public right of way which runs adjacent to the site (SA10). ✓ The site is within close proximity to local facilities and services including public transport (SA4 & SA11) and would be required to provide play space and open space (SA10 & SA12). Development would deliver c.35 new dwellings (SA13).

DRAFT

B.8 Hunton Bridge

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS6 Land to the east of Watford Road, Hunton Bridge	×	?	×	?	–	×	–	?	×	? / ✓	?	✓	✓	–	–	× Development of the greenfield site, which has trees covered by a TPO along the northern boundary, would have adverse effects on biodiversity (SA1). A large part of the site is within Flood Zone 2 and the site is also close to Flood Zones 3a and 3b (SA3). Development would result in the loss of agricultural land (SA6) and would extend Hunton Bridge into open countryside (SA9). ? Development could have adverse effects on the River Gade which runs through the site (SA2). The site is close to some local facilities and services and is reasonably close to the key centre of Abbots Langley and Kings Langley railway station, however improvements to active travel provision would be needed to make this a sustainable location (SA4 & SA11). Development may affect the setting of the Hunton Bridge Conservation Area and listed buildings to the south and north of the site (SA8). The site is located adjacent to the A41 and close to the M25 which could result in air quality and noise issues for residents of new housing. Development may disrupt the public right of way which runs along the boundary of the site (SA10). ✓ Development would be required to provide new open space and play space (SA10 & SA12). Development would deliver c.333 new dwellings (SA13).

DRAFT

B.9 Kings Langley

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS10 Great Westwood Equestrian Park, Kings Langley	×× ×	–	?	×		×	–	?	×	? ✓	×	✓	✓	✓	✓	×× Development of this mainly greenfield site, which contains the Westwood Quarry SSSI, which encompasses parts of two ancient woodland Local Wildlife Sites, which is adjacent to a third LWS and which contains trees covered by a TPO, would have significant adverse effects on biodiversity (SA1) × Development of the site would result in soiling sealing (SA6) and would extend built development into open countryside (SA9). The site is located at a distance from facilities and services as well as public transport (SA4 & SA11). ? Part of the site is at risk of surface water flooding (SA3). Development may affect the setting of listed heritage assets near to the site (SA8). The site is in close proximity to the M25 which could result in air quality and noise issues for residents of new housing (SA10). ✓ Development would be required to provide new open space, play space, community facilities and a primary school (SA10 & SA12), would deliver c.455 new dwellings (SA13) and provide new commercial and employment opportunities (SA14 & SA15).
Site Ref: NCFS19 Land adjacent to 60 Harthall Lane, Kings Langley	×	–	–	×	–	×	–	–	–	✓	×	✓	✓	–	–	× Development of the greenfield site would have adverse effects on biodiversity (SA1) and would result in the loss of agricultural land (SA6). The site is some distance from facilities and services, including a primary school and has poor access for pedestrians to Kings Langley centre and to public transport (SA4 & SA11). ✓ Development would be required to provide new open space, play space (SA10 & SA12) and would deliver c.35 new dwellings (SA13).

SA Objective Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS20 Lonsdale, Hyde Lane, Kings Langley	×	–	–	×	–	×	–	?	?	?	×	?	✓	–	–	× There are multiple TPOs associated with the site, which is also adjacent to a Local Wildlife Site (SA1). Development of greenfield parts of the site would result in soil sealing (SA6). The site is some distance from facilities and services, including a primary school and has poor access to public transport (SA4 & SA11). ? Development may affect the setting of listed buildings to the west of the site (SA8). Effects on landscape are uncertain (SA9). The site is not in close proximity to open space or play space (SA10 & SA12). ✓ Development would deliver c.10 new dwellings (SA13).

B.10 Leavesden

SA Objective Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS4 High Elms Manor, Leavesden	×	–	–	✓	–	×	–	?	×	? ✓	✓	✓	✓	–	–	× Development of the greenfield site, which includes part of a Local Wildlife Site and which contains trees covered by a TPO, would have adverse effects on biodiversity (SA1) would result in soil sealing (SA6) and would extend Leavesden into semi-open countryside (SA9). ? Development may affect the settings of listed buildings which are located to the west of the site (SA8). Development may disrupt the public right of way which runs along the boundary of the site (SA10). ✓ The site is located in relatively close proximity to services and facilities as well as public transport (SA4 & SA11). Development would be required to provide new open space and other play space (SA10 & SA12). Development would deliver c.35 new dwellings (SA13).

B.11 Loudwater

SA Objective Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS18 Land to the East of Sarratt Lane, Loudwater	×	–	–	×	–	×	–	×	?	✓	×	✓	✓	–	–	× Development of the greenfield site, which is adjacent to a Local Wildlife Site and which contains protected trees, would have adverse effects on biodiversity (SA1) and would result in the loss of agricultural land (SA6). The site is located at a distance from services and facilities and is poorly connected to public transport (SA4 & SA11). Development would affect the Outer Loudwater Conservation Area in which is situated and also affect the setting of the adjacent Loudwater Conservation Area (SA8). ? Development may affect the setting of the Chilterns National Landscape which is 250m to the north-west of the site. ✓ Development would be required to provide new open space and play space (SA10 & SA12). Development would deliver c.32 new dwellings (SA13).

DRAFT

B.12 Rickmansworth

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS22 Nine of Hearts Golf Club, Rickmansworth	×	–	–	×	–	×	–	?	×	✓	×	✓	✓✓	✓	✓	× Development of the largely greenfield site, which borders a Local Nature Reserve (Batchworth Heath) and Local Wildlife Sites, would have adverse effects on biodiversity (SA1), would result in soil sealing (SA6) and would result in new built-development in open countryside (SA9). The site is at a distance for services and facilities (SA4 & SA11). ? Development may affect the setting of the Batchworth Heath Conservation Area and adjacent listed buildings (SA8). ✓ The site is close to open space and development would be required to provide new open space, play space, and community facilities including local shops, health centre and primary school (SA10 & SA12). The mixed-use element of the new development would help to support the local economy and provide employment opportunities (SA14 & SA15). ✓✓ Development would deliver c.980 new dwellings (SA13).
Site Ref: NCFS23 Primrose Lodge, London Road, Rickmansworth	×	–	–	×	–	✓	–	?	–	✓	×	✓	✓	–	–	× Development of the undeveloped parts of the site would have adverse effects on biodiversity (SA1). The site is at a distance for services and facilities (SA4 & SA11). ? Development may affect the setting of listed building to the north of the site (SA8). ✓ The site is classified as previously developed land (SA6). The site is close to open space and development would be required to provide new open space and play space (SA10 and SA12). Development would deliver c.27 new dwellings (SA13).

Site Ref: NCFS24 The Island, Land off Church Street, Rickmansworth	?	?	×× ××	✓	–	×	–	?	–	✓	✓	–	✓	–	–	×× The site is entirely situated in Flood Zone 3b. × Development of the greenfield area of the site would result in soil sealing (SA6). ? Development could affect the neighbouring Croxley Hall Lakes Local Wildlife Site (SA1) and have adverse effects on the River Chess and the River Colne, which run alongside the site (SA2). Development could affect the setting of the Rickmansworth Town Centre Conservation Area and nearby listed buildings (SA8). ✓ The site is in close proximity to facilities and services (SA4 & SA11). The site is close to open space (SA10). Development would deliver c.16 new dwellings (SA13).
Site Ref: NCFS25 The Vicarage, Bury Lane, Rickmansworth	?	–	×× ××	✓	–	✓	–	×	–	✓	✓	–	✓	–	–	×× The site is entirely situated in Flood Zone 3a. × The site is within the Rickmansworth Town Conservation Area, a site of archaeological interest and there are several listed buildings nearby (SA8). ? Development may affect the trees on the boundary of the site which are covered by TPOs (SA1). ✓ The site is in close proximity to facilities and services (SA4 & SA11). The site is classified as previously developed land (SA6). The site is close to open space (SA10). Development would deliver c.9 new dwellings (SA13).
Site Ref: NCFS26 Meresworth Care Home, Field Way, Rickmansworth	?	–	–	✓	–	✓	–	?	–	✓	✓	–	✓	–	–	? Development may affect the trees on the site which are covered by TPOs (SA1). Redevelopment may affect the setting of the listed building to the south of the site (SA8). ✓ The site is in close proximity to facilities and services (SA4 & SA11). The site is previously developed land (SA6). The site is close to open space (SA10). Development would deliver c.12 new dwellings (SA13).

DRAFT

B.13 Sarratt

SA Objective Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS27 Green End Farm, Sarratt	–	–	–	×	–	✓	–	?	×	✓	×	✓	✓	×	×	× Whilst the site is close to some limited local facilities and services it is at a distance from main facilities and services, including a railway station, and has poor public transport provision (SA4 & SA11). The development may disrupt the setting of the Chilterns National Landscape to which it is adjacent (SA9). Development of the site would result in the loss of commercial buildings which could have some adverse effects on the local economy and job availability (SA14 & SA15). ? Development may affect the setting of Sarratt (The Green) Conservation Area and affect a site of archaeological interest which are both located approximately 250m to the south-west of the site, as well as affecting the setting of nearby listed buildings. (SA8). ✓ The site is previously developed land (SA6). Development would be required to provide new open space and play space (SA10 & SA12). Development would deliver c.39 new dwellings (SA13).
Site Ref: NCFS28 Ravenswood, Sarratt	–	–	–	×	–	✓	–	?	×	?	×	?	✓	–	–	× Whilst the site is close to some limited local facilities and services it is at a distance from main facilities and services, including a railway station, and has poor public transport provision (SA4 & SA11). The development may disrupt the setting of the Chilterns National Landscape to which it is adjacent (SA9). ? Development may affect the setting of Sarratt (The Green) Conservation Area and affect a site of archaeological interest which are both located approximately 200m to the south-west of the site, as well as affecting the setting of nearby listed buildings (SA8). The site is some distance from open space and play space (SA10 & SA12). ✓ The majority of the site is previously developed land (SA6). Development would deliver c.18 new dwellings (SA13).

SA Objective Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS29 New Model Farm, Sarratt	×	–	–	×	–	×	–	?	×	? ✓	×	✓	✓	–	–	× Development of the greenfield site would have adverse effects on biodiversity (SA1) and would result in the loss of agricultural land (SA6). Whilst the site is close to some limited local facilities and services it is at a distance from main facilities and services, including a railway station, and has poor public transport provision (SA4 & SA11). Development would extend Sarratt into open countryside and may affect the setting of the Chilterns National Landscape which is within 150m to the west of the site (SA9). ? Development here may disrupt the setting of Sarratt (Church End) and Sarratt (The Green) Conservation Areas and affect site of archaeological interest which all located approximately 300m from the site, as well as affecting the setting of nearby listed buildings (SA8). Development may disrupt the public right of way which runs along the perimeter of the site (SA10). ✓ Development would be required to provide new open space and play space (SA10 & SA12) and would deliver c.110 new dwellings (SA13).
Site Ref: NCFS30 Sarratt Lodge, Sarratt Green, Sarratt	×	–	–	×	–	×	–	×	?	?	×	?	✓	–	–	× Development of the greenfield garden site, which is adjacent to the Sarratt Green Local Wildlife Site would have adverse effects on biodiversity (SA1) and would result in soil sealing (SA6). Whilst the site is close to some limited local facilities and services it is at a distance from main facilities and services, including a railway station, and has poor public transport provision (SA4 & SA11). The majority of the site is in Sarratt (The Green) Conservation Area and development here would disrupt its setting. The site is also in a site of archaeological interest and has listen buildings in close proximity (SA8). ? Development may affect the setting of the Chilterns National Landscape which is within 150m to the west of the site (SA9). The site is some distance from open space and play space (SA10 & SA12). ✓ Development would deliver c.8 new dwellings (SA13).

B.14 South Oxhey

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS33 Oxhey Park Golf Centre, Prestwick Road, South Oxhey	×	–	–	✓	–	×	–	?	×	? ✓	✓	✓	✓	?	?	× Development of this greenfield (ex-golf course) site, would have adverse effects on biodiversity (SA1), would result in the loss of greenfield land (SA6) and would extend built development into open countryside (SA9). ? Development may affect the setting of the Oxhey Hall Conservation Area which is located approximately 250m to the west of the site. Development could affect users of the public right of way which runs through the site (SA10). The potential for mixed-use development at this site could have benefits for the local economy and job provision (SA14 & SA15). ✓ The site is within close proximity to local facilities and services including public transport (SA4 & SA11). The site is close to open space and development would be required to provide new open space and play space (SA10 & SA12). Development would deliver c.200 new dwellings (SA13).
Site Ref: NCFS34 Pinewood Lodge, South Oxhey	?	–	–	✓	–	✓	–	–	✓	✓	✓	✓	✓	–	–	? The site is adjacent to the Local Wildlife Site and Local Nature Reserve of Oxhey Woods (SA1). ✓ The site is previously developed land (SA6). The site is within close proximity to local facilities and services including public transport (SA4 & SA11) as well as play space and open space (SA10 & SA12). Development would deliver c.18 new dwellings (SA13).

DRAFT

B.15 West Hyde

SA Objective / Site Location	SA1 Biodiversity	SA2 Water	SA3 Flood risk	SA4 Climate change	SA5 Air quality	SA6 Soils	SA7 Resources	SA8 Historic envt.	SA9 Landscape	SA10 Health	SA11 Sust. locations	SA12 Communities	SA13 Housing	SA14 Economy	SA15 Employment	Explanatory Comments
Site Ref: NCFS35 Land south of Chalfont Lane (Employment), West Hyde	×	–	?	×	–	×	–	?	?	?	×	–	–	✓	✓	× Development of the greenfield site, which contains some trees covered by a TPO, would have adverse effects on biodiversity (SA1) and would result in the loss of agricultural land (SA6). Whilst the site is close to a bus route, it is some distance from main residential areas (SA4 & SA11). ? The site is partly in Flood Zone 2 (SA3). Development may affect the setting of the listed buildings which are located in close proximity to the east of the site (SA8) and may affect the local landscape (SA9). Development could adversely affect users of the public right of way that runs across the site. In addition, the site is close to the proposed HS2 route and users of the site could therefore be affected by noise from HS2 (SA10). ✓ Development would provide new employment space and job opportunities (SA14 & SA15).

DRAFT

Appendix 2 - Access to Services

Key	
Lower	
Upper	
Outside threshold	

		Primary Schools		Secondary Schools		GP Surgeries		Local Shops		Libraries		Rail Stations		Open Spaces	
		400-800m		1600-3200m		800-1600m		800-1600m		800-1600m		800-1600m		400-800m	
		Threshold	*Distance to service*	*Threshold*	*Distance to service*	*Threshold*	*Distance to service*	*Threshold*	*Distance to service*	*Threshold*	*Distance to service*	*Threshold*	*Distance to service*	*Threshold*	*Distance to service*
NCFS1	Chequers House	Outside threshold	1208m	Lower	621m	Upper	928m	Upper	956m	Upper	1500m	Outside threshold	2476m	Lower	222m
NCFS2	Fortunes Farm	Outside threshold	1048m	Lower	469m	Upper	815m	Upper	847m	Upper	1549m	Outside threshold	2314m	Lower	258m
NCFS3	The Old Dairy Chequers Lane	Outside threshold	1026m	Lower	637m	Lower	718m	Lower	746m	Upper	1362m	Outside threshold	2425m	Lower	86m
NCFS4	High Elms Manor	Upper	653m	Lower	227m	Upper	840m	Upper	878m	Outside threshold	1913m	Outside threshold	1767m	Upper	759m
NCFS5	Bedmond Road Data Centre	Employment													
NCFS6	Land East of Watford Road	Upper	553m	Upper	2698m	Outside threshold	1637m	Lower	427m	Outside threshold	1988m	Upper	1061m	Upper	482m
NCFS7	Waterdell Bricket Wood	Lower	271m	Lower	650m	Upper	1052m	Upper	1257m	Outside threshold	2607m	Upper	1429m	Upper	693m
NCFS8	Land Off St Albans Lane	Upper	655m	Upper	2818m	Outside threshold	2299m	Lower	364m	Outside threshold	1892m	Outside threshold	2826m	Upper	588m
NCFS9	Land NW Woodstock	Upper	695m	Upper	2816m	Outside threshold	2337m	Lower	400m	Outside threshold	1929m	Outside threshold	2877m	Upper	633m
NCFS10	Great Westwood	Outside threshold	1647m	Outside threshold	3679m	Outside threshold	2382m	Outside threshold	1697m	Outside threshold	3531m	Outside threshold	2811m	Outside threshold	1111m
NCFS11	Grange Wood	Upper	576m	Lower	1354m	Upper	1099m	Upper	912m	Upper	1195m	Upper	931m	Lower	94m
NCFS12	Land East of Oxhey Lane	Upper	478m	Upper	1919m	Upper	866m	Upper	888m	Upper	1307m	Upper	1034m	Upper	610m
NCFS13	Catlips Farm Large	Upper	720m	Upper	1685m	Upper	1294m	Upper	1080m	Upper	1259m	Upper	1330m	Upper	500m
NCFS14	Homefield Road	Upper	590m	Lower	930m	Lower	136m	Lower	137m	Lower	328m	Lower	198m	Lower	166m
NCFS15	Chorleywood Library	Upper	651m	Lower	1218m	Lower	29m	Lower	110m	Lower	On site (3806m if on site use is lost)	Lower	142m	Lower	192m
NCFS16	Land at Stag Lane	Lower	226m	Upper	1846m	Lower	659m	Lower	729m	Lower	627m	Lower	773m	Lower	On Site and adjacent
NCFS17	North Hill Farm	Outside threshold	822m	Lower	221m	Upper	1189m	Upper	1177m	Upper	1318m	Upper	1176m	Lower	232m
NCFS18	Land East of Sarratt Lane	Outside threshold	1570m	Upper	2302m	Outside threshold	2372m	Outside threshold	2242m	Outside threshold	2506m	Outside threshold	2277m	Outside threshold	1385m
NCFS19	Land Adjacent to 60 Harthall Lane	Outside threshold	1468m	Upper	1898m	Upper	1176m	Lower	792m	Upper	1129m	Upper	1565m	Upper	622m
NCFS20	Lonsdale Hyde Lane	Outside threshold	1550m	Lower	1550m	Upper	1282m	Upper	1186m	Upper	1184m	Upper	1511m	Upper	773m
NCFS21	Land South Scots Hill	Upper	549m	Lower	369m	Upper	1028m	Lower	388m	Lower	778m	Upper	1006m	Lower	180m
NCFS22	Nine of Herts	Outside threshold	1308m	Upper	1980m	Upper	881m	Outside threshold	1701m	Outside threshold	2145m	Outside threshold	1821m	Lower	223m
NCFS23	Primrose Lodge	Outside threshold	1471m	Upper	1960m	Upper	1232m	Upper	1519m	Outside threshold	1951m	Outside threshold	1747m	Lower	189m
NCFS24	The Island	Upper	759m	Lower	517m	Upper	1142m	Lower	425m	Lower	470m	Lower	797m	Lower	205m
NCFS25	The Vicarage Bury Lane	Upper	495m	Lower	428m	Upper	807m	Lower	123m	Lower	147m	Lower	369m	Lower	56m
NCFS26	Meresworth	Lower	351m	Lower	1316m	Lower	328m	Lower	178m	Upper	1251m	Upper	995m	Lower	128m

NCFS27	Green End Farm	Upper	546m	Upper	2048m	Lower	457m	Lower	622m	Outside threshold	3196m	Outside threshold	3058m	Upper	588m
NCFS28	Ravenswood	Upper	594m	Upper	1989m	Lower	511m	Lower	668m	Outside threshold	3139m	Outside threshold	3001m	Upper	590m
NCFS29	New Model Farm	Upper	592m	Upper	2156m	Lower	475m	Lower	675m	Outside threshold	3267m	Outside threshold	3132m	Upper	701m
NCFS30	Sarratt Lodge	Upper	685m	Upper	2926m	Upper	808m	Lower	606m	Outside threshold	4140m	Outside threshold	3996m	Upper	477m
NCFS31	Land South East Poles Hill	Outside threshold	1146m	Outside threshold	3611m	Outside threshold	1730m	Outside threshold	1526m	Outside threshold	3716m	Outside threshold	4645m	Lower	116m
NCFS32	Land SW Bragmans Lane	Outside threshold	1422m	Outside threshold	3487m	Outside threshold	1825m	Outside threshold	1629m	Outside threshold	3619m	Outside threshold	4555m	Lower	177m
NCFS33	Oxhey Park Golf Course	Upper	408m	Upper	2132m	Lower	724m	Lower	592m	Lower	553m	Lower	609m	Lower	115m
NCFS34	Pinewood Lodge	Lower	226m	Upper	2480m	Lower	515m	Lower	713m	Lower	639m	Upper	911m	Lower	34m
NCFS35	Chalfont Lane West Hyde	Employment													
NCFS36	Land Norht of Little Green Lane	Lower	198m	Lower	1265m	Lower	606m	Lower	641m	Upper	1229m	Upper	1387m	Upper	553m

This page is intentionally left blank

FULL COUNCIL
8 July 2025

PART I

Proposed Amendments to the Constitution
(ADCCC)

1. Summary

1.1 Items presented at Full Council meetings are unfortunately rarely completed in their entirety. Officers therefore propose to make some amendments to the Council Constitution, specifically, Part 4, Council Procedure Rules.

2. Recommendation

2.1 That Full Council approve the constitutional amendments as set out in paragraphs 3.4.1 to 3.4.19 below.

3. Details

3.1 Items presented in an agenda at Full Council meetings are rarely completed in their entirety. This is largely due to the extraordinary number of written questions, answers and subsequent supplementary questions.

3.2 The large volume of questions creates excessive work for officers with hours spent coordinating replies prior to each Council Meeting. There is a need to be more efficient, and to ensure that the agenda for Council Meetings are completed.

3.3 Therefore, it is proposed to make some amendments to the Council Constitution, specifically Part 4, Rules of Procedure. This should improve time management and thus allow sufficient time for Members to consider all proposed items listed in an agenda.

3.4 The existing version of the Constitution can be found on the Council website if required. All proposed amendments are shown as track changes in appendix one. A summary of the proposed amendments are listed below using the relevant reference numbers as shown in the proposed new constitution at appendix one.

3.4.1 Rule 4(5) – the inclusion that the Chair has discretion to adjourn the meeting for a 10-minute comfort break if required.

3.4.2 Rule 6(4) – the inclusion that any proposed amendments to motion or agenda items must be presented to the committee team by 5pm on the Thursday before the meeting, i.e. 72 working hours before the Council meeting. The proposed amendments should also be sent to all Group Leaders. Later amendments may still be allowed, even if they are raised directly at Council meetings, however, it is encouraged that prior notice is given to Members and Officers by 6pm at the latest on the day before the Full Council meeting (Monday).

3.4.3 Rule 8(1) – the inclusion that minutes following the meeting will be presented to each Group Leader for comments within seven working days.

3.4.4 Rule 14 – to remove reports and questions to Chairs of Audit, Planning, Licensing and Regulatory Service Committees.

3.4.5 Rule 14(2) – the inclusion that each opposition group will be allowed to submit three written questions to the Full Council Meeting. Each group will prioritise their questions in order of importance. Any non-group Member will be allowed one question.

3.4.6 Rule 14(5) - the inclusion that the Lead Member will have a time limit of three minutes to respond to supplementary questions.

3.4.7 Rule 14(6) – the inclusion that when all supplementary questions to first-choice questions have been answered, each group will then be allowed to ask a supplementary question to their second-choice question. The same will apply for the third-choice question. Supplementary questions for written answers will be subject to an overall time limit of 30 minutes. Once that time has been exhausted there will be no further time allowed for discussion except to complete the question currently being discussed.

3.4.8 Rule 14(8) – the inclusion that Lead Members when presenting their report will be allowed to speak for no more than three minutes. Once all reports have been presented, any Member (except for the administration) may ask questions on the written and/or oral report or any matter relating to the relevant Lead Member portfolio. However, this should be limited to two questions only per group and should be for no longer than one minute for each question. Any non-group member will be allowed one question for no longer than one minute. The Lead Member will then have three minutes to provide an answer for each question.

3.4.9 Rule 15(2) – change the requirement that questions must be submitted 8 working days before publication of the agenda rather than 8 working days before the meeting.

3.4.10 Rule 15(4) – inclusion of time limits imposed should the Chair grant permission for a supplementary question.

3.4.11 Rule 16(4) – change in the time given to Members to speak when moving a motion from seven minutes to five minutes. Also, that Members shall not speak for more than three minutes (a change from four minutes).

3.4.12 Rule 16(12) – that the mover of a motion at the close of the debate be given three minutes rather than four minutes.

3.4.13 Rule 16(18) – that vaping be included as not permitted in the Council chamber.

3.4.14 Rule 17(1) – the inclusion that the administration will present their budget first and that the seconder may reserve their right to speak later in the debate for up to five minutes.

3.4.15 Rule 17(2) – that any alternative budget proposed be allowed 10 minutes to present their budget rather than 15 minutes. Also, that the seconder of an alternative budget can reserve their right to speak later in the debate for up to five minutes.

3.4.16 Rule 17(3) – that members may only speak once during the debate for no longer than three minutes, rather than five minutes.

3.4.17 Rule 18(1) – the inclusion that signatories must reside or work in the district. Also, that rather than Group Leaders determining which Committee a petition should be presented, that the Monitoring Officer shall determine which Committee a petition will be presented.

3.4.18 Rule 18(2) – the inclusion that petitions should be received at least 8 working days before the committee meeting to be included on the agenda. If a petition relates to a matter on the published agenda and has not already been presented in the previous 6 months then providing it is received by Officers at least 24 hours prior to the meeting, it will be considered at the service committee meeting.

3.4.19 Rule 18(5) – confirmation of what will happen once a petition has been presented.

4. Options and Reasons for Recommendations

4.1. To approve the proposed amendments to the Constitution in order to improve time management when considering the items listed within an agenda.

4.2. Should Members refuse the proposed changes, this will mean that Full Council meetings will continue under the current arrangements and will likely be less efficient as some important items in the agenda may not be considered.

5. Policy/Budget Reference and Implications

5.1 The recommendations in this report are within the Council's agreed policy and budgets.

5.2 The recommendations in this report do not impact on the achievement of specific performance indicators

6. **Financial, Legal, Staffing, Equal Opportunities, Environmental, Community Safety, Public Health, Customer Services Centre, Communications & Website, Risk Management and Health & Safety Implications**

6.1 None specific.

Report prepared by: Ludmilla Iyavoo, Interim Deputy Chief Legal Officer and Deputy Monitoring Officer.

Report checked by Kimberley Grout, Associate Director – Corporate, Customer & Community (Interim Monitoring Officer)

Appendix 1- Proposed amendments to the Constitution, shown as track-changes.

This page is intentionally left blank

Part 4

Rules of Procedure

Part 4 – Council Procedure Rules

COUNCIL PROCEDURE RULES

C O N T E N T S

Rule No

1 Meetings of the Council

2 Time and place and notice and summons to meetings

3 Chair and Vice-Chair

4. Chair of Meeting

5 Quorum - Council Meetings

6 Order of Business at Council Meetings

7. Order of Business at Annual Council Meetings

8 Minutes of the Council

9 Record of attendance

10 Exclusion of public

11 Notices of motion

12 Motions and amendments which may be moved without notice

13 Leader's report – **No longer in use**

14 Reports from and questions to the Leader of the Council and Lead Members ~~Reports from and questions to the Chairs of Audit, Planning, Licensing and Regulatory Services Committees~~

15 Questions from the public

16 Rules of debate for Council meetings

17 Procedure Rules for Budget Setting

18 Petitions

19 Motions affecting persons employed by the Council

20 Disorderly conduct

21 Disturbance by members of the public

22 Rescission of preceding resolution by Council

Rule No

23 Voting

24 Voting on appointments

25 Disclosable pecuniary and non-pecuniary interests

26 Appointment of Committees etc

27 Proceedings of Committees etc to be confidential

28 Constitution of Committees etc

29 Chairs and Vice-Chairs of Committees etc.

30 Meetings of Committees etc

31 Quorum – Committees etc

32 Suspension and amendment of rules at council meetings

33 Interpretation of Rules

34 Validity of proceedings

35 (A) Councillors and other elected representatives may attend Committee or Sub-Committee Meetings

(B) Representations at Committees etc

36 External filming of Council or Committee meetings

37 Application to Committees and Sub-Committees

THREE RIVERS DISTRICT COUNCIL

PROCEDURE RULES
THE PROCEEDINGS AND BUSINESS OF THE COUNCIL

RULE 1

MEETINGS OF THE COUNCIL

(1) The Council shall in every year hold an annual meeting.

(2) The annual meeting of the Council shall be held -

(a) in a year of ordinary elections of Councillors to the Council, on the eighth day after the day of retirement of Councillors or such other Tuesday within the 21 days immediately following the day of retirement as the Council may fix;

(b) in any other year, on such Tuesday in the month of March, April or May as the Council may fix;

(c) for the purpose of determining the order of business at the annual meeting, Rule 6 shall not apply.

(3) Ordinary meetings of the Council shall be held in each year on such days as the Council shall determine.

(4) An extraordinary meeting of the Council may be called at any time by the Chair and/or the Monitoring Officer.

(5) If the Chair refuses to call an extraordinary meeting of the Council after a requisition for that purpose, signed by five Members of the Council, has been passed to them, or if, without so refusing, the Chair does not call an extraordinary meeting within seven days after the requisition has been presented to them, then any five Members of the Council, on that refusal or on the expiration of those seven days, as the case may be, may forthwith call an extraordinary meeting of the Council.

(6) No business shall be transacted at a meeting of the Council other than that specified in the Agenda relating thereto, except as required by an enactment or as a matter of urgency in accordance with these Rules.

(7) All meetings of the Council shall be held at such place or places as the Council may from time to time determine. Full Council meetings shall not start earlier than 7.30pm although extraordinary meetings may commence earlier. Meetings shall be concluded by 10pm with the exception of the Council Budget meeting, which shall conclude not later than 10.30pm.

RULE 2

TIME AND PLACE AND NOTICE OF SUMMONS TO MEETINGS

(1) The time and place of meetings will be determined by the Chief Executive and notified in the summons.

(2) The Chief Executive will give notice to the public of the time and place of any meeting in accordance with the Access to Information Procedure Rules. At least five clear days before a meeting, the Chief Executive will issue a summons, signed by them, to every Member of the Council. The Summons will give the date, time and place of each meeting and specify the business to be transacted, and will be accompanied by such electronic reports as are available.

RULE 3

CHAIR AND VICE-CHAIR

(1) ***Chair***. The first business to be transacted at the annual meeting of the Council shall be the election of the Chair who shall, unless they resign or becomes disqualified, hold office until their successor becomes entitled to act as Chair at the next annual meeting of the Council.

(2) ***Vice-Chair***. The Council shall at the annual meeting appoint a Vice-Chair who shall, unless they resign or becomes disqualified, hold office until immediately after the election of a Chair at the next annual meeting of the Council.

RULE 4

CHAIR OF MEETING

(1) The Chair, if present, shall preside at meetings of the Council.

(2) If the Chair is absent from a meeting of the Council the Vice-Chair, if present, shall preside.

(3) If both the Chair and Vice-Chair are absent from a meeting of the Council, another Member chosen by the Members present shall preside. This Member shall not be the Leader or a Lead Member.

(4) Any power or duty of the Chair in relation to the conduct of a meeting may be exercised by the Member presiding at the meeting.

(5) If the Chair is of the view that a meeting may need to be postponed or adjourned to a later date with less than the required notice period of 5 working days, they shall consult the leaders of the political groups. If unanimous consent of the group leaders is not obtained, then a decision should be made based on the wishes of at least 2 group leaders representing the majority of Councillors. The Chair has discretion to adjourn the meeting for a 10-minute comfort break if required.

(6) This Rule shall, with any necessary modification, apply to Committee and Sub-Committee meetings.

RULE 5

QUORUM - COUNCIL MEETINGS

(1) No business shall be transacted at a meeting of the Council unless at least one quarter of the whole number of Members is present.

(2) If during any meeting of the Council the Chair after counting the number of Members present declares that there is not a quorum present, the meeting shall stand adjourned, and the names of those Members who are present at that time shall be recorded in the Minutes.

(3) The consideration of any business not transacted shall be adjourned to a time fixed by the Chair at the time the meeting is adjourned, or, if they do not fix a time, to the next ordinary meeting of the Council.

RULE 6

ORDER OF BUSINESS AT COUNCIL MEETINGS

(1) The Order of Business at every ordinary meeting shall be:

(a) To choose a Member to preside if the Chair and Vice-Chair be absent.
(b) Apologies for absence.
(c) To confirm as a correct record the Minutes of the previous meeting of the Council which shall then be signed by the Member presiding at the meeting.
(d) Chair's announcements.
(e) Receive any petitions under procedure Rule 18.
(f) Questions from the public under procedure Rule 15
(g) Business required by statute to be dealt with before any other business.
(h) To deal with any other business specifically required by law.
(i) Recommendations of the Policy & Resources Committee (including budget-setting recommendations).
(j) To deal with any other recommendations.
(k) To deal with any other business specified in the Summons.
(l) To receive reports from the Leader and Lead Members.
(m) To consider notices of motions (Rule 11).

(2) The order of business under items (g) – (m) can be changed by the Chair or by a resolution passed on a motion (which need not be in writing) duly moved and seconded and put to vote without discussion. The Chair shall have the ability to move without discussion any items required to be considered under Section 100A of the Local Government Act 1972 with the press and public excluded to any stage of the meeting after item (f) to ensure that such business is concluded before the close of the meeting.

(3) If in accordance with Rule 1 the above business (a) to (k) and any items under Section 100A of the Local Government Act 1972 are not concluded by the set time, that business shall be adjourned to a time fixed by the Chair at the time the meeting is adjourned, or, if they do not fix a time, to the next ordinary meeting of the Council. Item (l) will be taken as read and added to the minutes but items (m and n) shall fall and not be considered.

(4) Any proposed amendments to motion or agenda items must be presented to the committee team by 5pm on the Thursday before the meeting, i.e. 72 working hours before the Council meeting. The proposed amendments should also be sent to all

Group Leaders. Later amendments may still be allowed, even if they are raised directly at Council meetings, however, it is encouraged that prior notice is given to Members and Officers by 6pm at the latest on the day before the Full Council meeting (Monday).

RULE 7

ORDER OF BUSINESS AT ANNUAL COUNCIL MEETINGS

The order of business at the Annual Council meeting shall be:-

(a) to elect the Chair of the Council for the forthcoming municipal year;

(b) to elect the Vice-Chair of the Council for the forthcoming municipal year;

(c) to deal with any item of business required by law to be transacted before any other item;

(d) to approve the Minutes of the last meeting of the Council;

(e) to receive any announcements from the Chair and/or Head of Paid Service;

(f) to appoint the Leader, Deputy Leader, and Lead Members.

(g) to establish, subject to Articles 6 and 9 of Part 2 of the Constitution, the Policy and Resources and Service Committees for the municipal year;

(h) to establish, subject to Article 8 of Part 2 of the Constitution, such regulatory and other Committees as the Council considers appropriate to deal with matters which by law or by the Constitution are not reserved to full Council;

(i) to determine, subject to Articles, 6, 8 and 9 of Part 2 of the Constitution the size and terms of reference of the Committees referred to in paragraphs (g) and (h) above;

(j) to determine the allocation of seats to political groups in accordance with Sections 15 to 17 inclusive of the Local Government and Housing Act 1989 (the political balance rules);

(k) to receive nominations of Councillors to serve on each Committee and appoint the Members thereto;

(l) to appoint the Chairs and Vice-Chairs of the Committees;

(m) to receive nominations of Councillors to serve on outside bodies and appoint to those bodies;

(n) to approve, if necessary, a scheme of allowances for the municipal year having regard to the reports and recommendations of the Independent Panel on Members' allowances established by the Council to advise in this respect;

(o) to approve, if necessary, the appointment and terms of reference of the Independent Panel on Members' Allowances for such term as it thinks fit;

(p) to approve, if necessary, a programme of ordinary meetings of the Council for the municipal year; and

(q) to consider any other items of business set out in the summons concerning the meeting.

RULE 8

MINUTES OF THE COUNCIL

(1) Minutes of the proceedings of meetings of the Council shall be drawn up by the Chief Executive and presented to each Group Leader for comments within seven working days. ~~at~~At the next following ordinary meeting of the Council to be signed by the Member presiding thereat.

(2) The Chair, or Member presiding at the meeting, shall put the question that the Minutes of the previous meeting be confirmed as a correct record.

(3) No discussion shall take place upon the Minutes, except upon their accuracy, and any question of their accuracy shall be raised by motion. If no such question is raised, or if it is raised, then as soon as it has been disposed of the Chair shall sign the Minutes.

(4) This Rule shall, with any necessary modification, apply to Committee and Sub-Committee meetings.

(5) The Minute Writing Standard shall apply to the drawing up of Minutes and is provided at Appendix 2 to the procedure rules.

RULE 9

RECORD OF ATTENDANCE

All Members present during the whole or part of a meeting must sign their names in the attendance book before the conclusion of every meeting to assist with the record of attendance.

RULE 10

EXCLUSION OF PUBLIC

Members of the public and press may only be excluded either in accordance with the Access to Information Procedure Rules in Part 4 of the Constitution or Rule 21 (Disturbance by Members of the Public).

RULE 11

NOTICES OF MOTION

(1) Notice of every motion to be moved at an ordinary meeting of the Council, other than a motion under Rule 12, shall be given in writing, signed by the mover and seconder and delivered not later than noon 8 working days before the publication of the summons to the Chief Executive. The notice shall state for which meeting of the council the notice is given. The notice shall be dated and numbered on receipt in the order in which it is received and entered onto a public register which shall be open to inspection by every Member of the Council.

(2) All motions received must have a proposer and seconder.

(3) The Chief Executive shall set out in the Agenda for every meeting of the Council all motions of which notice has been duly given in the order in which they have been received, unless the Members giving such a notice intimated in writing, when giving it, that they proposed to move it at some later meeting or have since withdrawn it in writing.

(4) If a motion thus set out in the Agenda be not moved and seconded either by the Members who gave notice thereof or by some other Members on their behalf it shall, unless postponed by consent of the Council, be treated as withdrawn and shall not be moved without fresh notice.

(5) The Chief Executive and Associate Director, Legal and Democratic Services (Monitoring Officer), in consultation with the Chair of the Council, shall decide, without discussion or debate, that the motion should be more appropriately referred to a Committee in which event it shall be placed on the agenda for the next available meeting of that Committee. Details of motions so referred will be included on the summons as a record. Otherwise, motions will be dealt with at the Council meeting to which they are submitted.

(6) If a motion includes a proposal for the Council to take any significant policy decision which is contrary to the Budget and Policy Framework or incur any expenditure in excess of £10k it shall only be considered in principle to the extent that the matter is noted by Council and is referred to the relevant Committee for consideration. The motion shall not be moved or debated. The minutes of the meeting will record the motion being received. Any decision on the motion shall be made at a future meeting of the Council which shall not consider the matter without a full report on the policy, budget and financial implications together with any recommendations from the Committee to which the matter was referred.

(7). The Policy and Resources Committee may issue guidance on the application of Rule 11(6) with regards to the levels of any expenditure.

(8) Every notice of motion shall be relevant to some matter in relation to which the Council has powers or duties, or which affects the District.

(9) If notice is given of a motion that, in the opinion of the Monitoring Officer, is out of order, illegal, irregular or improper, the Monitoring Officer shall inform the Chair and it shall not be accepted and placed on the agenda without their approval. In the event of non-acceptance by the Chair, the Monitoring Officer shall inform the member submitting the motion the reason it has not been accepted and whether revised wording would make it acceptable.

(10) A substantive motion which seeks to prevent or postpone the debate of another motion which has already been accepted for inclusion for debate in a future Council agenda shall not be considered for debate by Council. The Chief Executive and Associate Director, Legal and Democratic Services (Monitoring Officer) will in consultation with the Chair of the Council decide if this Rule applies.

(11) A motion of which notice has been duly given in accordance with the foregoing shall not be amended or varied at any time except in accordance with the following:-

A Member who had given notice of the motion may, with the consent of the Council signified without discussion –

(a) alter the motion; or

(b) with the further consent of their seconder alter a motion which they have moved;

provided (in either case) the alteration is one which could be made as an amendment thereto.

(12) A Member of the Council who has proposed and seconded a motion which has been referred to any Committee shall have notice of the meeting of the Committee at which it is proposed to consider the motion. They shall have the right to attend the meeting and if they attend shall have an opportunity of explaining the motion.

(13) The rules of debate, contained in Rule 16 shall, with any necessary modification, apply to this Rule.

RULE 12

MOTIONS AND AMENDMENTS WHICH MAY BE MOVED WITHOUT NOTICE

(1) Appointment of a Chair of the meeting at which the motion is moved.

(2) Motion relating to the accuracy of the Minutes.

(3) That an item of business specified in the Agenda has precedence.

(4) To refer back to a Committee a matter dealt with under delegated powers but only when additional material facts, not available at the meeting, were forthcoming.

(5) Appointment of a Committee or Members thereof, occasioned by an item mentioned in the Agenda for the meeting.

(6) Adoption of recommendations of the Committees or officers.

(7) That leave be given to withdraw a motion.

(8) Extending the time limit for speeches.

(9) Amendments to motions.

(10) That the Council proceed to the next business.

(11) That the question be now put.

(12) That the debate be now adjourned.

(13) That the Council do now adjourn.

(14) Suspending Council Procedure Rules, in accordance with Rule 32.

(15) Motion under Section 100A(4) of the Local Government Act 1972 to exclude the press and public.

(16) That a Member named under Rule 21 be not further heard or do leave the meeting.

(17) Giving the consent of the Council where the consent of the Council is required by these Rules.

(18) Paragraphs (1)-(3), (7)-(13), (15)-(16) of this Rule shall, with any necessary modification, apply to the Committee and Sub-Committee meetings.

(19) Paragraph (5) of this Rule shall, with any necessary modification, apply to the Committee meetings.

RULE 13 – NO LONGER IN USE

LEADER'S REPORT – NO LONGER IN USE

RULE 14

WRITTEN REPORTS FROM AND QUESTIONS TO LEADER OF THE COUNCIL AND LEAD MEMBERS

~~**WRITTEN REPORTS FROM AND QUESTIONS TO CHAIRS OF AUDIT, PLANNING, LICENSING, AND REGULATORY SERVICES COMMITTEES**~~

(1) Any Member wishing to submit a question to the Leader of the Council or Lead Member ~~or a Committee Chair~~ shall submit the same in writing to the Proper Officer not later than noon 8 working days before the publication of the Council summons. Any such question must be directly related to the area of responsibility of the Member to whom the question is addressed.

(2) Each opposition group will be allowed to submit three written questions to the Full Council Meeting. Each group will prioritise their questions in order of importance. Any non-group Member will be allowed one question.

(3) A full written answer from the Leader of the Council or Lead Member ~~or appropriate Committee Chair~~ will, where practicable be published with the summons. In exceptional circumstances a written answer will be circulated at the meeting. If the matter is particularly complex, a written answer may be circulated to all Members as soon as practicable after the meeting and a record kept with the minutes of the meeting.

(4) If a Member has an urgent question that has arisen subsequent to the deadline set out in Rule 14(1) above then the question may be submitted to the Proper Officer in writing not later than noon on the day of the meeting. The Chief Executive and Associate Director, Legal and Democratic Services (Monitoring Officer) will in their absolute discretion determine whether the question constitutes an urgent question such that it may be accepted under this rule. No question shall be accepted as an urgent question where the issue was in the public domain or known to the Member asking the question prior to the deadline set out in Rule 14(1) above. Any urgent question accepted under this Rule shall be answered within 5 working days or as soon as practicable thereafter and the response circulated to all members. A record of the question and response shall be kept with the minutes of the meeting.

(5) A Member shall be entitled to ask one supplementary question in response to the written answer on their original question provided that only one supplementary question may be put and must be relevant to the subject matter of the original question. The Member shall have a time limit of one minute to put the supplementary question. The Lead Member will then have a time limit of three minutes to respond. In the event of a written response being given, this shall be provided within 5 working days or as soon as practicable thereafter and circulated to all Members. If an urgent question is accepted and answered at the meeting then a supplementary question will be permitted on the response.

(6) When all supplementary questions to first-choice questions have been answered, each group will then be allowed to ask a supplementary question to their second-choice question. The same will apply for the third-choice question. Supplementary questions for written answers will be subject to an overall time limit of 30 minutes. Once that time has been exhausted there will be no further time allowed for discussion except to complete the question currently being discussed.

(7) At all ordinary meetings of the Council, the Leader of the Council or Lead Members ~~and Committee Chairs~~ will give a written report on matters relevant to their areas of responsibility, which have arisen since their last report. The written report will be published with the Council summons for the meeting and will be taken as read. An oral report will also be given at the meeting on any matters which have arisen since the written report was published. The oral report shall be limited to three ~~five~~ minutes.

(8) Lead Members when presenting their report will be allowed to speak for no more than three minutes. Once all reports have been presented, a~~A~~ny Member (except for the administration) ~~of the Council~~ may ask questions on the written and/or oral report or any matter relating to the relevant Lead Member portfolio. However, this should be limited to two questions only per group and should be for no longer than one minute for each question. Any non-group member will be allowed one question for no longer than one minute. ~~followed by one supplementary question to the Member presenting the report. Such questions should directly relate to the contents of the report. The Chair of Council will have the discretion to direct any question to the appropriate Member for response.~~The Lead Member will then have three minutes to provide an answer for each question.

(9) Questions (written or oral) will be asked and answered without discussion but the Chair of Council, at their discretion, may, in exceptional circumstances and where they consider it to be in the public interest, permit a debate on the issue in question. A Member who has been asked a question may decline to answer, or may name an appropriate person to answer on their behalf.

(10) Written questions not dealt with at the meeting will not be carried over to the next meeting. The written question and answer will be provided in the minutes. At the next meeting the Member whose question was not dealt with may ask one supplementary question on the written answer provided. The time limits in Rule 14(5) will apply.

RULE 15

QUESTIONS FROM THE PUBLIC

(1) At any ordinary meeting of the Council, a member of the public may ask a question which is relevant to some matter in relation to which the Authority has functions, or which affects the area of the Authority or part of it, or the inhabitants of that area or some of them.

(2) Questions must be submitted in writing to the Chief Executive 8 working days before publication of the agenda. ~~the meeting~~.

(3) The Council Chair will determine which questions are to be accepted for answers at Council and which will be dealt with in other ways following consultation with the Leader, and relevant Lead Member. The Chief Executive will notify intending questioners whether or not their question has been selected. All questions will be included on the agenda for Council along with the written response from the Leader or

Lead Member. The agenda will also indicate how questions not being dealt with at Council will be progressed.

(4) A maximum of five questions will be allowed at each meeting. Only one question can be asked by each member of the public. Questioners may put their question themselves or ask that it be read out by the Chair. With the Chair's permission, the questioner may ask a supplementary question about the answer with a time of one minute and allow three minutes for a response.

(5) Answers will be given by the Leader or by the Lead Member or by a Member nominated by the Leader or Lead Member~~/relevant Committee Chairs~~ if that Member agrees. An answer may be:-

(a) an oral answer lasting no more than three minutes; or

(b) where the desired information is contained in a publication of the Council, a reference to that publication; or

(c) where the information required can more conveniently be given in writing, a written answer; or

(d) a combination of the above.

(6) Except in extraordinary circumstances notified to the Chair of Council prior to the meeting, other members of the public may not ask supplementary questions.

RULE 16

RULES OF DEBATE FOR COUNCIL MEETINGS

(1) A motion or amendment shall be stated and moved by the proposer thereof as soon as they indicate a wish to address the Council and before making any speech, and unless notice has already been given in accordance with Rule 11 it shall, if required by the Chair of Council, be put in writing and handed to the Chair of Council before it is further discussed or put to the meeting.

(2) A Member when seconding a motion or amendment may, if they then declare their intention to do so, reserve their speech until any point later in the debate.

(3) Where possible a Member when speaking shall stand and address the Chair of Council. If two or more Members rise, the Chair of Council shall call on one to speak; the other or others shall then sit. While a Member is speaking the other Members shall remain seated, unless rising to a point of order or in personal explanation.

(4) A Member shall direct their speech to the question under discussion or to a personal explanation or to a point of order. Except with the consent of the Council **a Member moving a motion (other than a motion under paragraph (14) of this Rule) shall be entitled to speak for no~~t~~ more than ~~seven~~ five minutes, but, except as aforesaid, no Member shall speak for more than ~~four~~ three minutes**.

(5) A Member who has spoken on any motion shall not speak again whilst it is the subject of debate, except:-

(a) to speak once on an amendment moved by another Member;

(b) if the motion has been amended since they last spoke, to move a further amendment;

(c) if their first speech was on an amendment moved by another Member, to speak on the main issue, whether or not the amendment on which they spoke was carried;

(d) in exercise of a right of reply given by paragraph (12) or (14) of this Rule;

(e) on a point of order; and

(f) by way of personal explanation.

(6) An amendment shall be relevant to the motion and shall be either:-

(a) to refer a subject of debate to a Committee for consideration or reconsideration;

(b) to leave out words;

(c) to leave out words and insert or add others;

(d) to insert or add words;

but such omission, insertion or addition of words shall not have the effect of negating the motion before the Council.

(7) If notice is given of an amendment that, in the opinion of the Monitoring Officer is out of order, irregular, improper, incurs any expenditure in excess of £10k or is contrary to the budget or policy framework, the Monitoring Officer shall inform the Chair and it shall not be accepted for debate without their approval.

(8) Only one amendment may be moved and discussed at a time and no further amendment shall be moved until the amendment under discussion has been disposed of, providing that the Chair of Council may permit two or more amendments to be discussed (but not voted on) together if circumstances suggest that this course would facilitate the proper conduct of the Council's business.

(9) If an amendment is lost, other amendments may be moved on the original motion. If an amendment is carried, the motion as amended shall take the place of the original motion and shall become the substantive motion upon which any further amendment may be moved.

(10) A Member may, with the further consent of their seconder and with the consent of the Council, alter a motion which they have moved provided the alteration is one which could be made as an amendment thereto.

(11) A motion or amendment may be withdrawn by the mover with the consent of their seconder and of the Council, which shall be signified without discussion, and no Member may speak upon it after the mover has asked permission for its withdrawal, unless such permission shall have been refused.

(12) The mover of a motion has a right of reply at the close of the debate on the motion, immediately before it is put to the vote but such reply shall be time limited to ~~four~~ three minutes. If an amendment is moved, the mover of the original motion shall also have the right of reply at the close of the debate on the amendment, and shall not otherwise

speak on the amendment. The mover of the amendment shall have no right of reply to the debate on their amendment.

(13) When a motion is under debate no other motion shall be moved except the following:-

(a) to amend the motion;

(b) to adjourn the meeting;

(c) to adjourn the debate;

(d) to proceed to the next business;

(e) that the question be now put;

(f) that a Member be not further heard;

(g) by the Chair of Council under Rule 21(2) that a Member do leave the meeting;

(h) a motion under Section 100(A)(4) of the Local Government Act 1972 to exclude the public;

(i) to postpone consideration of the motion.

(14) Subject to the provisions of paragraph (5) of this Rule and paragraph (3) of Rule 33, a Member may move without comment at the conclusion of a speech of another Member, "That the Council proceed to the next business", "That the question be now put", "That the debate be now adjourned", or "That the Council do now adjourn", on the seconding of which the Chair of Council shall proceed as follows:-

(a) on a motion to proceed to next business; if in the opinion of the person presiding the matter before the meeting has been insufficiently discussed, they may refuse to accept the motion; if in the opinion of the person presiding at the meeting, the matter has been sufficiently discussed they shall put the motion to the vote but shall first allow the proposer of the original motion to speak briefly to the closure motion. If the closure motion is carried, the original motion shall be deemed withdrawn.

(b) on a motion that the question be now put; if the person presiding is of the opinion that the matter before the meeting has been insufficiently discussed, they may refuse to accept the motion: if they accept the motion they shall first put to the vote the motion that the question be now put and if it is passed then proceed in accordance with paragraph (12) of this Rule;

(c) on a motion to adjourn the debate or the meeting; if in their opinion the matter before the meeting has not been sufficiently discussed and cannot reasonably be adequately discussed at the meeting ,they shall put the adjournment motion to the vote without giving the mover of the original motion a right of reply if the person presiding is satisfied that the motion has been sufficiently discussed or that it can be sufficiently discussed at the meeting, they shall announce what further speakers they will call to conclude the debate.

(15) A Member may rise on a point of order or in personal explanation and shall be entitled to be heard forthwith. A point of order shall relate only to an alleged breach of a Council Procedure Rule or statutory provision and the Member shall specify the Rule or statutory provision and the way in which they consider it has been broken. A personal

explanation shall be confined to some material part of a former speech by them in the present debate which they believe to have been misunderstood by a subsequent speaker.

(16) The ruling of the Chair of Council on a point of order or on the admissibility of a personal explanation shall be final and shall not be open for discussion.

(17) Whenever the Chair of Council rises during a debate a Member then standing shall resume their seat and the Council shall be silent.

(18) Smoking or vaping shall not be permitted in the Council chamber.

(19) This Rule, except those parts which relate to standing and speaking more than once, shall, with any necessary modification, also apply to Committee and Sub-Committee meetings.

RULE 17

PROCEDURE RULES FOR BUDGET SETTING

(1) The budget shall be proposed by a member of the Administration first who will be allowed a maximum of 15 minutes to present the budget. The Administration budget will be seconded and the seconder may reserve the right to speak later in the debate, for up to five minutes.

(Electronic copies of the budget proposal and of any related visual presentation must be circulated electronically to all Councillors 5 working days before the meeting. The proposal must be accompanied by a statement from the Council's Chief Financial Officer as to the robustness of any estimates used and the adequacy of the financial reserves resulting from the budget proposal, in accordance with Section 25 of the Local Government Act 2003. The proposals must also be agreed by the Chief Executive or relevant Director to ensure that they are deliverable and that any associated risks are identified. Electronic Copies of all budget proposals must have been supplied to the Chief Financial Officer 10 working days prior to the meeting.

(2) The Leaders of other parties (or nominated Member) or any individual Member may each propose an alternative budget and will be allowed a maximum of 10~~5~~ minutes to present their budget. These proposals will be circulated electronically to all Councillors 5 working days prior to the meeting and must be accompanied by a statement from the Council's Chief Financial Officer as to the robustness of any estimates used and the adequacy of the financial reserves resulting from the budget proposal, in accordance with Section 25 of the Local Government Act 2003. The proposals must also be agreed by the Chief Executive or relevant Director to ensure that they are deliverable and that any associated risks are identified. Electronic Copies of all budget proposals must have been supplied to the Chief Financial Officer 10 working days prior to the meeting. The seconder of the alternative budget may reserve the right to speak later in the debate, for up to five minutes.

~~(3) Each budget will be seconded and the seconder may reserve the right to speak later in the debate for up to five minutes.~~

(3~~4~~) After all budgets have been proposed, there will be one debate covering all the propositions. Members can only speak once during the debate for no longer than three minutes. ~~,~~

~~(5) All other Members may have the opportunity to comment/ask questions but they may only speak once during the debate and for no longer than five minutes, apart from points of order.~~

(4) The proposer of each budget may sum up~~/answer questions~~ for no more than ten minutes each, in the reverse order of being proposed.

(5~~7~~) A vote will be taken in reverse order of being proposed until a majority of Members present vote in favour of one budget."

(6~~8~~) In accordance with regulations, voting on resolutions setting the budget, Council Tax and Special Expenses shall be by means of recorded vote.

RULE 18

PETITIONS

(1) Any member of the public may ask to present a petition, either electronically or in paper form, signed by at least 25 residents other than Members of the Council (a proforma is provided e-petitions/petitions page on the website providing details of the information that the Council requires for a paper petition). Signatories must reside or work in the district. It must be relevant to some matter in relation to which the Authority has functions, or which affects the area of the Authority or part of it, or the inhabitants of that area or some of them. Subject to the provisions of the Petitions Scheme governing responses to ordinary petitions, the Monitoring Officer shall determine the appropriate Committee meeting or Council the petition shall be presented.~~Group Leaders shall determine which ordinary petitions shall be presented to a Committee or to Council.~~ A petition which asks for the Chief Executive or a Director to give evidence to a public meeting of a Committee must have a minimum of 100 signatures. A planning or licensing objection signed by more than 25 residents should not be deemed a petition for the purpose of this Rule. The Chair and Spokespersons of Planning or Licensing Committee (as appropriate) shall be notified of its receipt and can exercise their right to require the matter to be determined by the appropriate Committee.

(2) The terms of the petition and signatures shall be submitted in writing by noon at least 8 working days before that committee meeting in order to be included on the agenda. If a petition relates to a matter on the published agenda and has not already been presented in the previous 6 months then providing it is received by Officers at least 24 hours prior to the meeting, it will be considered at the service committee meeting. ~~on the Monday of the week prior to the meeting.~~

(3) A maximum of three petitions shall be received at any meeting. Petitions shall be taken in the order of receipt.

(4) ~~Group Leaders shall be consulted on which petitions should be presented to a Committee and will have discretion over where a petition should go, to ensure that it goes to the most appropriate committee. Exceptionally, a petition might be referred to Council. If unanimous consent of the group leaders is not obtained, then a decision should be made based on the wishes of at least 2 group leaders representing the majority of Councillors.~~One representative of the petitioners shall be allowed to address the meeting **for not more than three minutes**.

(5~~6~~) After the petition has been presented, the appropriate Lead Member for the subject of the petition shall have the right to respond. The response shall be limited to no more than three minutes. The Lead Member will try to indicate the action that will follow on

receipt of the petition. There shall be no debate on the petition except where it relates to a matter already on the agenda, where it will be debated under the Chair's guidance.

(67) Except in extraordinary circumstances notified to the Chair prior to the meeting, members of the public may not ask questions or make statements in relation to the subject matter of the petition. No member of the public may speak more than once and no speech shall last longer than three minutes.

(78) A decision will be made on how to respond to the petition and a written reply with details of any action proposed will be sent to the representative of the petitioners.

(89) No petition shall be considered within six months of a petition with the same or likewise objective.

(910) **E-Petitions**

(a) E-Petitions, should be created and submitted through the Council's website, and shall follow the same guidelines as paper petitions, as above. Any e-petition not submitted via the portal must contain sufficient information to allow officers to verify the identity and address of the person who has signed the form.

(b) The petition organiser shall provide their name, postal address and email address.

(c) The E-Petition shall remain open for a maximum of three months.

RULE 19

MOTIONS AFFECTING PERSONS EMPLOYED BY THE COUNCIL

If at a meeting of the Council (or a Committee or Sub-Committee) to which Sections 100A to 100D of the Local Government Act 1972 apply, any question arises as to the staff employed by the Council, such question shall not be the subject of discussion until the Council or Committee, as the case may be, has decided whether or not the power of exclusion of the public under Section 100A(4) of the Local Government Act 1972 shall be exercised.

RULE 20

DISORDERLY CONDUCT

(1) If at a meeting any Member of the Council, in the opinion of the Chair notified to the Council, misconducts themselves by persistently disregarding the ruling of the Chair, or by behaving irregularly, improperly, or offensively, or by wilfully obstructing the business of the Council, the Chair or any other Member may move "That the Member named be not further heard" and the motion if seconded shall be put and determined without discussion.

(2) If the Member named continues their misconduct after a motion under the foregoing paragraph has been carried, the Chair shall:

EITHER move "That the Member named do leave the meeting" (in which case the motion shall be put and determined without seconding or discussion);

OR adjourn the meeting of the Council for such period as they in their discretion shall consider expedient.

(3) In the event of general disturbance which in the opinion of the Chair renders the due and orderly dispatch of business impossible, the Chair in addition to any other power vested in them may, without question put, adjourn the meeting of the Council for such period as they in their discretion shall consider expedient.

(4) This Rule shall, with any necessary modification, apply to all meetings of the Committees and Sub-Committees.

RULE 21

DISTURBANCE BY MEMBERS OF THE PUBLIC

(1) If a member of the public interrupts the proceedings at any meeting, the Chair shall warn them. If they continue the interruption the Chair shall order their removal from the Council Chamber. In cases of general disturbance in any part of the Chamber open to the public, the Chair shall order that part to be cleared.

(2) This Rule shall, with any necessary modification, apply to all meetings of the Committees and Sub-Committees.

RULE 22

RESCISSION OF PRECEDING RESOLUTION BY COUNCIL

(1) No motion to rescind any resolution of Council or a Committee within the preceding six months and no motion or amendment to the same effect as one which has been rejected within the preceding six months shall be proposed at a meeting of the Council unless -

(a) due notice has been given in accordance with Rule 11 and such Notice bears the names of at least ten Members of the Council; or

(b) it is moved as a report or recommendation of a Committee.

(2) In submitting a motion within the terms of part (1)(a) of this Rule, the Member shall enclose a written assurance that the consent of the Members listed has been obtained.

(3) Once a motion or amendment under (1)(a) above has been determined by the Council, it shall not be open to any Member to propose a similar motion or amendment within a further period of six months, notwithstanding the foregoing provisions of this Rule.

RULE 23

VOTING

(1) Except where otherwise required by an enactment, all questions coming before the Council shall be decided by a majority of the Members present and voting thereon at a meeting and in the event of an equality of votes the Member presiding at the meeting shall have a second or casting vote.

(2) The mode of voting shall be by show of hands, provided that on the requisition of not less than six Members of the Council made before the vote is taken the voting on any question shall be recorded so as to show how each Member present and voting gave their vote, or that they abstained from voting.

(3) This Rule shall also apply to meetings of the Committees and Sub-Committees, save that a recorded vote shall be taken upon the requisition of not less than two Members.

(4) Except for recorded votes, immediately after a vote is taken any Member who so requires may have recorded in the minutes whether they voted for the question or against the question or whether they abstained from voting.

RULE 24

VOTING ON APPOINTMENTS

Where there are more than two persons nominated for any position to be filled by the Council, and of the votes given there is not a majority in favour of one person, the name of the person having the least number of votes shall be struck off the list and a fresh vote shall be taken, and so on until a majority of votes is given in favour of one person.

RULE 25

DISCLOSABLE PECUNIARY and NON-PECUNIARY INTERESTS

The Three Rivers District Council Code of Conduct (appended) defines pecuniary and non-pecuniary interests which Members are required to declare. Normally, where a pecuniary interest in a matter is declared, a Member is unable to participate in the meeting when the item is under discussion.

RULE 26

APPOINTMENT OF COMMITTEES ETC

The Council shall at the annual meeting appoint such Committees as it is required to appoint by or under any statute and may at any time appoint such other Committees as are necessary to carry out the work of the Council but, subject to any statutory provisions in that behalf:-

(a) shall not appoint any Member of a Committee so as to hold office later than the next annual meeting of the Council;

(b) may at any time dissolve a Committee or alter its membership.

RULE 27

PROCEEDINGS OF COMMITTEES ETC TO BE CONFIDENTIAL

All agenda, reports and other documents and all proceedings relating to Part II of the Committee and Sub-Committee agenda shall be treated as confidential unless and until they become public in the ordinary course of the Council's business, or the Council or Committee authorises their publication.

RULE 28

CONSTITUTION OF COMMITTEES ETC

(1) The number of seats on each Committee will be allocated in accordance with the Local Government (Committees and Political Groups) Regulations 1990.

(2) Membership of a Committee dealing with staff negotiations is subject to the restrictions imposed by Section 12 of the Local Government and Housing Act 1989 designed to prevent conflict of interest.

(3) The appointment of substitute members on Committees will be as follows:-

(a) If a member is not able to attend a meeting, their group may arrange a substitute, by the Group Leader giving appropriate notice to the Committee Manager or their representative at the meeting in writing or email, including the name of the member to be appointed in their place. The original member will regain their place on the Committee immediately after the meeting unless otherwise notified.

(b) The notice should be given by the appropriate Group Leader to the Committee Manager at the meeting by 12 noon on the day of the meeting; with exception of the Planning Committee whereby notice should be given by the appropriate Group Leader to the Committee Manager at the meeting by 12 noon on the Monday before the Planning Committee (i.e. 72 hours).

(c) Members appointed as substitutes are in the same position in terms of responsibilities and duties as any other member, for example in relation to the declaration of any interest they may have.

(d) A valid notice of substitution, once given in respect of a meeting of a Committee may not be revoked in respect of such meeting or any adjournment of it.

(f) The Committee Manager (or their representative) shall announce the appointment of any substitute members made in accordance with this procedural rule at the commencement of the meeting.

(g) In the event of the Chair or the Vice-Chair of a Committee being substituted, the substitute member may only act as an ordinary member.

The normal rules as to the Vice-Chair taking the chair will apply. In the absence of both the Chair and Vice-Chair from a meeting, the meeting shall appoint a Chair for that meeting who shall be drawn from any members present and with voting rights, including any substitute members.

RULE 29

CHAIRS AND VICE-CHAIRS OF COMMITTEES ETC

(1) The Chair and Vice-Chair of the Committees and the Chair of all standing Committees shall be appointed at the annual meeting of the Council unless, owing to special circumstances, the Council decides otherwise.

(2) In the absence from a meeting of the Chair and Vice-Chair, a Chair for that meeting may be appointed from those Members present at the meeting.

(3) In the event of a casual vacancy occurring in the Chair of a Committee, an appointment shall be made at the next ordinary meeting of the Council.

RULE 30

MEETINGS OF COMMITTEES ETC

(1) Ordinary meetings of the Committees shall be held in each year on such days as the Council shall determine unless amended by the Chief Executive with the agreement of the appropriate Chair and the nominated representatives of each of the minority groups. If unanimous consent of the group leaders is not obtained, then a decision should be made based on the wishes of at least 2 group leaders representing the majority of Councillors.

(2) Ordinary meetings shall normally commence at 7.30pm unless altered in special circumstances by the Chief Executive with the agreement of the Chair of the appropriate Committee and the nominated representatives of each of the minority groups. The Chair shall draw to the attention of Members both before the meeting commences and before 10.00pm that the meeting must close no later than 10.00pm.

(3) The Agenda for the meeting shall set out the business to be considered thereat and no other business shall be considered at that meeting unless notice thereof shall have been given to the Chief Executive no later than noon on the day of the meeting and which the Chair of the meeting may agree is an urgent matter within the terms of Section 100B(4) of the Local Government Act 1972.

(4) In the case of urgency the Chief Executive may call a special meeting of a Committee at any time. In consultation with the Chief Executive and subject to this Procedure Rule, the Chair of the Council, the Chairs of a Committee or of a Sub-Committee may call a special meeting of that body at any time. A special meeting shall also be called on the requisition of no fewer than four Members of a Committee or three Members of the Sub-Committee delivered to the Chief Executive. The Agenda for the special meeting shall set out the business to be considered thereat and no other business other than that set out therein shall be considered at the meeting. Should the Chairs of two or more bodies consider that it would be in the best interest of the Council that a joint meeting of these respective bodies be held, they may, after informing the Chair of the Council, instruct the Chief Executive to convene such a joint meeting. The business to be transacted shall only be such as specified on the Agenda.

(5) Paragraphs (2) and (3) of this Rule shall, with any necessary modification, apply to Sub-Committee meetings.

RULE 31

QUORUM - COMMITTEES ETC

(1) Except where authorised by a statute or ordered by the Council, business shall not be transacted at a meeting of any Committee unless at least one-third of the whole number is present, provided that in no case shall the quorum be fewer than three Members.

(2) Business shall not be transacted at a Sub-Committee unless at least one-third of the whole number of the Sub-Committee is present, provided that in no case shall the quorum of a Sub-Committee be less than two Members.

RULE 32

SUSPENSION AND AMENDMENT OF RULES AT COUNCIL MEETINGS

(1) Subject to paragraph (2) of this Rule, any of the preceding Rules, with the exception of those parts comprising statutory requirements, may be suspended so far as regards any business at the meeting where its suspension is moved.

(2) A motion to suspend Rules shall not be moved without notice (ie under Rule 12) unless there shall be present at least two-thirds of the whole number of the Members of the Council.

(3) A Member who has spoken in a debate shall not be permitted to move the suspension of Rules in relation to that motion nor to move a motion under Rule 18(13).

(4) Rules can be suspended only at Council meetings.

(5) Any motion to add to, vary or revoke these Council Rules of Procedure will, when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council.

RULE 33

INTERPRETATION OF RULES

(1) The ruling of the Chair as to the construction or application of any of these Rules, or as to any proceedings of the Council, shall be final, without setting any precedent.

(2) In these Rules, "the Chair" means the Chair of the Council for the time being. Any power or duty assigned to the Chair in relation to the conduct of a meeting may be exercised by the Member presiding at the meeting.

(3) In computing time under these Rules, Saturday and Sunday shall be counted as ordinary days.

(4) In these Rules, the masculine gender shall be taken to include the feminine, unless the context otherwise requires.

(5) Paragraphs (1)-(2) of this Rule shall, with any necessary modification, apply to Committee and Sub-Committee meetings.

RULE 34

VALIDITY OF PROCEEDINGS

The proceedings of the Council or of a Committee or Sub-Committee shall not be invalidated by an inadvertent contravention or non-compliance with the provisions of these Rules relating to the convening of meetings and the constitution and terms of reference of Committees or Sub-Committees.

RULE 35

(A) COUNCILLORS AND OTHER ELECTED REPRESENTATIVES MAY ATTEND COMMITTEE OR SUB-COMMITTEE MEETINGS

Any Member of the Council is entitled to attend a Committee, or Sub-Committee of which they are not a Member but they shall not be entitled to vote, they shall not take part in the consideration or discussion of any business, save by leave of the Chair of the body and their comments will be recorded only on the direction of the Chair.

This Rule also applies to –

Members of Parish Councils within the District

Members of the Hertfordshire County Council representing Divisions within the District

Members of Parliament for the residents of the District

Members of the European Parliament for the residents of the District.

(B) REPRESENTATIONS AT COMMITTEES ETC

Members of the public wishing to address a Committee or Sub-Committee on Part I reports contained within the agenda for the meeting shall be given the opportunity to do so subject to:-

(a) the opportunity being extended to one person to speak in support of each agenda item and one person to speak against each agenda item when called to do so by the Chair;

(b) an indication of the desire to speak on the agenda item being made by the person wishing to address the Committee or Sub-Committee just prior to the meeting and the name supplied to the Committee Manager in attendance (by means of the register), the first person registering to have precedence in the event of more than one person wishing to speak either for or against the agenda item;

(c) each person addressing the Committee or Sub-Committee being limited to **three minutes' speech**;

(d) an opportunity being provided for an expression of a contrary view, even though no prior notice has been given, when a member of the public has spoken for or against the item;

(e) in the event of the person having registered to speak on an agenda item not wishing to take up their right to speak on the agenda item because it was deferred, that person will automatically be given the right to speak on the agenda item at the next meeting of the Committee or Sub-Committee;

(f) the Chair of the meeting having discretion to rule that a person wishing to address the meeting shall not be heard if, in their opinion, that issue or the organisation or the person wishing to make representation on that issue has received an adequate hearing.

RULE 36

EXTERNAL FILMING OF COUNCIL AND COMMITTEE MEETINGS

In accordance with the provisions of the Openness of Local Government Bodies Regulations 2014, any person attending a Council meeting which is open to the public may report on proceedings and publish or disseminate the results. "Reporting" includes filming, recording and providing comments on proceedings and the 2014 Regulations allow for the use of a

wide range of methods including social media, in accordance with the protocol and guidance set out in Appendix 1.

RULE 37

APPLICATION TO COMMITTEES AND SUB-COMMITTEES

(1) All of the Council Rules of Procedure apply to meetings of full Council.

(2) Rules 2, 4, 5, 8, 9, 10, 11, 12, 16, 18, 19, 20, 21, 22, 23, 25, 27, 28, 29, 30, 31, 33, 34, 35 and 36 of these Procedural Rules apply to meetings of Committees and Sub-Committees of the Council.

This page is intentionally left blank

Full Council
Tuesday, 25th February 2025

PART I

FINAL Service Plans 2025-28

1 Summary

1.1 This report provides an overview of the final service plans which detail our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives outlined in the Corporate Framework. Key Performance Indicators and Service Volumes are included within the service plan alongside a link to the strategic, operational and climate resilience risks.

2 Details

2.1 On 21 February 2023 Full Council agreed a new Corporate Framework 2023-26 which outlines four strategic objectives:

2.1.1 Provide responsive and responsible local leadership

2.1.2 Expand our position as a great place to do business

2.1.3 Support and enable sustainable communities

2.1.4 Achieve net carbon zero and be climate resilient.

2.2 These strategic objectives have been incorporated into the service plans for 2025-28.

2.3 On 30 April 2024 Corporate Management Team agreed the new Service Plan template. This new format makes it clear the roles and responsibilities of each service area, what they are working on and what projects and actions are required to support in the achievement of the Corporate Framework.

2.4 There is now a link to the Risk Registers that is updated every quarter. This allows the risks to be maintained and remain relevant whilst also being more visibly available on the council's website.

2.5 The service area budget has also been reintroduced to the service plan. This will be added to the service plans once budgets have been agreed at Council on 25 February 2025.

2.6 The final service plans include Key Performance Indicators, which were agreed at the previous draft service plan review.

2.7 The review of the Corporate Framework will begin next financial year 2025-2026.

3 Options and Reasons for Recommendations

3.1 To agree the final service plans for 2025 – 2028 so each service area can progress with their plans to meet the Council's strategic priorities and statutory requirements.

4 Policy/Budget Reference and Implications

4.1 The recommendations in this report are within the Council's agreed policy. The relevant policy is entitled Corporate Framework 2023-2026 and was agreed on 21 February 2023.

4.2 The recommendations in this report relate to the achievement of the following performance indicators found in each individual service areas service plan.

5 Financial Implications

5.1 No direct financial implications arising from this report. The budget is due to be agreed at Full Council on 25th February 2025 and will be reflected in the service plans accordingly post the meeting.

6 Legal Implications

6.1 No direct legal implications arising from this report.

7 Equal Opportunities Implications

7.1 An Equalities Impact Assessment was previously completed for the Corporate Framework 2023-2026 in February 2023 with the outcome that there are no significant negative impacts on groups with protected characteristics. Tackling inequality is a 'golden thread' running throughout the Corporate Framework 2023-26. Its objectives seek to address issues of inequality and promote inclusivity, tackling health inequalities and the wider determinants of health, targeting regeneration schemes in more deprived areas, supporting quality and affordable housing (including social housing), promoting safer and accessible neighbourhoods and enabling more people-centred service provision.

7.2 Equality Impact Assessments are carried out for specific actions and proposals on a case-by-case basis, including engagement and formal consultation where appropriate. We continue to ensure that due regard is given to any potential impact of specific proposals on protected characteristics by conducting Equality Impact Assessments for specific actions and proposals that emerge from service plans as required.

8 Staffing Implications

8.1 None specific unless otherwise stated in the individual service plan.

9 Environmental Implications

9.1 Several objectives and work areas within the service plans will have a positive impact on the environment and aim to improve it. A sustainability impact assessment (SIAs) was also undertaken for the Corporate Framework. SIAs are done separately for specific projects and business cases. The results for the SIA on the Corporate Framework were as follows:

Climate and Sustainability Impact Assessment Summary	
Homes, buildings, infrastructure, equipment and energy	4.00
Travel	4.00
Goods and Consumption	4.00
Ecology	4.00
Adaptation	4.00
Engagement and Influence	4.00
Total Overall Average Score	**4.0**

10 Community Safety Implications

10.1 Many of the objectives and actions within the service plans are intended to improve community safety within the district building on the positive work undertaken currently.

11 Public Health implications

11.1 A number of objectives and actions within the service plans are intended to improve the overall health and wellbeing of the district building on the positive work achieved already within this current Corporate Framework.

12 Customer Services Centre Implications

12.1 None specific.

13 Communications and Website Implications

13.1 The Service Plans will be available to view on the website alongside the Corporate Framework and quarterly Performance Indicator reports.

14 Risk and Health & Safety Implications

14.1 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.

14.2 The subject of this report is covered by the service plan(s). Any risks resulting from this report will be included in the risk register and, if necessary, managed within this/these plan(s).

Nature of Risk	**Consequence**	**Suggested Control Measures**	**Response** *(tolerate, treat terminate, transfer)*	**Risk Rating** *(combination of likelihood and impact)*
Council does not agree the service plans.	There is no clear direction for individual services and could therefore fail to deliver the objectives set out in the Corporate Framework.	Council to agree service plans to direct the work of services and delivery of the Corporate Framework.	Tolerate	4

14.3 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.

Likelihood: Very Likely ▼ 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	Likelihood Score
4 (Catastrophic)	4 (Very Likely (≥80%))
3 (Critical)	3 (Likely (21-79%))
2 (Significant)	2 (Unlikely (6-20%))
1 (Marginal)	1 (Remote (≤5%))

14.4 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.

15 Recommendation

15.1 **That:** Full Council consider and agree the final Service Plans 2025-2028.

Report prepared by: Emily McGuigan, Katie Stacey, Corporate Support Officer, Corporate Support Officer, emily.mcguigan@threerivers.gov.uk, katie.stacey@threerivers.gov.uk

Data Quality

Data sources: Individual service plans and corporate framework

Data checked by: Emily McGuigan, Katie Stacey

Data rating:

1	**Poor**	
2	**Sufficient**	**X**
3	**High**	

Background Papers

APPENDICES / ATTACHMENTS

This page is intentionally left blank

Waste and Environmental Protection Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Waste and Environmental Protection	Directorate	Environment

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicators are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

Waste, recycling, street cleansing services and grounds maintenance

- The collection of statutory domestic refuse, recycling, trade, clinical, garden and bulky waste from residential and businesses throughout the District
- Grounds Maintenance of council parks and open spaces, play areas, football pitches, bowling greens, skate parks etc – including but not limited to grass cutting, hedge maintenance, minor tree works, litter picking, emptying of bins, playground inspections and maintenance of equipment, burial preparation and cemetery maintenance.
- Street cleansing – barrow beats, litter picking, mechanical street sweeping, emptying of litter bins.
- Removal of fly tipping, graffiti and roadkill.

Environmental Protection and Enforcement

- Investigation of fly tipping and waste contamination and related enforcement activity
- Abandoned vehicles
- Enforcement in relation to trade waste and accumulation matters
- House searches and administration in relation to statutory duties regards Public Health Funerals.
- Replacement of damaged street nameplates,
- Administration of cemeteries and burials

Animal welfare and licensing

- Full range of animal welfare duties including enforcement, noise/nuisance (statutory and anti-social behaviour)
- Promotion of responsible pet ownership
- Inspecting and licensing all establishments under the animal welfare legislation to ensure compliance.
- Enforcement of the Public Spaces Protection Order in place in relation to dog restrictions.
- Seizure and impound of stray, dangerous and/or aggressive dogs in line with statutory duties.
- Delivery of education and awareness programmes.

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Waste and Street Cleansing
Provide responsive and responsible local leadership	• Maintain and enhance the council's position as one of the UK's top recycling Authorities . • Work with and through the Herts Waste Partnership on strategic waste matters for the county • Work with and through the DCN and LGA to advise and lobby as necessary on national waste policy and practice.
Expand our position as a great place to do business	• Provision of trade recycling collection services in line with statutory duties • District wide street cleansing including provision of barrow beats in district commercial centres/shopping parades • Partnership working with commercial management companies and housing providers on waste matters
Support and enable sustainable communities	• Delivery of domestic waste collection services including recycling, garden and food waste • Provision of assisted collection and clinical waste services for vulnerable residents • Entry level employment opportunities with career development within the service
Achieve net carbon zero and be climate resilient	• Providing a recycling collection service to households and businesses. • Promoting waste reduction and reuse and retain position as a top recycler • Fleet replacement programme including cleaner fuel and electric fleet where feasible • Energy efficient/low carbon depot building and infrastructure

Net Revenue Budget

Service Area	Budget
Waste and Environmental Protection	**£3,823,687**

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Grounds Maintenance
Provide responsive and responsible local leadership	• Provision of in-house well resourced grounds maintenance crews that can adapt to the changing demands of the district, its communities and its landscapes • Work in partnership with HCC, the EA and other landowners to support preventative and reactive flood management activities • Day to day monitoring and implementation of the Aquadrome Asbestos Management Plan • Removal of graffiti with 24hr response for offensive and hate related content
Expand our position as a great place to do business	• Maintain key visitor attractions within the district including the Aquadrome, Leavesden Country Park and Chorleywood House Estate
Support and enable sustainable communities	• Implementation of the council's alternative grassland management programme annually • Reactive support in the event of flooding of council owned land • Management and maintenance of landscaping, grave digging and memorial provision at council cemeteries • Monitoring and maintenance of council owned playgrounds • Day to day landscape management, litter collection and improvements to council parks and open spaces • Work collaboratively with and provide professional advice and support to Friends groups • Maintain parks, open spaces and playgrounds to a high standard
Achieve net carbon zero and be climate resilient	• Assessment of alternatives to diesel powered hand tools • Re-use of collected green by mulching it and using it on flower and shrub beds • Work with Leisure and Natural Infrastructure to develop, implement and maintain Biodiversity Net Gain within the council's parks and open spaces

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Environmental Protection and Animal Welfare & Licensing
Provide responsive and responsible local leadership	• Work alongside Herts Waste Partnership and DCN/LGA on national waste matters. • Ensure all waste data is reported correctly at county and national levels • Ensure all business establishments have suitable waste disposal contracts in place • Undertake enforcement action in relation to fly-tipping and other environmental and animal welfare offenses • Ensure all animal related establishments have the relevant licenses in place and do their utmost to ensure animal welfare
Expand our position as a great place to do business	• Ensure all business establishments have suitable waste disposal contracts in place • Provision of advice and support to property management companies on matters relation to waste and environment • Ensure all animal related establishments have the relevant licenses in place and do their utmost to ensure animal welfare • Liaison with local funeral directors on burials and memorials at council cemeteries
Support and enable sustainable communities	• Community engagement and education on waste and recycling programmes and their impacts • Provision of and support for community outreach programmes including clothes swaps, "nappy natters" and period poverty campaigns • Liaison with BW Foundation on the provision of Muslim Burials
Achieve net carbon zero and be climate resilient	• Promotion of waste reduction, reuse and recycling and retain a top recycler position. • Electric fleet used by Environmental Enforcement and Animal Welfare officers

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership	Procurement of new Fleet Maintenance Contract	Waste and Environment Manager	The current vehicle maintenance contract expires in July 2026. This project will ensure that a new maintenance contract is in place by this time. Potential impacts of annual fleet replacement programme.	July 2026	External Consultants, Procurement, Human Resources, Legal, incumbent Contractor	TBC but is expected to require additional funding as will unlikely be like for like service provision.
Achieve net carbon zero and be climate resilient Support and enable sustainable communities	Introduction of Trade Food Waste Collection	Waste and Environment Manager	DEFRA have mandated all waste collection organisations to provide a consistent waste collection service to businesses that mirrors that received by domestic householders. This will include separate collections of dry mixed recyclables and a weekly collection of food waste. TRDC will be obliged to provide collection if asked to do so from April 2025 requiring additional fleet and crew resource.	Spring 2025	Local businesses, HCC (disposal) vehicle and equipment suppliers	Subject of an OBC application for increased budget (statutory service requirement)

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership	Procure and Implement new Cemetery Management System	Environmental Strategy Manager	Implement a purpose-built solution to integrate deathcare management software and georectified mapping providing a better customer service and back-office efficiencies.	April 2025	Procurement, Finance, Digital	Non cashable efficiency savings expected with the service
Provide responsive and responsible local leadership, Support and enable sustainable communities, Achieve net carbon zero and be climate resilient	Implement new, digital, Garden waste administration system	Environmental Support Manager	Introduction of new digital administration systems to manage sign up and renewal of the garden waste service providing a better customer service and back-office efficiencies.	June 2025	Bartec, Granicus and colleagues in Digital Services	Savings anticipated also with service efficiencies
Provide responsive and responsible local leadership, Support and enable sustainable communities, Achieve net carbon zero and be climate resilient	New Vehicle Maintenance Provision	Environment and Waste Manager	Source a new contractor to provided effective and efficient vehicle maintenance to the council's fleet of vehicles.	July 2026	Procurement, Finance, current contractor, Human Resources	Determined through completion of full tender process

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
EP01	Percentage household waste recycled	29%	28%	28%	28%	28%
EP10	Percentage of municipal waste diverted from landfill	61.9%	63%	65%	65%	65%
EP11	Percentage of collections made on the correct day	99.8%	99%	99%	99%	99%
EP12	Number of fly tips collected per quarter	N/A	95%	95%	95%	95%

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
The kg of household waste collected per head per annum	380	370	As a result of Simpler Recycling and EPR Regs
Percentage of eligible properties signed up to the Garden Waste scheme	78	78	
Reduce fly tipping across the district	600	500	Ongoing awareness raising and active promotion of successful prosecutions
Residual household waste Kgs per household	314	314	
Tonnes of Household waste collected and sent to disposal	13000	13000	Based on last 2 years data.

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; our strategic, operational and climate change risks.

Strategy & Partnerships Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Strategy & Partnerships	Directorate	Corporate, Customer and Community

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

Strategy and Partnerships is part of the Corporate, Customer and Community Directorate and provides corporate support, emergency planning, community development, equalities, health and wellbeing, community safety, safeguarding, anti-social behaviour and partnerships work for Three Rivers.

The aim of the Strategy and Partnerships Unit is to work in partnership with public, private and voluntary sector organisations to deliver services and projects in the community to improve resident's wellbeing and safety.

The team carries out this role by ensuring that the Council complies with its legislative duties including duties regarding community planning and crime and disorder through the Local Strategic Partnership and Community Safety Partnership. The team also offers corporate support to senior leaders, management and across the organisation as a whole including equalities, performance, project support and service planning. The service also provides emergency planning and business continuity services, risk and supports the organisation to meet data protection requirements.

Strategy and Partnerships also delivers community services directly to the residents of Three Rivers through its CCTV service, community safety, health and wellbeing projects, and voluntary sector grants. In addition, the service also has a role liaising with the voluntary sector and supporting community development.

Net Revenue Budget

Service Area	Budget
Strategy and Partnerships	**£1,326,151**

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Corporate Services
Provide responsive and responsible local leadership	• Strategic co-ordination of the Council's Corporate Framework, Service Planning, Performance and Project Management reporting. • Overview of emerging national policy and local government challenges. • Provision of the Emergency Planning and Business Continuity services, as required by the Civil Contingencies Act 2004. • Reviewing and updating the strategic risk register and advising on risk management arrangements for all services. • Co-ordinating and responding to Subject Access Requests under the Data Protection Act 2018 and oversee the Freedom of Information requests working with Customer Experience under the Freedom of Information Act 2000.
Support and enable sustainable communities	• Strategic co-ordination of the Comprehensive Equalities Policy and its implementation and monitoring including the development of the Inclusion working group. • Building and improving community cohesion in Three Rivers through community development and working with partners.
	Community Safety & Safeguarding
Provide responsive and responsible local leadership	• Lead service for meeting the Council's obligations to safeguard children and vulnerable adults. Overseeing the Designated Safeguarding Leads and policy direction.
Support and enable sustainable communities	• Working with the Police and other partners to address crime and anti-social behaviour. • Facilitation of the Community Safety Partnership including the Community Safety Board, sub-groups and Domestic Abuse Safeguarding Group and coordination of the delivery of the Community Safety Action Plan as well as fundraising with partners. • Coordination of Domestic Abuse and Violence against Women and Girls Forum and White Ribbon Accreditation. • Management of District Community CCTV infrastructure and contracts.

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Community Partnerships & Health
Support and enable sustainable communities	• Facilitating the Local Strategic Partnership including Strategic co-ordination of the Three Rivers Community Strategy and Connecting Three Rivers Grant. • Supporting people to embrace and maintain healthier lifestyles such as losing weight, taking more exercise, improving their diet, reducing social isolation or stopping smoking via the Healthy Hub and delivery of the local Health Inequalities Programme. • Providing support and commissioning oversight to voluntary sector groups to deliver activities and build resilience. • Manage and monitor grant funding provided to local organisations through Service Level Agreements including the development of the Community and Voluntary Sector Infrastructure and Citizen Advice Service. • Working with the South West Herts Health & Care Partnership and Herts and West Essex Integrated Care Board to develop health integration plans. • Supporting vulnerable people and communities through targeted work including co-ordination of the Council's response to the Cost of Living. • Delivering and supporting a wide-ranging programme of community events, engagement and consultation activities to improve access to vital services as well bringing different partners together with the community. • Overseeing, delivering and developing workplan of the Equalities sub-committee, working to foster good relations, engage local community groups and build community cohesion.
Provide responsive and responsible local leadership	• Coordinating and delivering objectives of the Equality, Diversity and Inclusion Policy, and overseeing the Inclusion Working Group.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Support and enable sustainable communities	Delivery of the Healthy Hubs. Identification and securing additional funding to support activities linked to the healthy hubs.	Partnerships Manager	Quarterly targets for attendance at the Healthy Hub. Continue to work with HCC and partners to ensure funding continues.	Quarterly, Annual Report April	HCC, Locality Board	Grant funded until March 2026. (Not confirmed)
Support and enable sustainable communities	Development of funding bids and delivery of projects subject to funding being awarded from the Public Health Fund.	Partnerships Manager	To reduce health inequalities with a particular focus on frailty and obesity.	Quarterly	HCC, Locality Board and Local Strategic Partnership.	Within existing resource, delivery subject to successful bids.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Support and enable sustainable communities	Capital Grants	Partnerships Manager	To improve health and wellbeing and address health inequalities including: Health monitoring equipment. Healthy Hub equipment & resources. Development of existing community infrastructure to promote health improvement	March 2026	Locality Board & Local Strategic Partnership members	Within existing resource (£13,000)

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Support and enable sustainable communities	Deliver the Youth Education and Empowerment to reduce serious violence	Community Safety and Safeguarding Manager	To deliver a project aimed at young people to reduce knife crime, serious youth violence and exploitation	September 2025	Community Safety Partnership	Funding streams to be sought via PCC
Support and enable sustainable communities	Delivery of the Community Strategy including task groups and Connecting Three Rivers Fund (Donations)	Partnerships Manager	To draw in donations and ensure a grants programme is run to support deliver of the community strategy.	March 2026	Watford and Three Rivers Trust	N/A
Support and enable sustainable communities	Work with partners to deliver mental health support helping to support anti-social behaviour cases	Community Safety and Safeguarding Manager	To improve mental health and reduce complex needs.	March 2026	Community Safety Partnership	Existing resources and partner funding if available.
Provide responsive and responsible local leadership	Review of the council's privacy notices and deliver review of data retention.	Data Protection and Resilience Manager	To review privacy notices and the Council's data retention within each service area.	December 2025	All Service Areas	N/A

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership	Data Quality Strategy Review	Policy and Performance Manager	To review the Data Quality Strategy, requirements and need for the Strategy.	December 2025	n/a	None Required
Provide responsive and responsible local leadership	Corporate Framework	Head of Strategy and Partnerships	To review the Corporate Framework with staff, residents and members.	March 2025	n/a	None Required
Provide responsive and responsible local leadership	Equalities, Diversity and Inclusion Policy	Partnerships Manager	To review the public including consult with residents and staff.	January 2026-September 2027	n/a	None Required

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
SP01	Number of ASB Case Reviews Received	1	5	5	5	5
SP02	Number of Legislative Enforcement Actions taken for ASB	9	15	20	20	20
SP03	Number of customers supported by the Healthy Hubs	989	400	450	500	550
SP04	Percentage of FOI and EIR requests responded to within timeframe (20 working days)	99.9%	100%	100%	100%	100%
SP05	Percentage of SAR requests responded to within timeframe (30 days)	N/A	100%	100%	100%	100%
SP06	Number of partnership initiatives held	N/A	N/A	36	40	40

THREE RIVERS DISTRICT COUNCIL

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2025/2026	Estimated annual volume for 2026/27	Notes / explanation for estimated change
Number of open ASB Cases	70	90	The team are dealing with more complex cases including those with mental health, drug, alcohol, and domestic abuse behaviours.
Citizens Advice: Number of clients supported	8000	8500	The number of clients supported was more than projected for 23/24. Cases are very complex with multiple problems and therefore often return for further support. The cost of living crisis is effecting this.
Citizens Advice: Number of clients assisted with debt, Amount of debt written off Average amount per client of any debts written off.	2000 £450,000 £14,000	2500 £450,000 £15,000	Cost of living has significantly impacted on the type and levels of debt residents are experiencing.

THREE RIVERS DISTRICT COUNCIL

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2025/2026	Estimated annual volume for 2026/27	Notes / explanation for estimated change
FOI volumes	800	800	In 2023 776 FOIs were received, which is more than projected previously. Administrative Support from CSC continues to be required.

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; our strategic, operational and climate change risks.

Revenues & Benefits Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Revenues and Benefits	Directorate	Finance

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

Revenues and Benefits is a shared service between Three Rivers District Council (TRDC) and Watford Borough Council (WBC) since 2010. TRDC is the lead authority.

Revenues and Benefits is by far the biggest service in both councils. It has a combined turnover of c£250m, paying out c£40m in benefits and collecting c£200m in Council Tax and Business Rates. Across the two councils there is around:

Three Rivers District Council	Watford Borough Council
2,006 HB Customers	2,869 HB customers
3,813 Local Council Tax Support Customers	5,534 Local Council Tax Support Customers
38,929 Council Taxpayers	44,811 Council Taxpayers
2,118 businesses	2,909 businesses

THREE RIVERS DISTRICT COUNCIL

Net Revenue Budget

Service Area	Budget
Revenues and Benefits	**£704,823**

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Revenues and Benefits Teams
Support and enable sustainable communities	Maintain the Council Tax and Business Rates Listings
Support and enable sustainable communities	Provision of benefit, council tax and business rates advice to the public.
Support and enable sustainable communities	Process claims for housing benefit, council tax support and discretionary housing payment to those needing financial assistance
Support and enable sustainable communities	Process discount and exemption claims for council tax and business rates.
Support and enable sustainable communities	Support of vulnerable customers, including those who have are experiencing severe financial issues, engaging with third party providers to provide the necessary support.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Supports and enables sustainable communities	Review of Generic Working Project delivered in 2024/25	Head of Revenues and Benefits	Review of project delivered in 2024/25. Detail any further areas of work within the service to be bought in-scope.	April 2025	HR, CSC	Within existing resource
Provide responsive and responsible local leadership Supports and enables sustainable communities	Upgrade of Information@work system, incorporating email connect.	System, Subsidy & Support Manager	Upgrade the Revenues and Benefits DIP system and go-live with email connect.	April 2025	NEC	Within existing resource.

THREE RIVERS DISTRICT COUNCIL

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
RB01	Percentage of Council tax due that was collected	97.30%	98%	98%	98%	98%
RB02	Percentage of business rates due that was collected	98.14%	99%	99%	99%	99%
RB04	Average time taken to process changes in housing benefit entitlement	6 days	7 days	7 days	7 days	7 days
RB05	Average time taken to process new housing benefit claims	6 days	6days	5 days	5 days	5 days
RB06	Accuracy of work processed	85%	90%	95%	95%	95%
RB07	Housing Benefit Overpayment Collection Rate in current year	96.71%	92.5%	92.5%	92.5%	92.5%

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
No. of Discretionary Housing Payment claims received	100	150	Expecting numbers to rise as rents charged in the private sector continue to increase and remain above LHA rates and there are still cost of living challenges.

Risk Management

Our Risk Register Summary is published on our website and updated quarterly.

This page is intentionally left blank

Regulatory Services Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Regulatory Services	Directorate	Director of Finance

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

Regulatory Services is part of the Directorate of Finance. It comprises the following services: Development Management, Licensing, Land and Property including CIL, Transport and Parking Projects, Parking Services including Parking Enforcement, Environmental Health (commercial) and Building Control.

Development Management - Responsible for dealing with all matters under the Town and Country Planning Act, including determining planning applications and other related consents, providing professional pre-application advice to residents and prospective developers, investigating allegations of breaches of planning control and defending appeals lodged against the decisions of the Local Planning Authority.

Licensing - Responsible for the determination of licensing applications and the grant of licences in respect of Hackney Carriage and Private Hire vehicles, drivers and operators; house to house and street collections, lotteries, street trading consents and gaming machines. To also investigate complaints, enforcement of conditions tied to premises licences and undertake inspections at licences premises.

Land and Property – Responsible for Local Land Charges, Street Naming and Numbering, Corporate Land and Property Gazetteer, Section 106 Financial Monitoring, Assets of Community Value and CENSUS.

Transport and Parking Projects – Through TPP the District Council promotes better transport for people living and working in and around the District. The programmes we deliver enable and encourage people to use more sustainable ways to travel - making it easier to walk or go by bike and providing better buses & new travel options. We also improve infrastructure to promote better car and cycle parking (managing parking on local roads to make it safer and non-obstructive, with better off-street parking to keep roads clear).

Parking Services/Enforcement– the Partnership Parking Service is currently provided by Hertsmere BC on behalf of TRDC. This service includes the provision of Civil Enforcement Officers to check and enforce parking controls and the administration and processing of the parking permit process. The Head of Service manages the parking contract.

Building Control falls within the scope of Regulatory system and However the service is provided by Hertfordshire Building Control, with all matters relating to service delivery outsourced and overseen by the Chief Executive as Shareholder.

Environmental Health Commercial – management of the EH commercial service which is provided by Watford Borough Council on behalf of TRDC. Service includes management and delivery of the Food Hygiene Inspection programme and food sampling programme, (Brief overview of the purpose of the specific service you are writing the service plan for) administering of the national Food Hygiene Rating Scheme and submission of the annual LAEMS returns, investigation of all complaints about the hygiene of food businesses, or about food that has been bought or eaten, provide and manage Air Quality Management responsibilities including submission of Annual Screening Assessment (ASR) to DEFRA, responding to planning application consultation on new developments with regard to air pollution and contaminated land, provision and management of contaminated land services, provision of the LA Health and Safety at Work enforcement service, provision of the ID control and tracing service, via PHE and respond to outbreaks of infectious disease, management of the LAPPC services (via a third party) and management and administration of the Skin Piercing licensing service.

Community Infrastructure Levy - The Senior CIL Officer undertakes the administration (including enforcement, collection etc.) and monitoring of the Community Infrastructure Levy. Under The Community Infrastructure Levy Regulations 2010 (as amended) charging authorities are required to produce an Infrastructure Funding Statement (IFS) that sets out details about planning obligation receipts (CIL and S106), and anticipated expenditure. The IFS is published by the 31 December each year (alongside the Annual Monitoring Report) and covers the previous monitoring year.

Geographical Information Systems (GIS) – The Senior GIS Officer manages and maintains the corporate layers; base layers imagery and other data held within the GIS system and supports other departments in developing and collecting information to produce or use further layers. Key to this work is providing training to other departments to ensure they are able to access and use the data available to them.

Net Revenue Budget

Service Area	Budget
Regulatory Services	**£1,077,146**

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Development Management
Provide responsive and responsible local leadership	Provision of the statutory planning services and a pre application service Receipt and incorporation of specialist consultee comments in assessment of planning applications Management and monitoring of service budgets
Expand our position as a great place to do business	Provision of an efficient, high performing planning service
Support and enable sustainable communities	Implementation of relevant Local Plan policies for new development including requirement for affordable housing contributions or provision on small sites, public open space and leisure policies, consideration of sustainable forms of development including sustainable transport Assessment and determination of planning applications for new development.
Achieve net carbon zero and be climate resilient	Implementation of national planning policies and Local Plan policies for renewable energy/energy efficiency. Promoting net carbon zero and the Councils' Climate Agenda at an early stage in pre-application discussions.

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Land and Property (& CIL)
Provide responsive and responsible local leadership	Deliver an efficient service for Local Land Charges, street naming and numbering, Local Land & Property Gazetteer thus enhancing an excellent customer experience with our Council. Management and monitoring of service budgets
Expand our position as a great place to do business	Community Infrastructure Levy will enable us to deliver more sustainable infrastructure thus creating an attractive and accessible district
Support and enable sustainable communities	Delivery of sustainable infrastructure through the Community Infrastructure Levy will enhance the health and wellbeing of our community
Achieve net carbon zero and be climate resilient	New Local Plan will set the environmental standards for which Community Infrastructure Levy will support projects and development that will be environmentally friendly.
	Licensing
Provide responsive and responsible local leadership	Deliver an efficient service which processes and determines all licensing types within the required timescales and reviews policies having regard to local requirements. Management and monitoring of service budgets
Expand our position as a great place to do business	To strike balance between supporting local economies and safeguarding public safety / licensing objectives.
Achieve net carbon zero and be climate resilient	Implementation of Taxi Policy i.e. low emission vehicles

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Transport and Parking Services
Provide responsive and responsible local leadership	Transport and Parking Project team programmes actively contribute to increase and enhance visitor economy. Management and monitoring of service budgets
Expand our position as a great place to do business	Provision of EV charging infrastructure at town and visitor destinations and development of a wider project including on street charging
Support and enable sustainable communities	Programmes consider and promote sustainable transport opportunities (reduction in private motor car/increased use of public transport etc). Implementation of the schemes forming part of the Local Cycling and Walking Infrastructure Plan Monitoring of and investigation of expansion of the Beryl Bike hire scheme in Croxley Green
Achieve net carbon zero and be climate resilient	Enable modal shift through projects which promote sustainable transport opportunities; promoting walking & cycling, better buses, managed parking and other travel options that reduce carbonised trips with healthier future-proofed choices.
	OTHER
Provide responsive and responsible local leadership	Efficient use of GIS as a corporate tool to improve service delivery and continue to improve our customer experience Provision of a statutory EH Commercial service Provision of a Building Control service through Herts Building Control Partnership
Achieve net carbon zero and be climate resilient	Implementation through Herts Building Control of relevant sustainability standards

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership	GIS Strategy	Development Management Team Leader	Strategy setting out how the council will use GIS to enable digital access to information and data, how it can be used to enable service productivity and performance as well as providing spatial insight through digital mapping for residents and customers.	Qtr 2 2025/26	GIS Officer Digital Team	

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Support and enable sustainable communities	Shared Bike Scheme	Principal Sustainable Travel Planner and Transport Officer	Investigate and procure a shared bike scheme jointly with Watford and Hertsmere Councils to provide shared bike bays across areas of the district – for implementation for April 2026.	Qtr 4 2025/26	Beryl Bikes Watford Borough Council Hertsmere Borough Council Watford Community Housing Trust	Initial capital investment by TRDC will be needed for the installation of bays and purchase of the bikes.
Support and enable sustainable communities	App based parking solution	Principal Sustainable Travel Planner and Transport Officer	Investigate and procure an app based parking solution for council paid parking zones to enable a wider range of payment options.	Qtr 3-4 2025/26	Hertsmere Borough Council IPS	Initial capital investment by TRDC may be needed for the updating of signs. Income from parking may increase.
Achieve net carbon zero and be climate resilient	Sustainable Travel Plans	Principal Sustainable Travel Planner and Transport Officer	Update Sustainable Travel Plan initially for Three Rivers House. Work with HR to develop associated schemes such as EV salary sacrifice schemes.	Qtr 2 2025/26	TRDC Climate Change Team HR Watford Borough Council	Existing staff resource. Minimal costs spend on cooms otherwise no costs are expected to be incurred.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Achieve net carbon zero and be climate resilient	LEVI – Electric Vehicle Charging Infrastructure Implementation	Principal Sustainable Travel Planner and Transport Officer	Work with Hertfordshire County Council on delivering the LEVI fund.	Qtr 3 – 4 2025/26	Hertfordshire County Council Charge Point Operator	Costs to be confirmed to cover TROs, insurance and other.
Support and enable sustainable communities	Parking Management and Verge Hardening Programmes	Parking and Transport Officer	Progress Parking Management and Verge Hardening schemes in accordance with the agreed Programme, which is reviewed every 2 years.	Ongoing	TRO consultants Hertsmere Borough Council	Costs to be determined, within existing capital budgets.

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Achieve net carbon zero and be climate resilient	Parking management policies document review	Parking and Transport Officer	Development of formal parking policy to enable effective and robust implementation of PMP schemes	Qtr 3 2025/26	Hertfordshire County Council	No costs are expected to be incurred.
Support and enable sustainable communities	LCWIP	Principal Sustainable Travel Planner and Transport Officer	Agree and deliver the LCWIP, following by implementation of identified cycle schemes	Policy implementation Qtr 1 2025/26 Scheme implementation from 2025/26 onwards	Hertfordshire County Council Parish Councils	Costs to be confirmed
Achieve net carbon zero and be climate resilient	Sustainable Travel Strategy (encompasses active travel, public transport and low emission vehicles)	Principal Sustainable Travel Planner and Transport Officer	Revise the Strategy	Qtr 3 2025	TRDC Climate Change Team	No costs are expected to be incurred.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Support and enable sustainable communities	Parking Management Services contract	Head of Regulatory Services and Principal Sustainable Travel Planner and Transport Officer	Investigate options for Parking Enforcement Services contract from 1 April 2026	Ongoing into Qtr 1 2025/26 and beyond	Hertsmere BC	Costs to be confirmed
Support and enable sustainable communities	Demand Responsive Bus Service	Principal Sustainable Travel Planner and Transport Officer	Review of Demand Responsive Bus Service offer in Three Rivers District	September 2025	Hertfordshire County Council Parish Councils	Costs to be confirmed
Provide responsive and responsible local leadership, and support and enable sustainable communities	Implementation of Biodiversity Net Gain	Development Management Team Leader	Implement mandatory BNG for planning applications, and implement all related requirements including processes for the completion of S106 legal agreements and associated monitoring costs. Resolve process issues and monitor evolving guidance. Complete SLA with HCC for provision of expert advice.	Qtr 1 2025/26	Development Management Legal Leisure and Landscapes	Costs to be confirmed.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Achieve net carbon zero and be climate resilient	Hackney Carriage and Private Hire Policy 2022	Lead Licensing Officer	Policy to be amended to incorporate changes following guidance changes and to align with other Herts authorities re emissions and vehicle standards.	Qtr 1 2025/26	Licensing Climate Change and Sustainability Strategy Officer Development Management Team Leader	Potential impact on income if reduction in driver/vehicle applications
Provide responsive and responsible local leadership	Statement of Licensing Policy 2021-2026	Lead Licensing Officer	Reviewed every 5 years as required by legislative requirements.	Qtr 4 2025/26	Licensing Development Management Team Leader	
Provide responsive and responsible local leadership	Planning Enforcement Plan	Development Management Team Leader	Update policy to take on board changes to legislation.	Qtr 1 2025/26	Development Management Team Leader Legal	

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
DM01	Issue decisions for major planning applications within 13 week period	100%	60%	60%	60%	60%
DM02	Issue decisions for minor planning applications within 8 week period	98%	70%	70%	70%	70%
DM03	Issue decisions for other planning applications within 8 week period.	99%	80%	80%	80%	80%
DM08	Percentage of planning appeals allowed	24%	35%	35%	35%	35%
DM09	Percentage of major planning application decisions that are overturned at appeal (biannual)	1%	10%	10%	10%	10%
DM10	Percentage of non-major planning application decisions that are overturned at appeal (biannual)		10%	10%	10%	10%

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
SU01	Complete all Local Land Charges Searches within 10 days	100%	90%	90%	90%	90%
EHC02	Inspections of category A and B rated premises within 28 days of the due date		95%	95%	95%	95%
EHC05	Food establishments in the area which are broadly compliant with food hygiene law. (rating 3, 4 or 5 has been awarded)	95%	95%	95%	95%	95%

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
Environmental Health: Service Requests	175 (23/24 figures) service requests across all areas of the EH service that WBC provide for TRDC	200	All volumes will potentially impact on resourcing and future of the Partnership with SLA in terms of identification of resource and cost.
Food hygiene enforcement - Inspections	193 + newly registered businesses	185	
New food business registrations	124	120	
Land Charges – No of Searches	800 all Searches (LLC and Con29)	800 all Searches (LLC and Con29) but LLC searches reduce once Land Registry project goes live.	Reduction in income (Searches can have different fees depending whether they are residential or commercial, whether additional enquiries are asked or whether additional parcels of land are included). Figures include LLC and Con29 Searches, often they are not separated. No fee is charged for Personal Searches (by statute). Housing market has slowed considerably in 2023/24 due to increased mortgage interest rates affecting the housing market. However, it is recovering slightly in terms of impact on increased income in 2024/25, although the increased income is mainly because of the increase in search fees as search numbers have only increased slightly during this time. The income will be affected when we complete the Land Registry transfer which is planned for January 2025. When the transfer completes, TRDC will lose the LLC1 fee of £22 per search. The responsibility of maintaining the register will remain with the Local Authority so the staffing requirements will remain as they are now.

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
Licensing: Taxis licensing (hackney carriage, private hire, drivers).	Renewals: 130 New: 10	Renewals: 90 New: 10	3 year cycle peaks 24/25 and 25/26. Based on volumes in 21/22 and 22/23 minus approx. 5%.
Taxi licensing, hackney carriage and private hire vehicles	Renewals: 190 New: 30	Renewals: 180 New: 30	Renewal vehicle numbers have been reducing year on year so applied an approx. 5% reduction. New applications hard to quantity. Received 40 in 2023/24.
Parking: Number of Penalty Charge Notices issued No. free car park pay and display transactions	5765 410,163	6630 410,163	Increase and future increase to PCNs expected due to changes to deployment and new schemes. No significant change to free P&D transactions expected unless new P&D schemes are launched.

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
Planning applications received	900	900	
Pre application submissions	130	130	Customer-driven demand. Income will fluctuate significantly depending on number and scale of submissions – heavily impacted by progression of new local plan, plus economics and politics.
Breaches of Planning Control Investigated	170	170	Allegations received from the public, and planning enforcement is reactive. Legislation changes could impact whether breaches take place.

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; our strategic, operational and climate change risks.

This page is intentionally left blank

Property Services & Major Projects
Service Delivery Plan
2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Property Services & Major Projects	Directorate	Finance Directorate

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

The Property Services & Major Projects Team is part of the Finance Directorate and is responsible for the management of the Council's land & property assets.

The Property Services & Major Projects Team comprises Estates & Asset Management, Facilities Management and Major Projects functions and provides a multi-disciplinary professional service which leads on all property matters for the Council.

In addition to actively managing the Council's investment and income producing estate, it also maintains responsibility for statutory compliance, ensuring that the Council manages it assets safely and in accordance with its statutory & regulatory obligations. For the benefit of our residents, we also maintain a substantial garage estate and deal with requests for licences, land purchase enquiries and other general estates matters.

The Team plays a pivotal role in maintaining operational efficiency and service delivery, supporting other services through the distribution and dispatch of mail, providing an internal courier service, reprographic, scanning and printing solutions, together with a repairs and maintenance function.

The Property Service also leads on the development and delivery of major projects across the District, these include projects such as the South Oxhey Regeneration Initiative, the acquisition and development of properties under the Local Authority Housing Fund, but also projects such as the transformation of the corporate estate, the better utilisation of Three Rivers House and the upgrading of facilities at Batchworth Depot.

As an active service leading on property projects and initiatives, the Property Service Team also provides support to other Services within the Council to add value and assist with projects and schemes.

Net Revenue Budget

Service Area	Budget
Property Services and Major Projects	**(-) £822,968**

THREE RIVERS DISTRICT COUNCIL

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Property Services & Major Projects
Provide responsive and responsible local leadership	- Developing strategic and operational leadership for property and facilities to ensure services are customer-focused and continuously improved. - Managing the Council's property assets effectively, ensuring they are well-maintained and fit for purpose, aligning with community needs. - Engaging with citizens to understand their needs and feedback, fostering a culture of trust and transparency. - Collaborating with local councillors and stakeholders to deliver performance management that reflects the priorities and values of the local community. - Identifying and executing development projects that contribute to the local economy and social well-being, with a focus on decarbonisation and maximising capital and revenue returns.
Expand our position as a great place to do business	- Ensuring that all council-owned properties are used efficiently to attract and retain businesses. - Assisting in the development of infrastructure that supports business growth. - Making council properties more accessible to businesses by improving facilities and services. - Simplifying administrative procedures related to property services and facilities to save businesses time and resources. - Collaborating with local businesses to understand their needs and how the council can support their growth. - Encouraging sustainable practices in property management to appeal to environmentally conscious businesses.

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
Support and enable sustainable communities	- Developing and maintaining infrastructure that promotes sustainable living, such as energy-efficient buildings and facilities. - Ensuring that council properties are managed in a way that supports local market and affordable housing initiatives. - Implementing policies that encourage the use of renewable energy sources within council facilities and properties. - Supporting the preservation of local natural and heritage assets, which contribute to the unique character and sustainability of communities.
Achieve net carbon zero and be climate resilient	- Leading energy conservation and climate change initiatives through property management, supporting the Council's sustainability objectives. - Implementing energy efficiency measures across council properties. - Transitioning to renewable energy sources for heating and electricity. - Conducting regular energy audits to identify areas for improvement and track progress towards carbon reduction goals. - Promoting sustainable transport options for staff and visitors, including electric vehicle charging points and incentives for using public transport or cycling. - Ensuring that council buildings and renovations adhere to high environmental standards, focusing on sustainable materials and design. - Supporting the development and maintenance of green spaces to enhance biodiversity and provide natural carbon sequestration.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Responsive, responsible, local leadership	Property Management System and Data Collection	Estates Surveyor	PMS is fully operational with all property data added	March 2026	Internal Project Team	Annual Subscription £37,000
Responsive, responsible, local leadership A great place to do business	Footpaths & Roads Condition Survey	Projects & Facilities Manager & Surveyor & Project Manager	Complete repairs/resurfacing to urgent/first year programme works	March 2026	External Contractors	As per OBC budget award [TBC]
Responsive, responsible, local leadership A great place to do business Net Carbon Zero & Climate resilient	Portfolio Condition Works Programme	Surveyor & Project Manager	Complete first year/urgent works repair/refurbishment programme	March 2026	External Contractors	As per OBC budget award [TBC]

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Net Carbon Zero & Climate resilient	Delivery of Property aspects of Climate Change Strategy	Projects & Facilities Manager	Actions in accordance with Climate Change Strategy Action Plan	March 2026	Sustainability Team	
Sustainable communities A great place to do business Responsive, responsible, local leadership	South Oxhey Phase 4	Head of Property & Major Projects	Development of programme, including project milestones & actions	TBD	Thrive Homes & Public Sector Partners	TBD
Sustainable communities A great place to do business	Car park renewal	Projects & Facilities Manager Surveyor & Project Manager	Continued renewal and repair of public car parking	March 2026	Watford Borough Council Engineer & External Contractors	As per OBC budget award [TBC]

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Sustainable communities A great place to do business	Local Authority Housing Fund	Head of Property & Major Projects	Completion of 16 new homes/purchase of 10 homes	March 2026	Watford Community Housing	
Sustainable communities A great place to do business	Barton Way redevelopment	Head of Property & Major Projects	Development of 9+ new affordable homes	March 2027	Watford Community Housing	
Sustainable communities	Aquadrome Bridge replacement	Projects & Facilities Manager	Replacement of new pedestrian/cycle bridge	March 2025	Leisure & Natural Infrastructure, External Contractor	
Responsive, responsible, local leadership Sustainable communities	Garage refurbishment programme	Surveyor & Project Manager	Complete repair/refurbishment works in accordance with programme	March 2026	External contractors	
Responsive, responsible, local leadership	Investment Property review	Head of Property & Major Projects	Review options regarding key investment properties	March 2026	External advisers	

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
PS01	Staff Satisfaction with the workplace environment	93%	>90%	>90%	>90%	>90%
PS02	Occupancy rate for the TRDC's commercial estate is above 96%	97%	96%	96%	97%	97%
PS03	Occupancy rate for the TRDC's garage estate is above 88%	93%	>87%	>88%	>89%	>89%

THREE RIVERS DISTRICT COUNCIL

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
Land ownership & general property enquires	260	260	No change expected
Repair requests	155	155	No change expected
Member enquiries	155	155	No change expected

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; our strategic, operational and climate change risks.

.

This page is intentionally left blank

Planning Policy and Conservation Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Planning Policy & Conservation	Directorate	Finance

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

The planning policy team produce the policies and plans which shape development in Three Rivers. In particular, the service is responsible for producing the Local Plan for the district. This plan forms the blueprint for how we will sustainably develop the district, including managing needs for housing, jobs and supporting infrastructure – for example, shops, community facilities, transport, open spaces, schools and healthcare. The Local Plan identifies possible sites for development and sets out the policies against which we assess planning applications.

The policy team also produce the Council's Annual Monitoring Report (AMR), which monitors the impact of the Council's Local Plan and planning policies. A key component of the AMR is the 5 Year Housing Land Supply update which calculates whether the pipeline of new houses through existing allocations and planning permissions is sufficient to supply 5 years' worth of housing against the government's annual housing target.

The conservation service (currently provided by Place Services) advise on the protection and enhancement of the historic built environment. It is also responsible for updating the district's conservation area appraisals.

Net Revenue Budget

Service Area	Budget
Planning Policy and Conservation	**£546,755**

THREE RIVERS DISTRICT COUNCIL

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Planning Policy
Provide responsive and responsible local leadership	• The Local Plan's preparation follows a structured legislative process, including multiple stages of evidence gathering and public consultations, which exemplifies transparent and participatory leadership. • Monitoring the performance of Local Plan policies through the preparation of the Annual Monitoring Report, ensures that the leadership remains accountable and responsive to the community needs. • The council's 5 Year Housing Land Supply calculation and Housing Delivery Test Action Plan help measure the Council's performance in delivering much needed housing. • Collaboration on the South West Herts Joint Strategic Plan, showcases a commitment to broader, cooperative leadership that extends beyond local boundaries. • Supporting preparation of Neighbourhood Plans empowers local communities, ensuring their needs and visions for development are recognized and integrated into broader strategic plans.
Expand our position as a great place to do business	• The Local Plan serves as a robust policy framework that addresses not only housing needs but also economic, social, and environmental priorities, creating a balanced and attractive environment for businesses. • Preparation of Article 4 Directions protects the District's employment areas and town centres.
Support and enable sustainable communities	• The Local Plan shapes the district's development pattern, ensuring that housing needs and other economic, social, and environmental priorities are met. • The Self-build Register gives members of the local community an opportunity to build their own properties rather than relying on developers.
Achieve net carbon zero and be climate resilient	• The Local Plan allocates land in the most sustainable locations and incorporates infrastructure that supports a low carbon future. The plan also provides a policy framework that requires new development to meet our net zero targets. • The South West Herts Joint Strategic Plan allows for a coordinated effort in addressing the broader challenges of climate change and sustainability. • The Brownfield Land Register encourages use of previously developed land, which reduces pressure on greenfield land.

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Conservation
Provide responsive and responsible local leadership	• Provision of specialist comments on planning applications/appeals in relation to Heritage Assets (Listed Buildings, Conservation Areas), and Locally Listed Buildings. This service is outsourced to Place Services and paid for through the vacant Senior Planning and Conservation Officer Post. • Designation of Conservation Areas and updating Conservation Area Appraisals. We are responsible for the designation of Conservation Areas which are defined by the National Planning Policy Framework as 'designated heritage assets. • We maintain a List of Locally Important Buildings (Local List) (over 160 entries) which are important buildings or structures of historical, or architectural, interest to the local community. Inclusion on the List means that its conservation as a non-designated heritage asset is a material consideration when determining planning applications
Support and enable sustainable communities	The implementation of Article 4 Directions reflects a proactive approach to preserving the character of specific areas, demonstrating a commitment to sustainable development.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Expand our position as a great place to do business Support and enable sustainable communities Achieve net carbon zero and be climate resilient	Local Plan	Head of Planning Policy & Conservation	Delivery of the council's district plan, allocating land for development and containing planning policies.	September/October 2026 (expected adoption)	HCC External consultants assisting with evidence base: BNP Paribas, TRL Ltd, Exacom/ESRI, Lovell John, Place Services, Hatch Regeniris, Iceni	TBC

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Expand our position as a great place to do business Support and enable sustainable communities Achieve net carbon zero and be climate resilient	South West Herts Joint Strategic Plan	Head of Planning Policy & Conservation	Strategic plan prepared by TRDC, DBC, SADC, HBC and WBC in collaboration with HCC. Sets high level strategic planning policies, broad areas for growth and infrastructure.	Adoption date not yet agreed. Further Regulation 18 consultation expected in 2025.	SW Herts JSP team, DBC, HBC, SADC, WBC and HCC External consultants assisting with evidence base: DLP, Arup, Havas, Iceni	

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Support and enable sustainable communities Achieve net carbon zero and be climate resilient	Conservation Area Appraisal (location to be determined)	Head of Planning Policy & Conservation	Updating conservation area appraisals	March 2026	Place Services	TBC

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
PPC01	Net additional homes provided within the district each year	261	640	832	TBC	TBC
PPC02	Number of affordable homes delivered (gross) within the district each year	3	224	374	TBC	TBC
PPC03	Housing Land Supply in years measured against the governments housing target	TBC (currently 1.9)	5	5	5	5
PPC04	Percentage of new homes built on previously developed land	86.6%	60%	60%	60%	60%
PPC06	Percentage change in employment floorspace across the district (as a result of development and/or conversions)	-3.7%	+/-5%	+/-5%	+/-5%	+/-5%
PPC09	Vacancy rate for town and district centres (snapshot)	6.8%	<6%	<6%	<6%	<6%
PPC10	Produce 2 Conservation Area Appraisals a year	0	2	2	2	2
PPC12	Respond to planning policy requests from Development Management within 21 days	100%	100%	100%	100%	100%

THREE RIVERS DISTRICT COUNCIL

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
Conservation advice on planning applications (outsourced)	200 applications	200 applications	
Planning Policy advice	35 applications	35 applications	
Consultation Responses for Local Plan consultation	20,000	N/A	No consultation currently scheduled for 2025/26

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; our strategic, operational and climate change risks.

.

This page is intentionally left blank

Leisure and Natural Infrastructure Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Leisure and Natural Infrastructure	Directorate	Environment

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

The Leisure and Natural Infrastructure Service is comprised of 3 teams: Leisure Services, Natural Infrastructure & Projects and Trees & Woodlands.

The Trees & Woodlands team are responsible for delivering the statutory function of the service through the making and serving of Tree Preservation Orders (TPOs); administering and determining tree work applications for protected trees and advising on tree issues in relation to Planning Applications.

The Leisure Services team provide the “business-as-usual” functions of the service, delivering a large variety of leisure and recreational opportunities for residents in the district. The work of the team includes the management of the council’s parks and open spaces (inc. filming and other hire of grounds requests) and the Leisure Management Contract for the Council’s leisure facilities.

The Natural Infrastructure & Projects team are key to the delivery of a range of biodiversity projects, supporting the implementation of the requirements under the new Environment Act, managing the Rickmansworth Programme and delivery of the leisure capital programme.

THREE RIVERS DISTRICT COUNCIL

Net Revenue Budget

Service Area	Budget
Leisure and Natural Infrastructure	**£499,436**

THREE RIVERS DISTRICT COUNCIL

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Leisure Services
Provide responsive and responsible local leadership	• Management of the Leisure Facilities Contract with Everyone Active (Sport and Leisure Management) • Strategic management of parks and open spaces, through the development and implementation of Management Plans for major sites. • Securing funding to support the delivery of projects, including from the Countryside Stewardship Grants, Herts Sport and Physical Activity Partnership etc. • Responding to planning applications to ensure Leisure and play has been accounted for within development proposals and to ensure a Community Use Agreement is in place, which best supports the local area, where relevant.
Expand our position as a great place to do business	• Support local providers of holiday activities for children, by working in partnership to deliver the Three Rivers ACE (Accessible Childcare for Everyone). • Support local coaches, trainers, artists and instructors by commissioning them to deliver a variety of leisure activities across the district. • Provides a process for film organisations to apply to film within Council owned parks and open spaces.
Support and enable sustainable communities	• Deliver a wide variety of activities across the district for the local community. • Playschemes, Play Rangers, Active Parks, Sport and Physical Activity programme, nature workshops, annual Sk8 Jam, Artistsmeet gallery space, creative workshops and regular art groups. • Provides a hire of grounds process to enable local groups to operate and run activity session safely within parks and open spaces. • Strategic management of parks and open spaces through ensuring management plans are implemented, working with Friends of Groups and ensuring play spaces and other outdoor leisure facilities remain at a high standard.
Achieve net carbon zero and be climate resilient	• Working with the Council's leisure provider to identify and look at ways they can reduce their carbon footprint – this includes the introduction of solar panels on William Penn Leisure Centre. • Working in partnership to identify locations for EV charging and solar canopies within car park areas managed by Leisure Services. • Delivery of the Council approved alternative grassland management regimes. • Delivery of actions within management plans for parks and open spaces includes opportunities to enhance biodiversity across the district.

THREE RIVERS DISTRICT COUNCIL

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Natural Infrastructure & Projects
Provide responsive and responsible local leadership	• Management and monitoring of the Council's new Biodiversity Policy to ensure it meets the requirements of the Environment Act. • Coordination of the Strengthened Biodiversity Duty reporting (as per the Environment Act) with legal and planning. • Supporting the work and delivery of the Hertfordshire Local Nature Recovery Strategy (coordinated by Hertfordshire County Council). • Securing funding to support the delivery of projects. • Procuring goods and services a part of the annual leisure capital programme, with a focus on value for money and supporting local businesses.
Expand our position as a great place to do business	• Working with legal and planning to ensure there are systems in place for S106 agreements for developers and landowners to deliver off-site Biodiversity Net Gain opportunities within the District.
Support and enable sustainable communities	• Deliver a range of community engagement sessions with a focus on biodiversity. • Aim for biodiversity projects, where possible, to provide safe, accessible, welcoming opportunities for the public to access nature. • Deliver the annual play area capital programme, ensuring local communities are engaged in the process.
Achieve net carbon zero and be climate resilient	• Supporting the delivery of the Local Nature Recovery Strategy by Hertfordshire County Council to protect and enhance areas of strategic significance where possible. • Work with colleagues to introduce opportunities for biodiversity to thrive and/or engagement and education opportunities within recreation spaces (for example play areas). • Determine further opportunities for TRDC land to be sustainably managed for biodiversity, through either site management or through development of future projects. • Work with Climate Change and Sustainability to help with Council and District meet net carbon zero through nature-based carbon offsetting.

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Trees & Woodlands
Provide responsive and responsible local leadership	• Managing the Council's tree stock to ensure trees are regularly inspected – primarily in relation to safety and the prevention of damage and subsidence. • Making, serving and administering Tree Preservation Orders and determining applications for works to protected trees (those protected by TPO or in a Conservation Area). • Undertaking enforcement action in relation to protected trees. • Assessing and commenting on planning applications and providing advice to planning officers. • Ensuring the Council's woodlands have up to date, and deliverable Management Plans. • Securing funding to support the delivery of projects from Countryside Stewardship Grants, Hertfordshire County Council and Government funding (UKSPF) and charitable sources.
Expand our position as a great place to do business	• Providing opportunities for local contractors and consultants to bid for TRDC tree and woodland management works
Support and enable sustainable communities	• Providing recommendations on planning applications in relation to tree and landscape issues. • Responding to public enquiries relating to tree issues and providing advice and support to residents • Providing support on capital projects to ensure consideration has been given to trees and woodlands as part of the overall project. • Providing professional advice to colleagues on initiative which involve or may have an impact on trees and woodlands across the district.
Achieve net carbon zero and be climate resilient	• Delivering a programme of tree planting initiatives across the district and ensures they have the best chance of survival through implementing a robust monitoring regime. • Delivery of actions within the Tree Strategy, particularly managing pests and diseases including Ash Dieback and Oak Processionary Moth. • Supporting Hertfordshire County Council's free tree giveaway to residents by co-ordinating a 'pick up' point for TRDC.

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Support and enable sustainable communities Achieve net carbon zero and be climate resilient	Delivery of the Rickmansworth Aquadrome Programme	Programme Development Manager	To deliver the Rickmansworth Aquadrome Management Plan, which includes - Creating a biodiverse and sustainable environment, welcoming for all, a friendly site community and a high quality green space.	March 2030	Variety of internal and external stakeholders linked to the Aquadrome – this includes the established Steering Group.	To be delivered through securing external funding.
Provide responsive and responsible local leadership Support and enable sustainable communities Achieve net carbon zero and be climate resilient	The Bury Grounds Biodiversity Project	Natural Infrastructure Programme Manager	The project aims: • Respect the heritage of the site. • Benefit biodiversity within the woodland, grassland, and river channel. • Create a safe, welcoming green space for all to use.	March 2027	Internal: Environmental Protection, Legal, Finance, Communications, Parish/Community Councils, Councillors, External: Affinity Water, Environment Agency, Batchworth Community Council	External funding secured for River restoration and habitat improvements. Further external funding to be sought for access and heritage protection.

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Support and enable sustainable communities Achieve net carbon zero and be climate resilient	New Greenspace Strategy	Leisure Services Manager	New overarching Greenspace Strategy for parks, open spaces and woodlands.	March 2027	Environmental Protection, Legal, Finance, Communications, Friends of Groups, Parish/Community Councils, Councillors and local community groups.	Strategy production within existing resources.
Provide responsive and responsible local leadership Achieve net carbon zero and be climate resilient	Maple Lodge offsite BNG	Natural Infrastructure Programme Manager	To deliver the S106 obligations from the Maple Lodge Developments in relation to non-mandatory BNG.	November 2028 (to complete enhancements, additional 25 years management)	Internal: Environmental Protection, Legal, Finance, Communications, Parish/Community Councils, Councillors External: Consultant Ecologist	Funding secured through Maple Lodge S106 agreement.
Support and enable sustainable communities	Community and Leisure Capital Grants	Leisure Asset Manager	To enhance existing tennis courts at Scotsbridge and Baldwins Lane to improve the leisure experience for the local community.	March 2026	Environmental Protection, Finance, Communications, Councillors and local community groups.	Within existing agreed budgets

THREE RIVERS DISTRICT COUNCIL

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
LNI01	Tree Preservation Order Applications processed within 8 weeks	New Performance Indicator	New Performance Indicator	100%	100%	100%
LNI02	Conservation Area Notice Tree Works Applications processed within 6 weeks	New Performance Indicator	New Performance Indicator	100%	100%	100%
LNI03	Successfully established standard (*10-12cm girth / 2-3m height at time of planting*) trees planted by Three Rivers District Council after a 3-year period.	New Performance Indicator	New Performance Indicator	75%	80%	85%
LNI04	External Funding secured to support Leisure and Natural Infrastructure Projects and Activities.	New Performance Indicator	New Performance Indicator	£1,200,000	£1,300,000	£1,300,000
LNI05	Year on year increase in the area of land owned by Three Rivers District Council, being managed for biodiversity benefit.	New Performance Indicator	New Performance Indicator	436 ha	446 ha	456 ha
LNI06	Percentage of vulnerable participants who take part in leisure activities.	New Performance Indicator	New Performance Indicator	11%	12%	13%

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
Enquiries from the public in relation to trees	300	300	Estimate based on total no. of enquiries received in 2023/24. No increase or decrease in enquires anticipated
Number of planning responses (including tree works applications)	600	600	Estimate based on total no. of tree applications and planning consultations received in 2023/24. No increase or decrease in applications or consultations anticipated
Number of attendances at Three Rivers District Council's leisure activities	13,131	13,500	
Number of trees planted	100	100	

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; our strategic, operational and climate change risks.

.

THREE RIVERS DISTRICT COUNCIL

This page is intentionally left blank

Legal, Elections and Democratic Services Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Legal (inc. Monitoring Officer), Elections and Committee Services	Directorate	Legal, Elections & Democratic Services

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

Legal Services

To provide corporate and operational legal advice and support to all officers and members of the Council.

Monitoring Officer

To handle Member code of conduct complaints, maintain the register of Members' interests and keep the constitution under review.

Committee Services

- Business support for the Senior Leadership Team, Leader of the Council, Deputy Leader of the Council, Lead Members, Group Leaders, Chairs of the Committees, and other Elected Members as required
- Support to the Chair and Vice Chair of Council in their civic roles including management of the civic engagements programme and of civic ceremonial duties and lead on the organisation of any charity events the Chair wishes to hold during their year of office.
- Provision of advice to Officers of the Council on Committee processes and procedures including statutory administration of meetings of the Council and its Committees/Sub-committees/Forums and internal meetings – around 140 meetings a year

Electoral Services

- Compile and maintain a register of electors including undertaking of an annual canvass (Statutory Function)
- Ensure that elections which are coordinated by the service (District, Parliamentary, Parish and Others) are administered effectively without legal challenge and that, as a result
- The experience of voters and those standing for election is a positive one.
- Voters are able to vote easily and know that their vote will be counted in the way they intended.
- It is easy for people who want to stand for election to find out how to get involved, what the rules are, and what they have to do to comply with these rules, and they can have confidence in the management of the process and the result.

Net Revenue Budget

Service Area	Budget
Legal, Elections and Democratic Services	**£1,252,290**

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Legal
Provide responsive and responsible local leadership	To continue to keep the constitution under review and fit for purpose
Provide responsive and responsible local leadership	To continue to maintain a fully digitalised case management system
	Committee
Provide responsive and responsible local leadership	To ensure that the councils governance arrangements, including member level decision making are fit for purpose
Support and enable sustainable communities	To ensure that residents rights to access information and participate in decision making as set out by the Councils Constitution are upheld
Achieve net carbon zero and be climate resilient	To continue to ensure that all Council and Committee paperwork is available on the Councils website, including for members and officers thereby reducing the need to issue printed papers

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Elections
Provide responsive and responsible local leadership	To ensure that elections administered by the Council are done so professionally, efficiently and fairly
Support and enable sustainable communities	To ensure that notices of elections and other important communications (E.g. voter ID requirements etc) are easily accessible for all electors and to work with other council services to achieve this objective
Achieve net carbon zero and be climate resilient	To ensure that key information about registering for the electoral roll can be found on the Councils website

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership	Online case management system (IKEN)	Associate Director Legal & Democratic Services	Fully digitalised case management system	Dec 2024	IKEN	N/A
Provide responsive and responsible local leadership	Review of Council Constitution	Associate Director Legal & Democratic Services	To complete the review of the constitution to ensure it is up to date and delegations and procedures are in line with current practices. Fully digitalised case management system	March 2025	Cllrs	N/A

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership	Review of deeds room and law library	Associate Director Legal & Democratic Services	To undertake a review to ensure the Council is complying with its data retention policies	Dec 2025	Property Services	N/A
Provide responsive and responsible local leadership	Regulation of Investigatory Powers Act (RIPA)	Associate Director Legal & Democratic Services	As Senior Responsible Officer under RIPA to review and maintain the Council's policy and procedure on RIPA	Next review by March 2026	Fraud Team	N/A
Achieve net carbon zero and be climate resilient	Mod.Gov register of interest form	Interim Group Manager – Democratic and Electoral Services	Transition from resource intensive and paperwork heavy process for submitting, receiving and updating members registers of interest to an entirely digital process within the Mod.Gov system	May 2025	IT, Cllrs	N/A

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
CM01	% of minutes/decisions, except for full Council, completed by Committee Services within 5 working days of the meeting to be circulated to officers for review. For full Council, % of minutes/decisions completed by Committee Services within 10 calendar days of the meeting to be circulated to officers and Group Leaders for review.	58%	85%	85%	90%	95%
ES01	Annual Canvass Return Rates	96%	92%	92%	92%	
LG01	To draft Enforcement/Stop/Breach of Condition Notices and Planning Contravention Notices within 5 working days of receiving full instructions	N/A	N/A	95%	95%	95%

THREE RIVERS DISTRICT COUNCIL

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
Enquiries from the public in relation to public meetings	250	250	Enquiries continue to be received through the committee team general email account regarding attendance and procedures at our public meetings and their recordings, livestreaming and minutes. Focus to be made on further developing the website to allow residents to access the information they require online without needing to contact Officers directly.
Requests from Councillors	Varies each month	Varies each month	Enquiries continue to be high. With an additional resource, a focus on further developing the website to allow Councillors to access the information they require without needing to contact Officers directly. NEW – Not formally listed as a project as no scoping has taken place, but consideration is being given to the implementation of an intranet site to host information wanted by councillors which may reduce email traffic.

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; our strategic, operational and climate change risks.

.

This page is intentionally left blank

Housing Services Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Housing Services	Directorate	Corporate, Customer and Community

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

Housing Services is part of the Corporate, Customer and Community Directorate.

The Service is responsible for the all matters of housing on behalf of the Council, from the provision of homelessness advice and assistance, provision and management of temporary accommodation, housing disrepair enforcement, nuisance investigation, management of the Council's Housing Register, management of the Council's Private Rented Sector Scheme, approval of Disabled Facilities Grants for customers and working with partners to deliver affordable housing in the district.

The Housing Service provides integration support to those who have settled within the district as part of Government Resettlement Schemes and employs a Domestic Abuse Caseworker to provide support to those engaging with the service who have fled, or are experiencing, domestic abuse.

The Housing Service comprises of Housing Operations, Housing Strategy and Residential Environmental Health. The Service is led by the Housing Operations Manager and Housing Strategy and Residential Environmental Health Manager. The Service is responsible for the delivery of the Council's Housing, Homelessness and Rough Sleeping Strategy 2023-2028 and is responsible for the Council's statutory obligations in the sector.

The Service provides support to other departments within the Council, including providing formal comment on planning applications by Environmental Health Officers, providing a visible presence at the Council's Healthy Hubs and works in partnership with the Council's Strategy and Partnerships Team on matters of community safety and wellbeing projects.

Housing Services has 3 x Designated Safeguarding Leads who are Level 2 trained and form part of the safeguarding team for Three Rivers District Council. These staff provide support to other Council staff who raise concerns and are responsible for making referrals to the relevant professionals.

Net Revenue Budget

Service Area	Budget
Housing Services	**£619,994**

THREE RIVERS DISTRICT COUNCIL

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Housing Operations
Provide responsive and responsible local leadership	Management of temporary accommodation.
Support and enable sustainable communities	Maintain the Council's Housing Register and provide nominations to Housing Association partners.
Support and enable sustainable communities	Provision of housing advice to the public.
Support and enable sustainable communities	Prevention and relief of homelessness including issuing of decisions on homelessness applications and responsibility for the Council's Homelessness Prevention Forum
Support and enable sustainable communities	Support of vulnerable customers, including those who are experiencing or have experienced domestic abuse, engaging with the Council's Housing Service.
	Housing Strategy
Provide responsive and responsible local leadership	Responsible for long term strategy and policy within Housing Services.
Support and enable sustainable communities	Work with partners to deliver affordable housing development.
Support and enable sustainable communities	Management of the Council's Private Rental Scheme, including the sourcing of additional PRS properties.

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
Support and enable sustainable communities	Provide support to those who have settled within the district as part of Government Resettlement Schemes.
	Residential Environmental Health
Support and enable sustainable communities	Investigation of noise, light and smoke pollution reported by customers to determine if a statutory nuisance exists.
Support and enable sustainable communities	Housing condition enforcement. (including hoarding and empty properties).
Support and enable sustainable communities	Houses of Multiple Occupation (HMO) licensing and investigations into illegal HMO's.
Support and enable sustainable communities	Administration and approval of Disabled Facilities Grants (DFG).
Support and enable sustainable communities	Private Water Supply monitoring and enforcement.
Support and enable sustainable communities	Mobile Home Site licensing and enforcement.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Support and enable sustainable communities	Annual Review of Housing, Homelessness and Rough Sleeping Strategy Action Plan 2023-2028	Strategic Housing Manager	Review of the Action Plan completed, and update provided to Committee.	Feb 2025	Nil	Within existing resource.
Provide responsive and responsible local leadership Support and enable sustainable communities	Review of the Council's Housing Allocations Policy	Strategic Housing Manager/Housing Operations Manager	Review of Policy completed, and Policy agreed at Committee.	December 2025	Nil	Within existing resource.
Provide responsive and responsible local leadership Support and enable sustainable communities	Commission a private housing stock condition survey	Strategic Housing Manager	Provide the Council a better understanding of conditions in the private rented sector in the district.	August 2026	Property Owners, PRS landlords, tenants, NRLA, External resource	Subject to OBC approval.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Support and enable sustainable communities	Establish a protocol with our Registered Providers for dealing with complaints of housing disrepair	Strategic Housing Manager	Housing disrepair issues rectified swiftly without the need for the use of formal enforcement powers on partners.	January 2026	Registered Providers	Within existing resource.
Provide responsive and responsible local leadership Support and enable sustainable communities	Devise an early identification and intervention protocol with all Registered Provider's for those at risk of homelessness.	Housing Operations Manager	Protocol agreed with Registered Providers and adhered to on a consistent basis.	January 2025	Registered Providers.	Within existing resource.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Support and enable sustainable communities	Review of the Council's Rent Deposit Guarantee Scheme	Strategic Housing Manager / Private Housing Coordinator	Project was initially scheduled for 2024, however, delay on new private rented legislation from Government has caused this to be postponed until 2025. Project aims to launch an improved scheme, leading to the procurement of more properties.	June 2025	External private landlords. HM Government.	Within existing resource.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Support and enable sustainable communities	Develop and implement an action plan following the private sector housing stock survey	Strategic Housing Manager	Improved standards in the private rented sector	January 2027	Property owners, PRS landlords, tenants, NRLA	Within existing resource.
Provide responsive and responsible local leadership Support and enable sustainable communities	Review of the Council's Temporary Accommodation Placement Policy	Strategic Housing Manager	Review of the Policy completed.	June 2027	Nil	Within existing resource.
Provide responsive and responsible local leadership Support and enable sustainable communities	Review of the Council's Private Rented Sector Placement Policy	Strategic Housing Manager	Review of the Policy completed.	February 2027	Nil	Within existing resource.

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Support and enable sustainable communities	Review the Council's Housing Assistance Policy	Strategic Housing Manager	Review of the Policy completed.	April 2027	Nil	Within existing resource.
Provide responsive and responsible local leadership Support and enable sustainable communities	Review the Council's Fit and Proper Person Assessment Policy and Fit and Proper Person Fee Policy	Strategic Housing Manager	Review of the policies completed.	February 2026	Nil	Within existing resource.
Provide responsive and responsible local leadership	Review the Council's Housing Enforcement Policy	Strategic Housing Manager	Review of the Policy completed.	December 2027	Nil	Within existing resource.

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
HN01	Maximum number of households living in temporary accommodation on the last day of the quarter (snapshot)	271	300 (Quarterly 75)	300 (Quarterly 75)	300 (Quarterly 75)	300
HN03	The number of households accessing Temporary Accommodation throughout the year	144	170	175	175	175
HN06	Promote access to private sector lettings in order to prevent and relieve homelessness	13	20	20	20	20
HN11	Percentage of households prevented or relieved from homelessness (excluding withdrawn applications)	33%	30%	30%	30%	30%

THREE RIVERS DISTRICT COUNCIL

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
No. Homeless Applications received	525	550	Whilst the cost-of-living crisis has eased, access to the PRS within district is increasingly difficult. Projected rental reform legislation will see some PRS landlords exit the market, causing a small increase in applications.
Throughput of TA	162	175	Whilst the cost-of-living crisis has eased, access to the PRS within district is increasingly difficult. Projected rental reform legislation will see some PRS landlords exit the market, causing a small increase in applications.
No. joined the Housing Register	950 (includes applications that do not qualify to join the Housing Register)	950 (includes applications that do not qualify to join the Housing Register)	

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; our strategic, operational and climate change risks.

This page is intentionally left blank

Financial Services Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Finance	Directorate	Finance

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

The Finance Service is part of the Shared Services arrangement for Three Rivers District Council and Watford Borough Council. The Director of Finance is the Section 151 Officer for Three Rivers District Council. The Head of Finance acts as the Section 151 Officer for Watford Borough Council.

The service provides the organisational expert advice for the following strategic, statutory and transactional processes at Organisational, Service and Project level:

- Budget Setting and Realignment
- Financial Reporting
- Financial Monitoring
- Treasury Management
- Accounts Payable
- VAT
- Financial Systems
- Fraud

Our Promise to our Customers:

- We are trusted advisors who are professional and knowledgeable.
- We communicate clearly using language that is accessible to managers and the public.
- We are responsive to our customers' needs, with a focus on helping services to deliver their objectives.

All staff working within the service demonstrate the following core behaviours:

- Commitment to personal development and the development of others
- Commitment to continuous improvement
- Professionally curious – seeks out opportunities, and identifies and resolves risks and issues
- Maintain calm whilst under pressure

Flexible and resilient

Net Revenue Budget

Service Area	Budget
Finance Shared Service	**£271,060**

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
Provide responsive and responsible local leadership	The Finance service supports the delivery of the all objectives within the Corporate Framework through the provision of robust financial advice, budget planning, budget reporting and creating a strong control environment for the Council's financial transactions.
Expand our position as a great place to do business	
Support and enable sustainable communities	
Achieve net carbon zero and be climate resilient	

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
No Corporate Projects in 2025/26 Continuous improvement projects are reported to CMT and CMB via the Shared Service Operations Board (SSOB)						

THREE RIVERS DISTRICT COUNCIL

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
FN09	Accounts paid within 30 days	99.24%	98.5%	98.5%	98.5%	98.5%
FN15	% of Commercial income received	105%	95%	95%	95%	95%
FN16	General Balances are above the risk assessed level	£4.964	>£2.0m	>£2.0m	>£2.0m	>£2.0m

THREE RIVERS DISTRICT COUNCIL

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Three Rivers Projected annual volume for 2024/25	Three Rivers Estimated annual volume for 2025/26	Watford Projected annual volume for 2024/25	Watford Estimated annual volume for 2025/26	Notes / explanation for estimated change
Supplier Invoices paid	5,602	5,602	6,209	6,209	It is not anticipated that there will be an increase in the volumes over the period of the service plan. Volumes can be managed within existing resources.
FPM Payment Vouchers paid	469	469	519	519	
New Suppliers raised	296	296	300	300	
Procurement card transactions	1,011	1,011	969	969	
Number of faster payments and chaps made out	150	150	204	204	
Number of transactions through the income management system (Aim) for all funds	104,279	104,279	132,806	132,806	
GL journals (not inc budget journals nor cashbook journals)	548	548	481	481	
Insurance claims	26	26	21	21	
National Fraud Initiative	624	624	989	989	

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; strategic, operational and climate change risks.

This page is intentionally left blank

Customer Experience Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Customer Experience	Directorate	Corporate Customer & Community

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Introduction

The Customer Experience Service is a central corporate service encompassing how our customers interact and engage with the Council and all the services we provide. The service is specifically responsible for:

- Corporate Communications & Digital Services
- Customer Service Centre
- Watersmeet Theatre

In addition, the service is responsible for the Council wide implementation of the Customer Experience Strategy, which influences the way the Council interacts with its customers to deliver a first-rate customer service.

Service Overview

Communications & Digital Services

Strategic coordination and day to day operational management of proactive and reactive communications both internal and external across all the Council's communications channels and platforms.

- Press office - point of contact for media enquiries
- Copywriting and promoting the Council's activity and messages
- Guardian of the Council's branding and style guide
- Managing the Council's social media accounts
- Development of the Customer Relationship Management platform and digital transformation
- Customer engagement, public consultation and data analysis
- Website, online services and intranet contract management and content updates

Customer Service Centre

Provision of a front line customer enquiry and administrative service for the Council on behalf of all departments including:

- Operation of the Council's telephone contact centre, general enquiries email and face to face Visitor Centre at Three Rivers House and Healthy Hub services across the district.
- To process, handle and manage online enquiries via the Council's website and email system.
- Support all service departments in identifying and implementing service improvements with customer contact and engagement.
- Management of Corporate Compliments & Complaints processes.
- Contract Management of the Council's outsourced standby (out of hours emergency) service.
- Provision of administrative support across Council services.
- Administration for the Council's Freedom of Information (FOI) obligations.

Watersmeet Theatre

Watersmeet serves as a cultural hub for all our communities through its programme of live theatre, music, comedy, children's performances, films and events.

- The programme is designed to reflect the broad range of tastes and interests of local people.
- To be a vibrant entertainment hub for the community.
- The venue strives to provide financially viable and affordable arts entertainment and community hire facility for the residents of Three Rivers and beyond
- Watersmeet delivers an inclusive and engaging programme of events that appeals to a broad demographic

Net Revenue Budget

Service Area	Budget
Customer Experience	**£1,649,327**

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Communications & Digital Services
Provide responsive and responsible local leadership	Promoting Council led initiatives and activities and ensuring proactive communications whilst reacting quickly and effectively to unforeseen events. Through proactive, innovative and diverse Council communications and digital services, the service area shows the Council's Corporate Framework in action. Providing the Council's elected and corporate leadership with communications support for both internal and external platforms to reach a diverse audience across the district and further afield. Providing digital support to corporate leadership teams and elected members as required.
Expand our position as a great place to do business	The Communications and Digital Services Team supports all economic development projects led by or involving the Council through promotional and technical activities. The service supports local business activities through working with partner organisations, including local chambers of commerce, the Local Enterprise Partnership, other local authorities as well as individual businesses. The service areas produce a Business Newsletter which residents and businesses can subscribe to in order to receive relevant content, in addition to regular content across the Council's corporate communications channels including the website and social media platforms.
Support and enable sustainable communities	The Communications and Digital Services Team supports a wide variety of community-based events and activities led by teams within the Council and across the locality. The team promotes available funding and support to audiences across all of its corporate channels. Surveys for customer engagement are produced by the service, including Annual Residents' Survey – which is also promoted and analysed by the team. The Council's website now has an accessibility tool, pages are regularly updated, and the team is working towards making it disability compliant (Regulation WAG2.2).

Service purpose and core functions (continued)

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Communications & Digital Services
Achieve net carbon zero and be climate resilient	The Communications and Digital Services Team supports a wide variety of Council led environmental policies, initiatives, events and activities through innovative communications including video, text and social. The service continues to improve digital access to Council services and digitalisation of paper forms, reducing the carbon footprint of both residents and the Council itself. The team promotes available green grant funding and support to audiences across all of its corporate channels. Surveys for customer engagement are produced by the digital service, including Annual Residents' Survey – which is also promoted and analysed by the team. A forthcoming digital pledge page will enable customers to publicly declare how they intend to reduce their own carbon footprint.

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Customer Services
Provide responsive and responsible local leadership	Provide administrative support across Council services to assist Departments in delivering their service to customers. Review Compliments & Complaints policy and learning, implementing changes where necessary. Continue to invest in staff development and training and promote CSC Academy.
Expand our position as a great place to do business	Answering a variety of enquiries via phone, email and face to face regarding Council services. Ensure we continue to answer 90%+ of Council enquiries at first point of contact. Ensure call wait times are kept to a minimum, not exceeding 10 mins, improving experience for those who can only use phone contact.
Support and enable sustainable communities	Provision of administrative support across Council services Manage the Council's outsourced standby (out of hours emergency) service Regular attendance at the Healthy Hubs to assist customers to widen accessibility for the customer experience.
Achieve net carbon zero and be climate resilient	Promoting the web site and online services to all customers to reduce the need for customers to contact the Council through phone or email as the information is available to them directly. Ensuring customers are aware of the email notification service to reduce the need for hard copies of Council information and promotions thereby reducing postage costs.

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Watersmeet
Provide responsive and responsible local leadership	Developing and enhancing customer touchpoints. Expanding package offers that turn a night out into an occasion. Achieving consistently high customer satisfaction results. Responding promptly to customer feedback. Continuing to invest in staff development and training Delivering against the Customer Experience Strategy action plan objectives
Expand our position as a great place to do business	Providing attractive packages to host local business events. Developing relationships with closed user groups such as the MOD to increase sales on those shows that are not performing as well as others. We can provide their employees exclusive access to special offers and discounts that are not generally available to the public who may have paid a higher price for their ticket. Working with other Council services to expand audience reach. Supporting local community and amateur theatre groups by offering affordable rates for multiday hires. Nurturing the relationship with the Friends of Watersmeet to extend volunteering.

Service purpose and core functions (continued)

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
Support and enable sustainable communities	Expanding the film programme to include more frequent relaxed performances targeting neurodiverse customers, those with additional needs or with disabilities, and those with daytime childcare responsibilities. Delivering a programme that caters for minority groups and underrepresented communities in the district. Maintaining and developing the accessibility provision including, infrared hearing loop system, signed performances, relaxed performances, touch tours, and accessible lift and toilet. Providing local students with work experience opportunities allowing them to develop their knowledge of the industry. Encouraging schools to utilise the venue for their productions or to attend film screening day trips in order to provide a real-life theatre experience to their pupils. Inspiring local community groups to take advantage of the lower hire rates for charity organisations in order to increase their engagement with the community.
Achieve net carbon zero and be climate resilient	Implementing the venue's sustainability delivery and route to net carbon zero plan. Continuing to invest in sustainable technologies, replacing end of life equipment and infrastructure with energy efficient alternatives. Giving emphasis to procuring sustainable products and sourcing from local suppliers

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Supports and enables sustainable communities Achieve net-carbon zero and be climate resilient	Launch and begin implementation of the adopted communications strategy	Corporate Communications Lead	To see all aspects of communications plan implemented as outlined in the policy.	March 2028	Customers Councillors Staff Partners	N/A
Provide responsive and responsible local leadership Supports and enables sustainable communities Achieve net-carbon zero and be climate resilient	Procurement of CRM (Customer Relationship Management) platform and online service portal and consultation platform.	Digital Services Development Manager	Procurement of a customer relationship management platform and online portal, the awarding of a contract And the start of that contract.	March 2025	Customers Councillors Staff Partners Suppliers	Circa. £70k (agreed budget).

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership Supports and enables sustainable communities Achieve net-carbon zero and be climate resilient Expand our position as a great place to do business	Review reporting platforms currently used	Digital Services Development Manager	Review current platform Microsoft Power Bi and reports it can produce. Review service requirements. Understand if the quality of the reports built is a system limitation or training need. Submit an outline business case if required	December 2027	Customers Councillors Staff Partners Suppliers	TBC
Provide responsive and responsible local leadership Achieve net-carbon zero and be climate resilient	Review and refresh of the Council's intranet	Senior Digital Services Officer	Review intranet usage and implement update and new look	December 2025	Councillors Staff Suppliers	TBC

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership	Implementation of post call SMS end of call survey	Customer Services Manager	To identify improvements and streamline services. Improve and review services	December 2025	Customers Councillors Staff Partners	N/A
Expand our position as a great place to do business	Implement internal survey to identify department satisfaction	Customer Services Manager	To identify improvements and streamline services. Improve and review services	October 2025	Staff	N/A
Expand our position as a great place to do business Provide responsive and responsible local leadership	Delivery of Customer Experience Strategy	Head of Customer Experience	Deliver a customer centric approach and encouraging digital services and communication though service action plans	March 2026	Customers Councillors Staff	N/A

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Provide responsive and responsible local leadership	Deliver the Watersmeet Business Plan 2024-2027	Watersmeet General Manager	Meet the objectives and actions in the Watersmeet Business Plan 2023-2026	31 March 2027	Watersmeet team Promoters Film distributors Hirers Friends of Watersmeet Customers	N/A
Achieve Carbon Net Zero and be Climate Resilient	Deliver route to Carbon Net Zero Plan 2023-2026	Watersmeet Venue Technician	Meet the objectives and actions in the Carbon Net Zero Plan 2023-2026	31 March 2026	Climate change team Property team	TBC
Expand our position as a great place to do business Provide responsive and responsible local leadership	Delivery of the Watersmeet fire door replacement	Watersmeet General Manager	Subject to OBC approval, the delivery of replacing fire doors within the venue	31 October 2025	Watersmeet staff Property team	£90k capital (subject to OBC approval)

Key Performance Indicators to support the Corporate Framework

KPI RefW	KPI Title	2023/24 Actual	2024/25 Target	2025/26 Target	2026/27 Target	2027/28 Target
CX01	Number of subscribers to GovDelivery Service	43,874	44,486	45,598	46,737	47,905
CX02	Satisfaction with online services via the customer portal My.ThreeRivers	4.1	4.1	4.1	4.1	4.1
CX03	Percentage of customer enquires submitted via the portal My.ThreeRivers	38%	38%	40%	42%	44%
CX04	Percentage of calls with first point resolution	95%	88%	90%	90%	90%
CX05	Number of tickets sold for co-promoted live shows at Watersmeet (incl. pantomime)	21,500	22,500	23,500	24,500	25,500
CX06	Percentage of complaints received fully upheld at stage one, stage two and ombudsman (LGSCO)	N/A	N/A	35%	32%	30%

THREE RIVERS DISTRICT COUNCIL

Service Volumes

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected annual volume for 2024/2025	Estimated annual volume for 2025/26	Notes / explanation for estimated change
Completion of the Annual Residents' Survey	500	500	This is the first year of a new approach to publicity, promotion and design and structure of the survey itself, which is intended to boost completions and quality of data gathered.
Total unique visits to website	342,000	342,000	Improved in communication across a wide array of channels should reduce the necessity of the audience to access the website directly to find information – for example bin collection dates are now more widely publicised through newsletters and social media.

THREE RIVERS DISTRICT COUNCIL

Service Volumes (continued)

These are monitored by the service area and not reported on externally. Details can be provided if required.

Description	Projected volume 2024/2025	Estimated volume 2025/26	Notes / explanation for estimated change
Monitoring Call Wait times	3 minutes mean average wait time	2m 40s mean average wait time	Ensure call wait times are kept to a minimum, improving experience for those who can only use phone contact.
Number of Subscriptions on GovDelivery Service (email notifications)	83,095	87,247	As we reach a ceiling of the number of households that can sign up to the service, it is appropriate that we track the number of subscriptions that are signed up to receive.

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; strategic, operational and climate change risks.

Climate Change and Sustainability Service Delivery Plan 2025 – 2028

THREE RIVERS DISTRICT COUNCIL

Service Area	Climate Change and Sustainability	Directorate	Environment

Introduction

The service plans are a key component of Three Rivers District Council's corporate planning process. They describe our ambitions, priorities, targets and how each service area is working towards delivering the Councils' objectives detailed in the Corporate Framework HERE. They are reviewed and updated annually considering budgets, performance, internal and external factors, arising throughout the year.

Service Plans are monitored in the following ways:

- Through regular discussion between, service heads, managers and their teams.
- Key Performance Indicator are reviewed by the Corporate Management Team on a quarterly and annual basis.
- Mid-year review of service plans

THREE RIVERS DISTRICT COUNCIL

Service Overview

- Strategic Co-ordination of the Councils Sustainability and Climate Change Strategy, its delivery and monitoring of progress.
- Supporting communities to identify and implement sustainable actions and become more resilient to a changing climate.
- Co-ordinating the delivery of home energy efficiency programmes with District partners.
- Encouraging the uptake of community energy projects to expand the renewable energy production in the district.
- Working in partnership through the Colne Can catchment to improve water quality

Net Revenue Budget

Service Area	Budget
Climate Change and Sustainability	**£216,932**

THREE RIVERS DISTRICT COUNCIL

Service purpose and core functions

Corporate Framework Objective	Service's contribution to the Corporate Framework Objectives
	Climate Change and Sustainability
Provide responsive and responsible local leadership	Lead, enable and inspire the district to achieve net zero by leading by example on council decarbonisation and providing support to enable delivery of projects in the wider district
Support and enable sustainable communities	Supporting communities in implementing sustainable actions and becoming more resilient to a changing climate.
Expand our position as a great place to do business	Actively developing the local green economy enabling residents to understand the plethora of jobs in the sustainability sector. Working with SME's to raise awareness of opportunities and skills training in the retrofit sphere Utilising UKSPF to deliver grants to local SME's to encourage decarbonisation projects.
Achieve net carbon zero and be climate resilient	Strategic Co-ordination of the Councils Climate Change and Sustainability Strategy, delivery and monitoring of the Action Plan. Encouraging the uptake of community energy projects to expand the renewable energy production in the district. Establishing the route to zero for council operations

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Achieve net carbon zero and be climate resilient Provide responsive and responsible local leadership	Establish the route to zero for council operations	Climate Change and Sustainability Strategy Officer	Commence delivery of core building decarbonisation programme starting with William Penn. Learnings from this decarbonisation will inform the rest of the core buildings.	William Penn decarbonisation work programme to be decided and agreed by March 2026.	SLM, Grand Union Community Energy GUCE, Mitie, Scene.	Internal resource with externally funded support from Fast Followers, and Low Carbon Skills Fund, and Climate Change budget.
Support and enable sustainable communities Achieve net carbon zero and be climate resilient	Enable residents to retrofit their homes and live more sustainable lives	Climate Change and Sustainability Strategy Officer	Extend Transition Streets to more areas, and enable the continuation of the Retrofit One Stop from a pilot to Business as Usual	March 2026	(GUCE) National Energy Foundation (NEF) Innovate UK	Funded by Fast Followers programme from Innovate UK until June 2025 Continuing and extending the scheme beyond June '25 will require more funds to cover internal resource and partners.

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/External Partners	Additional Capital or Revenue cost and/or saving
Achieve net carbon zero and be climate resilient Provide responsive and responsible local leadership	Solar Canopies on council car parks	Climate Change and Sustainability Strategy Officer	Exploration of the feasibility - technical and financial of installing solar canopies, and how they could be funded with a specific emphasis on community funding	Feasibility study to complete April '25. All feasibility work and agreed route for implementation 2027	Transport Parking Projects, Property, Planning, GUCE, Phil Whiting Consulting, Scene	None – project funded by Net Zero Hub Community Energy Fund, pro bono from PW consulting, and internal resource.
Achieve net carbon zero and be climate resilient	TRDC Carbon offsetting policy	Climate Change and Sustainability Strategy Officer	Approval of a Policy for the council that establishes the principles, calculations and verification of projects which can be considered suitable for carbon offsetting	October 2025	HCCSP, University of Hertfordshire	None

THREE RIVERS DISTRICT COUNCIL

Projects, Policies and Strategies

Corporate Framework Objective	Project Title	Lead Officer	Project Description & Proposed Outcome(s)	Projected End Date (Month/Year)	Internal/ External Partners	Additional Capital or Revenue cost and/or saving
Achieve net carbon zero and be climate resilient Support and enable sustainable communities	Implementation of Home Energy Efficiency schemes	Climate Change and Sustainability Strategy Officer	Optimise and assist access to Great British Insulation Scheme and ECO4 (when it restarts),and other schemes as they are made available. Solar Together programme to re-commence in 2025	'March 2026 2025	NEF, E.ON Hemel Garden City, Solar Together	Existing resource and Government schemes Existing resource, residents
Achieve net carbon zero and be climate resilient	Develop a county wide domestic retrofit strategy under the Local Area Retrofit Accelerator pilot project.	Climate Change and Sustainability Strategy Officer	TRDC's Fast Followers work, and extensive experience is being used to inform the strategy	October 2025	MCS Foundation are preparing the strategy and will be supported HCCSP, HCC and the 10 Local Authorities	Funding provided by the MCS Foundation

External Funding Opportunities to be considered

Description	Potential grant award and timing	Notes / explanation
Climate Action Fund from the National lottery	Max grant award £1.5million - 2025	Officers are exploring routes for a viable application
Innovate UK Fast Followers (Phase 2) (not published yet)	£150,000 2025/26	It has been implied by Innovate UK there will be a second phase, by this is dependent on the new Government
Public Sector Decarbonisation Fund (PSDF) 2025 (not published yet)	£500,000 Aiming for 2025/26	Low Carbon Skills Funding being used to assess the feasibility of a decarbonisation plan for William Penn. This should lead to a bid to PDSF (assuming new Government retains the scheme)
Invest Readiness Scheme managed by Greater South-East Net Zero Hub (GSENZH). It aims to support the creation of business cases to attract the investment needed to deliver net-zero projects.	£75,000 per application	Officers are making 2 applications, one for the William Penn Heat Decarbonisation Business Plan and one for Solar canopy on council Carparks. Very competitive process, hoping for 1 success.
Net Zero Go Hub – Community Energy Fund for further feasibility of community funded solar canopies on car parks. (Not published yet)	£50,000 - 2025	Dependant on the outcomes of the current CEF stage 1, GUCE can apply for CEF Stage 2 funding. TRDC will be supporting partners not recipients of the grant

Key Performance Indicators to support the Corporate Framework

KPI Ref	KPI Title	2022 Actual	2023 Ambition	2024 Ambition	2025 Ambition	2026 Ambition
CCS01 Ambition shows trajectory needed to achieve net zero by 2045	District carbon emissions reported as tCO_{2e} equivalent ONS report this data 2 years in arrears	522,962	475,494	408,925	351,675	302,441
CCS02	Carbon emissions from council operations reported as tCO2e equivalent	2,159	2,106	2,084	1,667	1,650

Risk Management

Our Risk Register Summary is published on our website and updated quarterly. These include; strategic, operational and climate change risks.

THREE RIVERS DISTRICT COUNCIL

This page is intentionally left blank

Committee Report
Local Cycling and Walking Infrastructure Plan (LCWIP)

THREE RIVERS DISTRICT COUNCIL

PART I

Adoption of the Local Cycling and Walking Infrastructure Plan (LCWIP) (DoF)

1 Summary

1.1 Following consideration of a draft LCWIP at GPSCS&I Committee in October 2024 Officers have made further amendments and redrafted the LCWIP for adoption (**Appendix A).** This updated document reflects the previously agreed amendments detailed at GPSCS&I which were based on the analysis of the response to the public consultation (held 22 May to 17 July 2023).

1.2 The LCWIP is a 10-year plan which enables Three Rivers district to benefit from central government funding to improve walking and cycling routes.

2 Background – Initial Development

2.1 The LCWIP is a new, strategic approach to planning sustainable active travel networks, developed to support the aims and objectives of the National Cycling and Walking Investment Strategy and required to enable the local Highway, Traffic and Transport Authority, the County Council, to apply for national funding for these routes.

2.2 The LCWIP process enables the identification of cycling and walking improvements required at the local level. The process enables a long-term approach to developing local cycling and walking networks over a ten-year period and is a vital component of the Government's strategy to increase the number of trips made by both forms of active travel.

2.3 The LCWIP is a 10-year plan which, once adopted, will be delivered jointly by Hertfordshire County Council and Three Rivers District Council.

2.3 The TRDC LCWIP has been developed jointly with the County Council (a requirement) since 2020.

2.4 At the early stages, the TRDC LCWIP was also developed jointly with Watford Borough Council (a logical partner given the distribution of settlements in the District around the Watford conurbation, and a partner which was required by the County Council). Watford Borough Council and TRDC then progressed their plans separately with Watford Borough Council adopting their LCWIP in 2022.

2.5 Two Watford Borough Council routes cross into Three Rivers district which are shown on the map as route W17 and route W6.

2.6 Other neighbouring Local Authorities have been consulted as part of the LCWIP process as were a range of relevant stakeholders, including all District Council (and other partner Local Authority) Members.

3 Background – Public Consultation

3.1 The TRDC LCWIP was approved for public consultation by the Infrastructure, Housing & Economic Development Committee on the 11 October 2022 with 5 proposed

priority cycle route improvements and 5 proposed priority walking route improvements.

3.2 Three documents were provided for the public consultation providing an overview of the TRDC LCWIP:

3.2.1 Local Cycling and Walking Infrastructure Plan: this detailed 78-page report detailed the background of how the strategic routes have been assessed and proposed. This covered both Watford and Three Rivers districts and their associated LCWIPs.

3.2.2 Three Rivers Local Cycling and Walking Infrastructure Executive Summary: This shorter report focused on providing an overview of the LCWIP and the proposed interventions in Three Rivers district.

3.2.3 Appendix A: This document provided a detailed look at each of the proposed interventions and what specific improvements could be made.

3.3 The consultation requested feedback on the 5 priority cycle routes and 5 priority walking routes identified. Potential future routes were included in the report to provide context but were not specifically asked to be commented upon.

3.4 The LCWIP public consultation was conducted from the 22 May to the 17 July 2023 led by the County Council in partnership with TRDC. Participants were given multiple ways to provide feedback and a total of 1,542 responses were received across all methods.

3.5 In-person engagement sessions were also held to facilitate direct interaction between residents and council officers.

3.6 Officers from Hertfordshire County Council and Three Rivers District Council investigated concerns raised in the public consultation as well as other suggestions and proposed alternative routes. This included further consultation with officers from the Highways service and site visits.

3.7 Given the concern raised on the Chorleywood proposals it was decided to invite Chorleywood Residents Association and Chorleywood Parish Council to a meeting to discuss the LCWIP in Chorleywood and possible alternative options. A meeting was held on the 19 September 2024 with Chorleywood Residents Association, Chorleywood Parish Council and Ward Councillors which focused on the Chorleywood area and routes 8 and 14. A key outcome of this meeting was the support of a route down Green Street which would later be reviewed and added to the final document.

3.8 Hertfordshire County Council completed an analysis of the responses to the public consultation and a summary of this was presented to General Public Services, Community Safety & Infrastructure Committee on the 15 October

2024. The Committee report with an overview of the consultation responses can be found at **Appendix B**.

3.9 At the General Public Services, Community Safety and Infrastructure Committee meeting on 15 October 2024, members resolved to:

i. That the Committee notes the report and approves the proposed changes as a result of the public consultation and further investigations detailed in the table below:

Route	Description of Route	Agreed Amendment
2	Watford via Croxley Green A412 to Rickmansworth High Street	None at this stage.
3	Ebury Road, parallel with Uxbridge Road	Include the alternative route through Townfield Road and then next to A412 alongside Fire station.
8	A404 route between Rickmansworth Station and Chorleywood	Route across the common and alternative one way along Common Road to be removed, consider extending route along the A404 to Clement Danes school.
14	Starts on Stag Lane in Chorleywood and comes out via Shepherds Lane towards William Penn Leisure Centre	Remove modal filter but maintain the minor junction improvements and look at slowing vehicle speeds to improve conditions for cycling.
21	Chalfont Road to towards Denham Buckinghamshire border	None at this stage. and
7	Not a priority LCWIP route, this is a TRDC local route	Route to remain as local cycling route but modal filter to be removed as not supported.
Walking	5 routes in South Oxhey	None at this stage. Routes

ii. That Officers continue to pursue the LCWIP for presentation of a Plan for adoption at a future Committee meeting.

3.10 Following this Committee meeting Officers amended the LCWIP to include the above changes. In addition, as a result of requests from this Committee meeting, officers from TRDC and HCC investigated the extension of route 8 further along the A404 and down Green Street, Chorleywood. The route was considered viable and has now been added to the LCWIP.

4 Options and Reasons for Recommendations

4.1 Officers have redrafted the LCWIP, taking into account comments received from the public consultation. This can be viewed as **Appendix A.** This updated document reflects the agreed amendments from the General Public Services, Community Safety and Infrastructure Committee meeting on 15 October 2024 (see details in the table at para **3.9** above). These amendments were based on the analysis of the response to the public consultation.

4.2 The redrafted document also includes an extension of route 8 further West along the A404 and down Green Street, Chorleywood.

4.3 The LCWIP aims to provide safe and accessible routes in the district which enables residents to choose walking, wheeling or cycling. Each route connects two or more key destinations including local settlements, schools and educational sites, employment areas and community facilities. This aligns with

our corporate objective to “Facilitate the design and implementation of sustainable, low carbon, infrastructure”.

4.4 The LCWIP includes ‘strategic’ cycle routes, which in the Three Rivers district are focussed on the key corridors identified by the tools required to be used for this process.

4.5 The District Council’s local cycle route network will be retained as a non-strategic ‘local network’ which is nevertheless essential to increasing cycling as it comprises routes that the County Council has suggested could be considered as ‘feeder’ routes to the Strategic Cycling Network.

4.6 The identified interventions on routes remain indicative suggestions at this stage. Once the LCWIP has been adopted, each route will be subject to further detailed design review and further public consultation.

4.7 Adoption of the LCWIP will enable future cycling and walking projects to be identified and prioritised in the district and will enable Three Rivers District Council to lever additional external funding.

4.8 Further changes to the LCWIP will result in delaying its adoption and delaying the ability to begin seeking funding for the improvement of cycling and walking routes in Three Rivers district.

4.9 Abandonment of the LCWIP may result in schemes in Three Rivers district being ineligible for central government funding resulting in minimal improvements in cycling and walking routes in Three Rivers district.

5 Policy/Budget Reference and Implications

5.1 The recommendations in this report are within the Council’s agreed policy and budgets and will wherever possible be delivered through external funding. The relevant policy is entitled Corporate Framework 2023-2026. Further details are included in the Regulatory Services Service Plan.

5.2 The recommendations in this report relate to the achievement of the following performance indicators:

- Delivery and implementation of a Cycling and Walking Strategy

6 Legal, Equal Opportunities, Community Safety, Public Health, Customer Services Centre

6.1 None specific

7 Financial

7.1 The delivery and adoption of the LCWIP is within existing budgets. The proposed Plan purely sets out a Policy perspective and does not commit the District Council to deliver any of its proposed schemes. Any proposals not provided for within current budgets will be brought forward for consideration as part of the normal budget process.

8 Staffing Implications

8.1 The Principal Sustainable Transport Officer within the Transport and Parking team oversees the development of the LCWIP in partnership with officers from Hertfordshire County Council. This project is not expected to require additional staffing resources outside of the Transport and Parking team.

9 Climate Change and Sustainability Implications

9.1 The LCWIP referenced in this report will support the transition to sustainable forms of travel in the district, reduce emissions to net-zero carbon and increase sustainability across a wide range of areas. Progression of this Plan will contribute to the completion of safer, more attractive routes for all people to cycle and walk. Each route connects two or more key destinations including local settlements, schools and educational sites, employment areas and community facilities.

10 Communications and Website Implications

10.1 The project will be managed using existing resources, staffing and communications support.

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

11.2 The subject of this report is covered by the Regulatory Services 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** *(tolerate, treat terminate, transfer)*	**Risk Rating** *(combination of likelihood and impact)*
Infrastructure Plan not adopted due to public lack of support	Schemes within the District could potentially be ineligible for central government funding	The plan was developed to a high standard using input and review from multiple expert and local groups, Councillors and organisations to ensure potential concerns are addressed.	Tolerate	3

12 Recommendation

12.1 It is recommended that:

i. Members agree the Local Cycling and Walking Infrastructure Plan (LCWIP) attached at Appendix A is agreed and adopted.

Report prepared by: Tom Rankin, Principal Sustainable Travel and Transport Officer

APPENDICES

Appendix A: Local Cycling and Walking Infrastructure Plan (including appendices)
Appendix B: LCWIP Public Consultation Report - General Public Services, Community Safety & Infrastructure Committee, 15 October 2024

This page is intentionally left blank

Three Rivers District Local Cycling and Walking Infrastructure Plan

MOTT MACDONALD | Hertfordshire | THREE RIVERS DISTRICT COUNCIL

Aspects of this report were developed by Mott MacDonald Limited
10 Fleet Place London EC4M 7RB United Kingdom
T +44 (0)20 7651 0300
mottmac.com

Mott MacDonald Limited.
Registered in England and Wales no. 1243967.
Registered office: Mott MacDonald House,
8-10 Sydenham Road, Croydon CR0 2EE, United Kingdom

TABLE OF CONTENTS

1 Introduction 6

1.1 LCWIP background 6

1.2 The LCWIP process 8

2 LCWIP Stage 1 – Determining Scope 9

2.1 Overview 9

2.2 Objectives 9

2.3 Geographical Extent 9

2.4 Governance Structure 10

2.5 Consultation Approach 11

3 LCWIP Stage 2 – Gathering Information 12

3.1 Policy context 12

3.2 Other Scheme Developments 13

3.3 Adoption of the Place & Movement Approach 13

3.4 Other LCWIPs 14

3.5 Baseline Travel and Transport Context 15

3.5.1 Travel to Work 15

3.5.2 Existing Cycle Network 16

3.5.3 Cycling Trends 18

3.5.4 Walking Trends 19

4 LCWIP Stage 3 - Network Planning for Cycling 22

4.1 Propensity to Cycle Tool 22

4.2 Propensity to Cycle Analysis 23

4.3 Origin and Destination Analysis 25

4.3.1 Identified cycling corridors 26

4.3.2 Key cycling corridors 27

4.3.3 Cycle corridors and the road network 28

4.4 Pre-prioritisation 29

4.4.1 Methodology 29

4.4.2 Pre-prioritisation Routes 30

4.5 Priority Cycling Routes 31

4.6 Primary, Secondary and Local Routes 35

4.7 National Cycle Network routes 35

4.8 Route Selection Tool 36

4.9 Types of cycling interventions 38

4.10 Identified cycling interventions 39

4.11 Route Score Improvement 58

4.12 Consultation – Cycle Route Feedback 60

5 LCWIP Stage 4 - Network Planning for Walking 63

5.1 Core Walking Zones 63

5.2 Priority Walking Routes 64

5.3 Walking Route Audit Tool 65
5.4 Types of walking interventions 66
5.5 Identified Walking Interventions 67
5.6 Route Score Improvement 72
5.7 Consultation - Walking Route Feedback 72
6 LCWIP Stage 5 - Prioritising Improvements 73
6.1 Methodology 73
6.2 Assessment 74
7 LCWIP Stage 6 - Integration and Application 75
7.1 Timescales and Review 75
7.2 Funding 75
7.3 Policy Integration and Application 75

Tables

Table 1.1 DfT Cycling and Walking Long Term Aspirations 6
Table 3.1 Other Scheme Developments 13
Table 3.2 2021 Census travel to work mode 15
Table 3.3 HCC Cycle targets 18
Table 3.4 HCC walking targets 20
Table 4.1 PCT Scenarios 22
Table 4.2 Three Rivers baseline results audits summary 37
Table 4.3 RST results summary (with interventions) 59
Table 4.4 Cycle Route feedback and responses summary 60
Table 5.1 Three Rivers Key walking routes - Existing WRAT results summary 65
Table 5.2 Key walking routes - WRAT results summary (with interventions) 72
Table 6.1 Deliverability Criteria 73

Figures

Figure 1.1 Benefits of the LCWIP Process 7
Figure 2.1 Geographical Scope 10
Figure 2.2 Governance Structure 10
Figure 3.1 Hertfordshire Place and Movement Matrix 14
Figure 3.2 Hertfordshire Cycling Map for Travel and Leisure 17
Figure 3.3 Journeys less than 3 miles 2022 18
Figure 3.4 Cycle Level Trends in Hertfordshire 19
Figure 3.5 Cycle to work mode share 19
Figure 3.6 Mode share of journeys less than 1 mile in length in Hertfordshire 20
Figure 3.7 Walk to work mode share 21
Figure 4.1 PCT Outputs for Watford and Three Rivers (Go Dutch and Government Target assignment scenarios) 24
Figure 4.2 PCT Analysis - cycle demand mapped onto the route network (trip assignment) 25
Figure 4.3 Key trip origins and destinations in Watford and Three Rivers (December 2021) 26
Figure 4.4 Connecting origins and destinations 27
Figure 4.5 Identification of key corridors of demand 28
Figure 4.6 Cycle demand mapped onto the network 29
Figure 4.7 Three Rivers pre-prioritisation routes 30
Figure 4.8 LCWIP priority route 2 overview 31
Figure 9 35
Figure 5.1 Core Walking 64
Figure 5.2 Key walking routes around South Oxhey and Carpenders Park 65

Appendix

- Appendix A - Key Destinations
- Appendix B – Detailed District Cycle Route Map
- Appendix C – Glossary of Potential Route Interventions
- Appendix D – Policy Context

1 Introduction

This Local Cycling and Walking Infrastructure Plan (LCWIP) covers Three Rivers district and has been developed by Hertfordshire County Council (HCC) and Three Rivers District Council (TRDC).

This document was originally developed in partnership with Watford Borough Council as a joint document to study cycling and walking routes across both district areas. However, Watford Borough Council and Three Rivers District Council have since progressed their LCWIP separately. An LCWIP focussing on routes and schemes within Watford Borough was finalised in early 2022 and approved and adopted in March 2022.

1.1 LCWIP background

In April 2017, the Department for Transport (DfT) published the first National Cycling and Walking Investment Strategy (CWIS).[1]

The CWIS is based around the ambition to make cycling and walking 'the natural choices for shorter journeys, or as part of longer journeys'. The strategy is seeking to support the transformation of local areas where the dominance of the motorised vehicle will be reduced to tackle congestion, support local economies, and improve physical and mental health.

The CWIS identified short to long term objectives for cycling and walking with short term targets focusing on increased journeys by active modes including an increase in the percentage of children that walk to school. Short term safety targets have also been identified which will reduce the rate of cyclists killed or seriously injured on England's roads.

Table 1.1 presents the long term (by 2040) DfT aspirations relating to cycling and walking.

Table 1.1 DfT Cycling and Walking Long Term Aspirations

Government Ambition	Objectives
Better Safety – *'A safe and reliable way to travel for shorter journeys'*	Streets where cyclists and pedestrians feel they belong and are safe Better connected communities Safe traffic speeds, with low-speed limits where appropriate Cycle training opportunities for all children
Better Mobility – *'More people cycling and walking – easy, normal and enjoyable'*	More high-quality cycling facilities. More urban areas that are considered walkable. Rural roads which provide improved safety for cycling and walking. More networks of routes around public transport hubs and town centres. Better links to schools and workplaces. Technological innovations that can promote more and safer cycling and walking. Behaviour change opportunities to support increased walking and cycling. Better integrated routes for those with disabilities or health conditions.
Better Streets – '*Places that have cycling and walking at their heart'*	Places designed for people of all abilities and ages. Improved public realm. Better planning for walking and cycling. More community-based activities such as led rides. A wider green network of paths, routes, and open spaces.

Source: Department for Transport Local cycling and walking infrastructure plans technical guidance

[1] https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/603527/cycling-walking-investment-strategy.pdf

To achieve the objectives set out within the CWIS, it is imperative that local bodies across England develop high quality cycling and walking infrastructure to encourage mode shift towards active modes. To achieve the Government's ambition to normalise both modes of active travel, guidance has been developed to support local authorities to produce Local Cycling and Walking Infrastructure Plans (LCWIP).

LCWIPs are a new, strategic approach developed to support the aims and objectives of CWIS. The LCWIP process enables the identification of cycling and walking improvements required at the local level. The process enables a long-term approach to developing local cycling and walking networks, ideally over a 10-year period, and form a vital component of the Government's strategy to increase the number of trips made by both forms of active travel.

The key outputs of LCWIPs are[2]:

- A network plan for walking and cycling which identifies preferred routes and core zones for further development.
- A prioritised programme of infrastructure improvements for future investment
- A report which sets out the underlying analysis carried out and provides a narrative which supports the identified improvements and network

Figure 1.1 shows the key benefits of local bodies developing a strategic approach to cycling and walking infrastructure through LCWIPs.

Figure 1.1 Benefits of the LCWIP Process

Identify cycling and walking infrastructure improvements from quick wins to long term aspirational schemes
Integrate LCWIP into local planning policy and strategies to ensure cycling and walking infrastructure is at the forefront of the transport network
Provide a case for future funding for walking and cycling infrastructure

Source: Mott MacDonald

[2]https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/607016/cycling-walking-infrastructure-technical-guidance.pdf

1.2 The LCWIP process

The recommended process for creating an LCWIP is set out in the LCWIP Guidance from DfT, and comprises six stages, outlined in Table 1.2.This broadly reflects the process undertaken for Three Rivers district. This report follows this structure and explains how it has been applied in the development of this document.

Table 1.2 The LCWIP Process

Stage	Name	Description
1	**Determining Scope**	Establish the geographical extent of the LCWIP, and arrangements for governing and preparing the plan.
2	**Gathering Information**	Identify existing patterns of walking and cycling and potential new journeys. Review existing conditions and identify barriers to cycling and walking. Review related transport and land use policies and programmes.
3	**Network Planning for Cycling**	Identify origin and destination points and cycle flows. Convert flows into a network of routes and determine the type of improvements required.
4	**Network Planning for Walking**	Identify key trip generators, core walking zones and routes, audit existing provision and determine the type of improvements required.
5	**Prioritising Improvements**	Prioritise improvements to develop a phased programme for future investment.
6	**Integration and Application**	Integrate outputs into local planning and transport policies, strategies, and delivery plans.

Source: LCWIP Technical Guidance for Local Authorities, DfT, April 2017

2 LCWIP Stage 1 – Determining Scope

2.1 Overview

Taking advantage of the strong geographical links between Watford borough and Three Rivers district, this LCWIP began as a joint document for the two authorities – allowing the development of a cohesive active travel network.

However, Watford Borough Council and Three Rivers District Council have since progressed their LCWIP separately. An LCWIP focussing on routes and schemes within Watford Borough was finalised in early 2022 and approved and adopted in March 2022.

This LCWIP will represent the Three Rivers district routes and associated links to adopted Watford borough routes.

This LCWIP includes a study detailing the existing walking and cycling networks and the existing infrastructure, to inform a programme of walking and cycling network improvements.

2.2 Objectives

In addition to the production of an LCWIP setting out the strategic walking and cycling networks in the study area, the following supplementary objectives and aspirations were identified by the HCC and TRDC at the project inception meeting on 6 April 2020:

- The LCWIP needs to build up ‘a bigger picture’ of the cycling network to ensure that local areas are ultimately connected into the strategic LCWIP network.
- A ‘whole network’ approach to ensure that the network is completely joined up.
- Any routes should enhance the existing local route network throughout Three Rivers district.

2.3 Geographical Extent

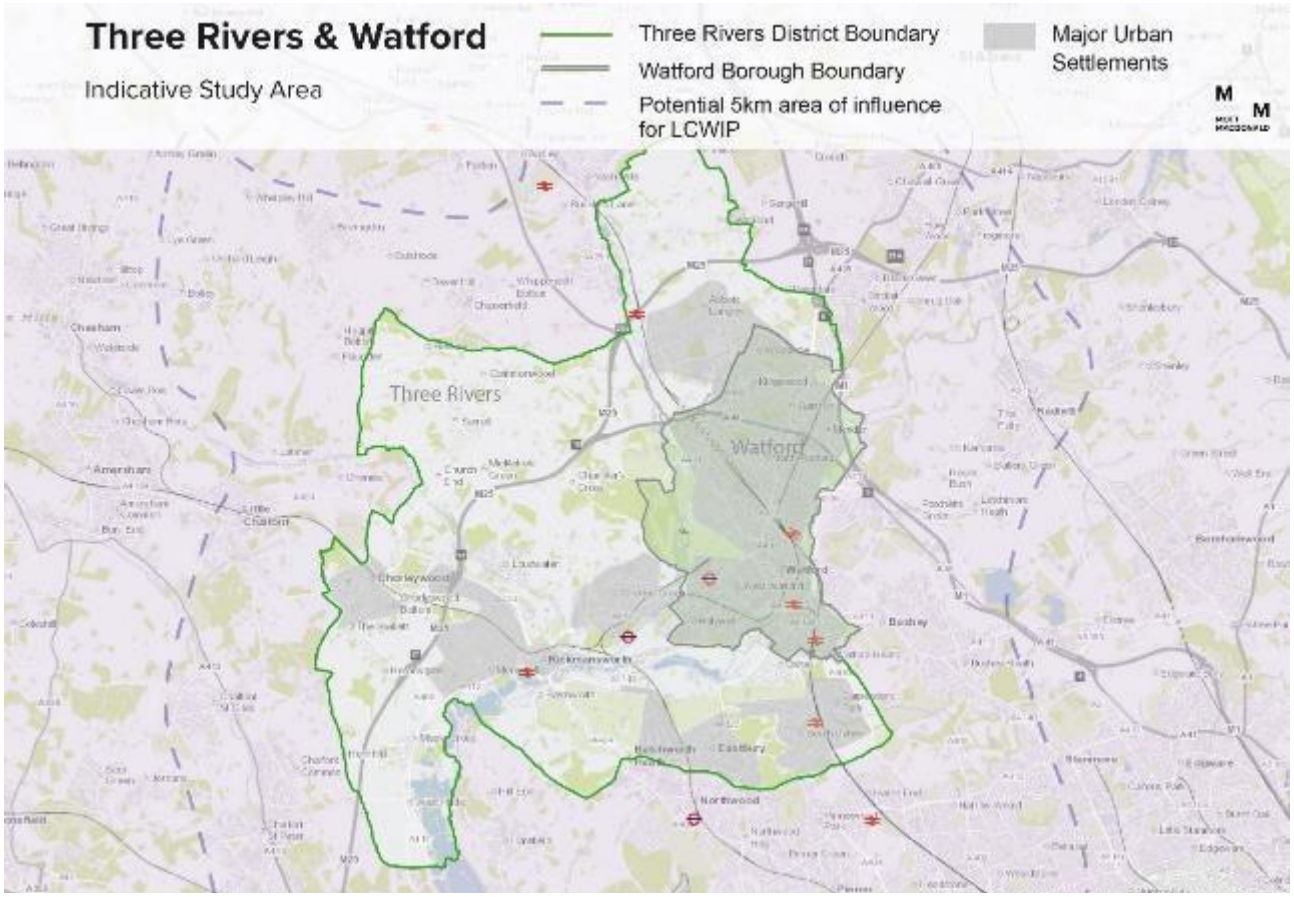
The LCWIP is for TRDC local authority. TRDC sits within the County of Hertfordshire, with the County Council responsible for the management of the highway network.

Three Rivers District is located on the West of the study area and has more suburban and rural characteristics with strategically important transport corridors. Both Three Rivers and Watford have high transport accessibility with a high proportion of commuter travel.

When defining the geographical scope of the LCWIP, origins and destinations within a reasonable cycling distance (approximately 5km) have been included. Therefore, some of these origins and destinations are beyond the immediate local authority boundaries.

Figure 2.1 sets out the geographical extents of the LCWIP.

Figure 2.1 Geographical Scope

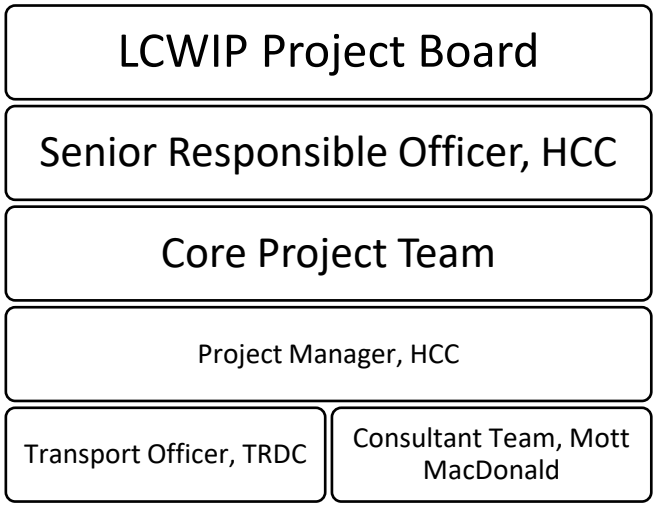


Source: Mott MacDonald

2.4 Governance Structure

As outlined in the DfT's LCWIP guidance, the governance and delivery arrangements need to be proportionate to the scale and complexity of the LCWIP. This LCWIP is categorised within the LCWIP guidance as a joint local authority delivery model, as there are a significant number of potential trips occurring between neighbouring authorities.

Figure 2.2 Governance Structure



Source: Three Rivers District Council

2.5 Consultation Approach

Engagement with the public and local stakeholders is an important element of developing a robust LCWIP. Feedback from members of the public, local authority officers, councillors, and stakeholder groups is a vital way of incorporating local experience into the plan.

Several stages of consultation and stakeholder engagement were held during the development of the LCWIP of which an overview is provided below:

October 2020 – An introductory workshop was held with key stakeholders, setting out the context for the work, the process of the LCWIP, and outlining the work completed as part of LCWIP stages 1 and 2, and introducing the emerging walking and cycling networks.

October 2021 – An update workshop was held with key stakeholders on the Three Rivers network planning stages, including an overview of the pre-prioritisation process, and discussion of the audited routes in both areas.

October 2022 – The draft LCWIP was taken to the TRDC Infrastructure, Housing & Economic Development Committee where it was approved to be taken to public consultation. The report outlined the process of the LCWIP and the indicative cycle routes and the consultation approach.

22 May 2023 to the 17 July 2023 – A public consultation was held to encourage residents, businesses, and stakeholders to provide feedback on the draft LCWIP document and proposed priority cycling routes. Participants were given multiple ways to provide feedback and a total of 1,542 responses were received across all methods. In-person engagement sessions were also held during this time to facilitate direct interaction between residents and council officers including:

- 28th May 2023 Rickmansworth Market Day
- 25th June 2023 Rickmansworth Market Day
- 4th July 2023 Public consultation briefing with Chorleywood Residents Association, Chorleywood Parish Council and local members.
- 8th July 2023 Chorleywood Village Day

September and October 2024 – Council officers engaged further with stakeholders of the Chorleywood area including District Councillors, Chorleywood Parish Council and Chorleywood Residents Association.

October 2024 – A report was brought to the TRDC General Public Services, Community Safety & Infrastructure committee to provide an update following the LCWIP public consultation and to agree changes to the routes based on the analysis of the public consultation.

July 2025 – An updated LCWIP with changes made following the public consultation and the further engagement with Chorleywood stakeholders was brought to the TRDC Policy and Resources committee and Full Council for adoption.

The engagement throughout the process has allowed the project team to better understand the views of the people who are likely to use the networks under development and gather local knowledge on routeing and prioritisation. The LCWIP has been amended to reflect the feedback from all consultation. To find out more about the feedback and subsequent changes view:

- 4.10 Consultation – Cycle Route Feedback
- 5.7 Consultation - Walking Route Feedback

3 LCWIP Stage 2 – Gathering Information

3.1 Policy context

In developing this LCWIP, we considered a total of 10 policy documents at the national, county, and district levels. Table 3.1 will summarise all 10 policy documents and for each one; it will provide the name, publisher, date published, policy level, and a description highlighting its relevance to the LCWIP.

Any additional information required to understand the implications of the policy documents for this LCWIP will be provided separately in Appendix D – Policy Context, which will also include links to all policy documents for further reference.

Table 3.1 Policy Documents Considered During Development

Document	Publisher and Date Published	Policy level	Description
Local Cycling and Walking Infrastructure Plans: Technical Guidance for Local Authorities	Department for Transport (DfT) 2017	National	Provides a framework for developing strategic walking and cycling networks, including data collection processes.
Cycling and Walking Investment Strategy (CWIS)	Department for Transport (DfT) 2017	National	Aims to double cycling trips and reverse the decline in walking trips by 2025, promoting benefits like cheaper travel and better health.
Local Transport Plan 4	Hertfordshire County Council (HCC) 2018-2031	County	Identifies several corridors impacting Three Rivers, including the Aylesbury-Watford-London Corridor and the A414 Corridor, aiming to improve transport connectivity, reduce congestion, and promote sustainable travel modes.
South West Hertfordshire Growth and Transport Plan (SWGTP)	Hertfordshire County Council (HCC) 2019	County	Emphasises enhancing cycling and walking infrastructure in Three Rivers, with projects like Ebury Way improvements and new cycle links in Rickmansworth, supporting sustainable development and healthier communities.
Sustainable Modes of Travel Strategy	Hertfordshire County Council (HCC) 2024/25	County	Focuses on promoting sustainable travel to schools in neighbouring areas like Watford and St Albans, indirectly impacting Three Rivers by improving road safety and developing school travel plans.
Hertfordshire Place and Movement Planning and Design Guide	Hertfordshire County Council (HCC) (2023)	County	Provides a technical approach to managing road user interfaces and translating LTP4 policies into practice, mentioning the Three Rivers' Preferred Local Plan Lower Housing Growth Option to protect Green Belt land.

A414 Corridor Strategy	Hertfordshire County Council (HCC) 2019	County	Focuses on improving transport connectivity and reducing congestion in Three Rivers, particularly in Leavesden, Abbots Langley, and South Oxhey, through a Mass Rapid Transit system and enhanced cycle and pedestrian routes.
Maintenance for Active Travel Strategy	Hertfordshire County Council (HCC) 2019	County	Outlines how highway maintenance programs can support active travel by maintaining infrastructure standards, indirectly benefiting Three Rivers.
South West Hertfordshire Cycle Study	Hertfordshire County Council (HCC) 2013	County	Identifies gaps in the cycling network and areas for improvement in Three Rivers based on cycle audits, supporting the wider HCC Active Travel Strategy.
Three Rivers District Council Local Plan	2011 Under review	District	The current Local Plan is in the process of being updated, with the council preparing a new Local Plan which will provide the planning policies and proposals for future sustainable growth in the district up to 2041.

3.2 Other Scheme Developments

Table 3.2 summarises some of the recent major scheme developments in Three Rivers district. These proposals are considered in the network development in LCWIP stages 3 and 4.

Table 3.1 Other Scheme Developments

Scheme Name	Details	Status
Cycle Hire	The Beryl Bike Share scheme now operates in Watford, providing 24/7 access to hire bikes around the borough. The scheme has been extended into Croxley Green in Three Rivers. The scheme provides both traditional and e-bikes, which are bookable via the Beryl app.	Commenced

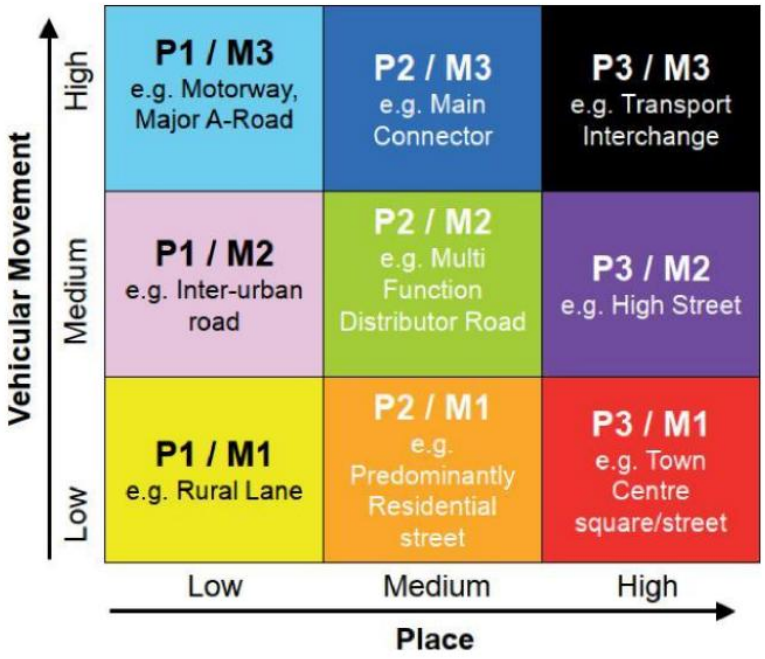
3.3 Adoption of the Place & Movement Approach

HCC has adapted Transport for London's (TfL) Street Types matrix[6] to develop a Place and Movement matrix as a way of categorising each section of the highway by the needs of different roads users by understanding how people interact with the space around them.

HCC has created nine categories based on factors such as road type and rural or urban areas.
Modifications to the TfL matrix have been undertaken to reflect the more diverse nature of Hertfordshire's highway networks, such as 'Rural Lane', this is shown in Figure 3.1.

[6] TfL Streetscape Guidance, https://content.tfl.gov.uk/streetscape-guidance-.pdf

Figure 3.1 Hertfordshire Place and Movement Matrix



Source: Hertfordshire County Council, Adoption of Place and Movement Approach

All of HCCs highway network has been categorised into these nine categories. This was then validated through a series of workshops involving officers from different services across the Highways Department.

Through categorising the highways network, a standard design toolkit can be developed for each of the nine categories. Appropriate design solutions are incorporated into the new version of the 'Roads in Herts' design guide that is currently under review.

This approach is also being used to support the Highway strategy work through identifying where there are 'clash points' of differing movements and place functions. User prioritisation is being reviewed at these sections of the highway and helps to inform scheme identification for these areas.

This categorisation has helped to inform the network assessments in section 4.

3.4 Other LCWIPs

When developing an LCWIP for Three Rivers it is important to understand if there are any neighbouring authorities that have developed or are developing an LCWIP. This will establish if there are any plans to connect walking and cycling routes into the area, ensuring there is consistency across the local network.

During the initial development of this LCWIP, there were no completed and published LCWIPs for neighbouring local authorities or boroughs to Three Rivers, nor were there any TfL Cycleway schemes connecting the London Boroughs of Hillingdon or Harrow to the study area.

Two adopted LCWIPs were identified within a 20-mile proximity to Three Rivers, these being LCWIPs for Aylesbury Garden Town and Stevenage, but these were not considered to impact on this document.

Since the initial development of this LCWIP (in 2020), Stevenage, Watford, Welwyn and Hatfield, North Herts and

St Albans have adopted LCWIPs within Hertfordshire County. East Herts, Hertsmere and Dacorum LCWIP's are currently being developed.

3.5 Baseline Travel and Transport Context

Understanding how people travel within Hertfordshire, specifically in Watford and Three Rivers is an important aspect of developing the LCWIP. This can provide an understanding of the most popular modes of travel within and outside of the boroughs. This section brings together publicly available information on existing travel patterns within Hertfordshire.

The LTP4 indicates that Hertfordshire's population is estimated to grow to 1.43 million people by 2039, up from 1.18 million people in 2016, an increase of 21% in 23 years. Household growth is also predicted to grow in each of the ten districts within Hertfordshire, with significant housing development planned. This is in addition to housing development planned in neighbouring authorities, such as Aylesbury Vale, Luton, Central Bedfordshire, South Cambridgeshire, Enfield, and Barnet.

Data from the wider county of Hertfordshire shows that many shorter journeys are undertaken on foot, with a small proportion undertaken by bike, but a significant minority of short journeys are undertaken by car, suggesting that with appropriate network improvements through the LCWIP, there is scope for several of these short journeys to shift to active modes.

3.5.1 Travel to Work

118,000 Hertfordshire residents work in Greater London, with 51% of these residents travelling there by rail or tube. The proximity of Hertfordshire to London is an important aspect of understanding travel to work within the county, with many people commuting into London, particularly from St Albans, Watford, Cheshunt, Harpenden, Welwyn Garden City, Hemel Hempstead, Borehamwood, and Stevenage. Prior to the pandemic, much of the county's rail network operated at full capacity at busy times due to the high demand.

The 2021 Census collected travel to work data by mode and by district. This is shown in Table 3.3. It is clear in Three Rivers district that driving in a car or van to work is the most common mode of travel to work. Travel to work by rail/underground is the next most popular mode, which is expected due to the number of commuters into London. There are low levels of cycling journeys.

Table 3.2 2021 Census travel to work mode

Location		Work mainly at or from home	Underground, metro, light rail, tram	Train	Bus, minibus, or coach	Taxi	Motorcycle, scooter or moped	Driving a car or van	Passenger in a car or van	Bicycle	On foot	Other
	Number	19,608	1,698	1,101	491	153	165	19,817	1,170	403	1,948	395
Three Rivers	Rounded %	42%	4%	2%	1%	0%	0%	42%	3%	1%	4%	1%

Source: 2021 Census – Travel to Work, England and Wales

3.5.2 Existing Cycle Network

Five National Cycle Network (NCN) routes pass through Hertfordshire - NCN 1, 6, 12, 57 and 61 - however, some are incomplete and are a mixture of quality and type. NCN 6 is the only route which passes through Three Rivers district, following the Ebury Way. The route is largely off-road through the study area.

These routes link with urban and rural cycle links within the county. There are two waterways in Hertfordshire which are cyclable, including the Grand Union Canal in the Three Rivers area. They are used predominantly for leisure purposes for both pedestrians and cyclists.[8] HCC has produced a cycle network map for the County - see Figure 3.5[9] focussing mainly on leisure routes, rather than cycle routes for utility journeys.

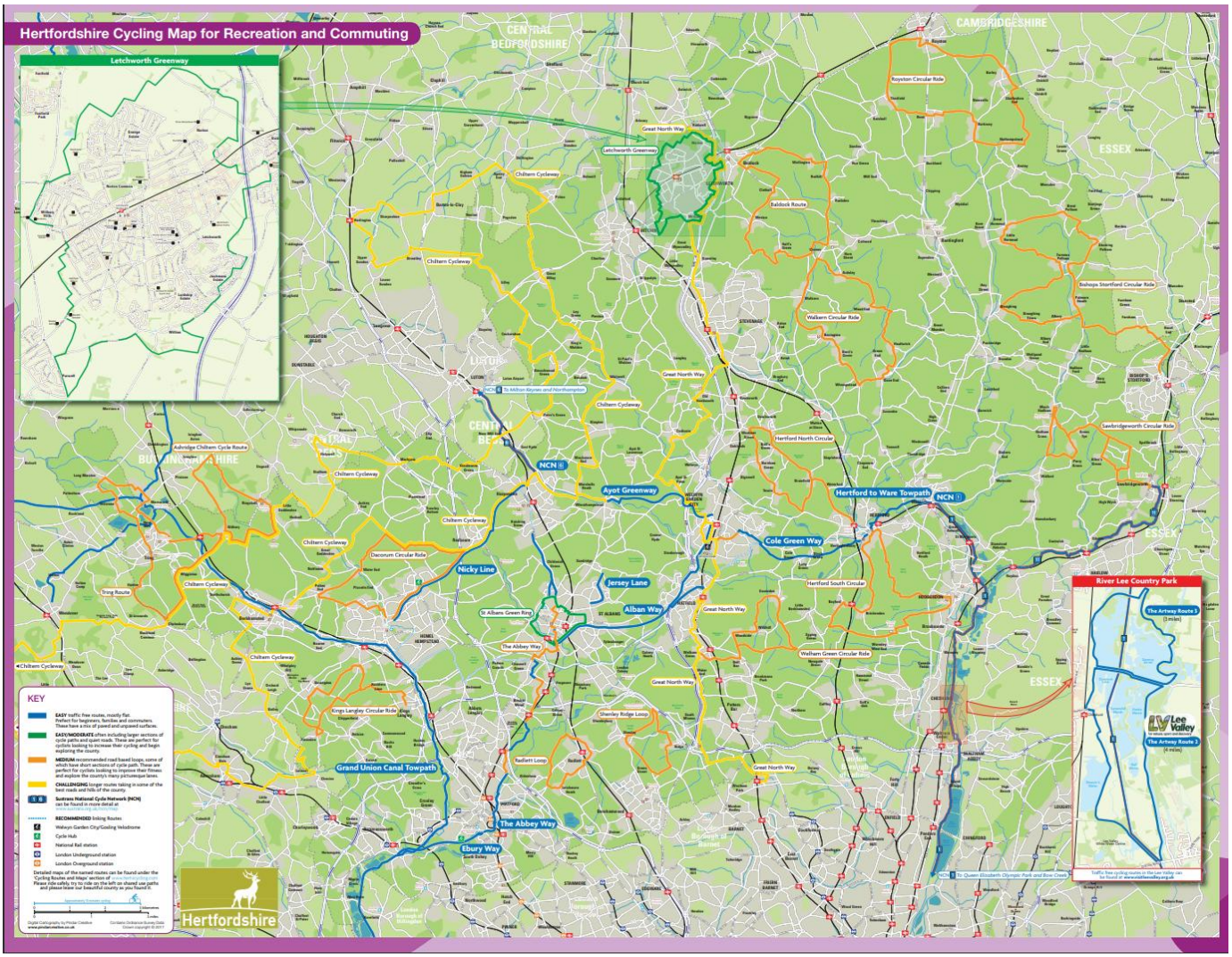
Three Rivers District Council have a local route network which will remain and has been referenced in this document. A high-level assessment of the extent and quality of the existing cycle network is set out in Chapter 4.

[8] https://www.hertfordshire.gov.uk/media-library/documents/about-the-council/consultations/ltp4-local-transport-plan-4-complete.pdf

[9] https://www.hertfordshire.gov.uk/media-library/documents/public-health/health/cycle-routes-in-hertfordshire-map.pdf#

Figure 3.2 Hertfordshire Cycling Map for Travel and Leisure

Source: Hertfordshire County Council - https://www.hertfordshire.gov.uk/media-library/documents/public-health/health/cycle-routes-in-hertfordshire-map.pdf#

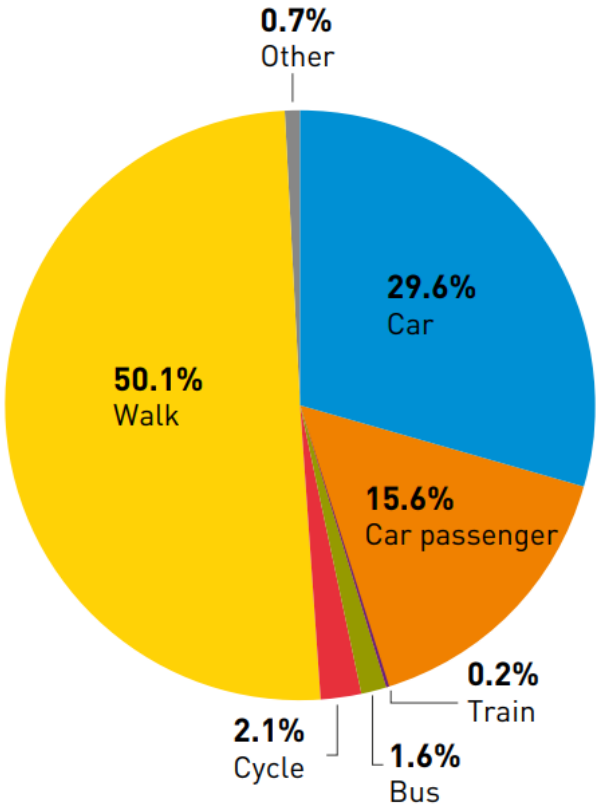


3.5.3 Cycling Trends

The 2024 Hertfordshire Traffic and Transport Data Report indicates that current cycling mode share is 2.1% for all trips that are less than 3 miles in length in Hertfordshire. The is slightly higher than the mode share of 2.0% in 2018, see table 3.7.

HCC has set out ambitious cycle targets for all trips under 3 miles, these being 8% by 2026, and 11% by 2031, as shown below in Table 3.7.

Figure 3.3 Journeys less than 3 miles 2022



Source: 2022 HCTS Executive Summary

Table 3.3 HCC Cycle targets

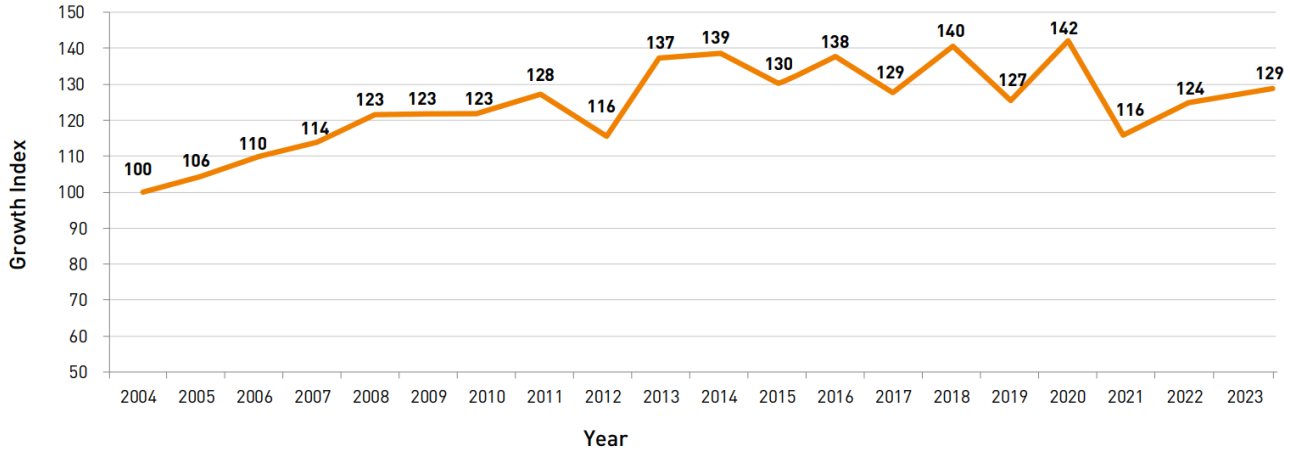
Source: 2022 HCTS Executive Summary

Performance Indicator	2018 Current Level	2022 Current Level	2021 Target	2026 Target	2031 Target
% of all trips (under 3 miles) made by cycling	2.0%*	2.1%	5%	8%	11%

Figure 3.7 shows the cycle level trends for Hertfordshire since 2004 when cycle monitoring was first introduced. Cycling has increased at the HCC monitoring sites since 2004 and are 20% busier now.

[10] 2024 Hertfordshire Traffic and Transport Data Report

Figure 3.4 Cycle Level Trends in Hertfordshire



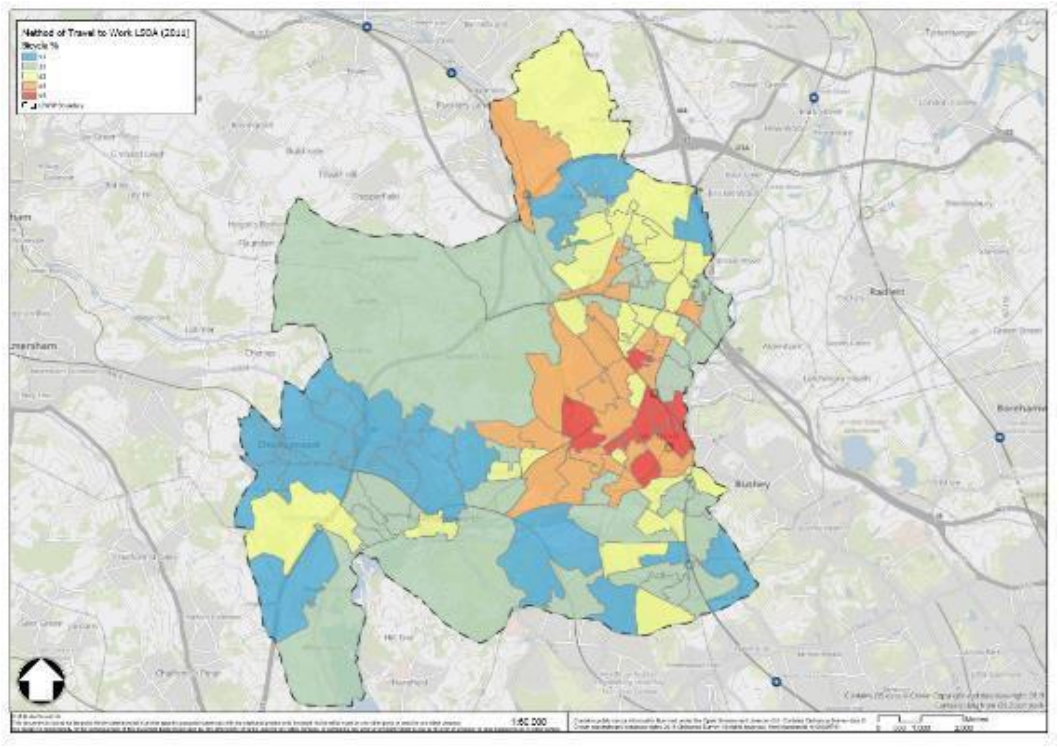
Source: Hertfordshire Traffic and Transport Data report

Cycle to work mode share in Three Rivers

Figure 3.9 sets out a summary of the cycle to work mode share from the 2011 Census broken down to Lower Layer Super Output Areas (LSOA). This shows that there is a wide variation between 0 and 5% cycle mode share in specific LSOA areas across Three Rivers area. Cycle to work share is highest (4-5%) in LSOA areas around Croxley Park, and Nash Mills/Kings Langley. Cycle to work mode share is particularly low in the Three Rivers settlements of Rickmansworth (3%), Carpenders Park (2%) and Chorleywood (1%).

3.5.4 Walking Trends

Figure 3.5 Cycle to work mode share

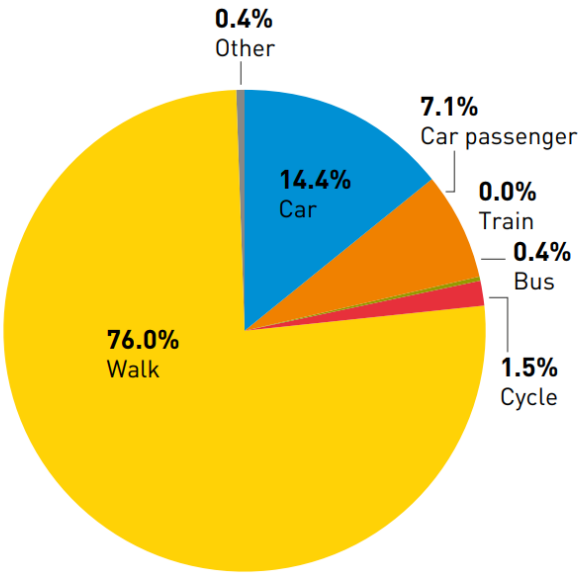


Source: Census 2011

The 2024 Hertfordshire Traffic and Transport Data Report suggests that in 2022, journeys of less than 1 mile were mostly undertaken on foot (76%), with 21.5% of journeys less than 1 mile undertaken by car (see Figure 3.8).

HCC has set out targets for of achieving 77% of all trips less than 1 mile to be undertaken by walking across the whole of Hertfordshire. Although the 2018 baseline was 76.3% (see Table 3 . 8), there were some local authorities across Hertfordshire with significantly lower mode shares, impacting the overall statistic.

Figure 3.6 Mode share of journeys less than 1 mile in length in Hertfordshire



Source: Hertfordshire Traffic and Transport Data report

Table 3.4 HCC walking targets

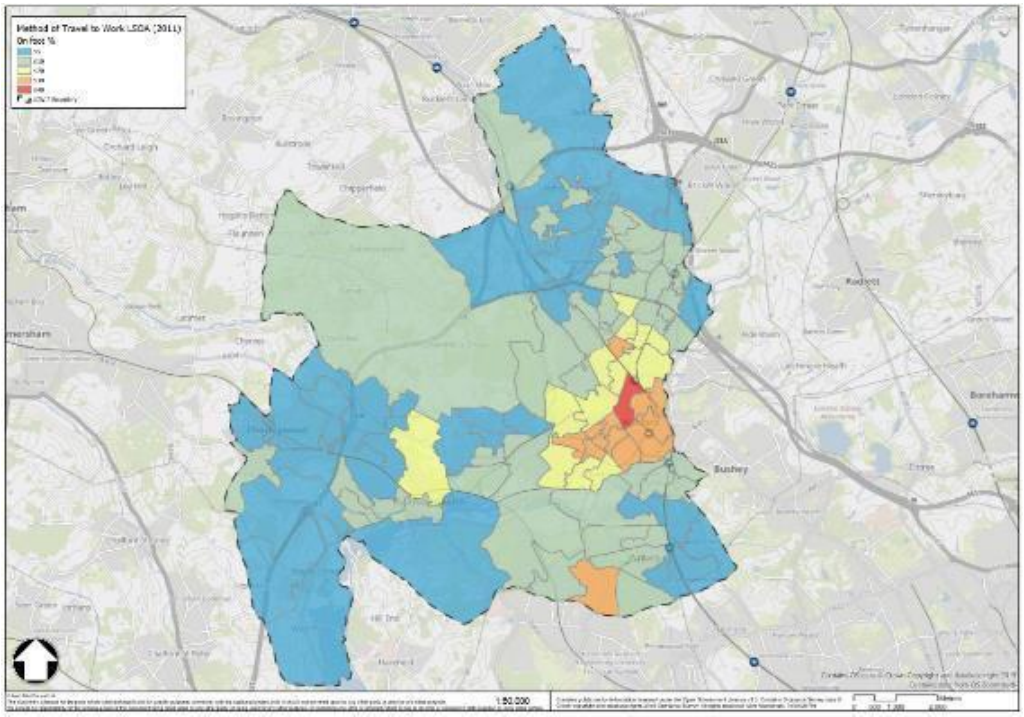
Performance Indicator	2018 Current Level	2022 Current Level	2026 Target	2031 Target
% of all trips (under 1 mile) made by walking	76.3%	76.0%	73%	77%

Source: Hertfordshire Traffic and Transport Data report

Walk to work mode share in Three Rivers

Figure 3.10 sets out a summary of the walk to work mode share from the 2011 Census broken down to LSOA. The Eastbury LSOA has the highest share (30%). Rickmansworth (c20%). Carpenders Park and Chorleywood LSOAs typically have 10% or lower walk to work mode share.

Figure 3.7 Walk to work mode share



Source: Census 2011

[12] 2019 Hertfordshire Traffic and Transport Data Report

4 LCWIP Stage 3 - Network Planning for Cycling

This section sets out the findings from the evidence collected and analysed for the information gathering information stage of the LCWIP (Stage 2). These findings aid in the identification and prioritisation of a cycling network in Three Rivers district.

4.1 Propensity to Cycle Tool

The LCWIP guidance recommends that the Propensity to Cycle Tool (PCT) is used as one method to understand the potential for cycling alongside other locally important evidence.

The PCT[13] is a DfT tool which shows the current and potential future distribution of commuter cycling trips under different growth scenarios. It estimates the amount of cycling in an area along straight desire lines (trip distribution) as well as allocating cycling trips to specific routes (trip assignment). The PCT uses open-source data, such as the census.

The PCT, while a useful tool, has limitations and outputs should be interpreted as an indicative representation of potential demand only. The data underpinning it is for example based on the 2011 census journey to work data and so does not take into account other journey types such as leisure trips. Proposed future development sites are also not included, so collectively this means that future demand for cycling is likely to be underestimated both in quantum and in distribution. The PCT is therefore used as just one input tool for the LCWIP.

Within the PCT, several different scenarios have been developed for commuting trips by cycle. These scenarios are summarised in Table 4.1 below.

The outputs from the PCT are expressed in terms of one-way daily cycling flows, and the outputs can be shown as:

- Straight Lines - representing the desire lines or origin-destination pairs. Each line has information showing the distance between the origin-destination point, how many commuters in total take this route, how many of these commuters currently cycle and what the propensity for cycling is.
- Route Network – aggregates all the cycling flows using the fastest legally cyclable routes (or alternative quieter streets) derived from Cyclestreets journey planner). This prioritises the fastest and most direct routes which have greatest potential for cycling. Using the LSOA's provides a higher accuracy in the detail of the origins and destinations.

Table 4.1 PCT Scenarios

PCT Scenario	Details
Government Target	The Government Target scenario models a doubling of cycling nationally, corresponding to the proposed target in the English Department for Transport's draft Cycling Delivery Plan to double cycling in England between 2013 to 2025
Go Dutch	The Go Dutch scenario is an ambitious vision for what cycling in England and Wales could look like. People in the Netherlands make

[13] https://www.pct.bike/

PCT Scenario	Details
	28% of trips by bicycle, fifteen times higher than the figure of 1.6% in England and Wales. In addition, cycling in England and Wales is skewed towards younger, male cyclists. By contrast in the Netherlands cycling remains common into older age, and women are more likely to cycle than men. This means that the difference between England and the Netherlands is particularly large for women and older people.
Ebikes	The Ebikes scenario models the additional increase in cycling that would be achieved through the widespread uptake of electric cycles ('ebikes'). This scenario is built as an extension of the Go Dutch scenario, making the further assumption that all cyclists in the Go Dutch scenario own an ebike. It builds on the Go Dutch scenario by applying three additional ebikes scaling factors to account for the increased willingness of ebike users to cycle long distance, hilly and simultaneously long distance and hilly routes.
Gender Equality	In the 2011 Census, women accounted for 48% of all English and Welsh commuters but only 27% of all cycle commuters. This gender disparity is seen across the country, with no local authority having a proportion of female cyclists greater than 50%. Places in England and Wales with higher overall levels of commuter cycling also tend to have smaller gender inequalities in commuter cycling. It does not use distance and hilliness data to model propensity to cycle. Instead, it assumes that male propensity to cycle remains unchanged – i.e. there is no change in the number of male cycle commuters – and that female propensity to cycle rises to match male propensity. This scenario has the greatest relative impact in areas where the rate of cycling is highly unequal across gender

Source: Propensity to cycle tool

For the purposes of the Three Rivers LCWIP, the ‘Government Target’ and ‘Go Dutch’ scenarios have been used. This combination helps to illustrate the most likely local scenario for potential cycle demand, and what could be achieved with high levels of ambition and mode share.

4.2 Propensity to Cycle Analysis

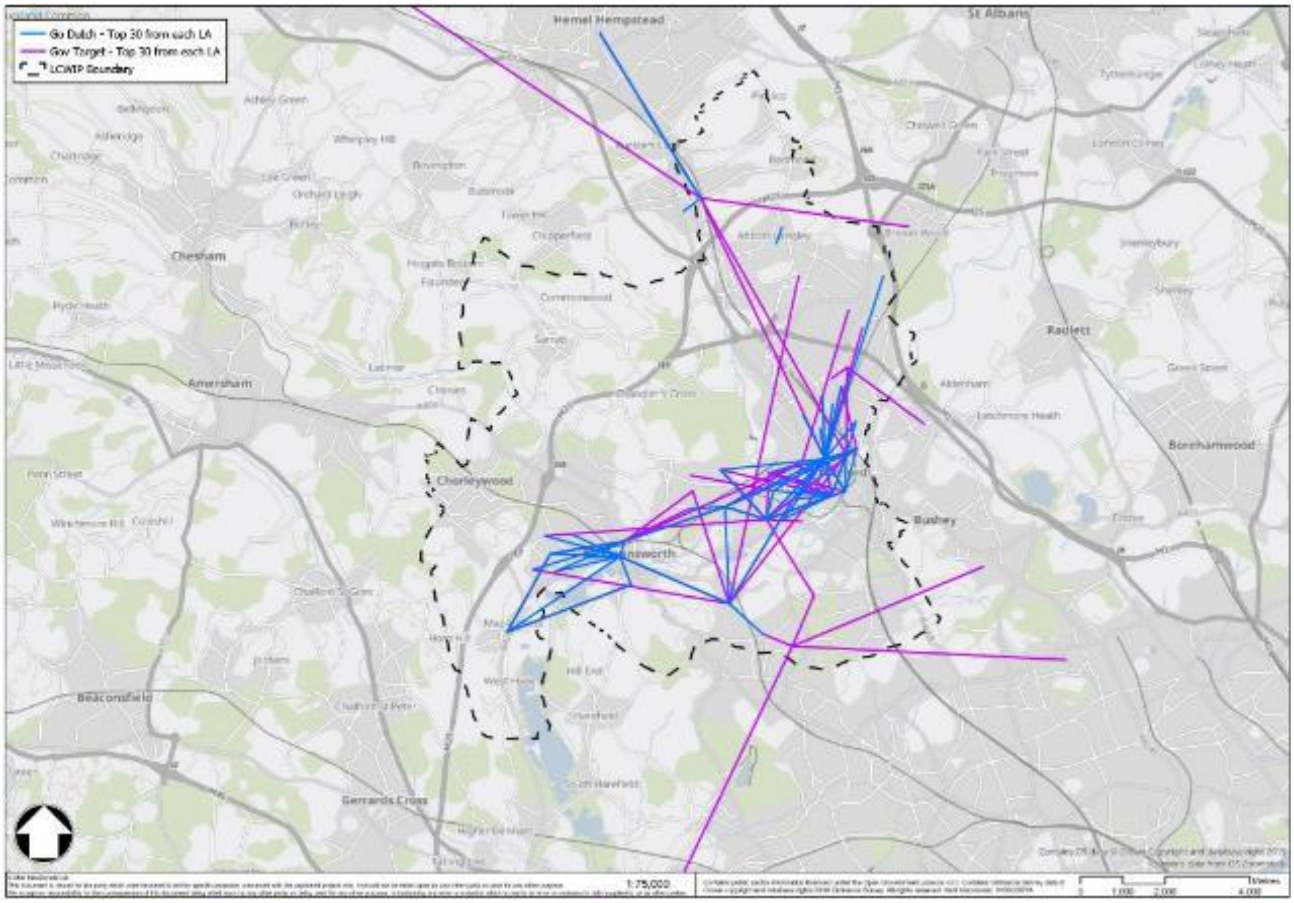
Trip distribution

The PCT has been used to show where existing cycle trips are and where there is potential to increase cycle trips to replace short trips made by other transport modes.

Figure 4.1 below shows, for each authority, the straight ‘desire’ lines when the Government Target and the Go Dutch scenarios are modelled in the PCT.

Within Three Rivers, there are key desire lines into and out of Rickmansworth in particular, but there are also desire lines from Kings Langley/Nash Mills, Eastbury and Moor Park. There are a number of desire lines linking to external areas from Three Rivers, notably Watford, Hemel Hempstead, Berkhamsted, Bushey, Stanmore, and North Hillingdon.

Figure 4.1 PCT Outputs for Watford and Three Rivers (Go Dutch and Government Target assignment scenarios)



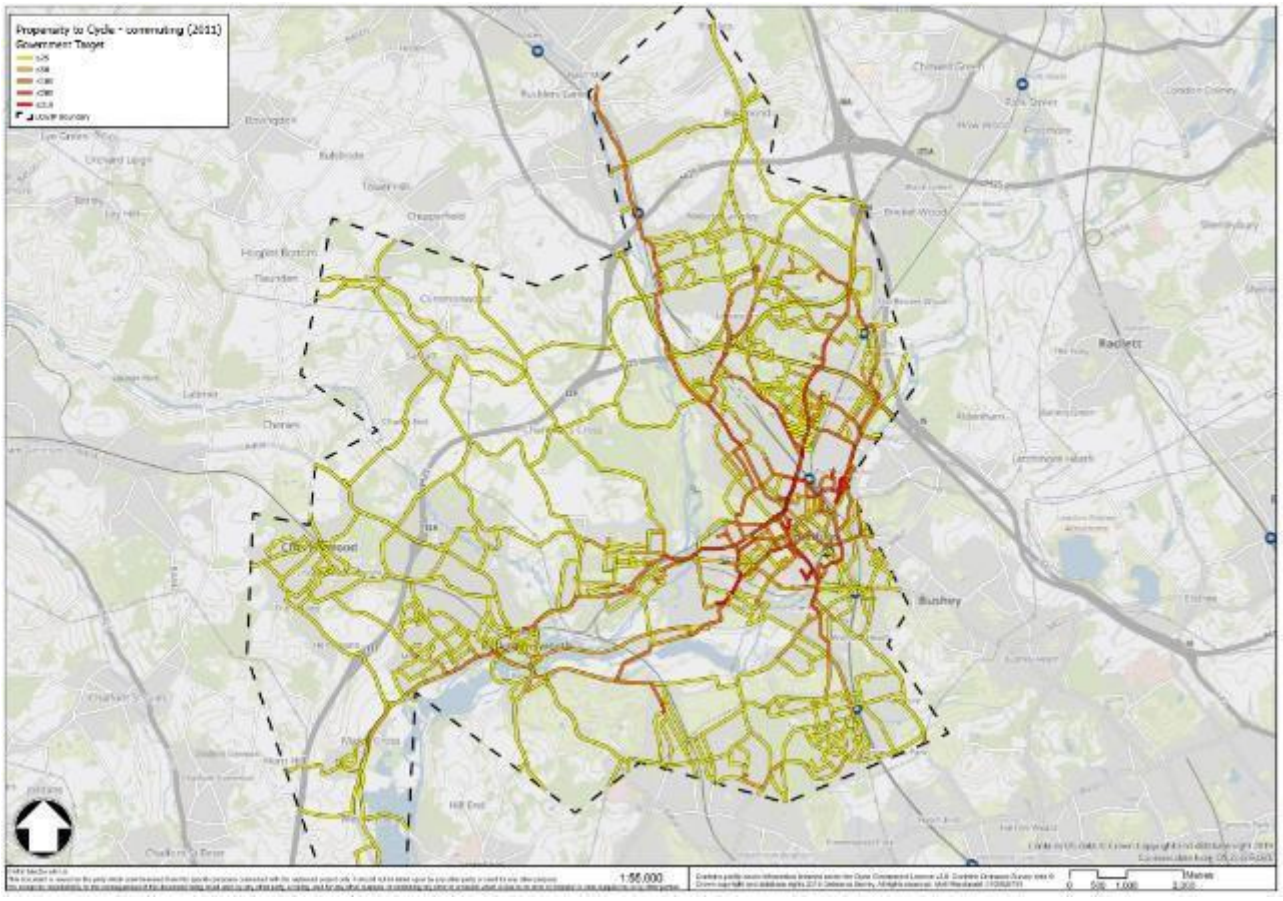
Source: Mott MacDonald, Propensity to Cycle Tool

Trip assignment

Figure 4.2 below matches these desire lines onto the existing road network in Watford and Three Rivers. This shows particular hotspots of cycling potential:

- West - east demand between Rickmansworth and Watford Centre via Croxley and West Watford (A412 and Tolpits Lane)
- N North-south demand between North Watford and Watford Centre (A412)
- North-south demand between Garston and Watford Centre
- North-south demand between Leavesden and Watford Centre
- North-south demand between Kings Langley/ Nash Mills and Watford Centre (A411)

Figure 4.2 PCT Analysis - cycle demand mapped onto the route network (trip assignment)



Source: Mott MacDonald, Propensity to Cycle Tool

4.3 Origin and Destination Analysis

This section sets out the analysis of the origins and destinations in and around Three Rivers, including the method used.

Origins are identified as trip attractors, which are largely residential areas. LSOA residential population weighted centroids were selected to represent existing residential areas in Three Rivers. In addition, new and draft allocated development sites have also been taken into consideration. Any developments planned to provide over 50 dwellings have been included in this analysis.

Destinations have been identified as trip attractors, which include the following:

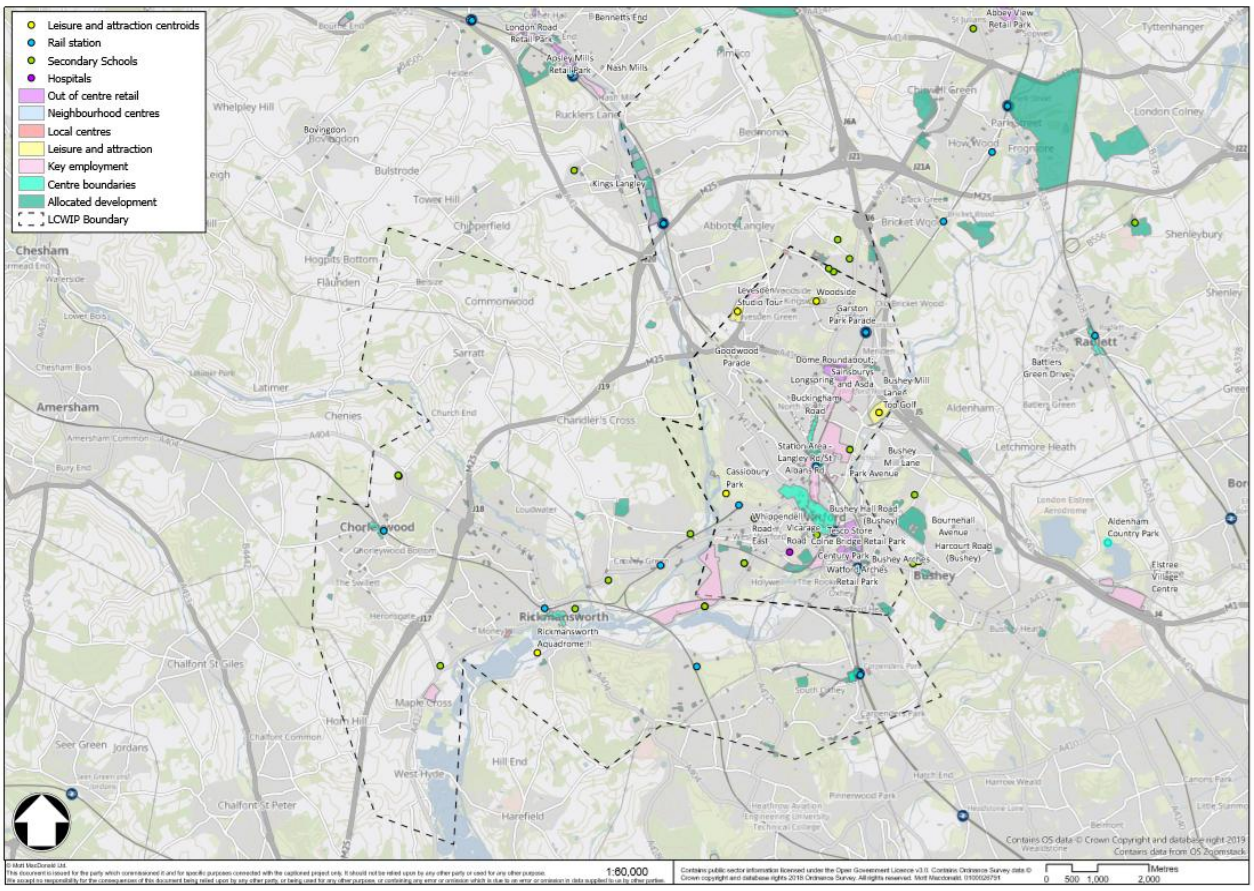
- Town and district centres.
- Employment sites, business parks or large employers.
- Secondary schools.
- Hospitals with accident and emergency departments.
- Retail facilities including out of town sites; and
- Leisure, including major visitor attractions such as Warner Brothers Studios.

The identification of origins and destinations has been developed through an iterative process with officers at HCC and TRDC.

The information was initially provided as GIS polygons of the origin and destination points, which has then been sense checked by the project team and supplemented with further information including local promotional maps. For the purposes of the analysis, the geographical centre of a development has then been used as the origin point.

A full list of agreed key destination points assumed is set out in Appendix A. Figure 4.3 shows a summary of the origins and destinations in Watford and Three Rivers.

Figure 4.3 Key trip origins and destinations in Watford and Three Rivers (December 2021)



Source: Mott MacDonald

4.3.1 Identified cycling corridors

Figure 4.4 shows the origins connected to destinations, and the representation of potential cycling corridors. This analysis has been undertaken using a GIS model, based on the following assumptions:

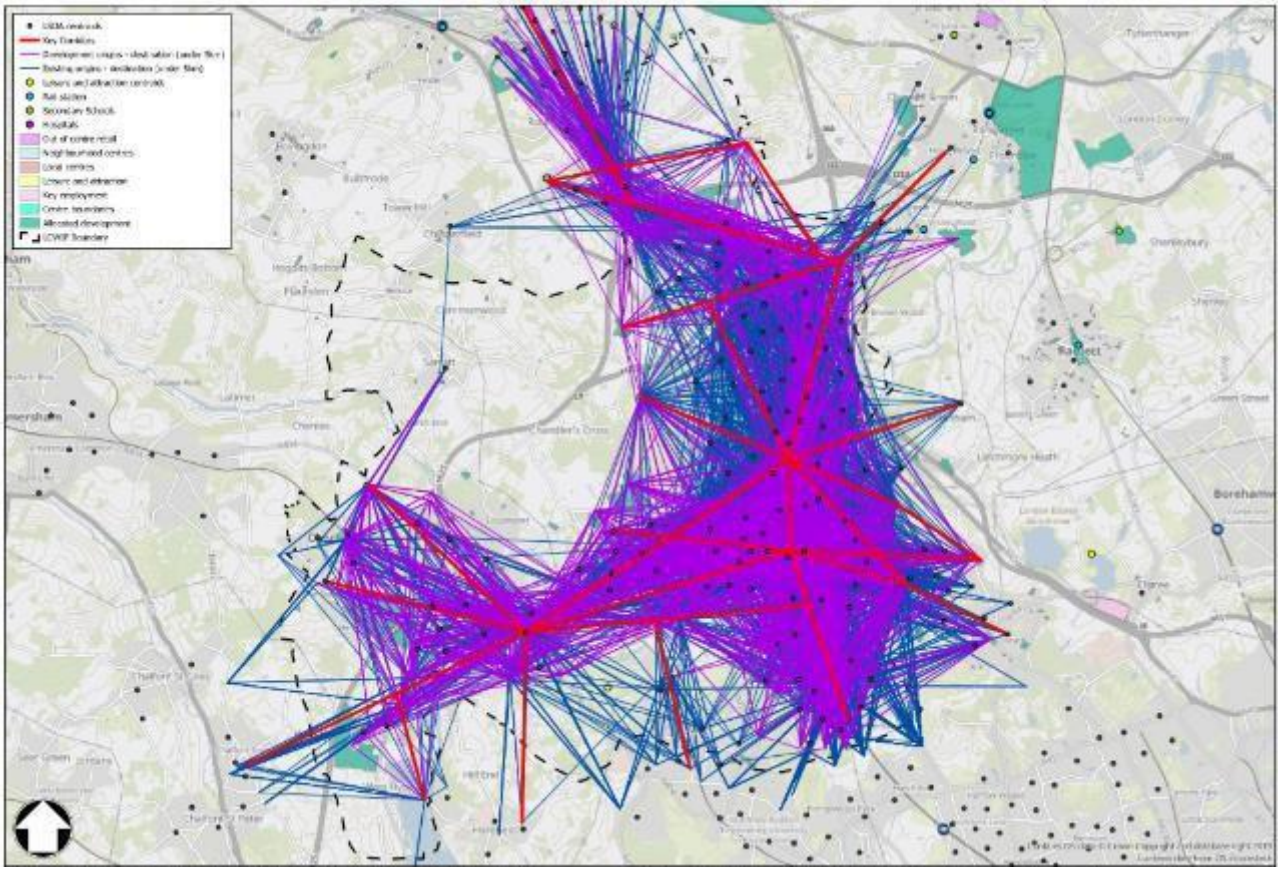
Every origin connects to every destination within a 5km distance (approximately a 25-minute cycle) which is considered a reasonable cycle distance. The exception is at local centres, hospitals, and rail stations where there is an assumption that an individual would typically travel to the closest of these amenities[14].

Origins and destination corridors are shown in blue and purple on the map, with key corridors of demand shown in red. The blue lines show the connections between existing origins and

[14] Approach agreed at scoping stage.

destinations, with the purple showing connections from allocated developments and destinations. The key corridors, shown in red, were identified by looking at the trends from the desire lines. Where a number of desire lines appeared to travel in a similar direction, this was seen as a key corridor, which was then sketched onto the map.

Figure 4.4 Connecting origins and destinations



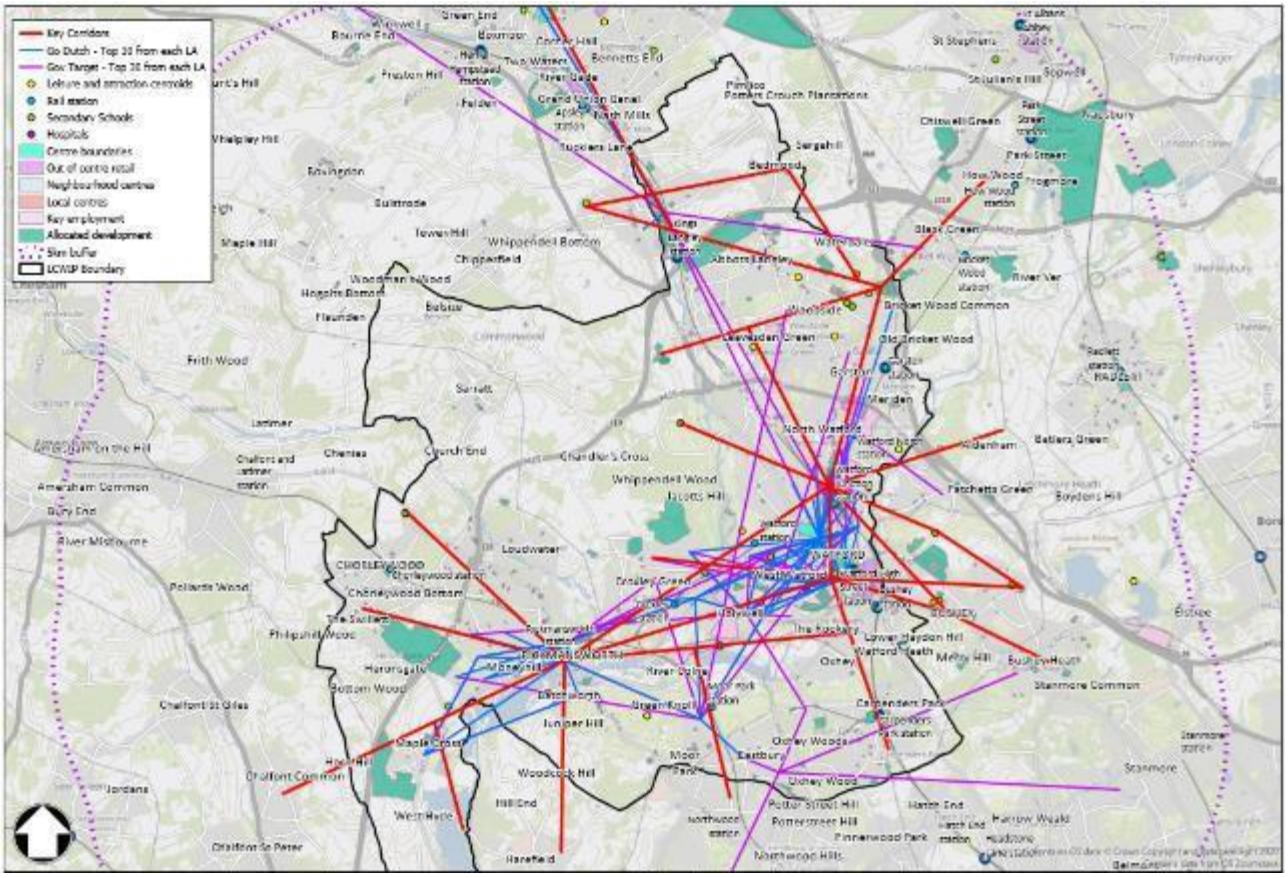
Source: Mott MacDonald

4.3.2 Key cycling corridors

Figure 4.5 shows a summary of the key corridors identified for Three Rivers based on this origin and destination analysis. The key corridors of demand are focussed in particular into and out of Rickmansworth, and Garston.

In addition, the PCT outputs drawn from the previous section are also shown to provide a comparison between the datasets. The PCT demand shows additional desire lines north-south which were not designated as a key corridor. It should be noted, the PCT shows only commuting trips, whereas the origin-destination analysis takes into consideration a wider spread of trips, including commuting, travel to school, leisure and shopping.

Figure 4.5 Identification of key corridors of demand



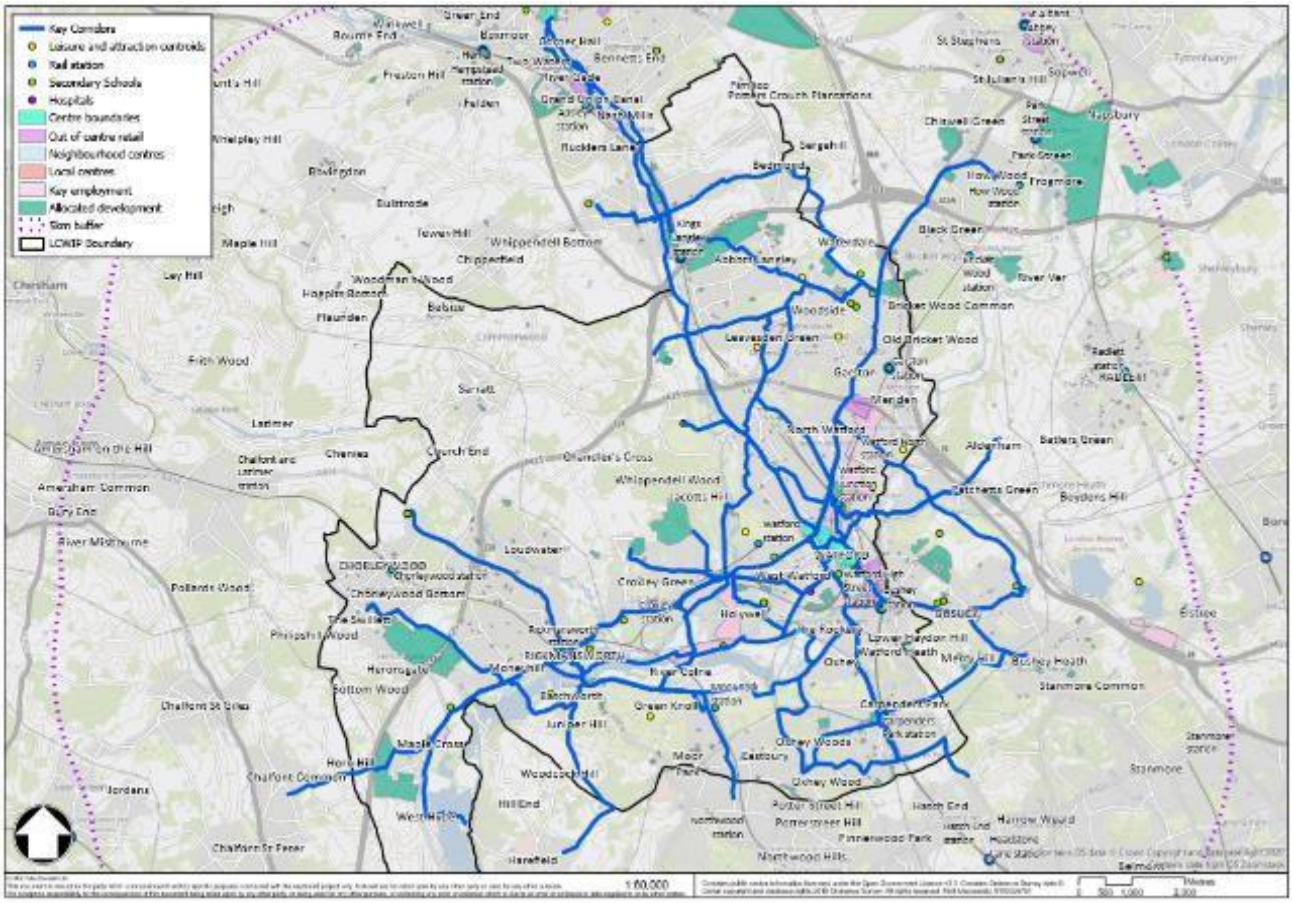
Source: Mott MacDonald

4.3.3 Cycle corridors and the road network

The corridors identified by the PCT analysis in section 4.1 and the origin-destination analysis in 4.2 have been mapped onto the road and path network in GIS using the shortest possible route, to illustrate what the straight-line network would look like when mapped to the road network across Three Rivers (see Figure 4.6). It should be noted that these initial outputs are purely indicative at this stage, with the exact alignments of shortlisted priority routes determined in the next stages of the LCWIP.

The network identified in Figure 4.6, and the process to arrive at this network, was presented at stakeholder engagement sessions (in June 2021). Stakeholders included elected representatives, local groups with an interest in walking and cycling; and national and regional statutory consultees and NGOs, identified in the Stakeholder Engagement Plan. These workshops allowed stakeholders to feed back on the draft proposed Networks and the background data used to inform the draft network of proposed routes.

Figure 4.6 Cycle demand mapped onto the network



Source: Mott MacDonald

4.4 Pre-prioritisation

The LCWIP process includes an element of prioritisation, in recognition of the long-term nature of the LCWIP, and that it will not be feasible to improve all routes in the immediate future.

As a large number of routes were identified through the network planning process, the decision to 'pre-prioritise' the network was taken at LCWIP stage 3, allowing the more detailed work to focus on those higher priority routes. The rationale for this pre-prioritisation was that:

- Assessing/auditing all routes would be time-consuming and would likely extend the programme and budget required significantly.
- There is unlikely to be sufficient future funding available to implement all routes over the short term, therefore there is a need to focus on those that will provide the most benefit.

Therefore, the purpose of pre-prioritisation is to identify the routes that are most likely to score highly in stage 5, so that time and effort is focused on auditing and assessing those routes that will provide the most benefit. It is envisaged that all routes will eventually be audited and assessed but this will need to be undertaken over time as part of future iterations of the LCWIP, and as funding becomes available.

4.4.1 Methodology

The LCWIP Guidance recommends three elements should be considered when looking at the prioritisation of schemes.

- Effectiveness
- Policy
- Deliverability

The effectiveness and policy aspects of prioritisation were considered in the pre-prioritisation exercise.

A number of datasets were gathered to inform the effectiveness of the routes, these datasets were decided upon by TRDC and informed by Mott MacDonald:

- Indices of multiple deprivation (IMD)
- PCT Government Target
- HCC's Place and Movement dataset
- Key severance factors (major roads, rail, waterways)

All of the above datasets were analysed in GIS and scored on the basis of how effective improvements to the cycle network would be in improving these aspects of the route.

The IMD dataset is classified by Lower Super Output Area (LSOA) and therefore covers the whole LCWIP area. The areas with higher indicators of deprivation are considered a higher priority.

The PCT was used to establish the links which could potentially attract the largest numbers of users for both commuting and school travel.

The Place and Movement scores for links proximate to the routes were assessed, with P2 and P3 links – those with a higher Place function – given a higher priority.

Severance was assessed though the number of severance points per kilometre on links, with sections overcoming the greatest number of severance points scoring most highly.

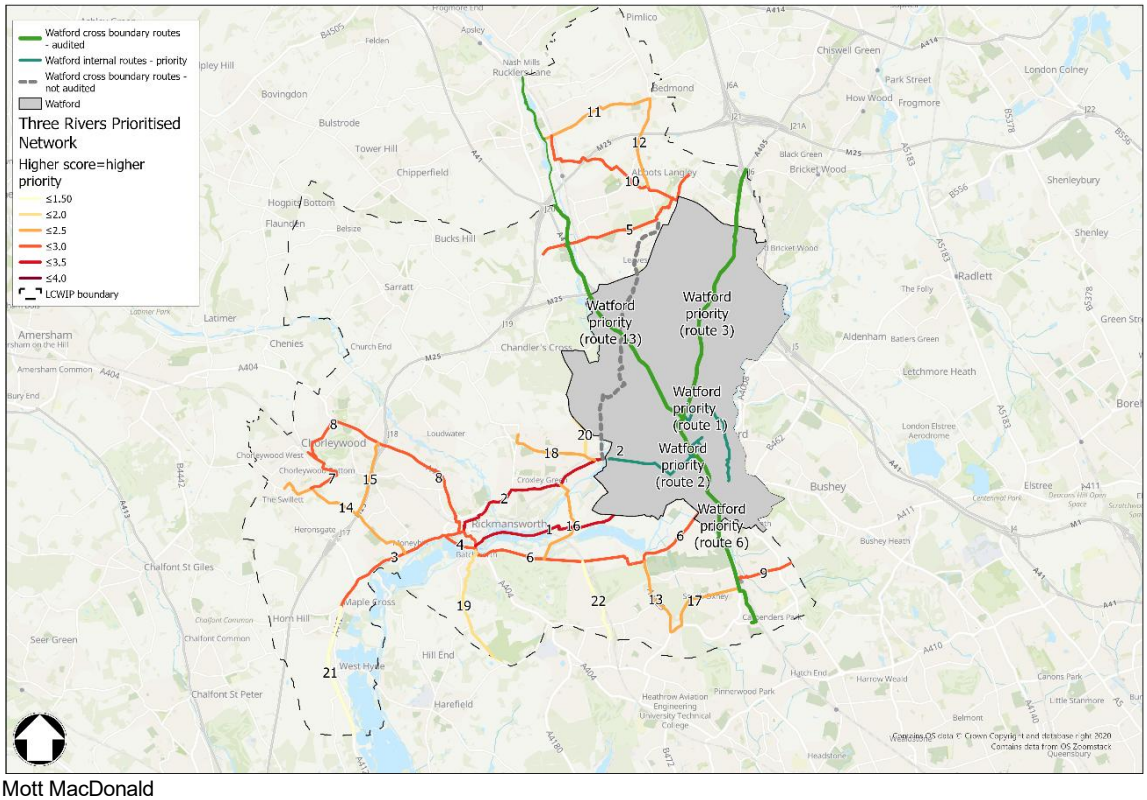
The proposed cycle network was broken into sections, a new section was created at every junction. For each section, a score was calculated for each of the four datasets. A final score was then derived for each section based on the cumulative score of all datasets.

In order to form routes out of the sections, the highest scoring section was selected first. The adjacent sections were included as part of the route until it came to a logical end. This means that the priority of the route at a different point can be much lower than the highest priority section. The next priority section was then selected to create the next priority route.

4.4.2 Pre-prioritisation Routes

The pre-prioritisation of the strategic cycling network was undertaken in Three Rivers, providing a network across the local authority areas. The pre-prioritisation results for Three Rivers are shown in Figure 4.8.

Figure 4.7 Three Rivers pre-prioritisation routes



Source: Mott MacDonald

4.5 Priority Cycling Routes

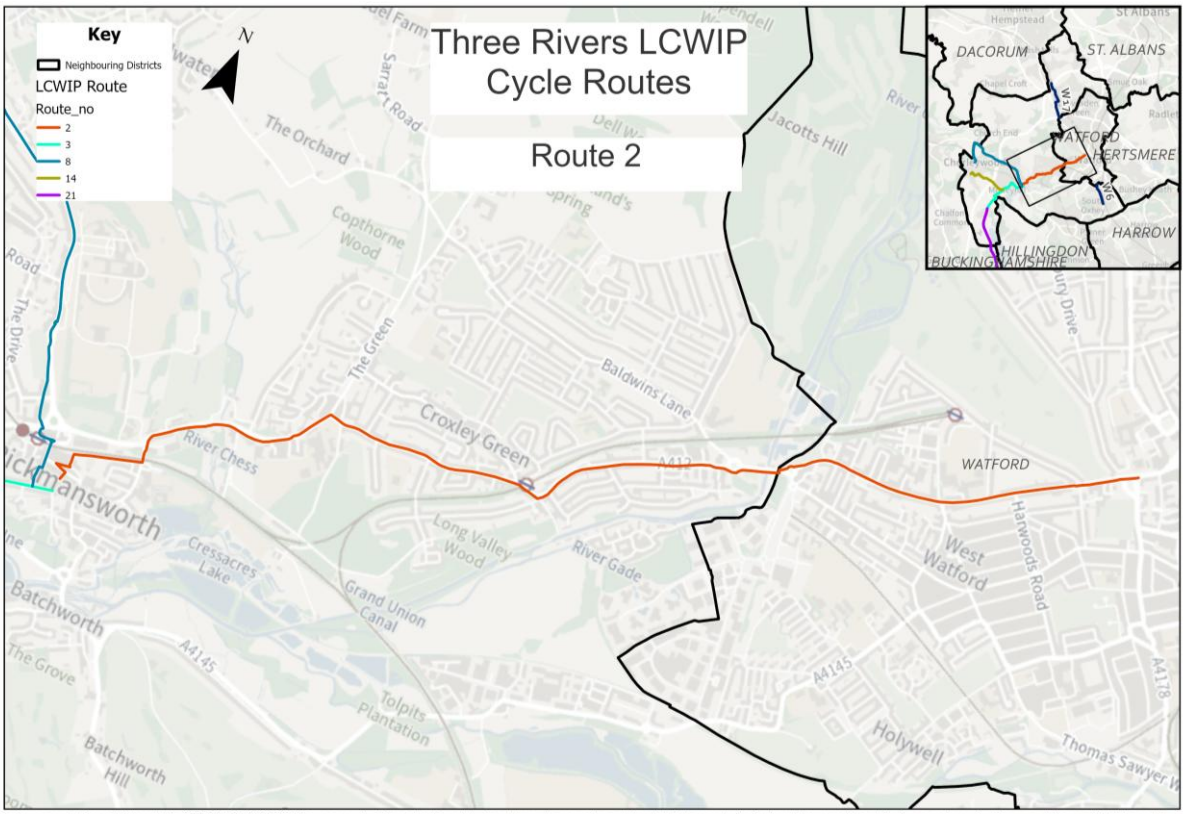
Following the pre-prioritisation process outlined in Section 4.4, a more detailed assessment was undertaken to identify the highest priority routes for further development. This next stage involved a structured evaluation of all routes using a multi-criteria assessment framework. Officers ranked all routes based on the following criteria:

- **Effectiveness and policy ranking**: building on the datasets and policy alignment considered in the pre-prioritisation stage, as outlined in Section 4.4.1. This included reference to datasets such as Indices of Multiple Deprivation (IMD), the Propensity to Cycle Tool (PCT), and Place and Movement scores.
- **Technical feasibility**: assessing the practical deliverability of each route.
- **Overall support for the scheme**: considering stakeholder and public support.
- **Alignment with known funding or existing schemes**: evaluating how well each route fits with current or upcoming funding opportunities and related infrastructure projects.

Each route was scored against these criteria, and the scores were combined to produce an overall ranking. This process enabled a transparent and evidence-based selection of the most promising routes for investment. As a result of this assessment, five routes were prioritised for the Three Rivers district. These are detailed below as Routes 2, 3, 8, 14, and 21, and are illustrated in the maps that follow.

Further information on this process is detailed in section 6.

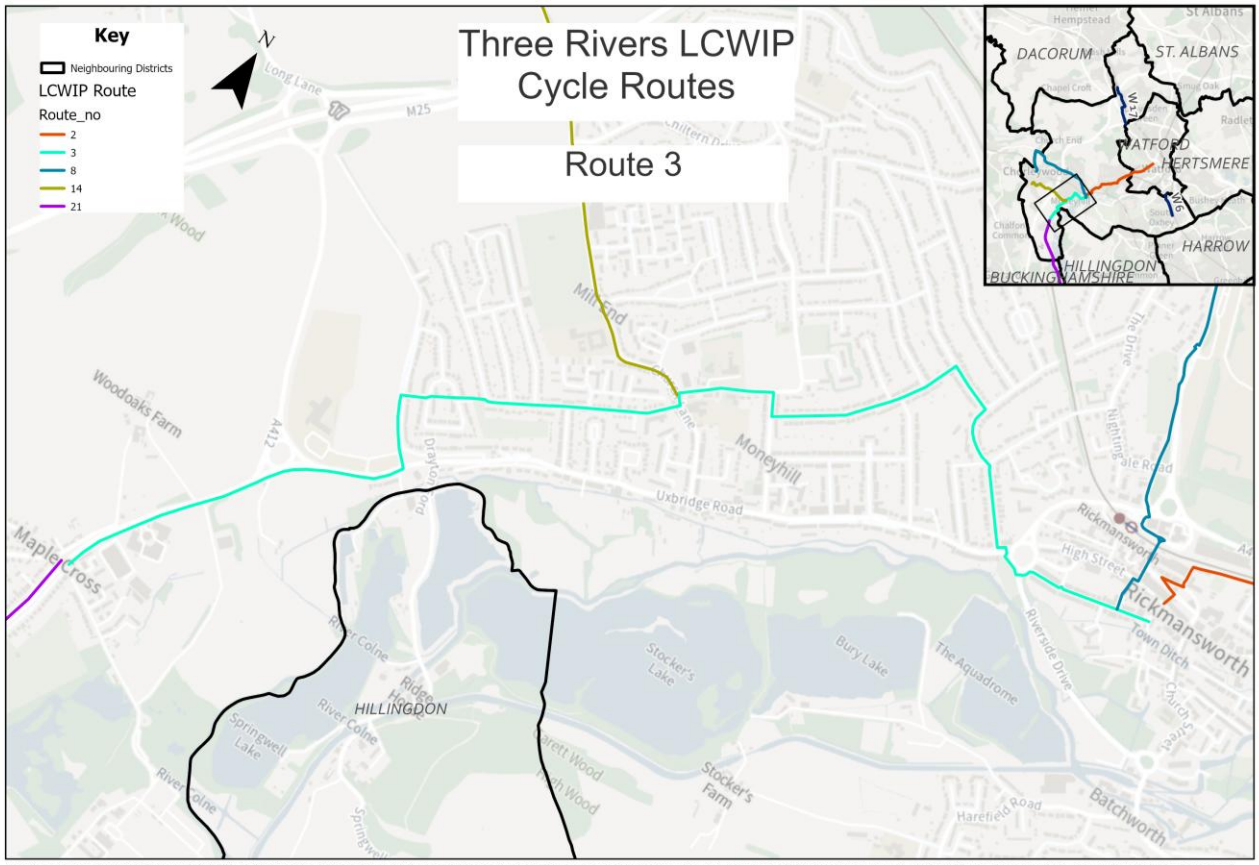
Route 2 - Watford via Croxley Green A412 to Rickmansworth High Street
Figure 4.8 LCWIP priority route 2 overview



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Route 3 – Ebury Road, parallel with Uxbridge Road and then next to A412

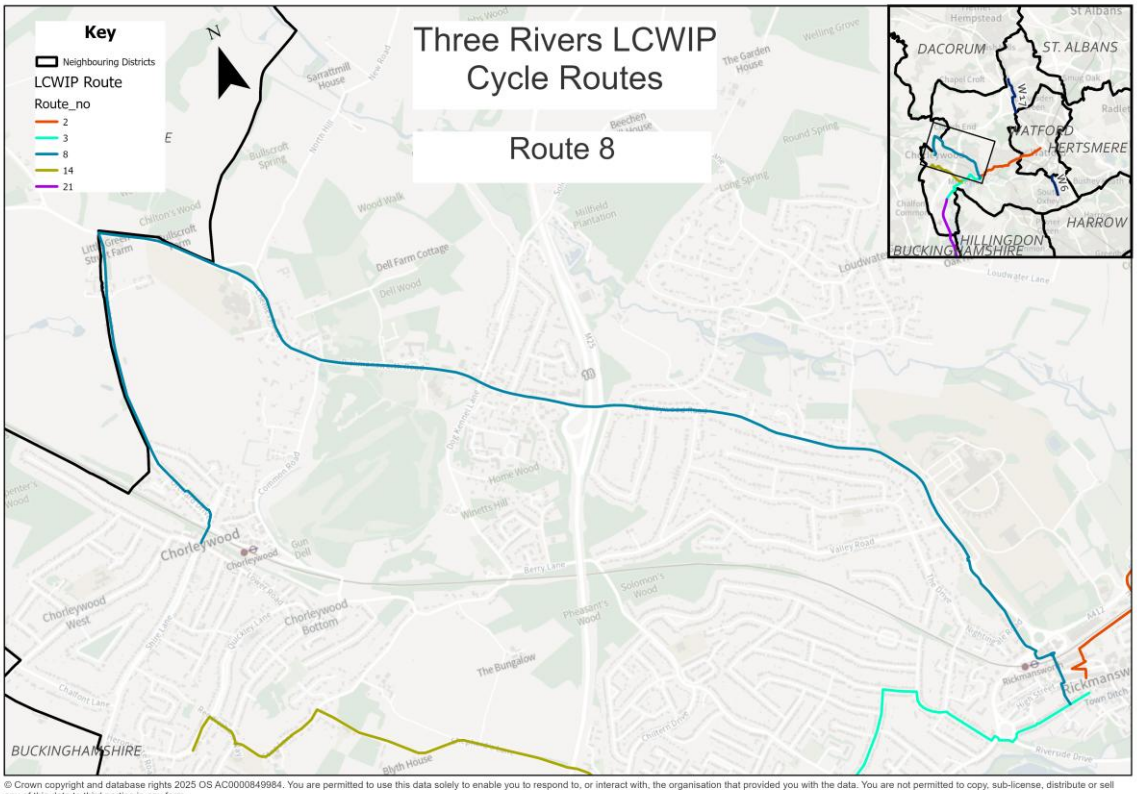
Figure 4.9 LCWIP priority route 3 overview



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Route 8 - A404 route between Rickmansworth Station and Chorleywood

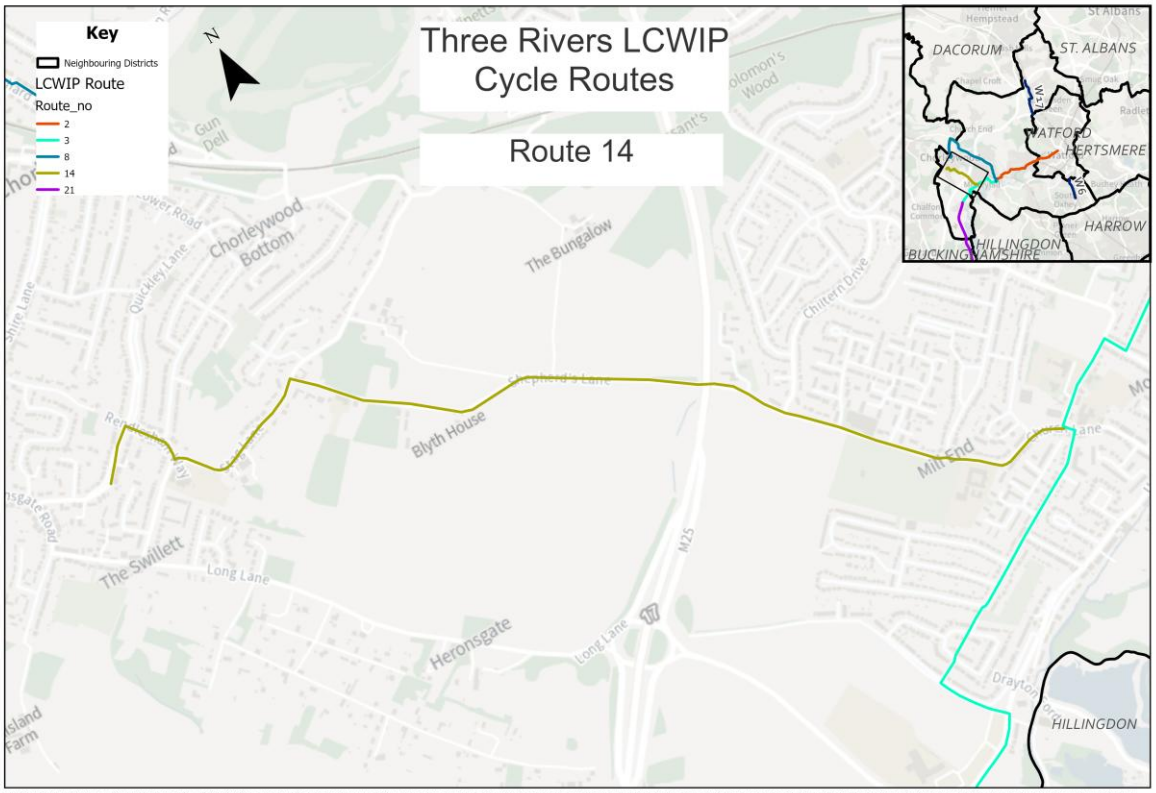
Figure 4.10 LCWIP priority route 8 overview



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Route 14 – Starts on Stag Lane in Chorleywood and comes out via Shepherds Lane towards William Penn Leisure Centre

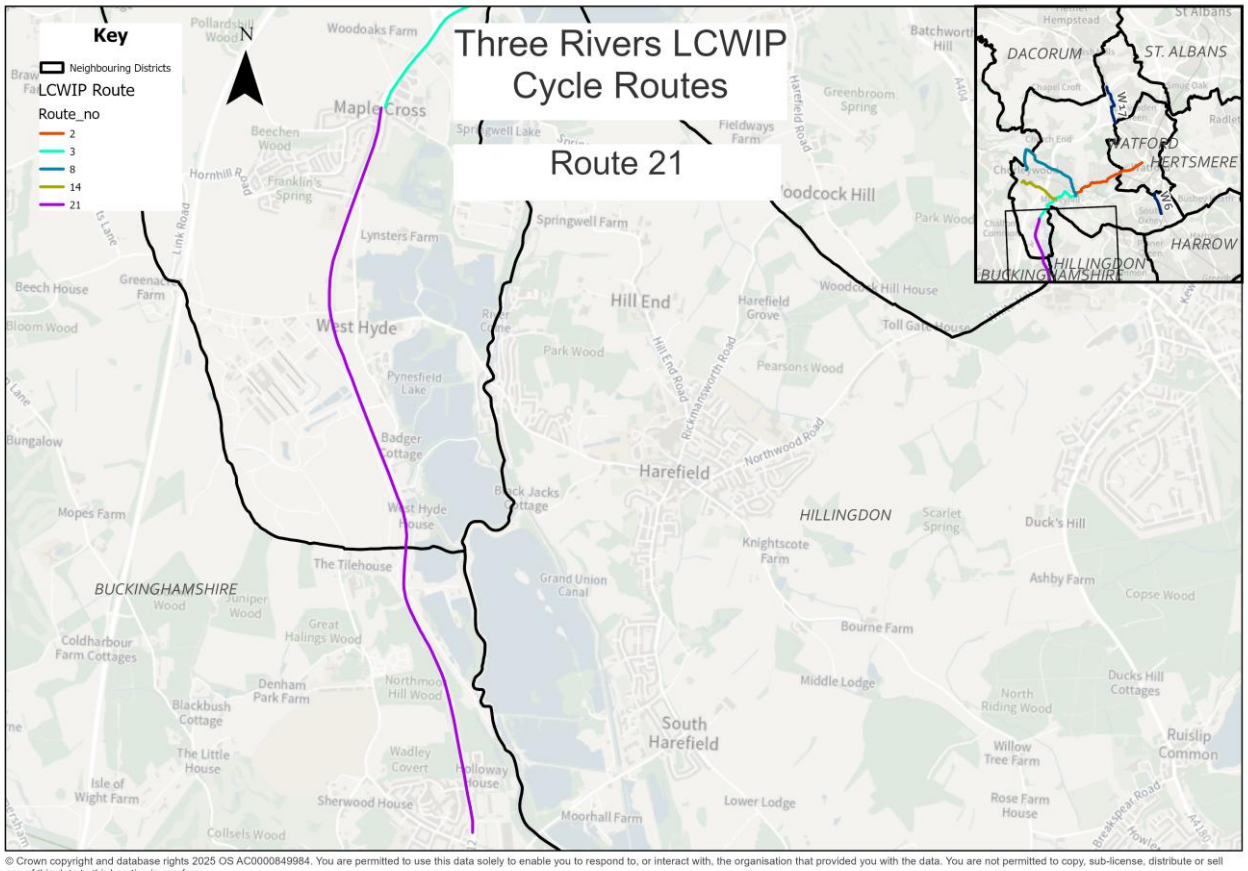
Figure 4.11 LCWIP priority route 14 overview



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Route 21 – Chalfont Road to towards Denham and Buckinghamshire border

Figure 4.12 LCWIP priority route 21 overview

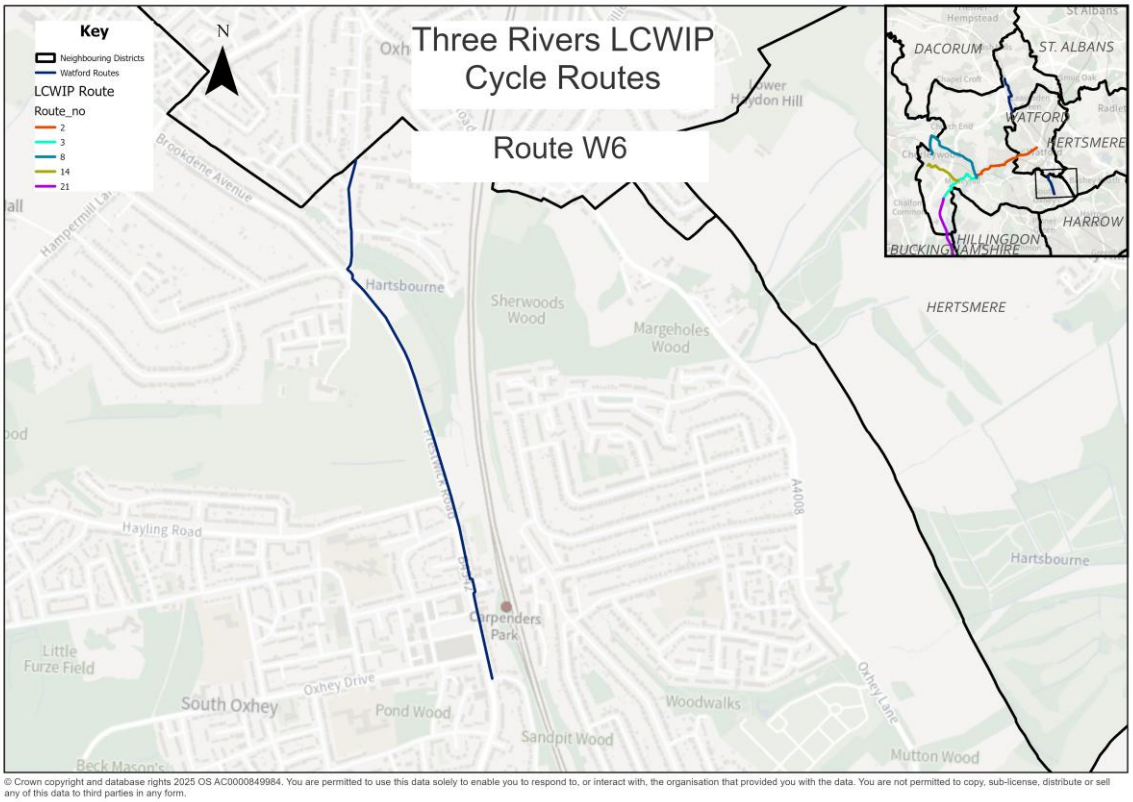


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Two routes from the Watford Borough Council LCWIP also cross into Three Rivers district which are outlined below as routes W6 and W17.

Route W6 – Along Green Lane and Prestwick Road towards Carpenders Park train station

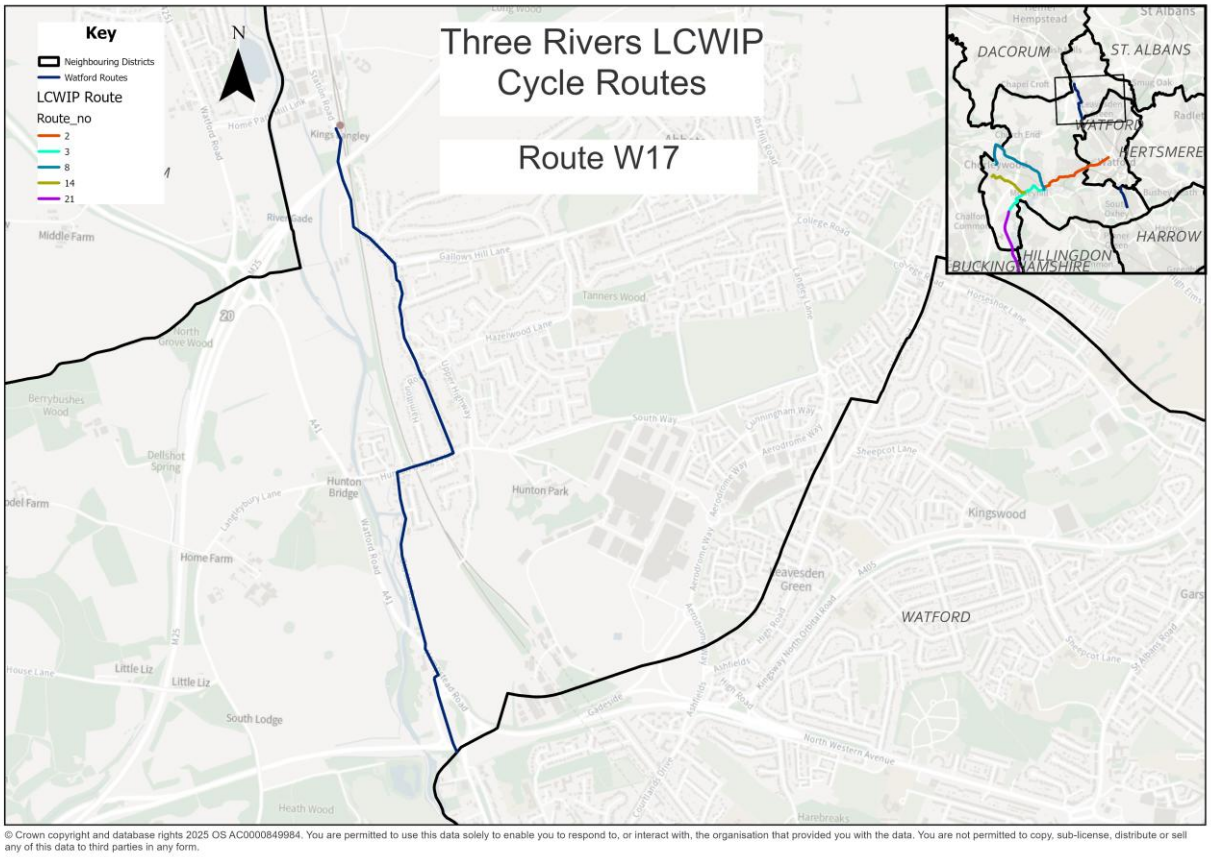
Figure 4.13 Watford LCWIP priority route W6 overview



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Route W17 – Along Old Mill Road, Lauderdale Road and Gallows Hill towards Kings Langley train station

Figure 9



4.6 Primary, Secondary and Local Routes

Other routes identified in the pre-prioritisation process but not chosen as a priority route will remain under consideration and may be progressed later or through separate workstreams. These are marked as ‘primary’ and ‘secondary’ routes on the map below.

All routes are also supported by Three Rivers District Council designated routes which have been chosen for providing key local connections from the strategic cycling network. As with all routes, these may not currently be safely passable by bicycle, but by designating these routes, it indicates an ambition to explore possible improvements. These are marked as ‘local’ routes which show on the map below.

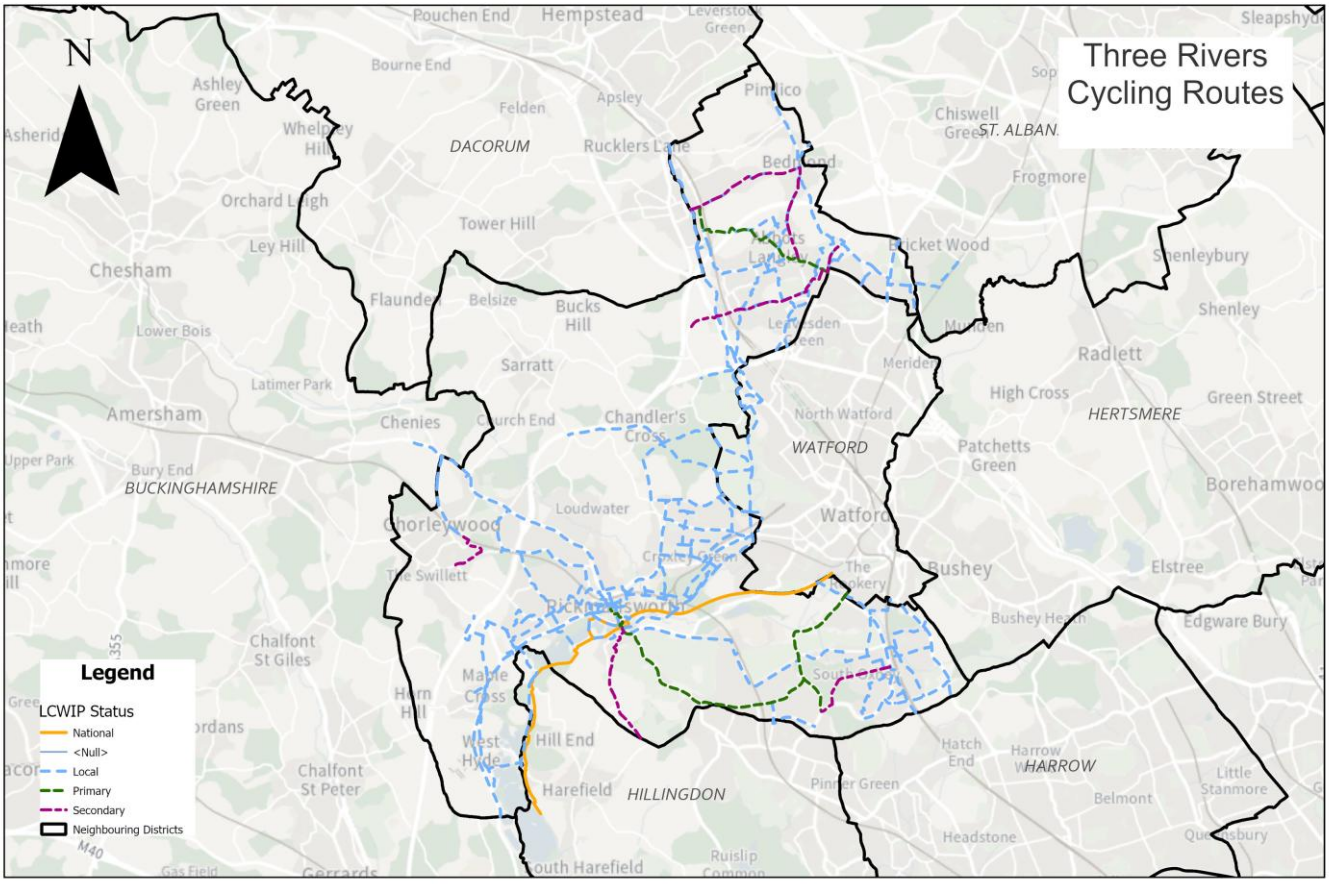
These are shown in more detail in Appendix B – Detailed District Cycle Route Map

4.7 National Cycle Network routes

The Ebury Way route, has been distinctly marked as the only National Cycle Network route in Three Rivers district. This is a higher profile route and was not selected for prioritisation. Although the need for resurfacing the route and vegetation cutback is noted, no significant work on interventions is needed so improvements to this route are being progressed separately. These are marked as a ‘national’ route on the map below.

This is shown in more detail in Appendix B – Detailed District Cycle Route Map

Figure 4.16 – District Cycle Route Map Overview



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

4.8 Route Selection Tool

Each of the prioritised routes has been assessed using the LCWIP Route Selection Tool[15] (RST) which scores the route against five key criteria:

- **Directness**: How direct a cycle route is in relation to the route travelled by private motor vehicles.
- **Gradient**: How steep a route is.
- **Safety**: How safe a route is, taking account of separation between cyclists and vehicles and motor vehicle
- speed and volumes.
- **Connections**: The number of points at which a route can be joined.
- **Comfort**: How comfortable the space is for cycling based on width and surface treatment.

The RST also considers the number of junctions along the route considered to be particularly hazardous or unattractive for cyclists, usually due to high traffic volumes or speeds, and a lack of separated cycling facilities. These are defined as 'critical' junctions.

The RST was applied firstly to consider the baseline conditions across the five criteria, with each route broken down into sections of distinct character. An overall baseline score of 0-5 for each criterion across the route is established.

The route is then re-assessed based on the potential conditions across the five criteria – scoring the route sections on the basis that they were improved, where possible, to standards identified in the DfT's Local Transport Note 1/20 (LTN 1/20) – the latest design guidance for cycle infrastructure. More detail on the LTN 1/20 principles is provided in section 4.9.

DfT's LCWIP Guidance states that the aim is to achieve a score of at least three and significantly reduce the number of critical junctions, potentially removing these completely.

Owing to COVID-19 restrictions the initial RST assessment was largely desktop based with assessment sheets completed remotely using online mapping and satellite imagery. However, spot checks were undertaken on site in June 2021 at locations where information was not readily available, or more detail was required to complete the audits.

Scores were assigned using the DfT's LCWIP Route Selection Tool, with gradient calculated using online mapping as recommended in this guidance. In cases where traffic data was not available for a specific street the road characteristic has been used as a proxy for daily vehicle flows. Speed limit was based on the posted speed limit for all routes.

The summary of the baseline audits is shown in Table 4.3. The scores for the five core design principles are a function of the conditions across the whole route. The number of critical junctions on each route are also listed.

Table 4.2 Three Rivers baseline results audits summary

Route No.	Name	Directness	Gradient	Safety	Connectivity	Comfort	Critical Junctions (no)
2	Rickmansworth - Watford A412	5.0	2.6	1.7	4.6	1.3	5
3	Rickmansworth – West	5.0	4.3	2.3	5.0	1.6	0
8	Rickmansworth – Chorleywood	5.0	2.9	0.7	4.6	0.6	3
14	Shepherds Lane	5.0	3.1	1.5	4.2	2.1	1
21	Maple Cross South	5.0	5.0	0.6	3.4	1.0	3

The prioritised routes in Three Rivers generally follow the main corridors of movement – meaning high scores for the directness of the routes, but lower safety scores due to higher traffic volumes and speeds on these major routes. Lower comfort scores reflect the fact that cyclists currently move with general traffic on several higher traffic sections of the routes.

[15] https://www.gov.uk/government/publications/local-cycling-and-walking-infrastructure-plans-technical-guidance-and-tools

4.9 Types of cycling interventions

The Department for Transport's (DfT) Local Transport Note (LTN) 1/20 Cycle Infrastructure Design guidance[16] was introduced in 2020 and should be referred to for detail on cycling infrastructure.

LTN 1/20 states that cycling infrastructure should meet five core design principles as follows:

- **Coherent**: Routes are consistent and simple to follow from origin to destination.
- **Direct**: Routes are at least as direct as those for private vehicles and do not require cyclists to stop and start at junctions.
- **Safe**: Infrastructure should be safe, and people should feel safe using it.
- **Comfortable**: Good quality, wide routes.
- **Attractive**: Infrastructure is well designed.

In addition, the guidance provides more specific principles including:

- Cycle infrastructure should be inclusive and usable by people of all ages and abilities.
- Cycles must be treated as vehicles and not as pedestrians with physical separation provided between pedestrians and cyclists, including at junctions.
- Physical separation from high traffic volumes, including at junctions.
- Widths should cater for high growth and non-standard cycles.
- All highway schemes should include consideration of opportunities to improve provision for cycling.
- Schemes should be more than cosmetic public realm schemes and include restrictions to traffic or reallocation of road space.
- Cycle infrastructure should form a connected and holistic network.
- Cycle parking should be included in large schemes.
- Schemes must be legible and understandable.
- Clear and comprehensive wayfinding should be provided.
- Flagship infrastructure such as new cycle bridges should form part of a joined-up network.
- Schemes should be properly maintained which is as important as the infrastructure itself.
- Surfaces must be smooth and durable.
- Trials may be important in making sure a permanent scheme works from the start; however, good design is still required for trial schemes to maximise their chances of success.
- Access controls such as barriers should not be used.
- Lower cost, pragmatic schemes such as bollards to close a road are preferred where they can be effective.
- Routes must be direct and logical.
- Cycle routes should be comfortable to ride, minimising the need to stop and start and the need for traffic calming with vertical deflection (e.g. speed humps).
- Schemes must be consistent and not switch between different types of provision such as carriageway lane and footway.

[16] https://www.gov.uk/government/publications/cycle-infrastructure-design-ltn-120

The fact that the LTN 1/20 guidance was introduced so recently means that, in common with most of the country, much existing cycling infrastructure in the study area would not meet the latest requirements. The prioritisation of interventions in the LCWIP process takes account of which improvements are most urgently required.

The level of design for the LCWIP is necessarily high-level. For example, at this stage, the plans indicate where there is potential for protected cycle facilities; however, the exact nature of the facility would be subject to further design work and will be subject to circumstances specific to the route. Types of facility include:

- Hybrid stepped track.
- Kerb separated track.
- Separation provided by locating parking on the outside of the cycle lane (note LTN 1/20 also recommends kerb or light separation).
- Bi-directional track.
- Light separation such as wands, as have been used in the recent temporary schemes. It is, however, recommended that the type of design is consistent within each scheme.

A glossary of possible interventions can be found in Appendix C.

4.10 Identified cycling interventions

In identifying measures, the interventions that have been suggested reflect the aspirations outlined in LTN 1/20. This is necessary in order to provide the quality of infrastructure that will have the greatest chance of achieving mode shift.

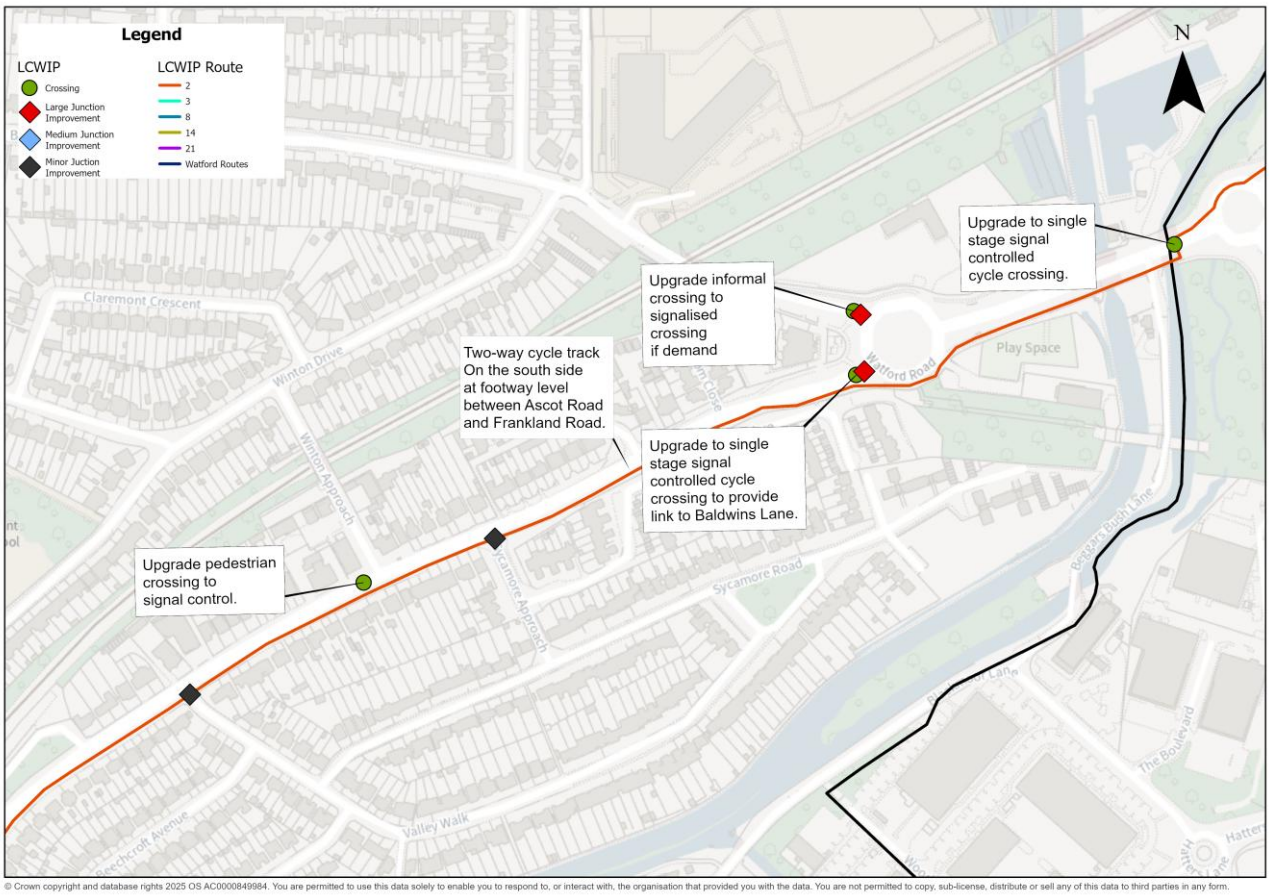
The LCWIP is intended to provide a high-level overview of potential designs only. The deliverability of the schemes has been considered; however, in all cases, the measures identified will need to be subject to a full feasibility assessment, safety review and detailed consideration of the impacts on other road users, including buses and emergency vehicles. On some sections of the routes, very constrained pinch points have been identified where we are unable to recommend potential interventions at this stage – in these cases further study is required to identify potential solutions for continuing the cycle route. The deliverability of the schemes is considered in LCWIP Stage 5 – Prioritising Improvements.

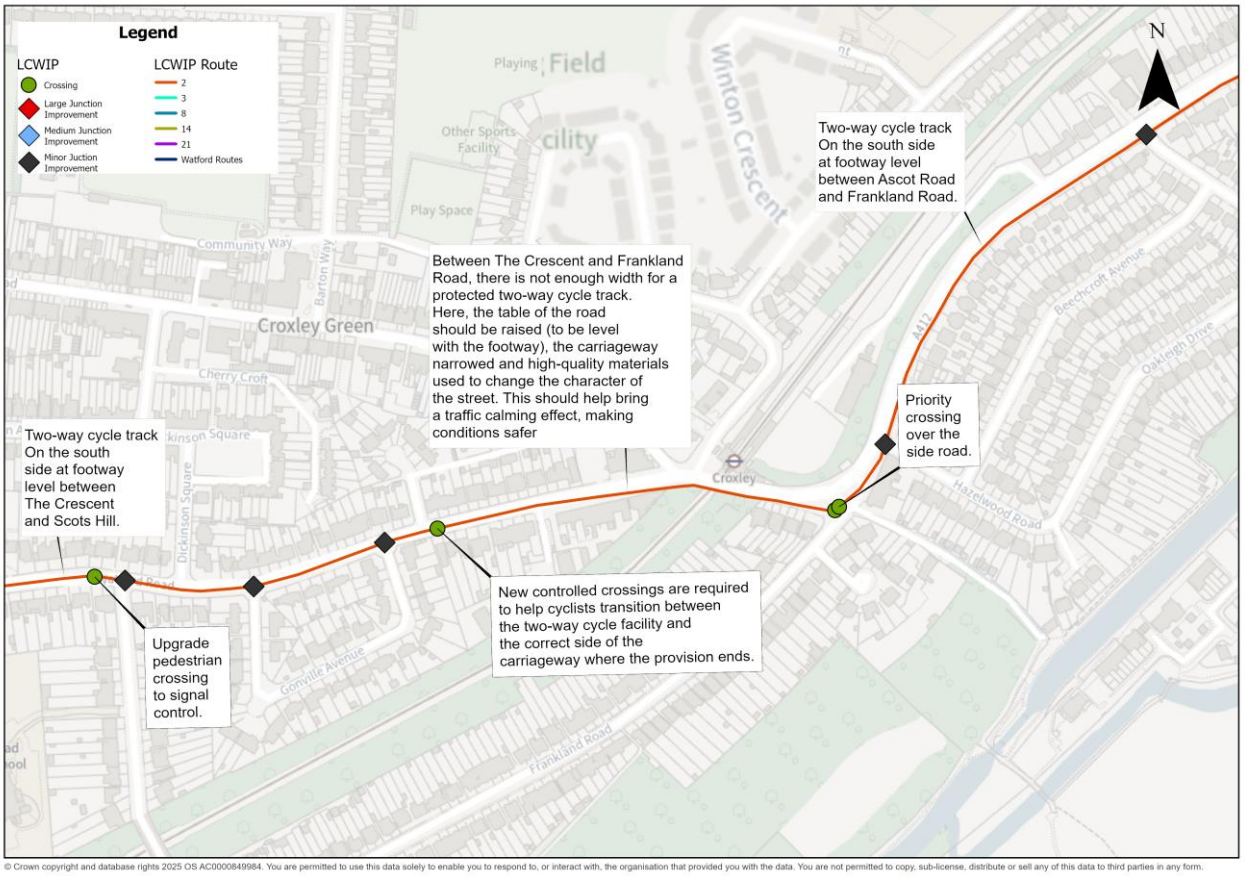
The measures proposed focus on the main links and junctions. In addition, it is recommended that the following interventions be included when designing schemes in more detail:

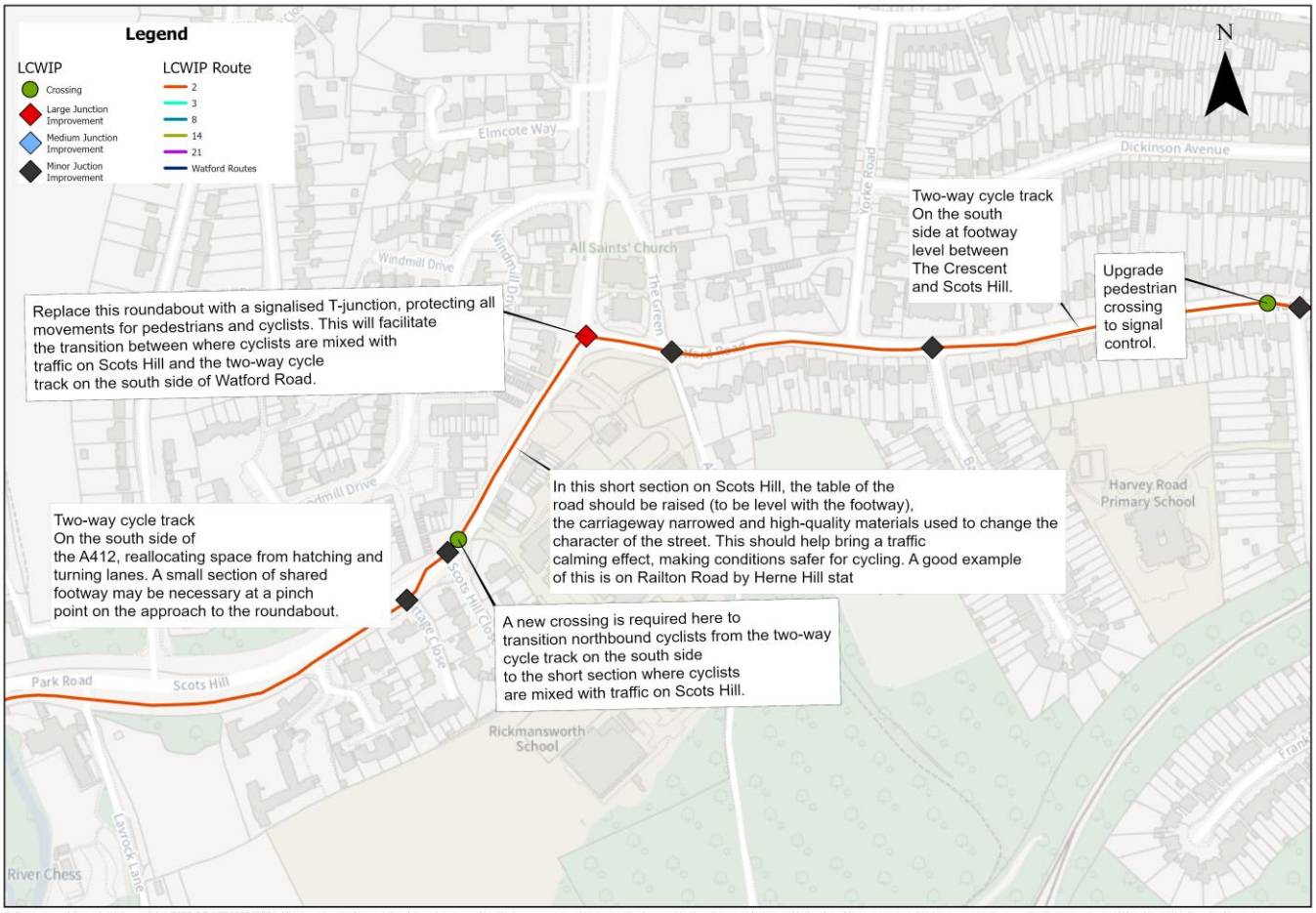
- Side road entry treatments, including priority for cyclists, reducing radii and providing raised tables or continuous footways for pedestrians. The plans provide some examples; however, as it is recommended that this would be a standard design consideration, the majority of locations are not highlighted.
- Traffic management measures, such as traffic filtering, to support the introduction of cycle schemes on strategic routes and to create low-traffic connector routes through residential areas. These may include modal filters (a method of traffic filtering that restricts through motor traffic while allowing access for cyclists and pedestrians), banned turns, or one-way systems. Some potential examples are provided; however, it is recommended that these measures be given wider consideration during the design development stage. For more info, please see Appendix C.
- Permitting of two-way cycling on one-way streets to improve permeability to and from the core network, subject to individual safety assessment.
- Signalised junctions should be reviewed on a case-by-case basis at feasibility stage, but dedicated signal stages for cycles should be the first consideration in most cases, with other options considered during the review, depending on space, junction capacity and safety factors.
- Cycle parking, including secure storage in residential areas and at destinations. Signage and wayfinding to provide for easy understanding of cycle facilities for cyclists, pedestrians, and other road users, especially at more complex junctions, and to provide navigation and route reassurance. Redundant signage – particularly ‘Cyclists Dismount’ – should be removed.
- Decluttering of spaces to provide suitable useable widths and remove obstructions where possible should be carried out on all routes.

The indicative interventions on the 5 priority routes are shown below.

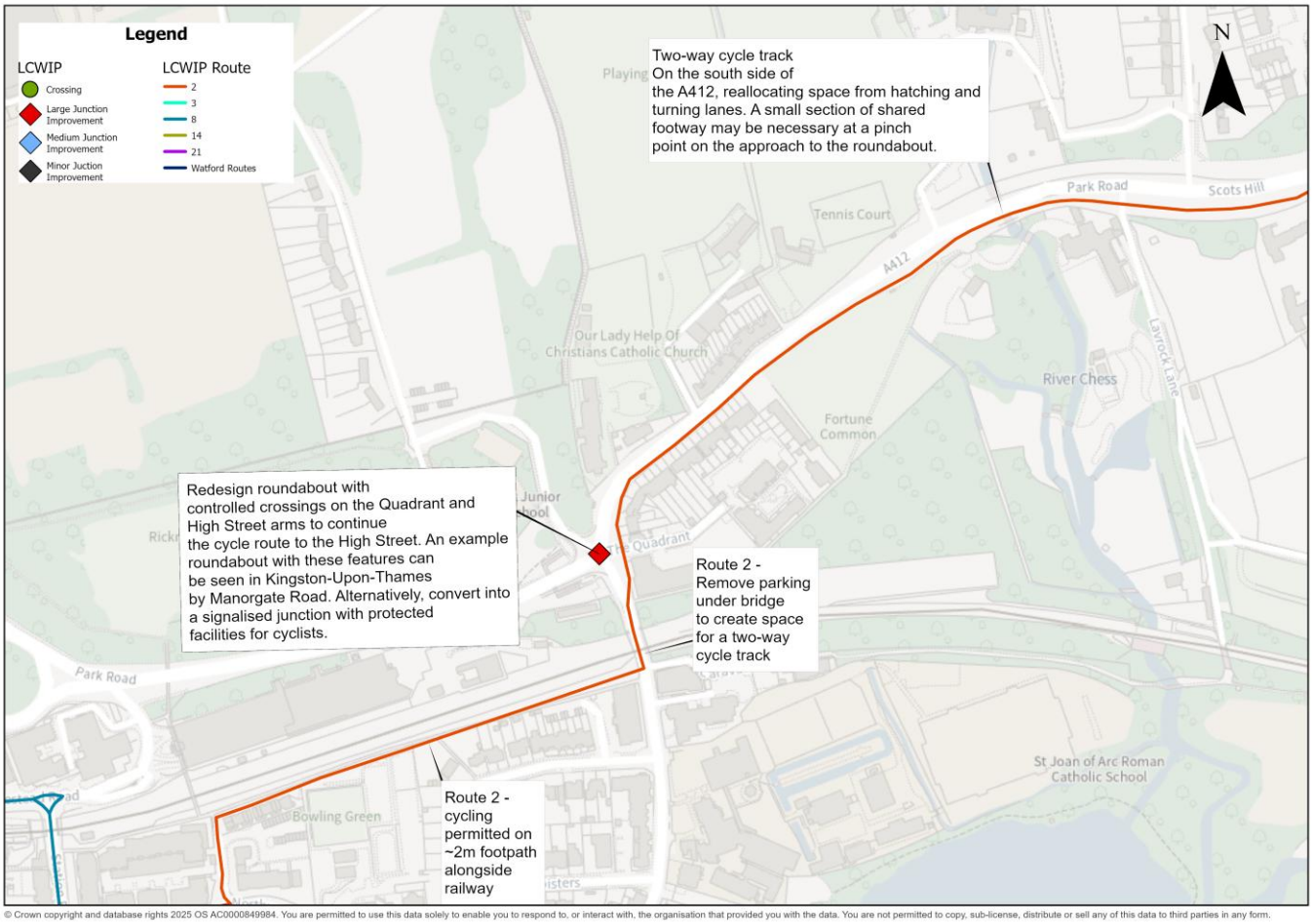
Route 2 - Watford via Croxley Green A412 to Rickmansworth High Street



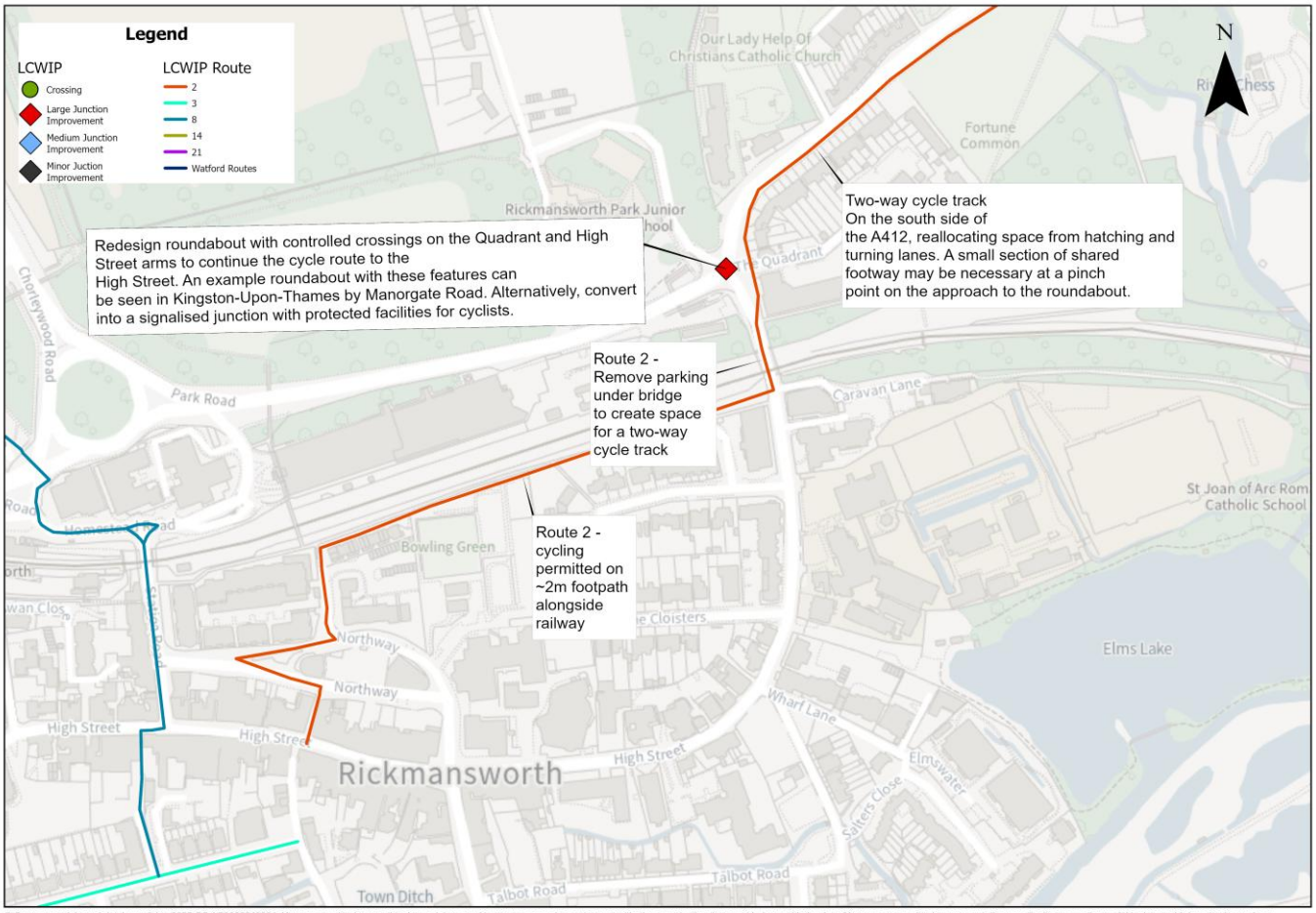




© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

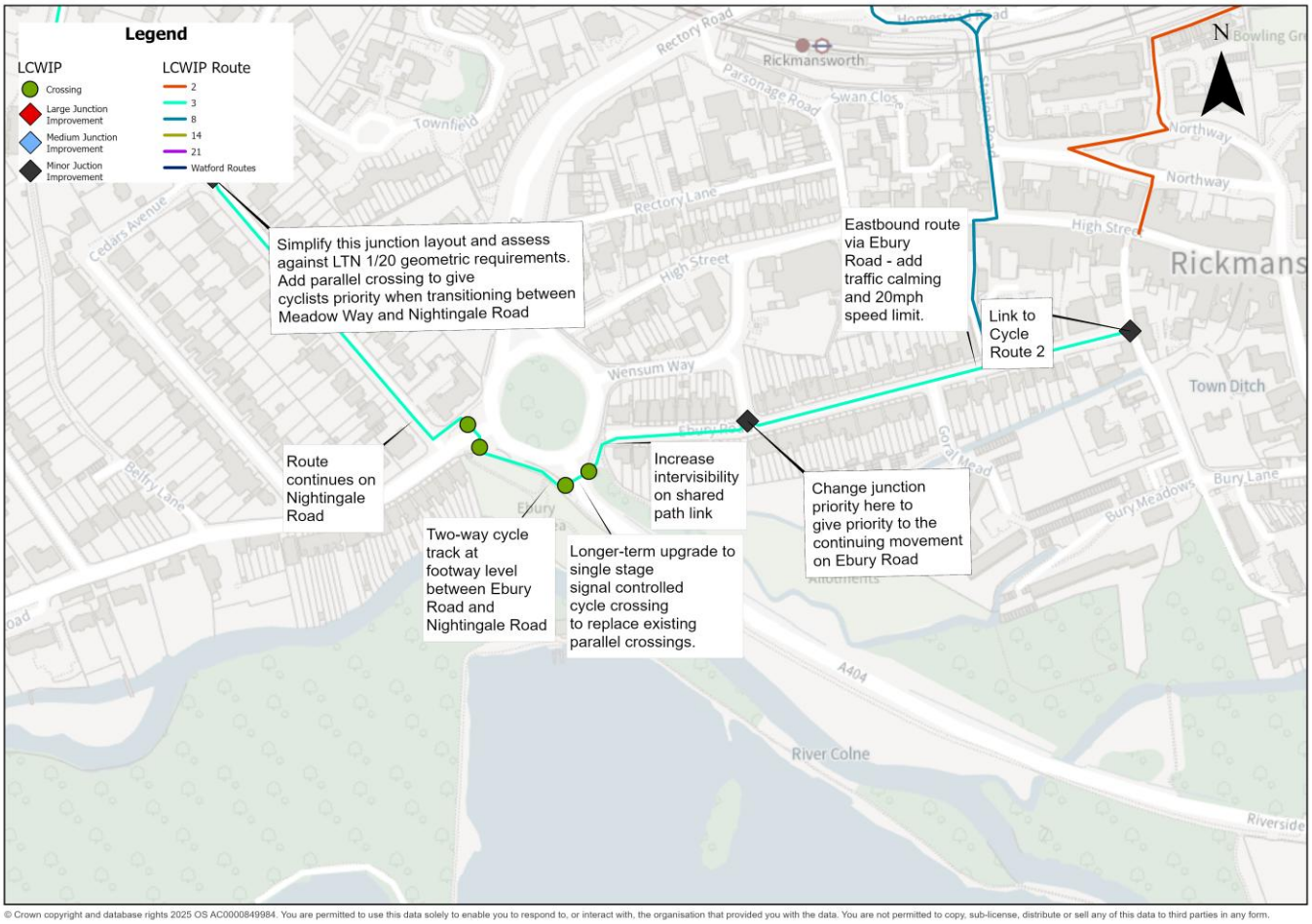


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

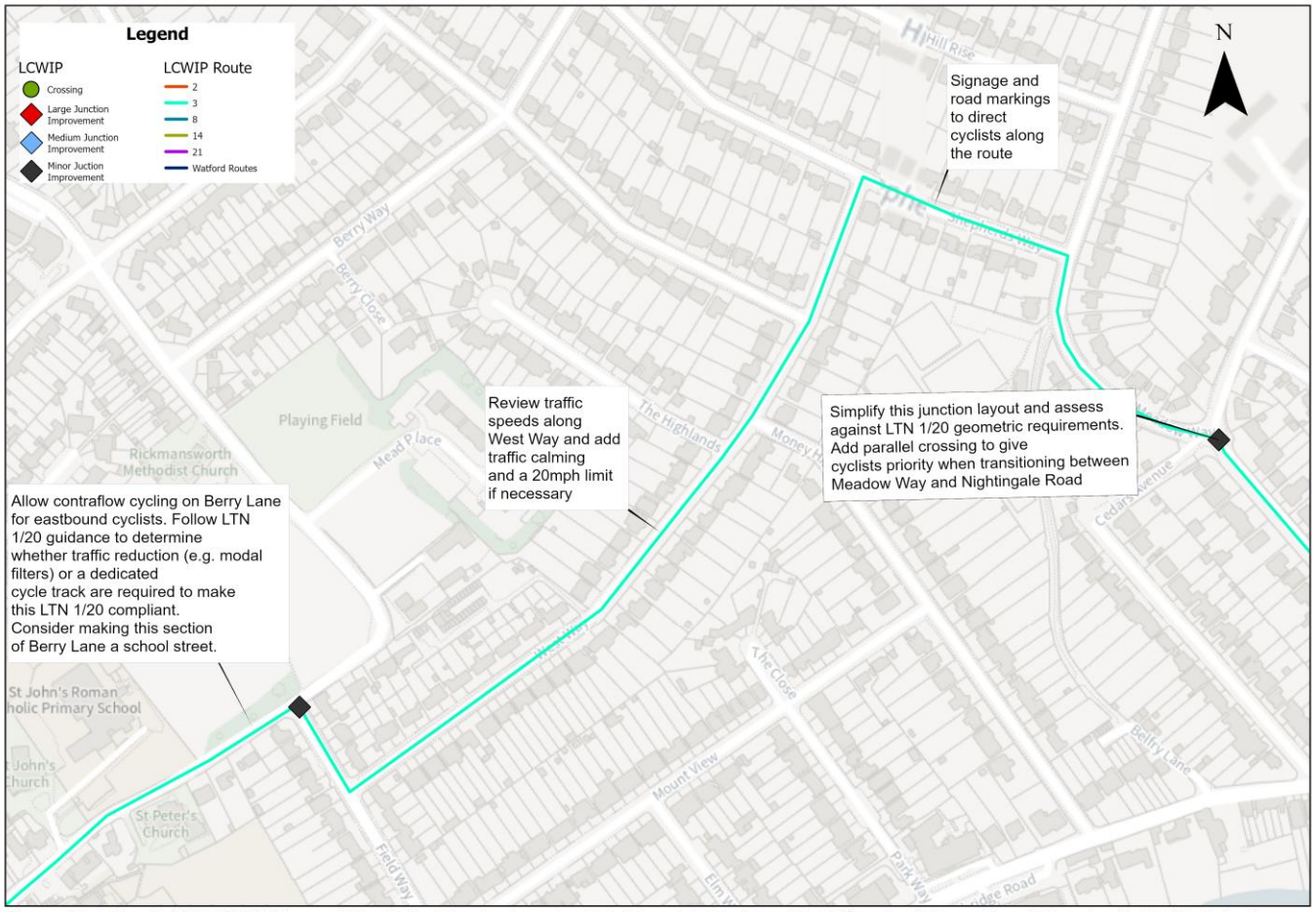


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

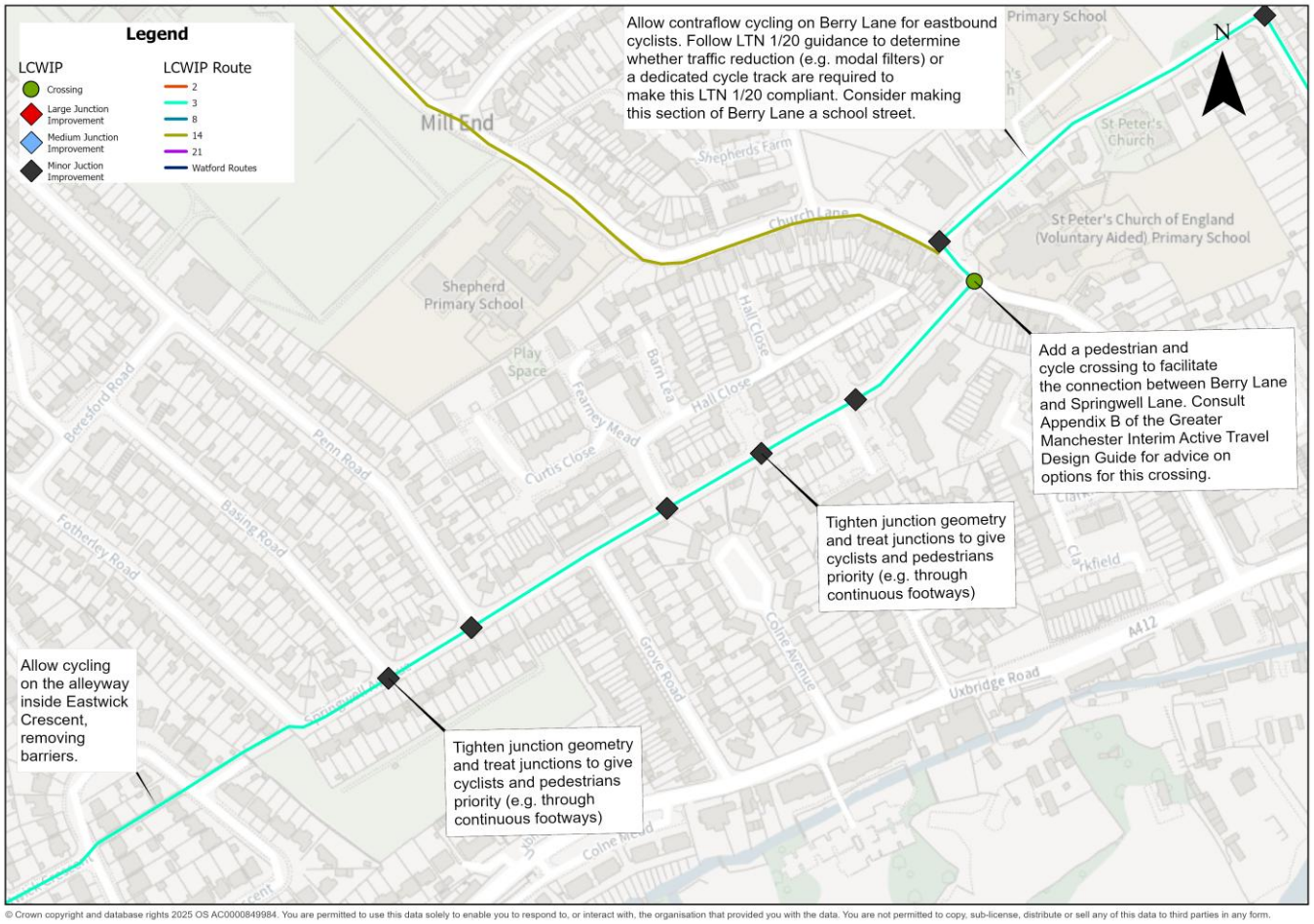
Route 3 – Ebury Road, parallel with Uxbridge Road and then next to A412



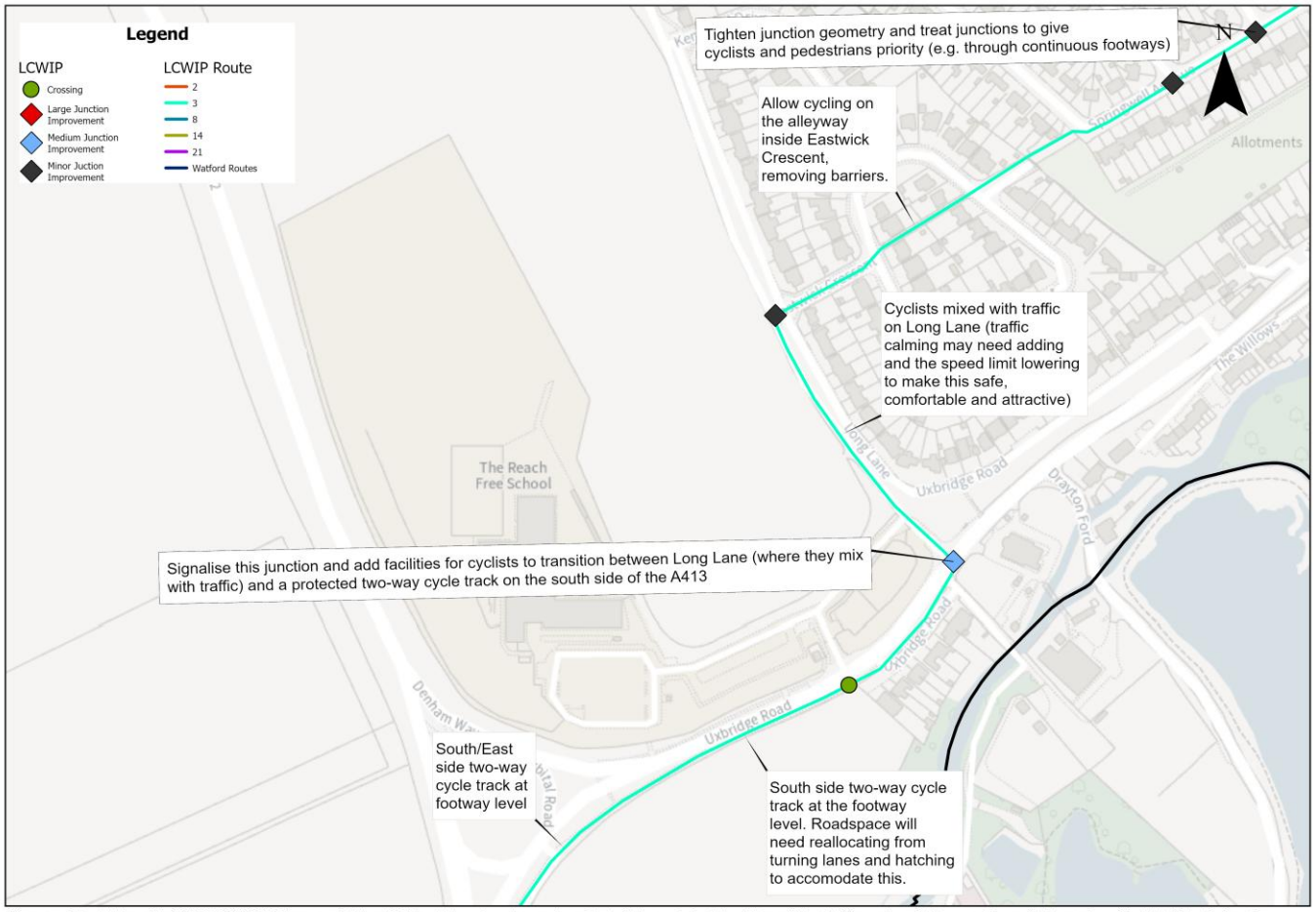
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



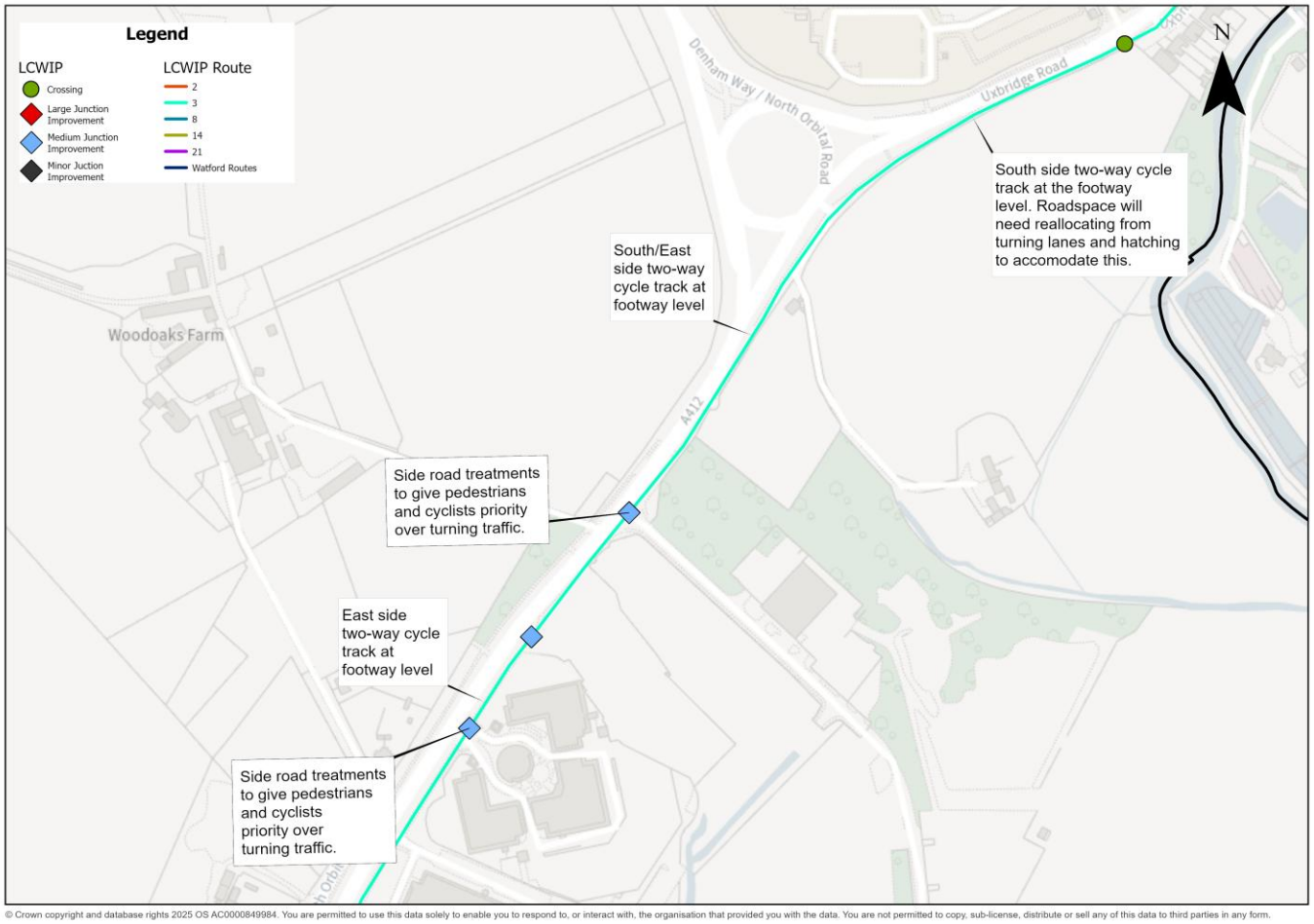
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



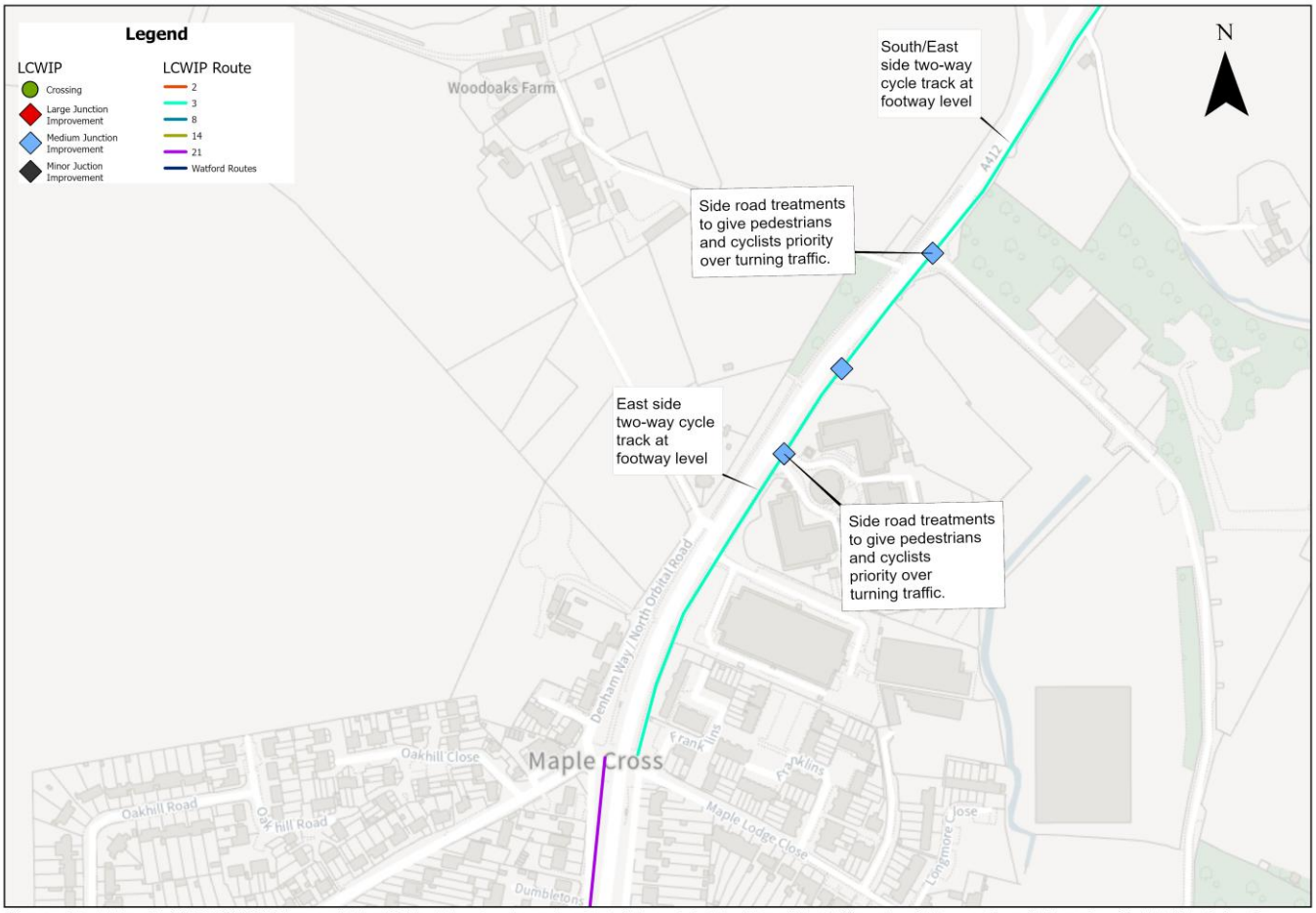
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

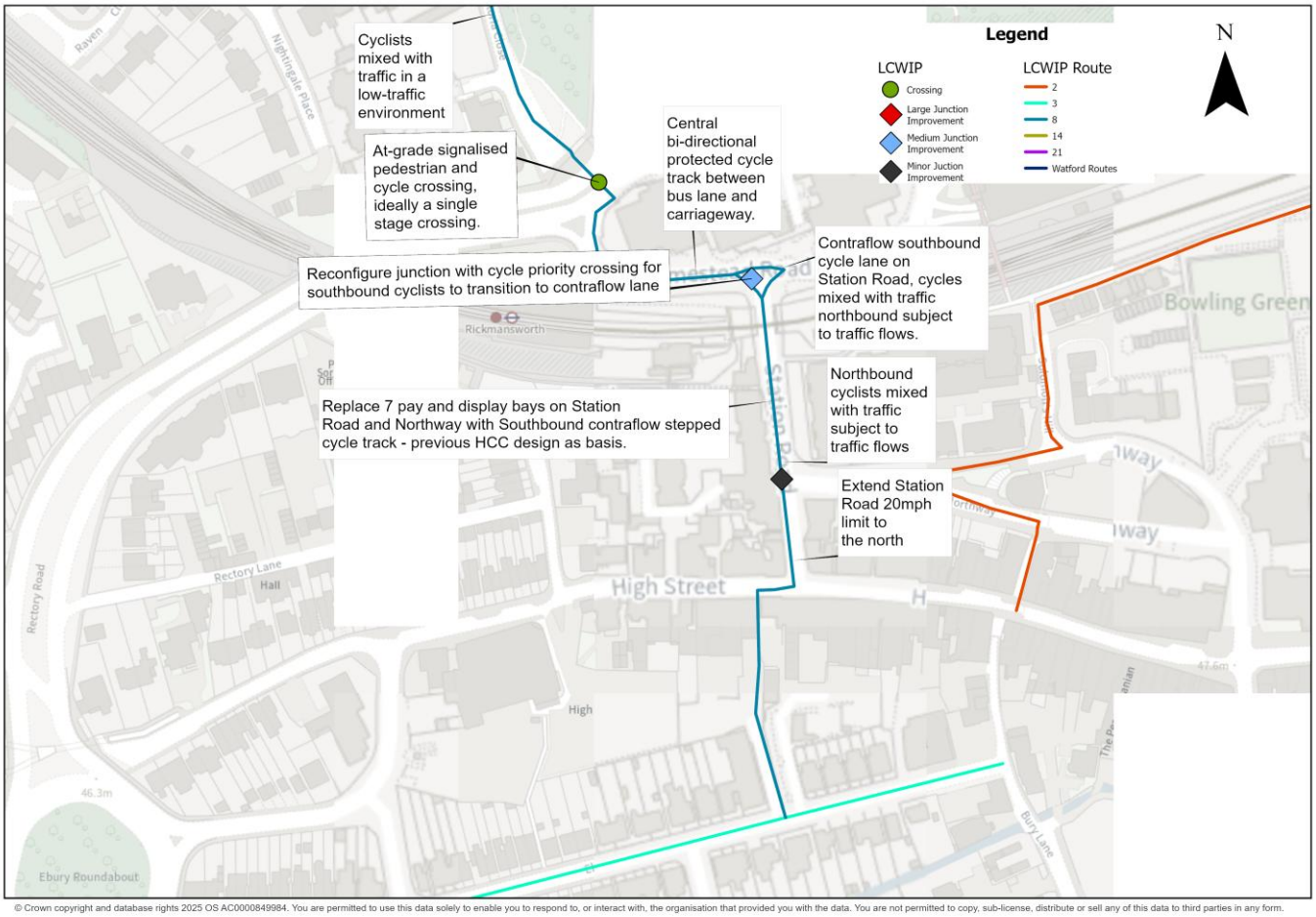


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

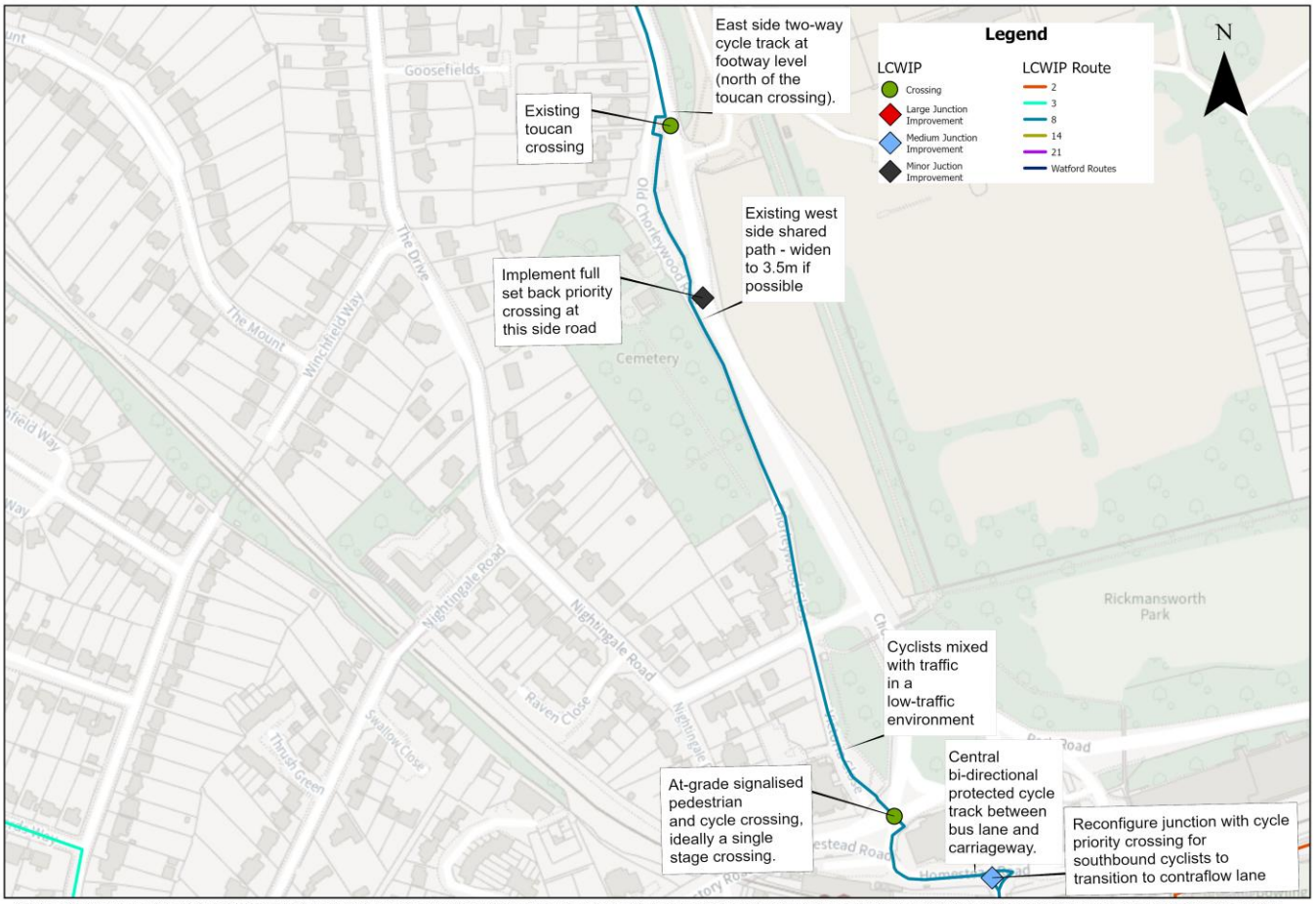


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

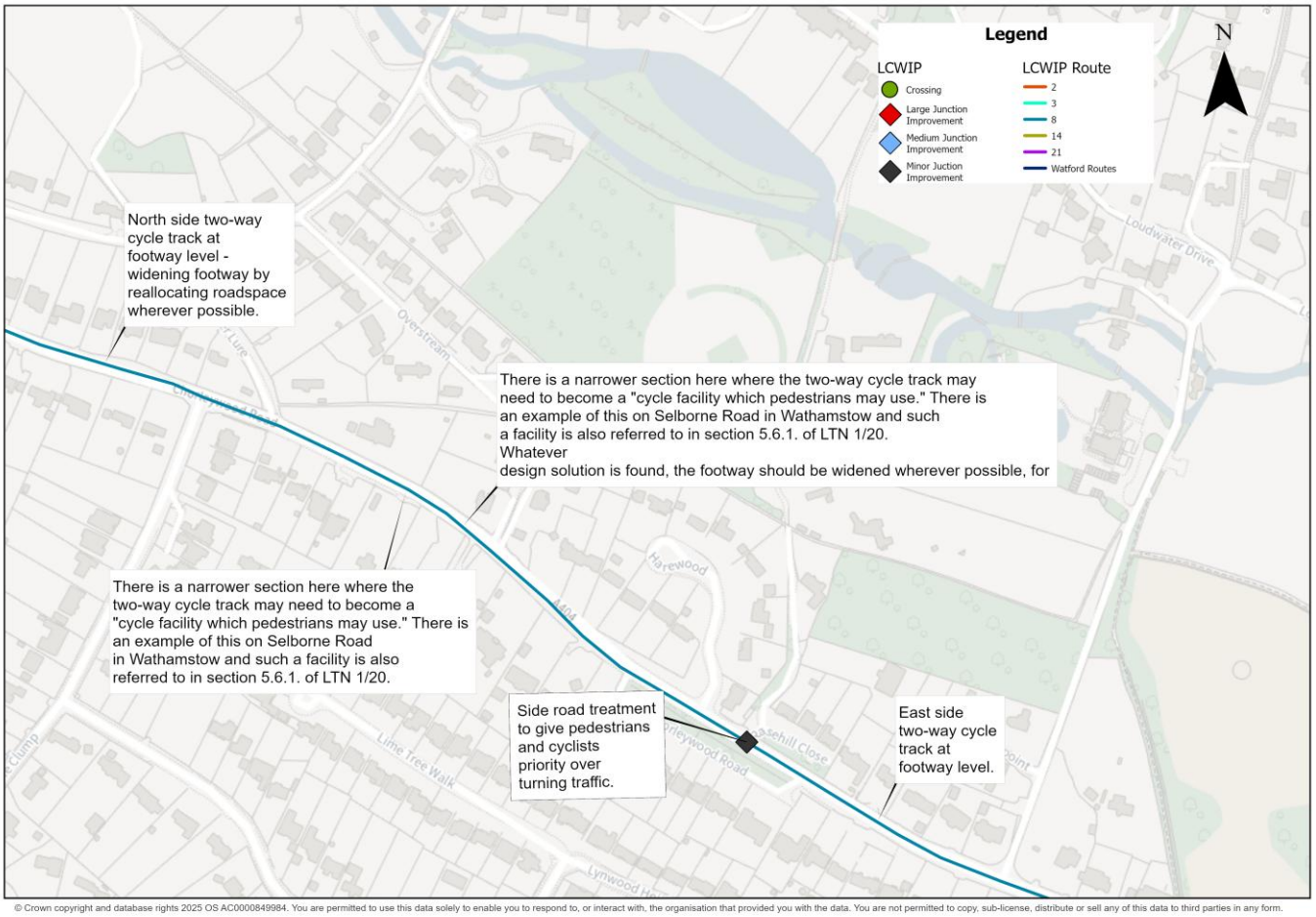
Route 8 - A404 route between Rickmansworth Station and Chorleywood



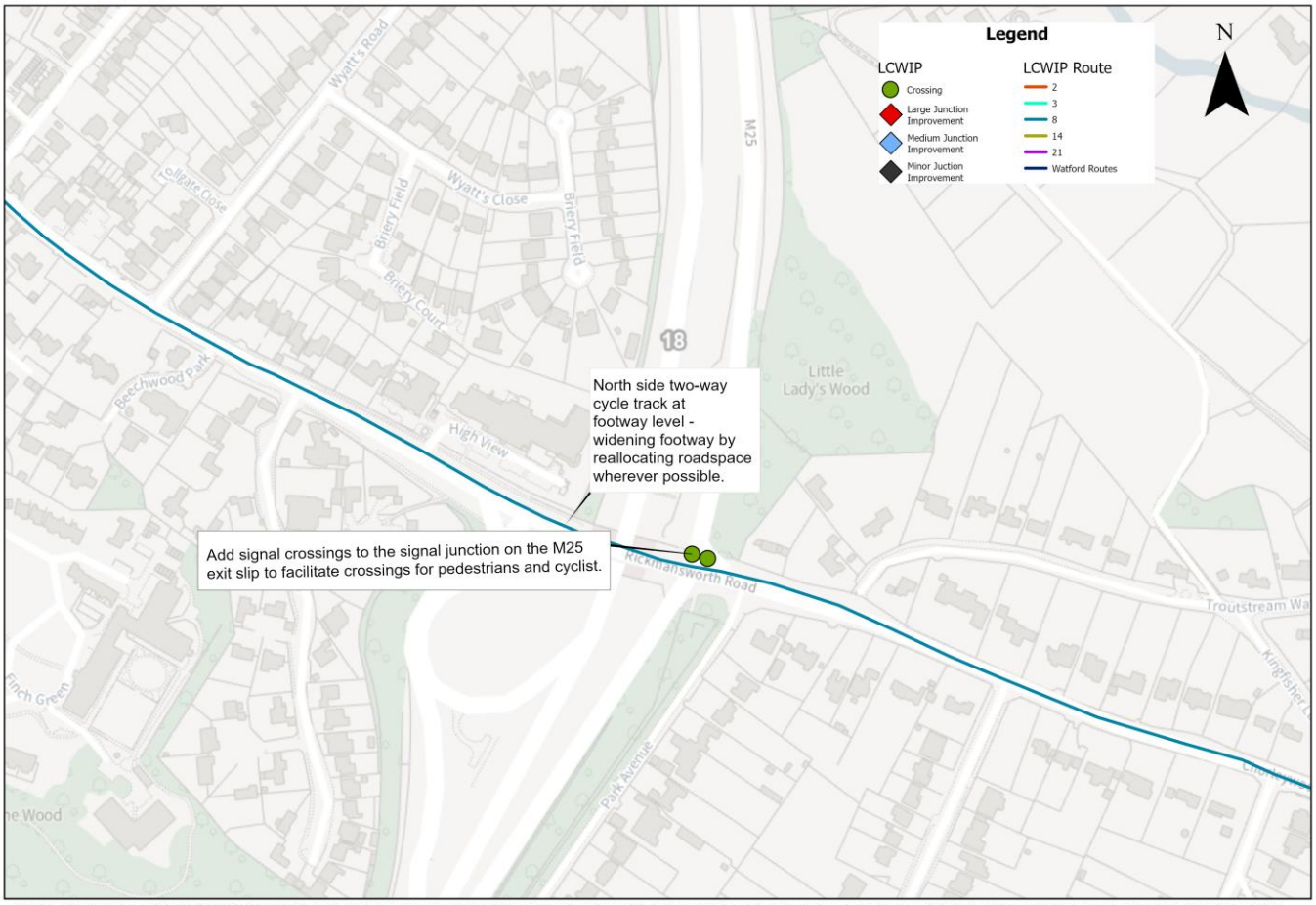
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



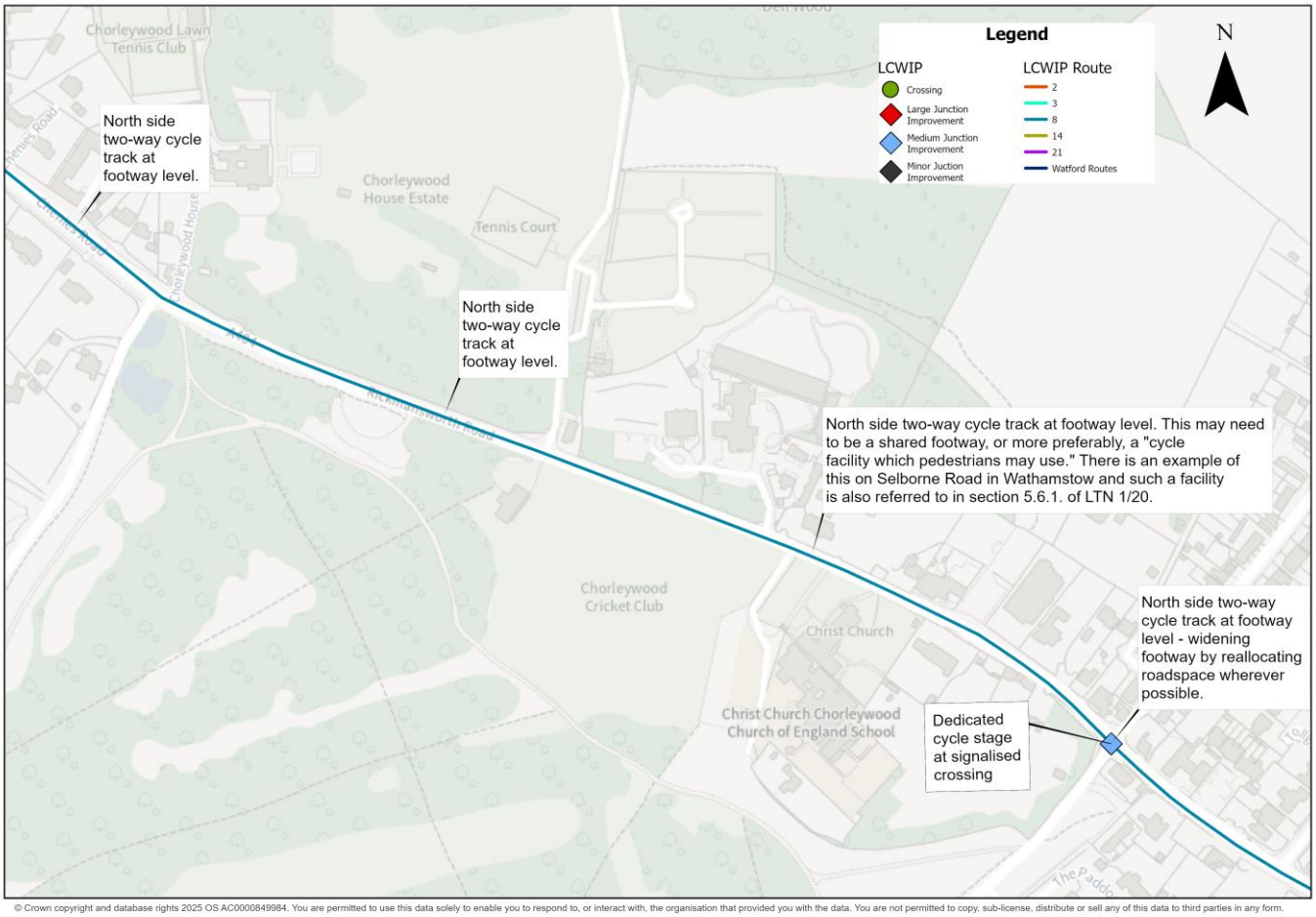
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



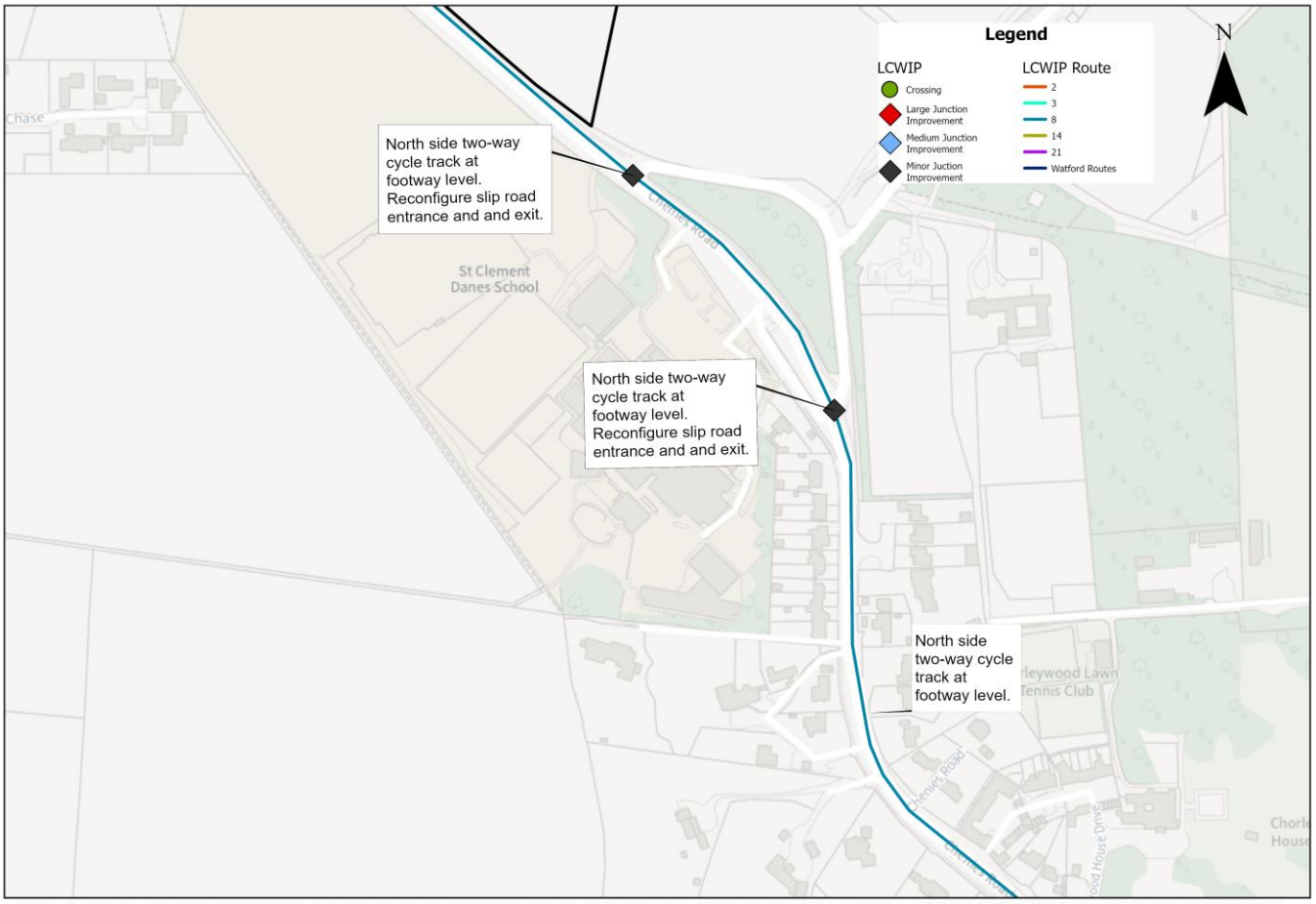
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



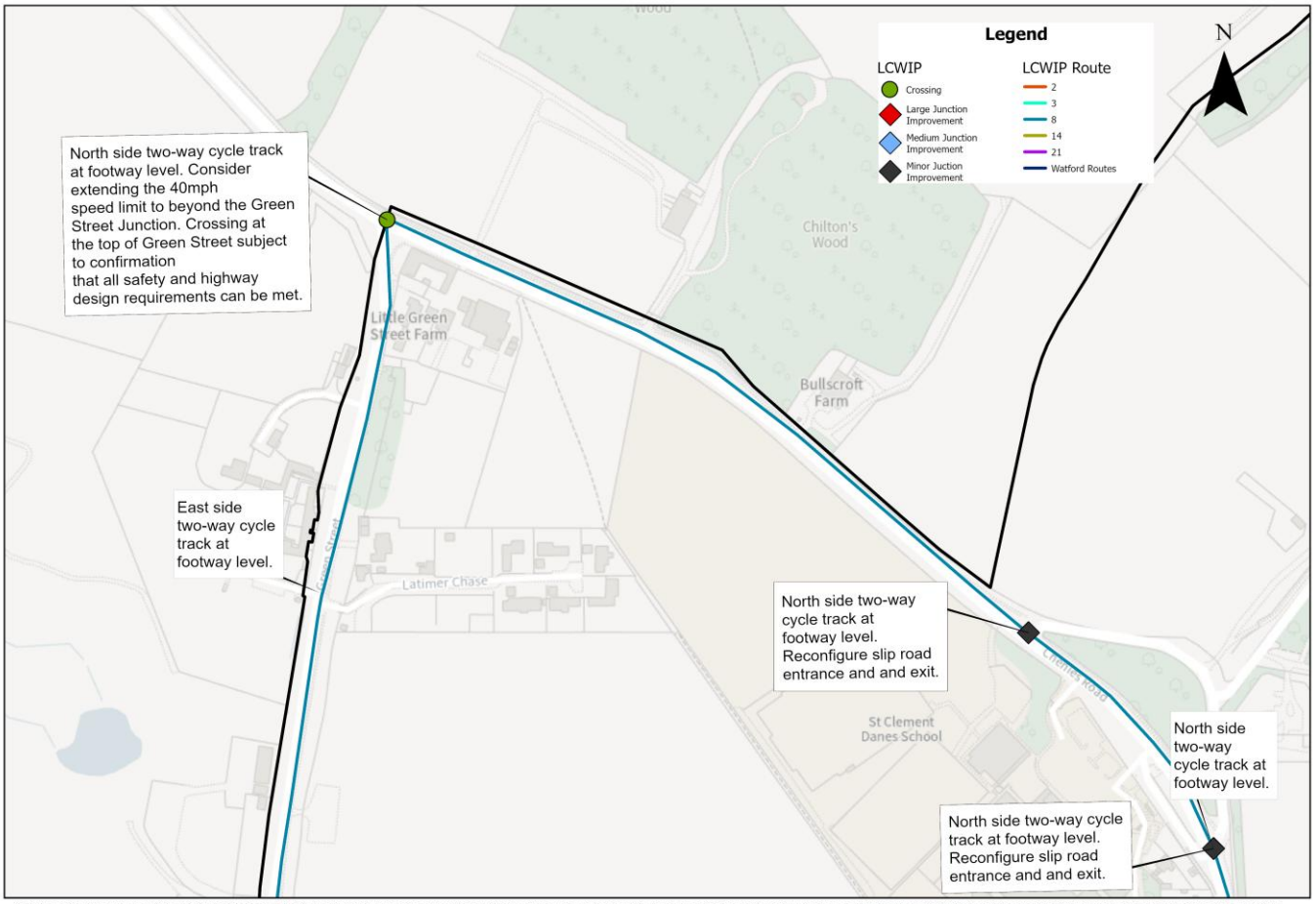
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



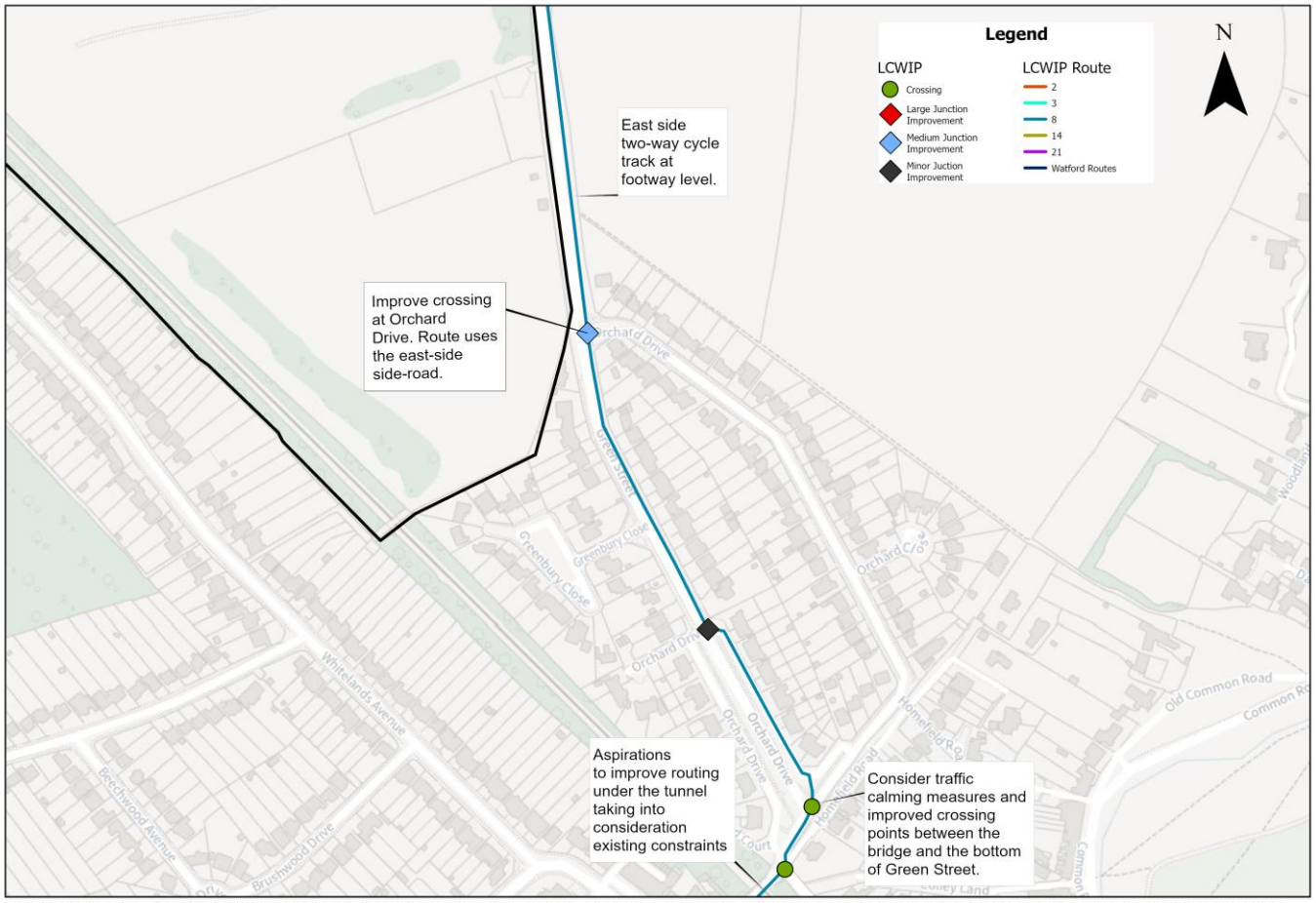
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



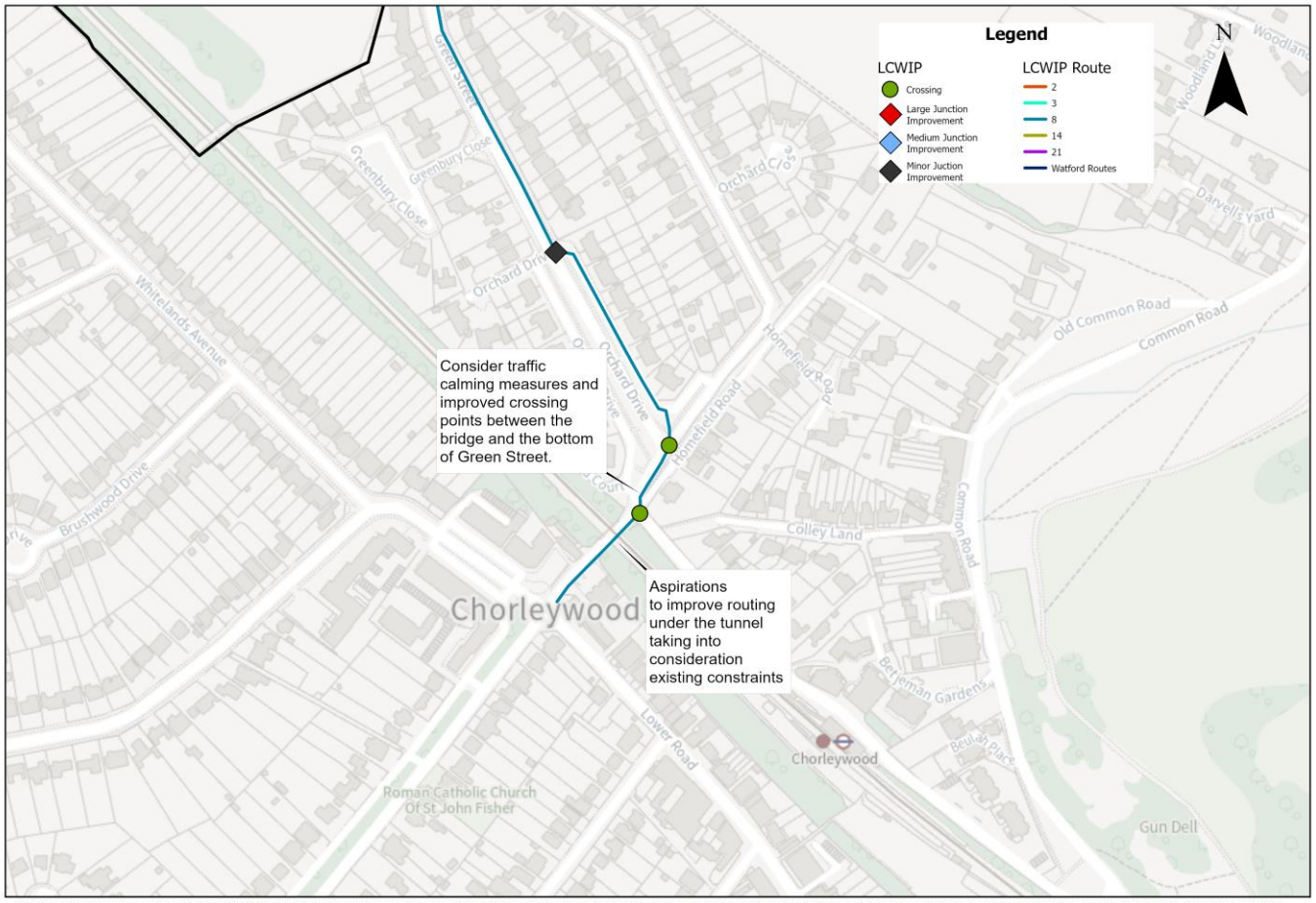
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

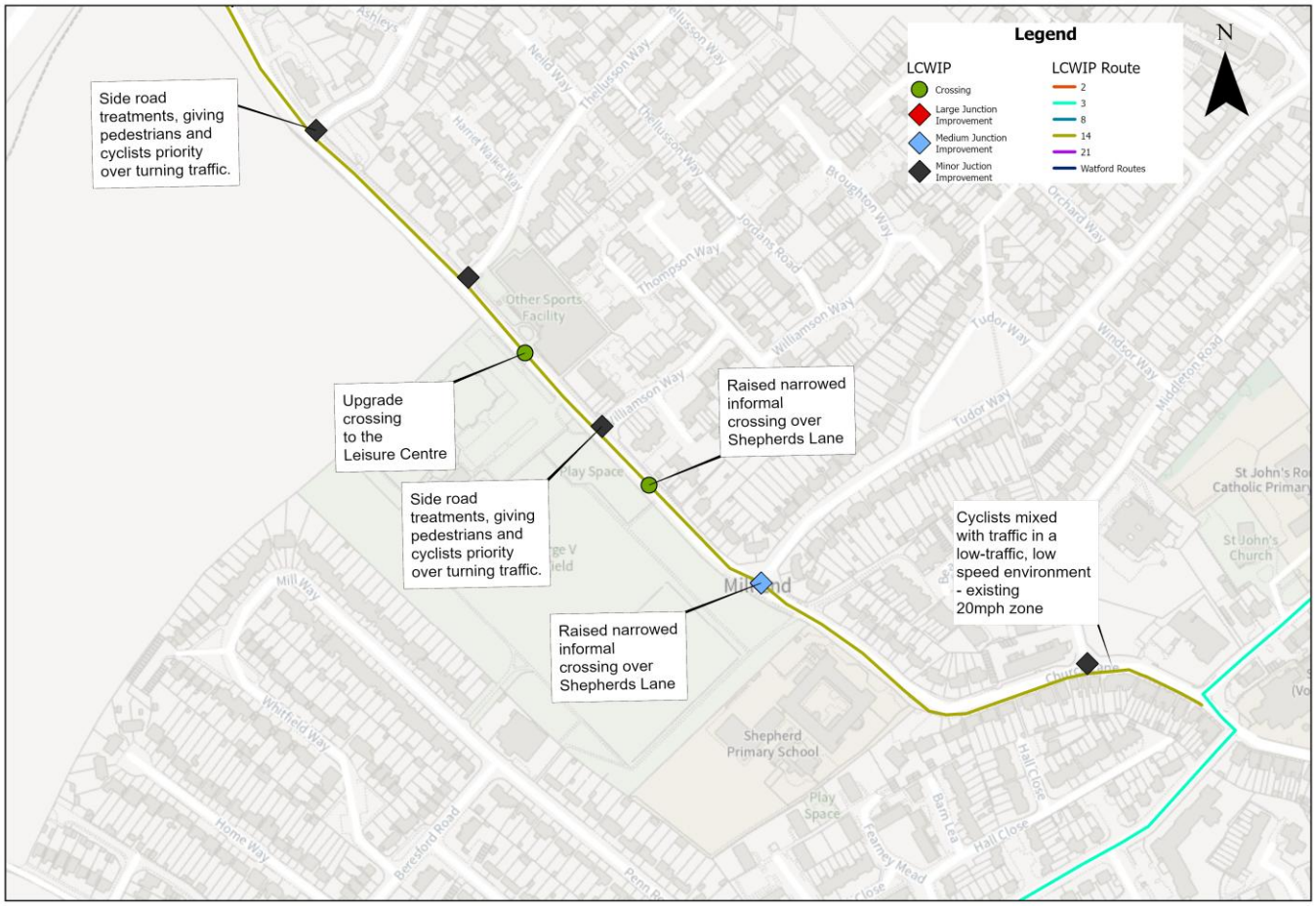


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

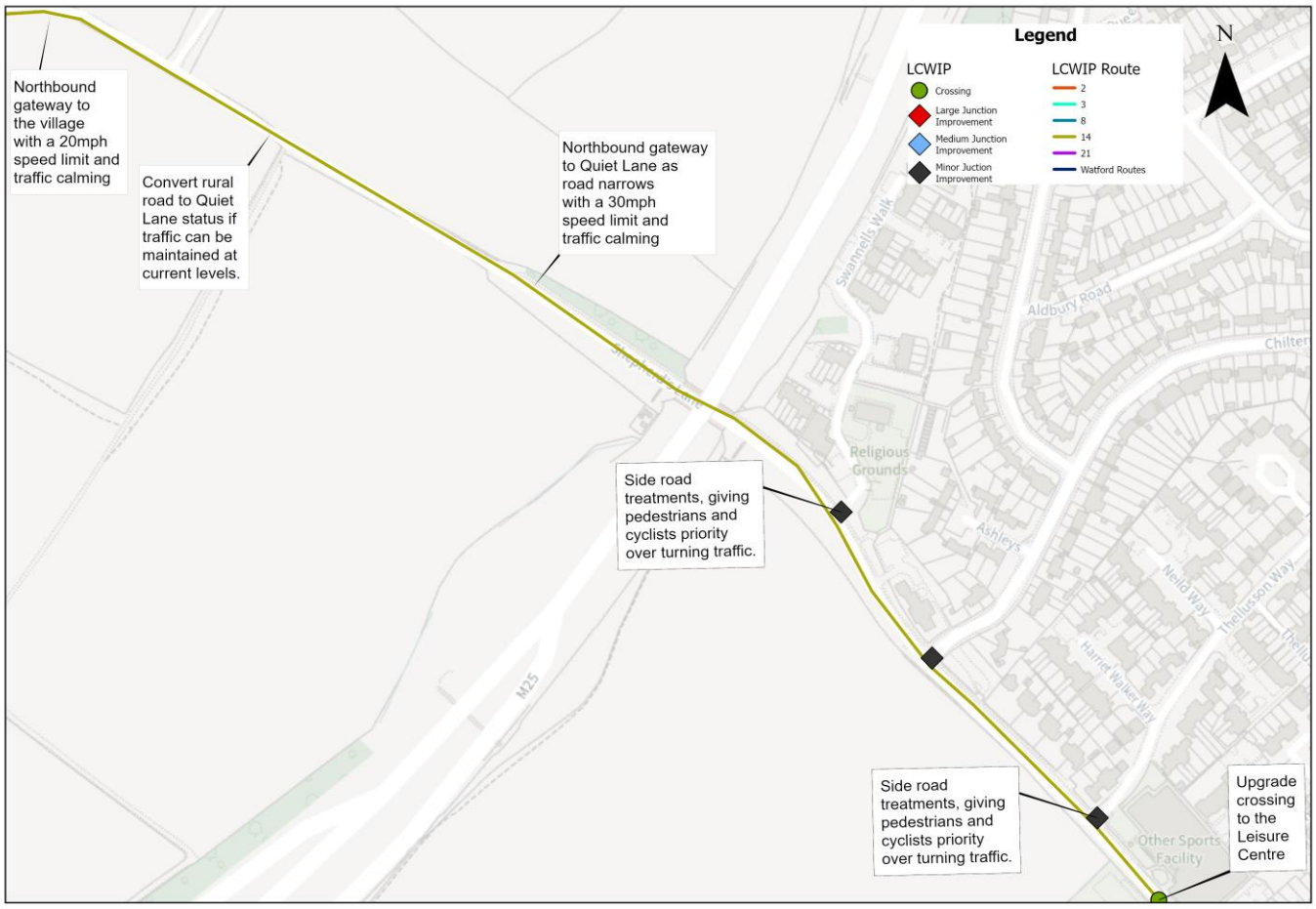


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

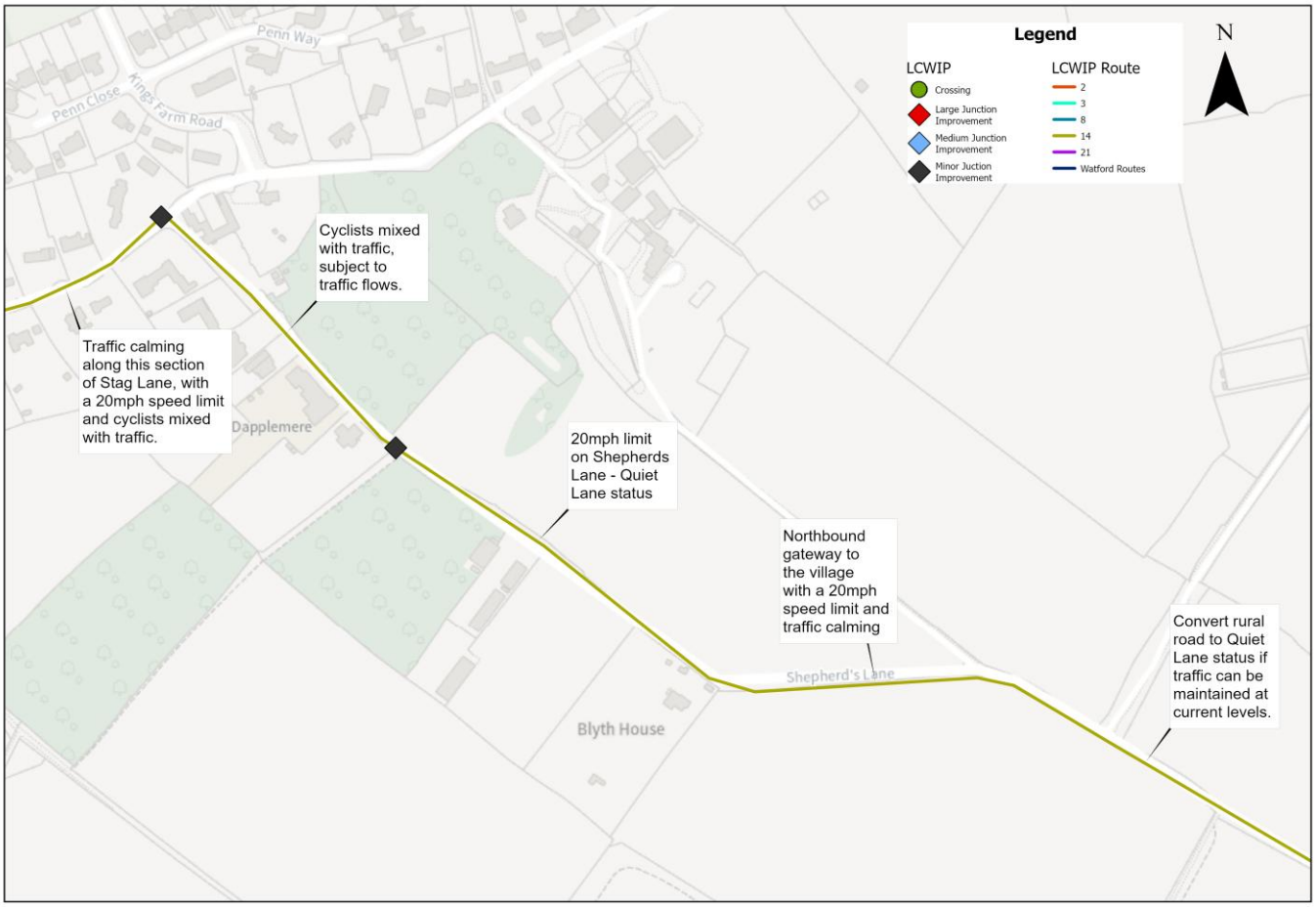
Route 14 – Starts on Stag Lane in Chorleywood and comes out via Shepherds Lane towards William Penn Leisure Centre



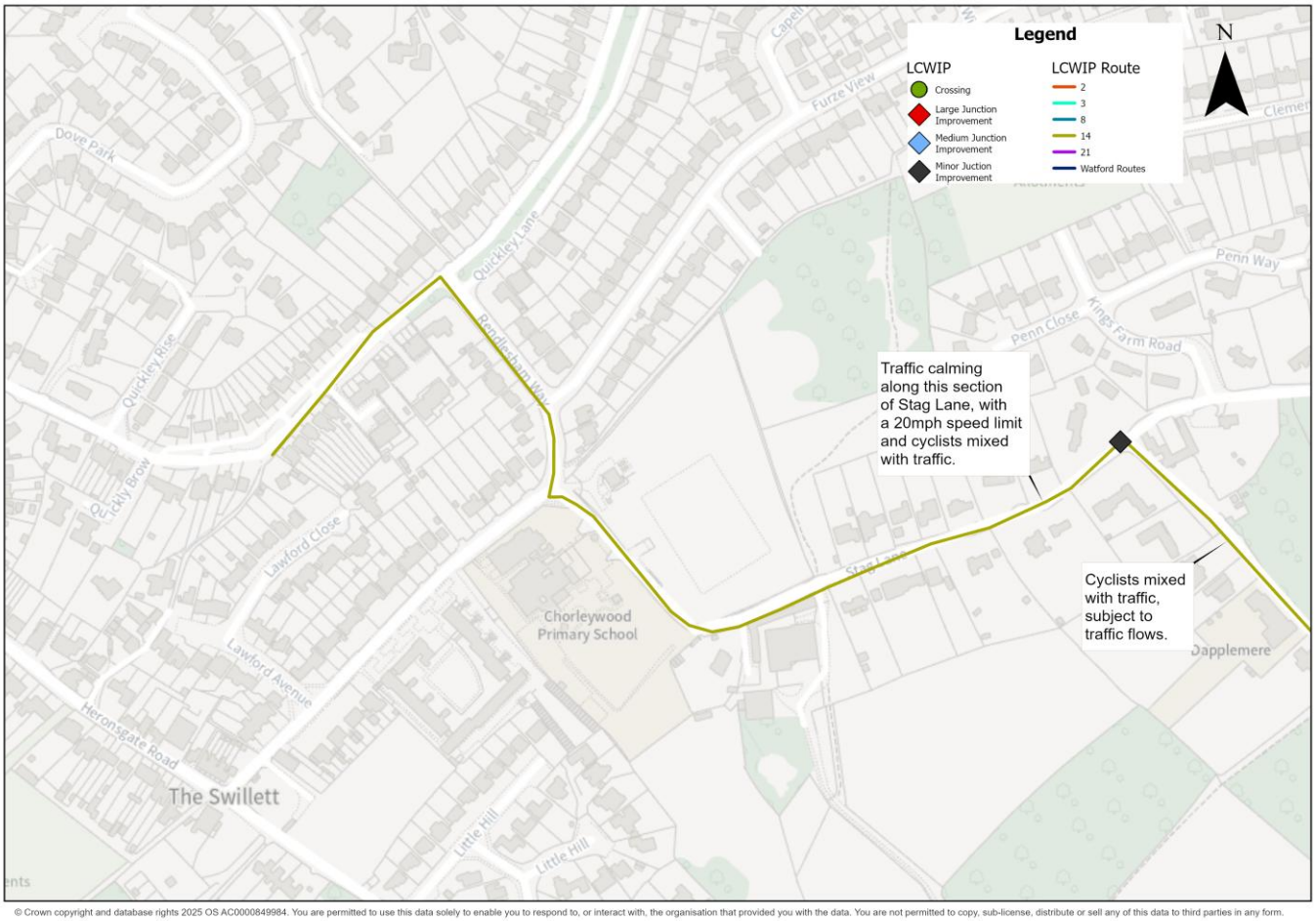
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

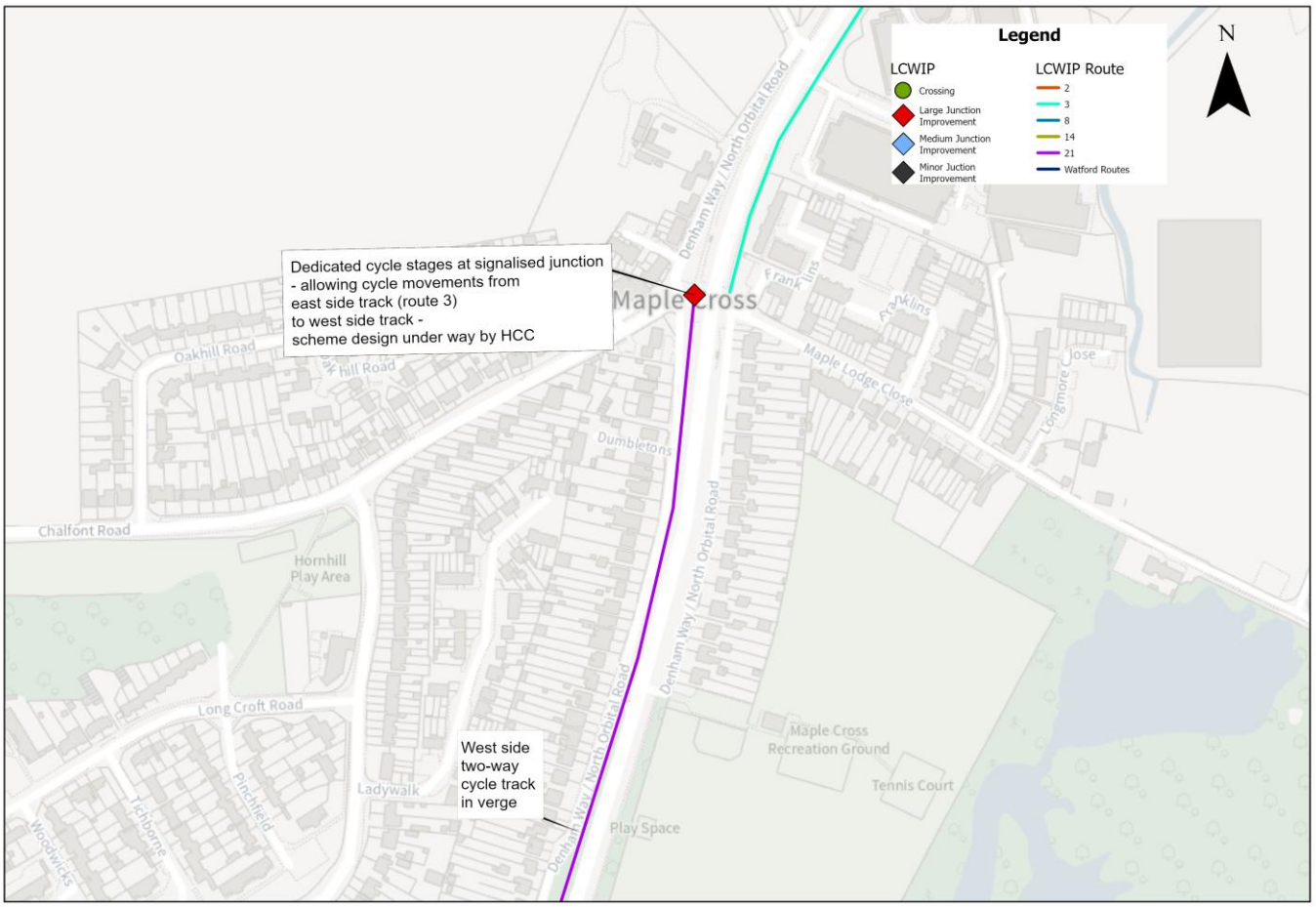


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

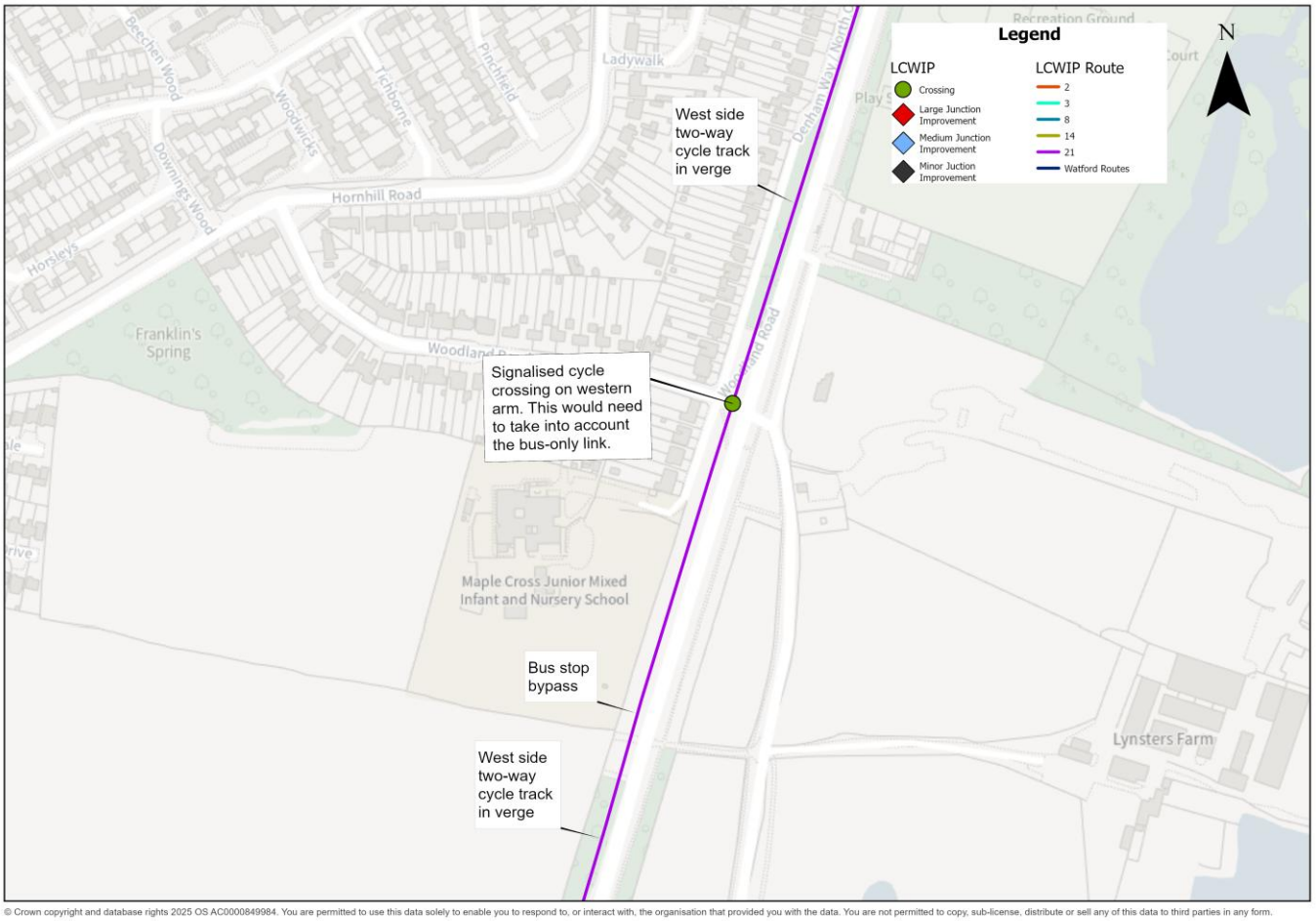


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

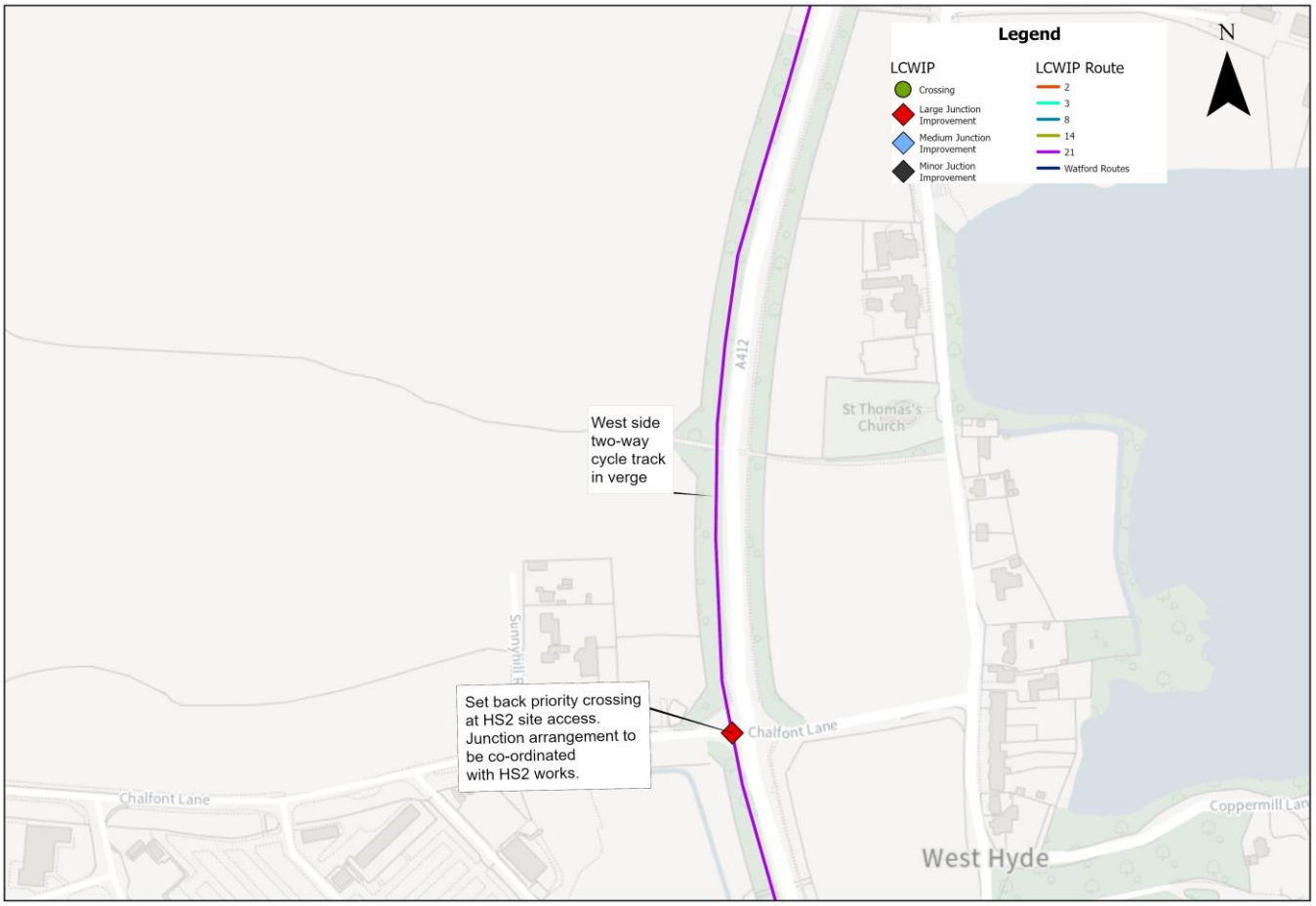
Route 21 – Chalfont Road to towards Denham and Buckinghamshire border



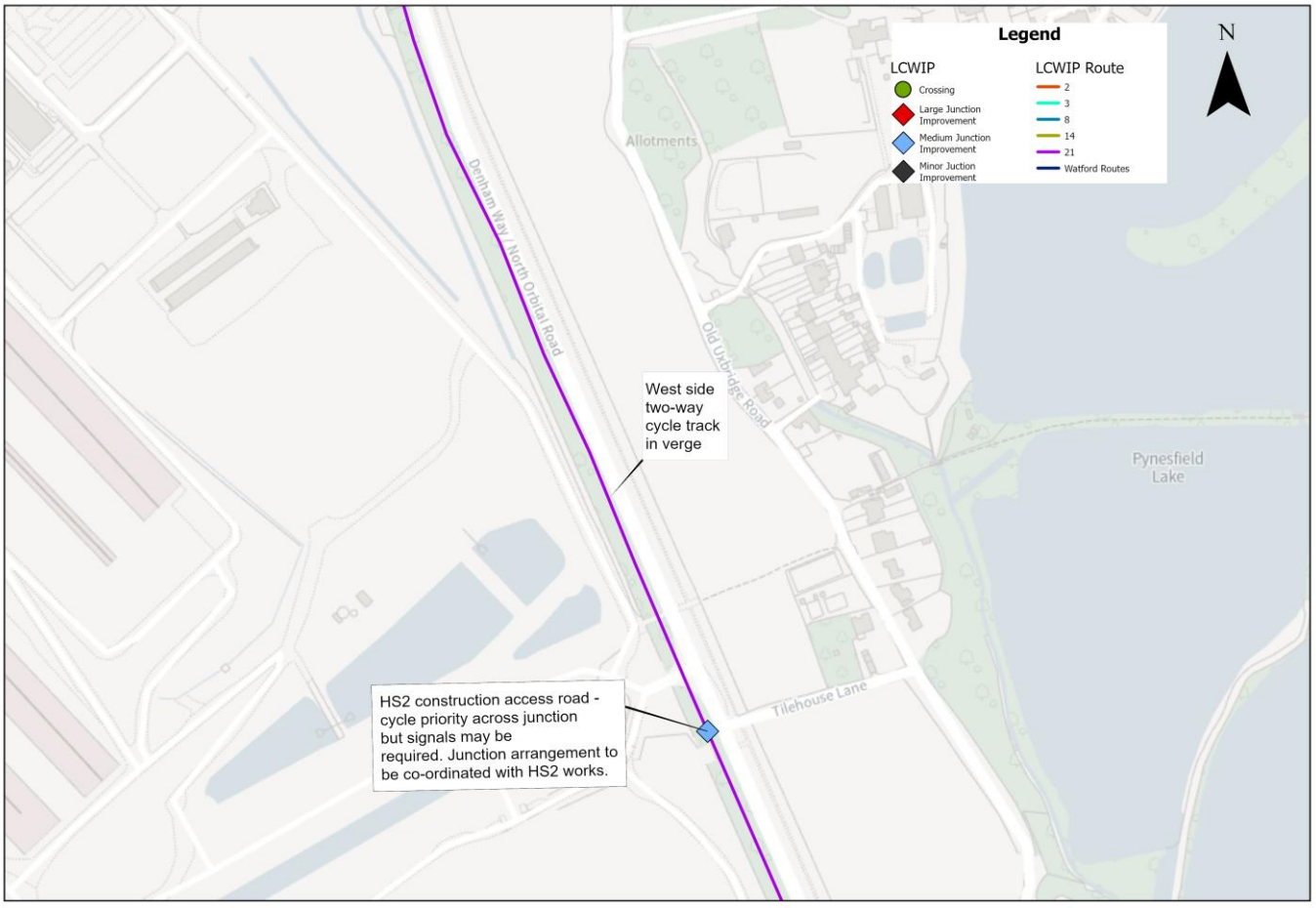
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



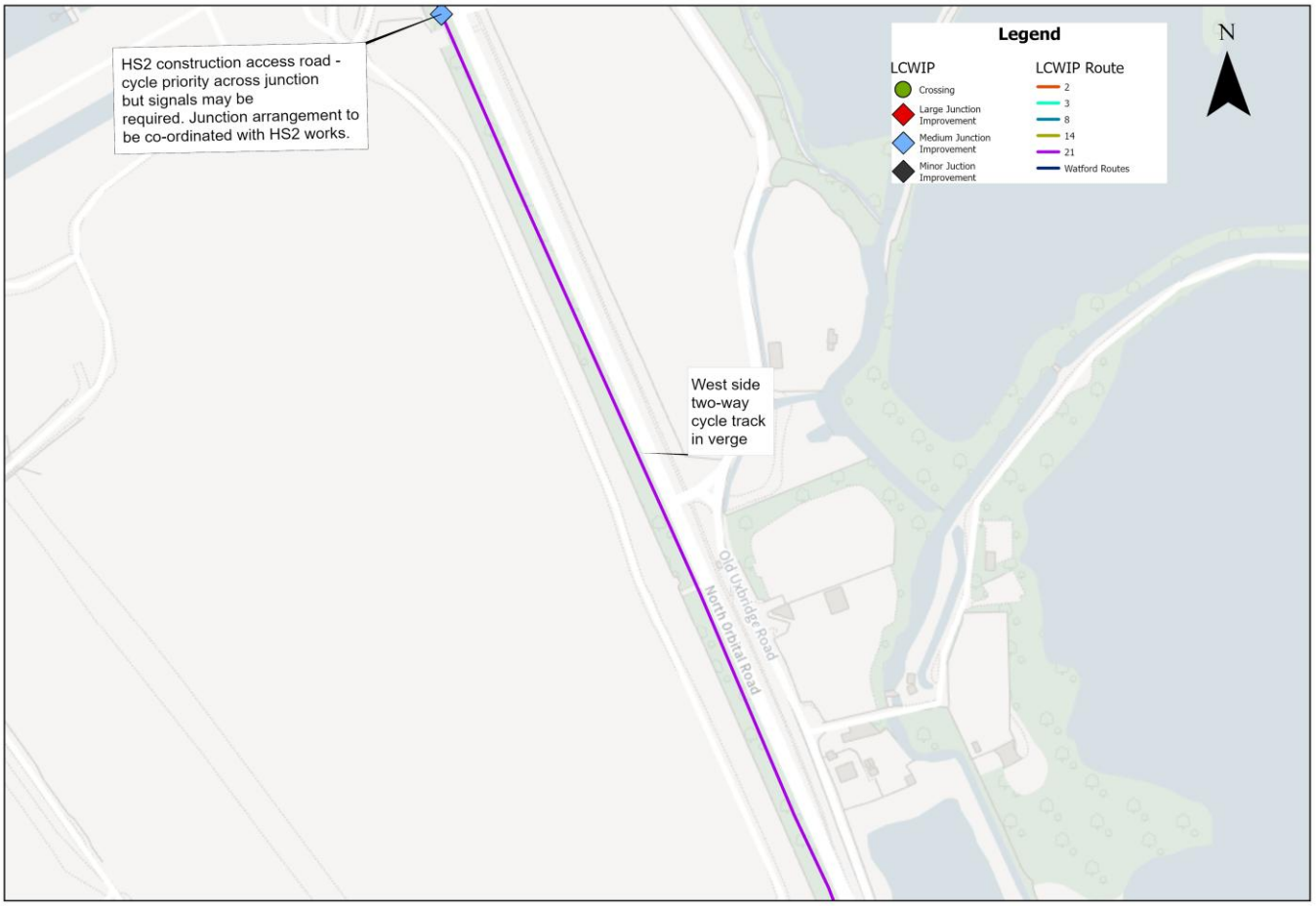
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



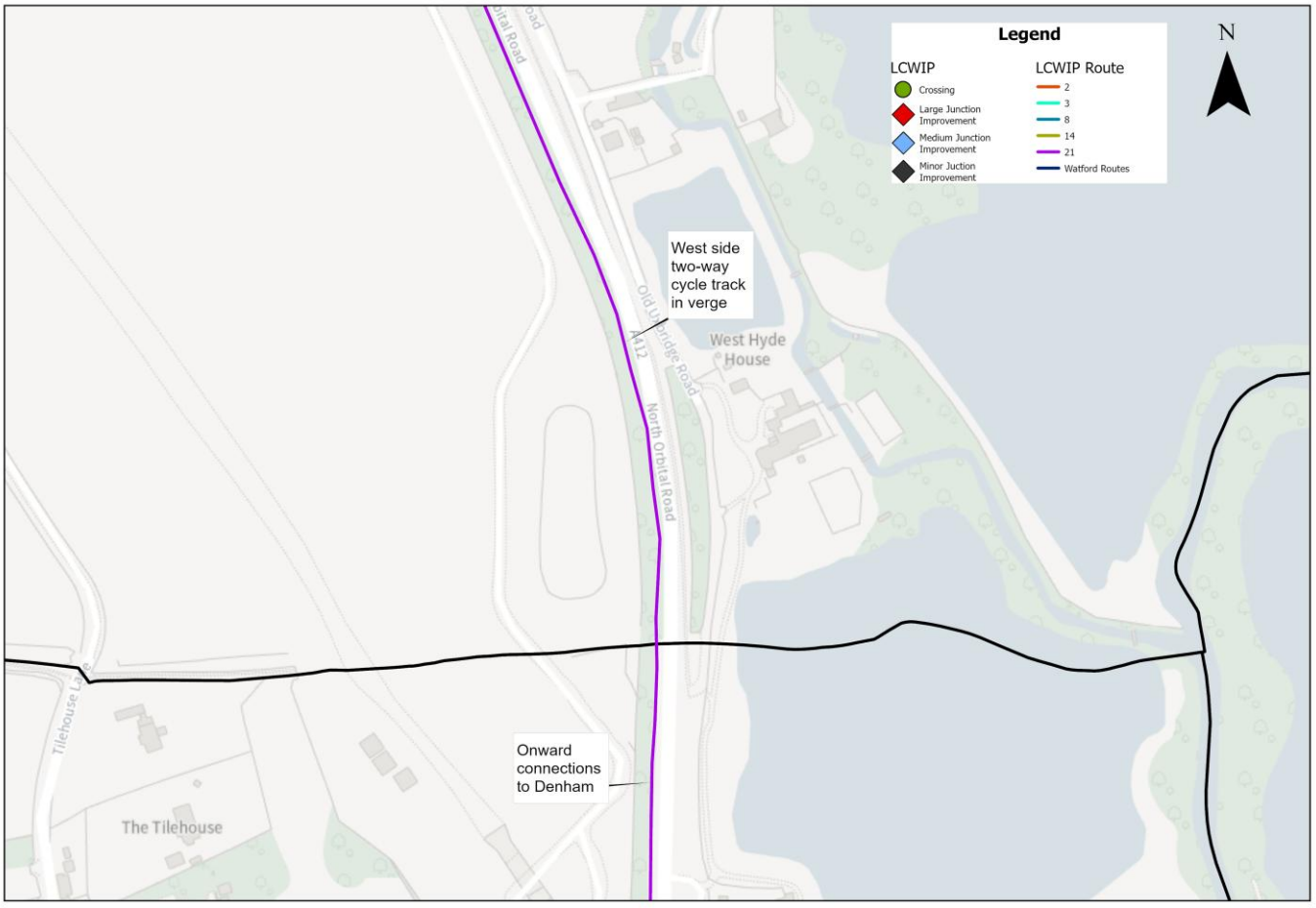
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

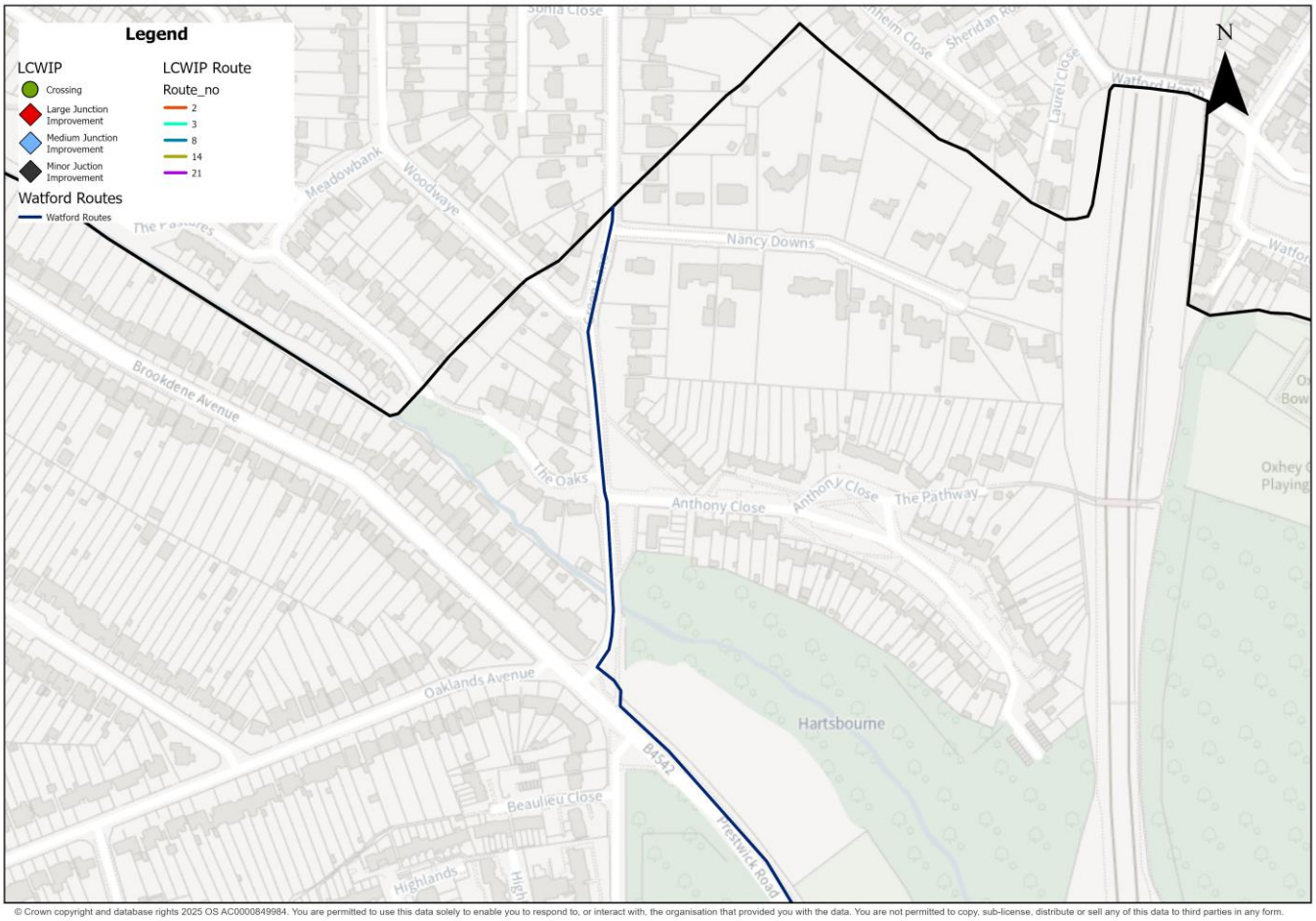


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

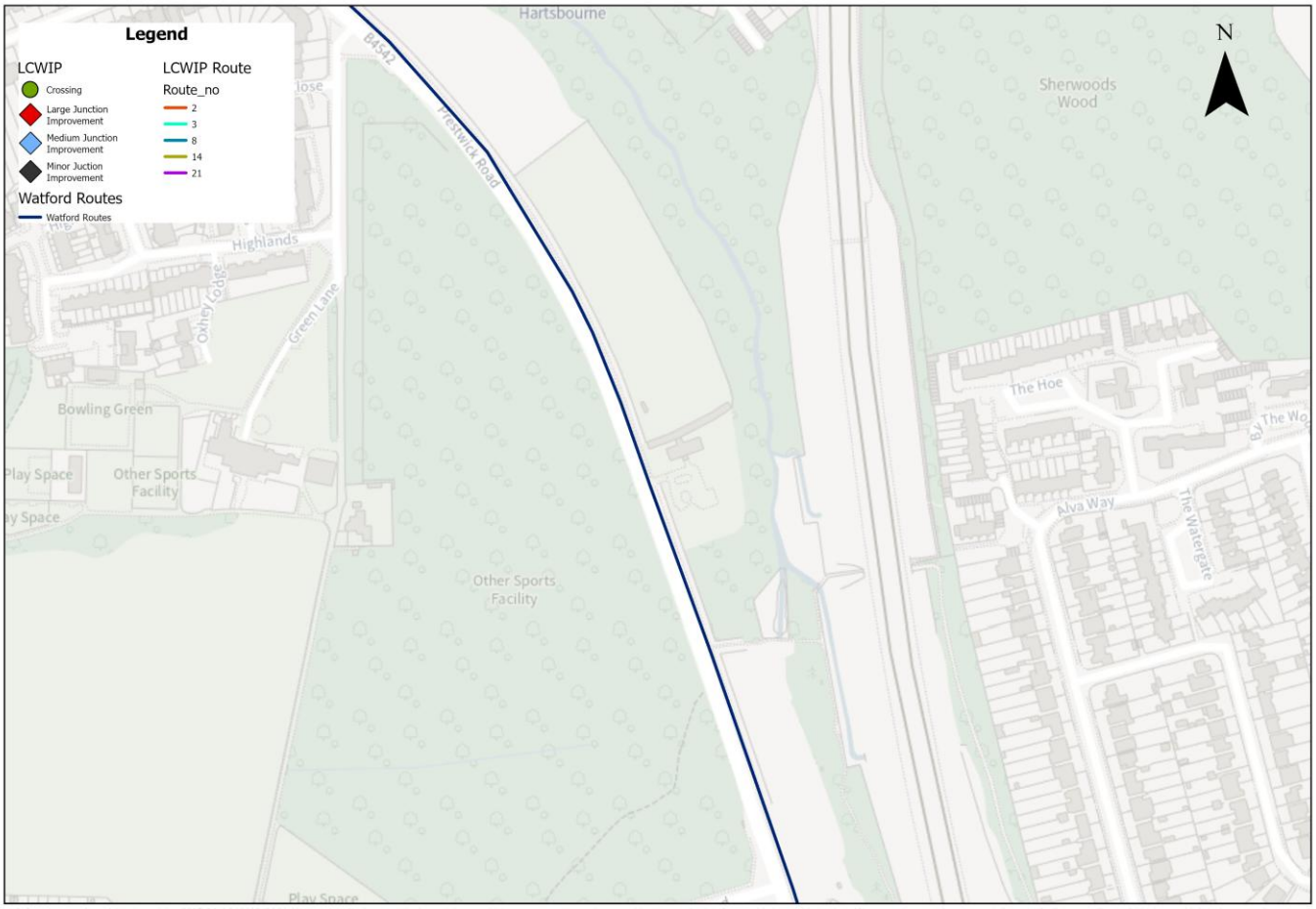


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

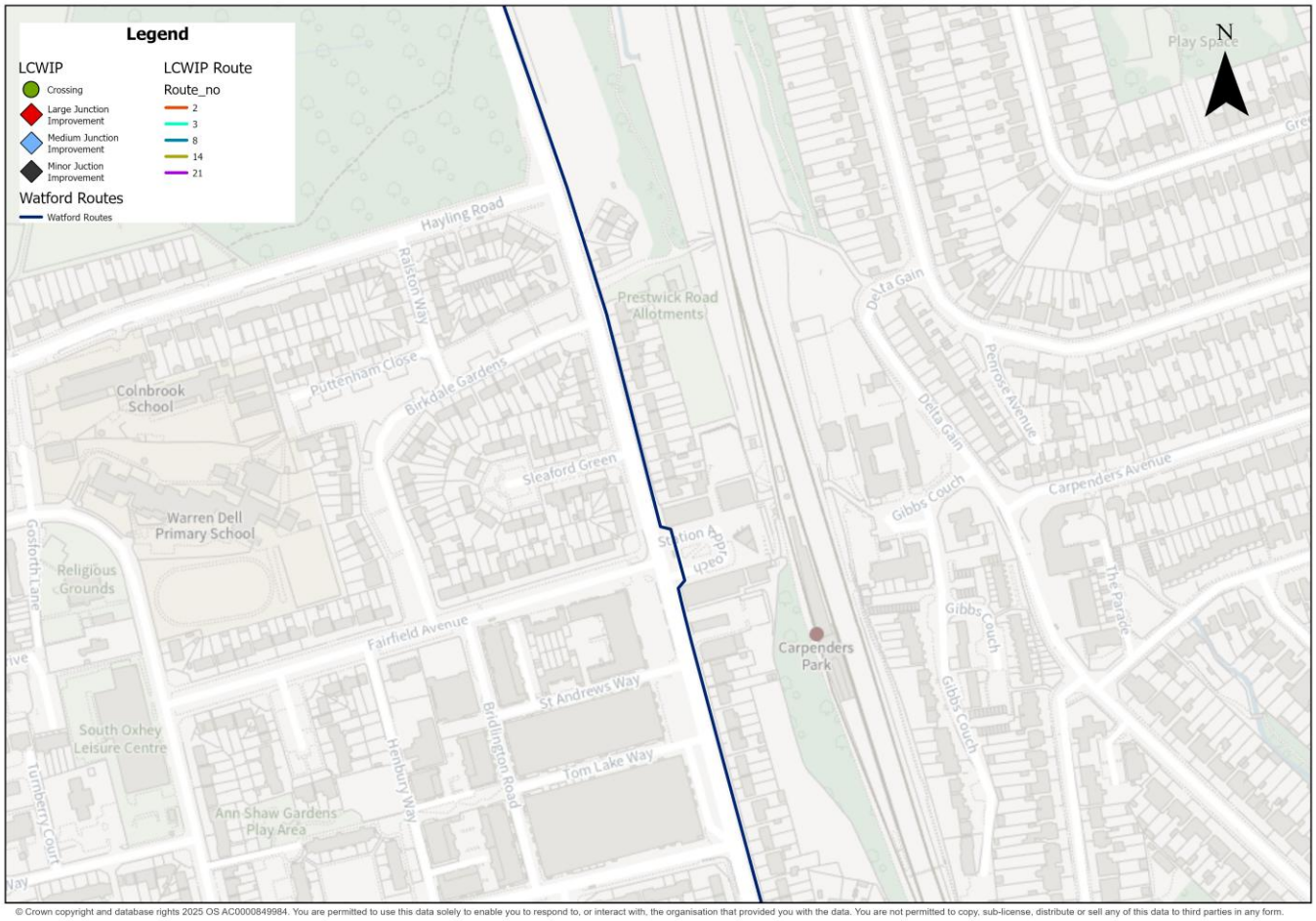
Watford Route W6



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

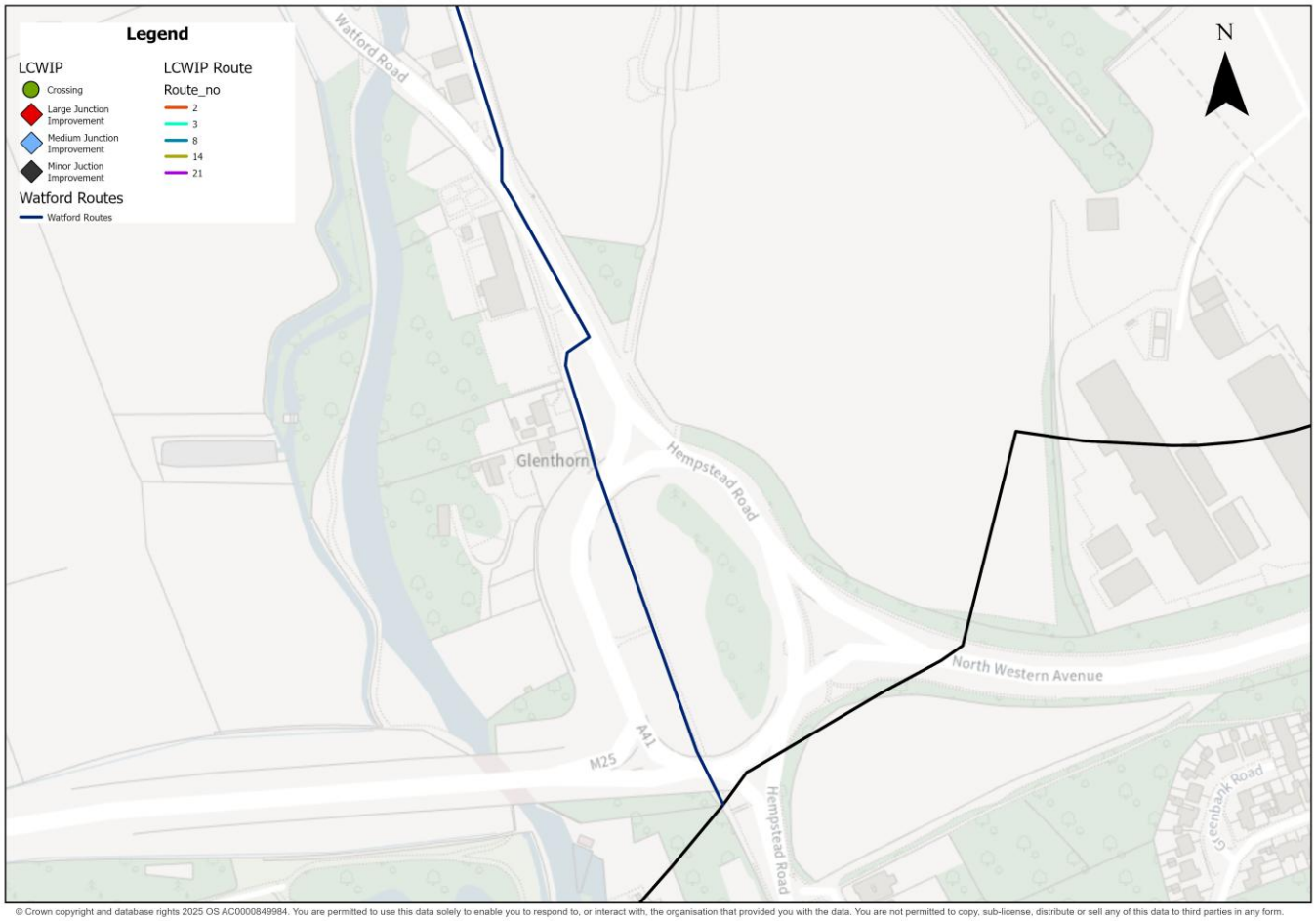


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

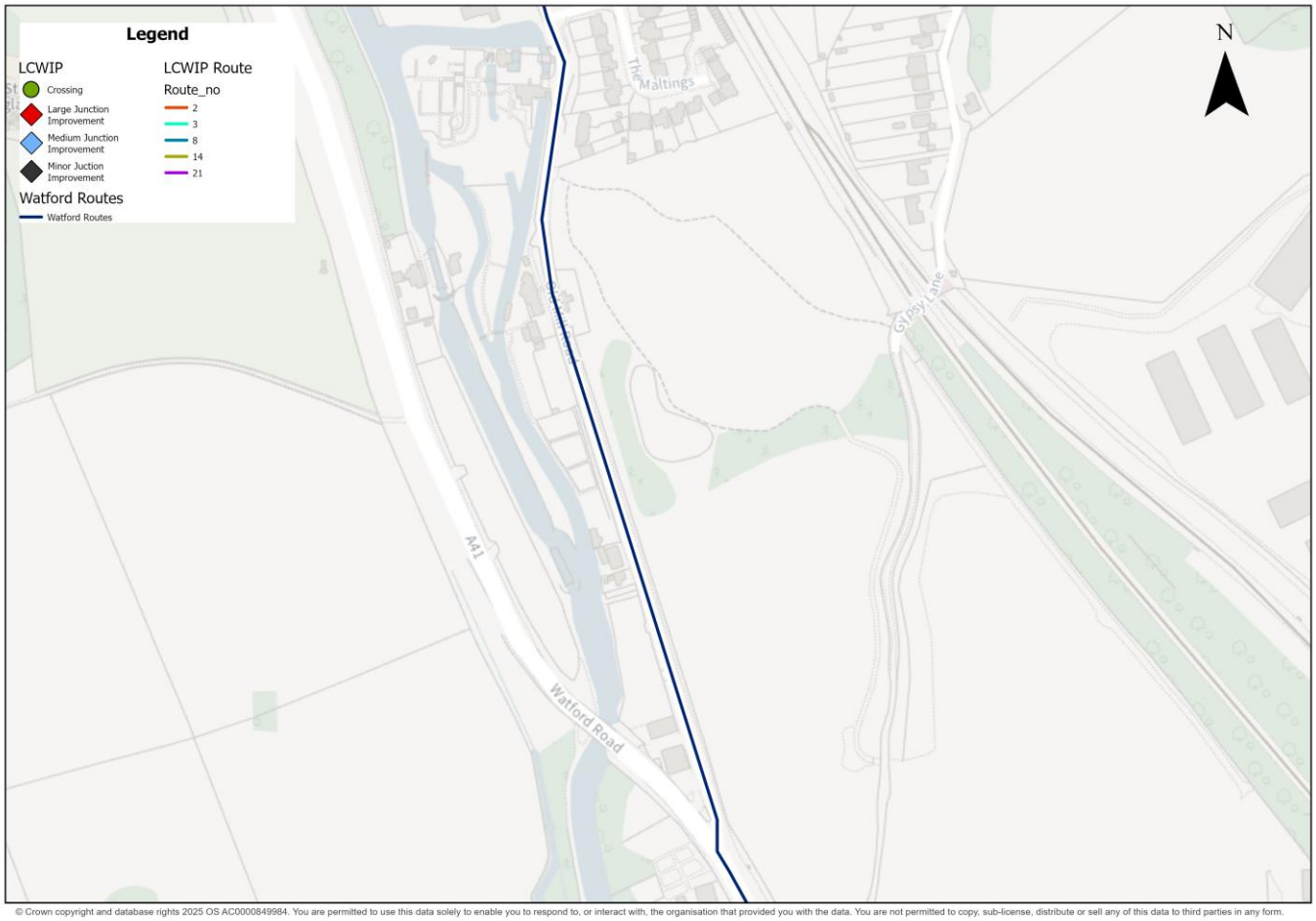


© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

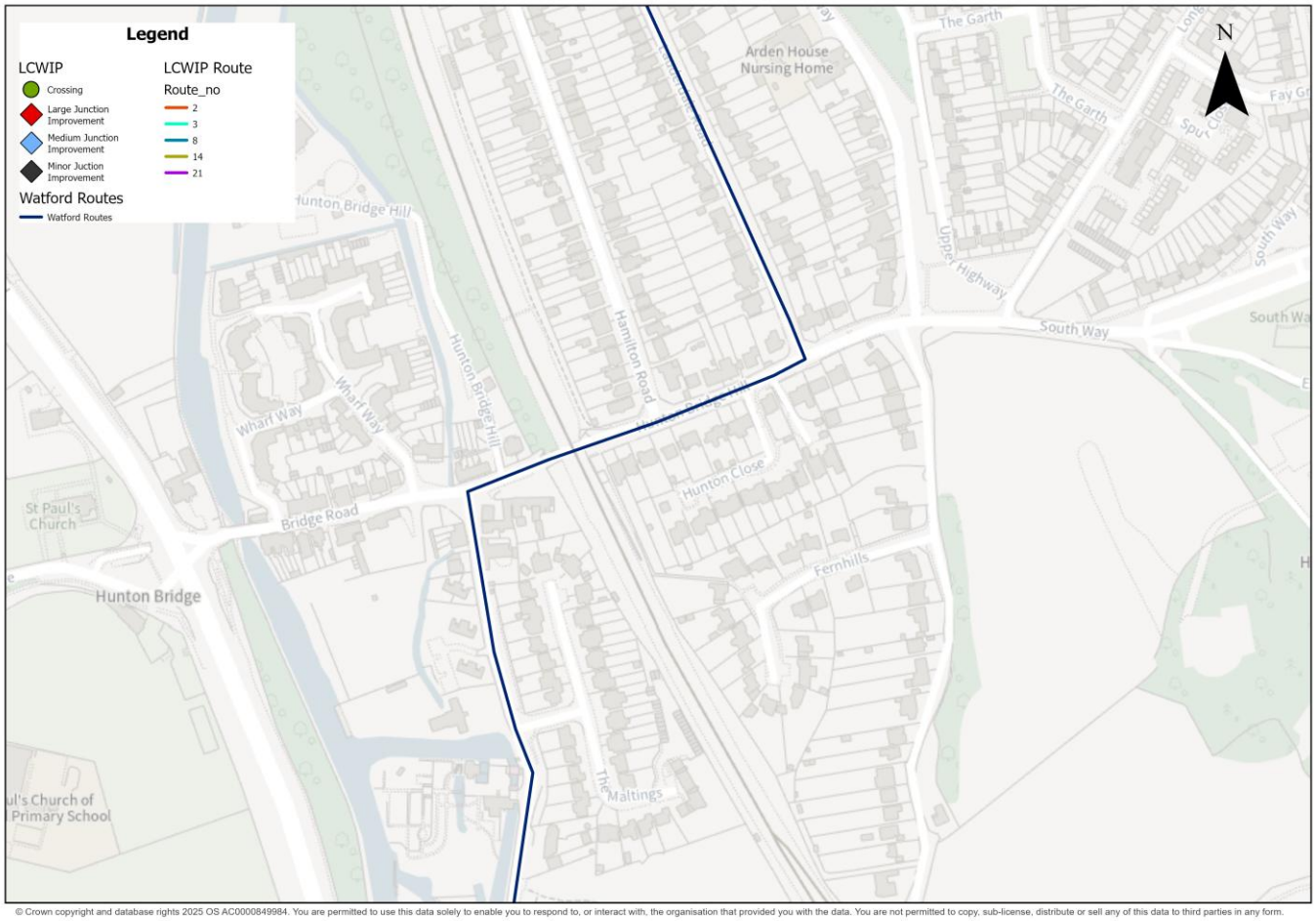
Watford Route W17



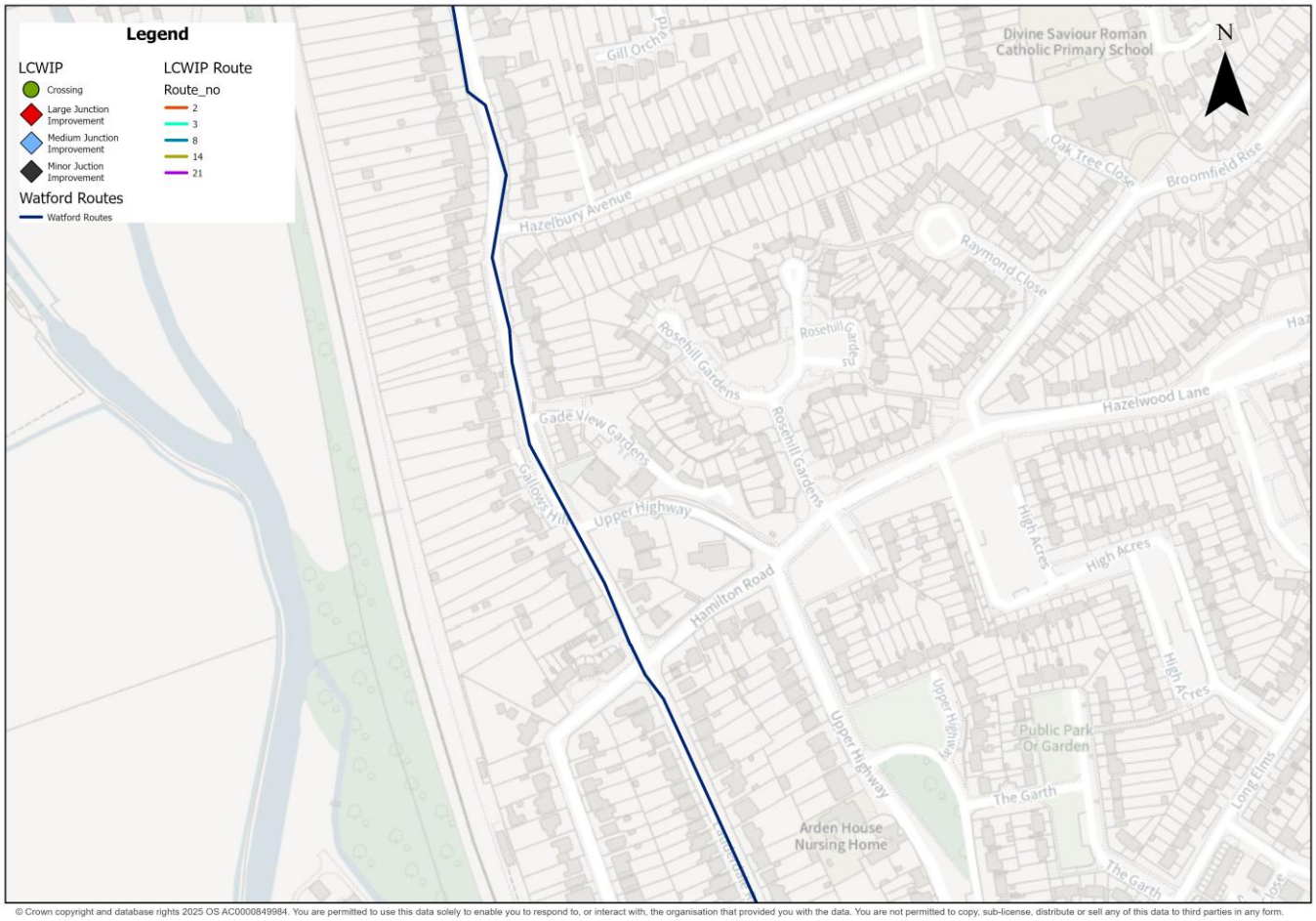
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



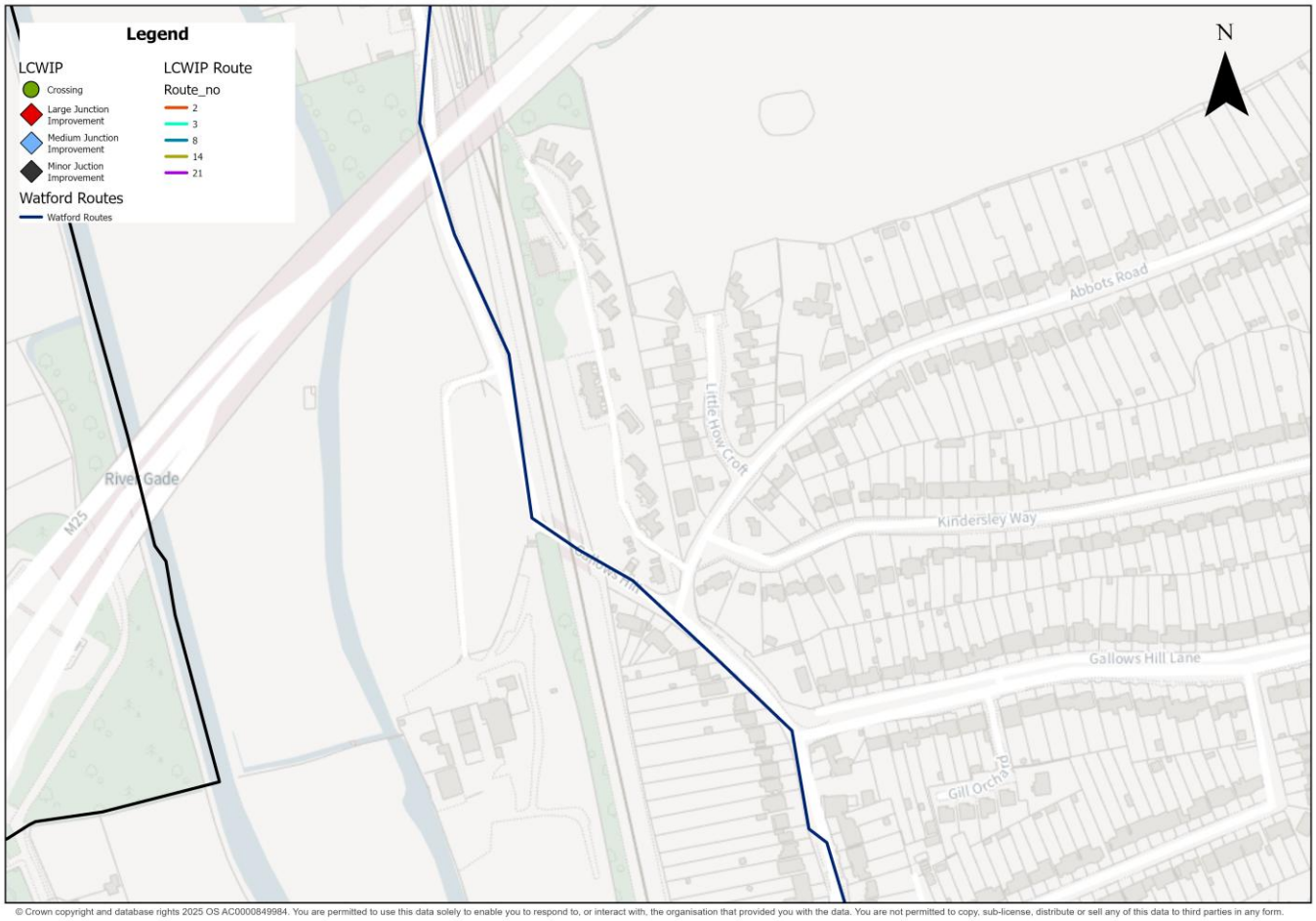
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

4.11 Route Score Improvement

Table 6.2 provides the revised RST (Route Selection Tool) scores assuming the measures identified are implemented along these cycle routes. This indicates that there is significant potential to address the current issues and provide high quality cycle routes. There is expected to be scope to introduce facilities which can achieve at least the minimum standard against most criteria. It is acknowledged that on some links there are existing cycle facilities, and while these may not provide the highest level of service, they may provide a useable cycle link. Where links like this exist, further improvement here may be considered as a longer-term goal. This is considered in the Stage 5 Prioritisation process where the local priorities and acceptability are scored.

Table 4.3 RST results summary (with interventions)

Route No.	Name	Score	Directness	Gradient	Safety	Connectivity	Comfort	Critical Junctions (no)
		Existing Score	5.0	2.6	1.7	4.6	1.3	5
2	Rickmansworth – Watford A412	Potential Score	5.0	2.6	4.8	4.6	2.7	0
		Existing Score	5.0	4.3	2.3	5.0	1.6	0
3	Rickmansworth – West	Potential Score	5.0	4.3	4.9	5.0	3.2	0
		Existing Score	5.0	2.9	0.7	4.6	0.6	3
8	Rickmansworth – Chorleywood	Potential Score	5.0	2.9	4.2	4.6	2.3	0
		Existing Score	5.0	3.1	1.5	4.2	2.1	1
14	Shepherds Lane	Potential Score	5.0	3.1	3.2	4.2	3.2	0
		Existing Score	5.0	5.0	0.6	3.4	1.0	3
21	Maple Cross South	Potential Score	5.0	5.0	4.2	3.4	3.0	0

4.12 Consultation – Cycle Route Feedback

The LCWIP and associated routes have been amended following the consultation detailed in section 2.5. A summary of the feedback received on cycle routes and the response has been included in the table below.

Table 4.4 Cycle Route feedback and responses summary

Route 2 – Rickmansworth Watford A412

Comment	Response
Suggestion for Caravan Lane and Ebury Way as alternatives.	Caravan Lane and Ebury Way are leisure routes, not suitable for all users.
Parallel routes like Frankland Rd proposed.	Frankland Rd deviates too far from desire line.
Concerns about 2-way tracks and access.	2-way tracks are viable with dropped kerbs; details to be addressed in feasibility.
Footpath 30 too narrow; alternative via The Cloisters or High Street.	Alternatives noted; feasibility to explore options.
Requesting this route should be given highest priority within the LCWIP.	Acknowledged.
Signalising the junction A412/Scots Hill could interfere with traffic lights at the crossing nearest to Rickmansworth School.	Acknowledged.
Suggestion to implement speed humps on approach to existing crossing location on Scots hill to reduce speed rather than change to signals.	Acknowledged.
Concerns raised about the conflict between pedestrians and cyclists at the alleyway running between the High Street to Station Road, (behind Cloisters) due to the restrictive width.	Acknowledged.
A suggested alternative route along Lavrock Lane/Caravan Lane, instead of across fortune common, which cyclists already use as a route into the High Street. This is an existing TRDC Local route.	Caravan Lane is considered a leisure route, not suitable for all users and not as direct.
The route improves links to Watford and Rickmansworth from Croxley Green but does not suggest connecting to routes within Croxley Green.	Local routes identified in Croxley intersect with the priority route.
Cycle UK - Consider limitations of cycle route using Fortune Common due to width restriction of path at rear of flats, suggest two-way cycle way on south side of Park Road.	Incorporated into proposals
Cycle UK – Park Road/Watford Road junction operating with cycle lane – options to consider. Cross route over and investigate via Windmill Drive link to north side of Watford Road Obtain land around Rickmansworth school with crossing provided further Watford Road, Change to T junction iso roundabout	Junction proposal to T junction
WSP – feasibility of Croxley Green proposals due to width restrictions. Consider using Frankland Road/ Harvey Road for cycle route	Not taken forward, Frankland Rd deviates too far from desire line.
WSP – feasibility of Croxley Green proposals due to width restrictions. Consider raised table along Watford Road and change character of the area allowing for cycling with traffic.	Incorporated into proposals

Route 3 – Rickmansworth West

Comment	Response
General support but corridor is constrained.	Constraints acknowledged; further study needed.
Suggestion to use housing estate near Moneyhill Parade.	Route amended to use housing estate.
One-way section on Berry Lane; route not direct.	Acknowledged.
Townfield and Rectory Road path suggested.	Feasibility to explore Townfield route.
Footpath 65 needs improvement.	FP65 to be addressed outside LCWIP.
Long wait at Riverside Drive crossing.	Signal phasing to be addressed outside LCWIP.
The Path between Springwell Avenue and Colne Avenue needs widening for cycling.	Acknowledged.

During peak periods of travel there is congestion along Berry Lane which is a key route between Rickmansworth and Chorleywood.	Acknowledged.
The Route should be directed through the High Street to bring additional people to shop, buy a coffee and dwell.	Acknowledged.
This provides a good route travelling west towards Mill End from Rickmansworth, but Berry Lane is currently one way so cyclists cannot cycle in the opposite direction.	Acknowledged.
An alternative route suggestion was proposed from Nightingale Road to Townfield.	Acknowledged.
Cycle Uk – Identifying alternatives to Uxbridge Road route due to width restrictions and traffic volume. Through Aquadrome but would this be year round route due to lighting restrictions. Through Money Hill residential area, consideration needed around gradient of route.	Money Hill routing incorporated in plans.

Route 8 – Rickmansworth to Chorleywood

Comment	Response
Strong opposition to using Chorleywood Common.	Remove routes on or near Chorleywood Common.
Common Road one-way not suitable due to buses.	Common Road one-way removed due to bus use.
Colley Land suggested but steep and narrow.	Colley Land not viable.
Speed concerns near Clement Danes.	Speed zone and crossing to be considered in feasibility.
Suggestion to widen footpath at Station Approach/Shire Lane.	Widening and signalising bridge not viable.
Suggested crossing opposite Parish Council.	Speed zone and crossing to be considered in feasibility.
Route along edge of common proposed.	Edge-of-common route also removed.
Extension down A404 and Green Street supported by Chorleywood stakeholders.	Extension down A404 and Green Street accepted.
Support for a continuous route along A404 on the west side to the M25.	Acknowledged.
Extend the route along the A404 to St Clement Danes for a safe cycle route to the school from Chorleywood.	Acknowledged.
Request to move cycle path location adjacent to Common road - less intrusive.	Acknowledged.
Chorleywood common is part of a conservation area.	Acknowledged.
Encouraging cycling across the common would destroy wildlife and habitat.	Acknowledged.
Alternative to Common Road would create more traffic and pollution.	Acknowledged.
Common Road is a bus route and relied upon by the elderly residents.	Acknowledged.
This proposal will lead to a significant increase in traffic accessing Chorleywood to use Green Street.	Acknowledged.
Cycle UK – considering issues with width restrictions Chorleywood Road. Consider East side two-way cycle track with thought of how shared use can be accommodated for narrow sections.	Incorporated into proposals
Extension to Green Street if The Common option is removed. Speed reduction needs to be removed Crossing required Options for segregated cycle facility presented	Incorporated into proposals

Route 14 – Shepherds Lane

Comment	Response
Modal filter under M25 opposed.	Modal filter removed.
Alternative via gravel paths on north side of M25.	Bridleway 19 flagged for future development.
Concerns about buses, footway parking, and traffic.	Further study needed for junctions, crossings, and speed.
Modal filter will significantly increase traffic on alternative routes.	Modal filter removed.
Modal filter will impact access to William Penn Leisure Centre.	Modal filter removed.
Suggestion to allow car access but reduce speeds.	Acknowledged.
Add speed humps to keep speeds under 20mph.	Acknowledged.

Modal filter would gridlock Long Lane during M25 issues.	Modal filter removed.
Berry Lane would be overburdened.	Acknowledged.
Catnips Farm access issues for large vehicles.	Acknowledged.
Suggest width and speed restrictions instead of modal filter.	Acknowledged.
Suggest upgrading adjacent footpaths/bridleways as alternatives.	Acknowledged.

Route 21 – Maple Cross

Comment	Response
General support.	Acknowledged.
Alternative via Old Uxbridge Rd proposed.	Main road preferred for connectivity.
Request for onward connections to Buckinghamshire.	Acknowledged.
Improve crossing points.	Acknowledged.
Suggest continuous cycle track on one side.	Acknowledged.

Route 7 – Chorleywood Bottom (Secondary Route)

Comment	Response
Opposition to modal filter on Shepherds Bridge.	Modal filter removed.
Suggestion to signalise bridge.	Signalising not feasible due to highway conflicts.

5 LCWIP Stage 4 - Network Planning for Walking

This section sets out the process for identifying core walking zones across the LCWIP area and identifying the most appropriate areas for walking interventions. It should also be noted that walking improvements will also be made alongside the cycling improvements across the strategic network identified in section 4.

5.1 Core Walking Zones

The first stage of the development of a walking network is to identify the Core Walking Zones (CWZ). The LCWIP guidance recommends that:

- CWZs should consist of a number of walking trip generators that are located close together - such as a town centre or business parks.
- An approximate five-minute walking distance of 400m should be used as a guide to the minimum extents of CWZs.
- All pedestrian infrastructure should be deemed as important within the CWZs.
- Once the CWZs have been identified, the important pedestrian routes (key walking routes) that serve them should then be located and mapped.

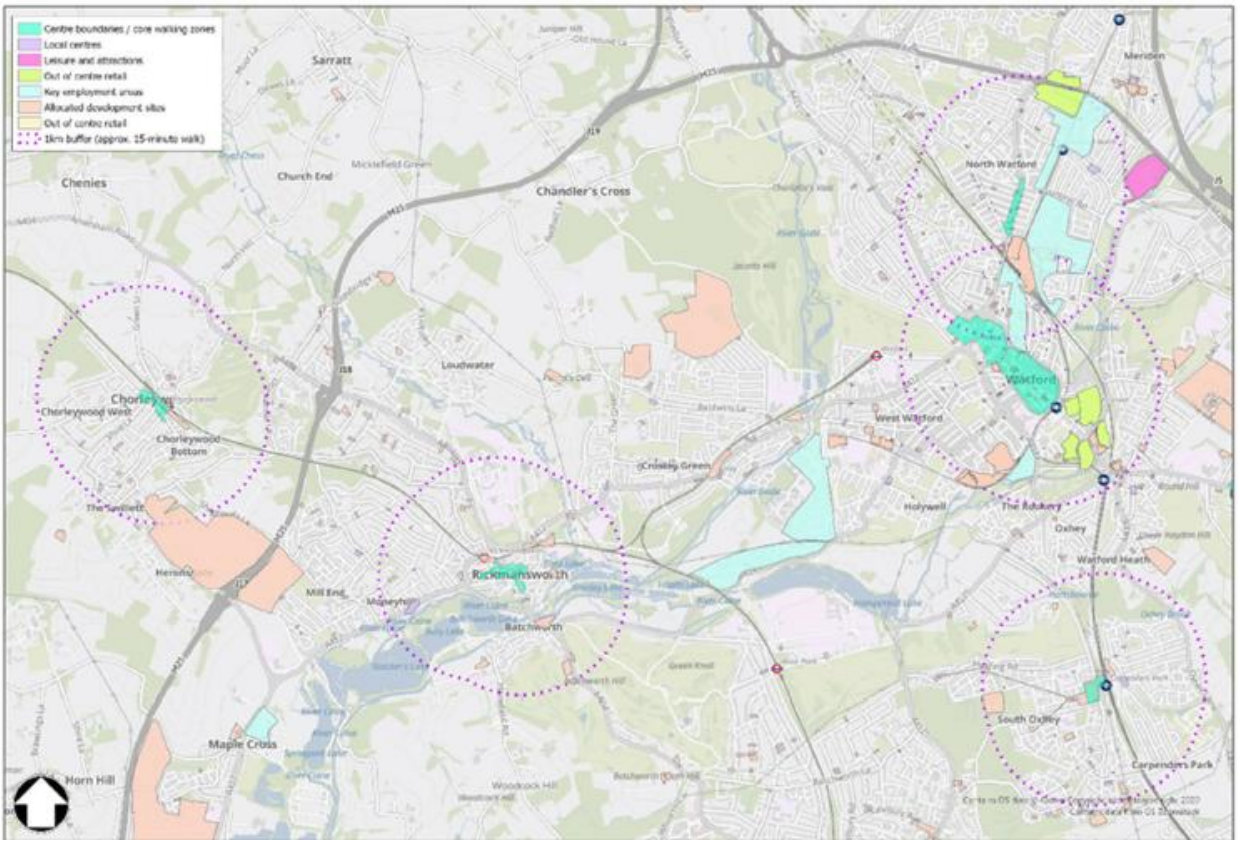
The origin and destination analysis undertaken in section 4 has helped to identify the key walking trip generators in Three Rivers district. From this analysis the following CWZs have been identified, these are shown in Figure 5.1:

- Rickmansworth Town Centre
- Carpenders Park
- Chorleywood

These CWZs align with the designation of these locations in Three Rivers as ‘designated key centres’ within the district, and therefore these have been assigned as the initial set of core walking zones. It is envisaged that as the LCWIP is revised, more core walking zones will be identified to help to create a more comprehensive, coherent walking network.

It was agreed by council officers that the extents of the important routes that serve the CWZs should be within 1km of the CWZs. These extents are visible on Figure 5.1.

Figure 5.1 Core Walking



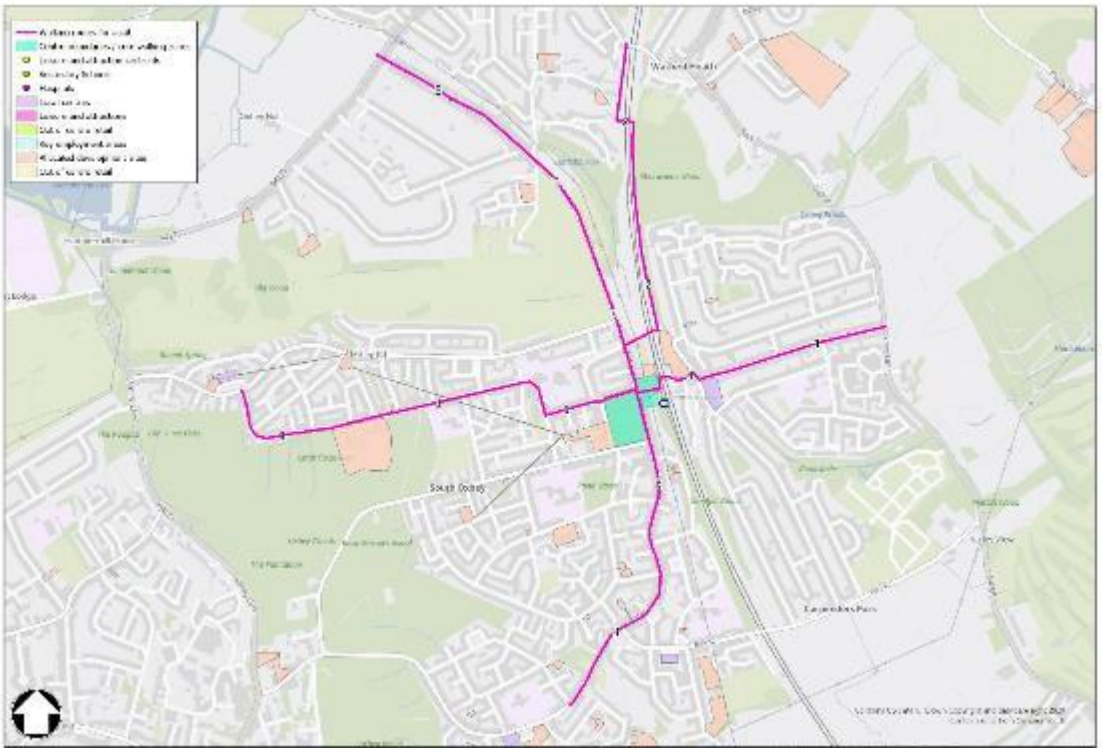
Source: Mott MacDonald

5.2 Priority Walking Routes

Carpenders Park was identified by TRDC as the local priority CWZ. Five priority walking routes connecting Carpenders Park were identified as priorities. These routes connect the station to a number of residential areas, development sites and key destinations such as schools. Figure 5.3 shows the identified key walking routes, and can be summarised as follows:

- Walking Route 1 – Carpenders Park Station to Hayling Rd
- Walking Route 2 – Carpenders Park Station to Watford Heath
- Walking Route 3 – Prestwick Rd (South) Carpenders Park Station to Greenfields School
- Walking Route 4 – Carpenders Park Station to Oxhey Lane
- Walking Route 5 – Prestwick Rd (North) Carpenders Park Station to Hampermill Lane

Figure 5.2 Key walking routes around South Oxhey and Carpenders Park



Source: Mott MacDonald

5.3 Walking Route Audit Tool

Using the Department for Transport's (DfT) Walking Route Audit Tool (WRAT), on-site audits were undertaken on the agreed routes by trained WSP and HCC personnel. The WRAT assesses existing pedestrian infrastructure against five core design outcomes: attractiveness, comfort, directness, safety, and coherence. It considers the needs of all users, including vulnerable pedestrians such as older adults, people with visual or mobility impairments, and those using buggies or walking with children. The audit process also integrates safety inclusion assessments with a gender-inclusive lens, helping to identify targeted infrastructure improvements.

A summary of the WRAT baseline audits is shown in Table 5.1, with the scores reflecting existing conditions across each route. These assessments informed the development of walking infrastructure improvement plans, which were subsequently integrated with cycling infrastructure proposals.

Table 5.1 Three Rivers Key walking routes - Existing WRAT results summary

Route No.	Name	Attractiveness %	Comfort %	Directness %	Safety %	Coherence %	Overall score %
1	Carpenders Park Station to Hayling Rd	74	32	81	89	0	61
2	Carpenders Park Station to Watford Heath	46	55	71	33	50	54
3	Prestwick Rd (South) Carpenders Park Station to Greenfields School	44	50	81	67	0	56
4	Carpenders Park Station to Oxhey Lane	67	60	75	83	50	68
5	Prestwick Rd (North) Carpenders Park Station to Hampermill Lane	45	54	70	78	50	60

The Three Rivers walking routes are generally direct – with fewer busy roads meaning that desire lines are well catered for. The lower traffic volumes and speeds are also reflected in the higher safety scores – although the lack of natural surveillance on route 2 impacts on this safety score. The lower comfort scores are a result of poorer path

condition, and particularly on route 1, where there is footway parking. The coherence scores are generally low, reflecting the lack of dropped kerbs and tactile paving on some routes.

5.4 Types of walking interventions

Whilst design guidance for walking schemes is more limited than for cycle design guidance, the CIHT Designing for Walking guidance[17] provides a good framework for the principles to apply. Well-designed walking facilities should enable walking journeys and improve the experience of those already walking by following desire lines, being clutter-free and being legible to all users. They should take into account the volumes of people walking along the streets (actual or desired) or crossing the streets and should take into account the needs of all users. The specific design solutions will therefore depend on a variety of considerations.

Potential interventions could include:

- Increasing the width of footways
- Public realm improvements, including:
  - Continuous level footways
  - Raised tables.
- Provision of high-quality street furniture and provision of benches
- Improving of pedestrian facilities at traffic signal junctions, including:
  - Additional pedestrian crossings
  - Reduction in crossing distances
  - Changing ‘staggered’ to ‘straight across’ pedestrian crossings.
- Street lighting improvements
- Decluttering and maintenance
- Dropped kerbs and tactile paving.
- Wayfinding
- Measures to assist with access to/by other modes – i.e. bus stops, stations, disabled parking.
- Area wide treatments such as Low Traffic Neighbourhoods.

[17] https://www.ciht.org.uk/media/4460/ciht_-_designing_for_walking_document_v2_singles.pdf

Provision should aim to achieve good design outcomes for pedestrians – routes should be attractiveness, comfort, directness, safety, and connectivity. See section 4.1 for further details.

There is some overlap between the cycle network and walking routes and measures proposed for cycling, such as junction improvements, can clearly also benefit pedestrians. It is recommended that all cycle schemes consider the needs of pedestrians and incorporate design measures that will benefit pedestrians as well as cyclists.

5.5 Identified Walking Interventions

In identifying measures for walking, Mott MacDonald has sought to reflect the principles outlined in CIHT's Designing for Walking guidance. This is necessary to provide the quality of infrastructure that will have the greatest chance of achieving mode shift.

As with the cycling interventions, the LCWIP is intended to provide a high-level overview of potential walking designs only. Effort has been made to consider the deliverability of schemes. However, in all cases, the measures identified will need to be subject to a full feasibility assessment, safety review and detailed consideration of the impacts on other road users, including buses and emergency vehicles. WBC, TRDC and HCC may wish to consider deliverability and acceptability during the prioritisation process in LCWIP Stage 5.

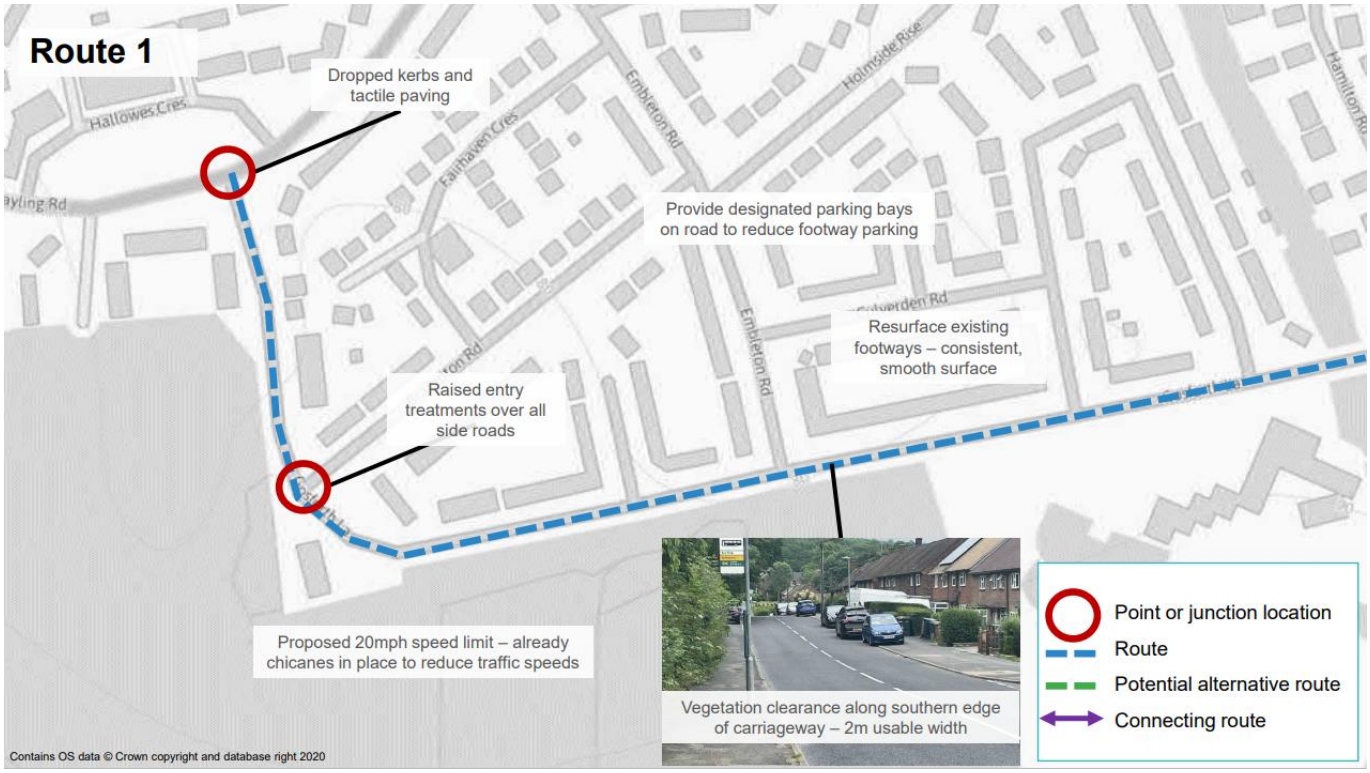
The measures proposed focus on the main links and junctions. In addition, it is recommended that the following interventions and measures are also considered, with consideration given to the urban or rural nature of the local environment:

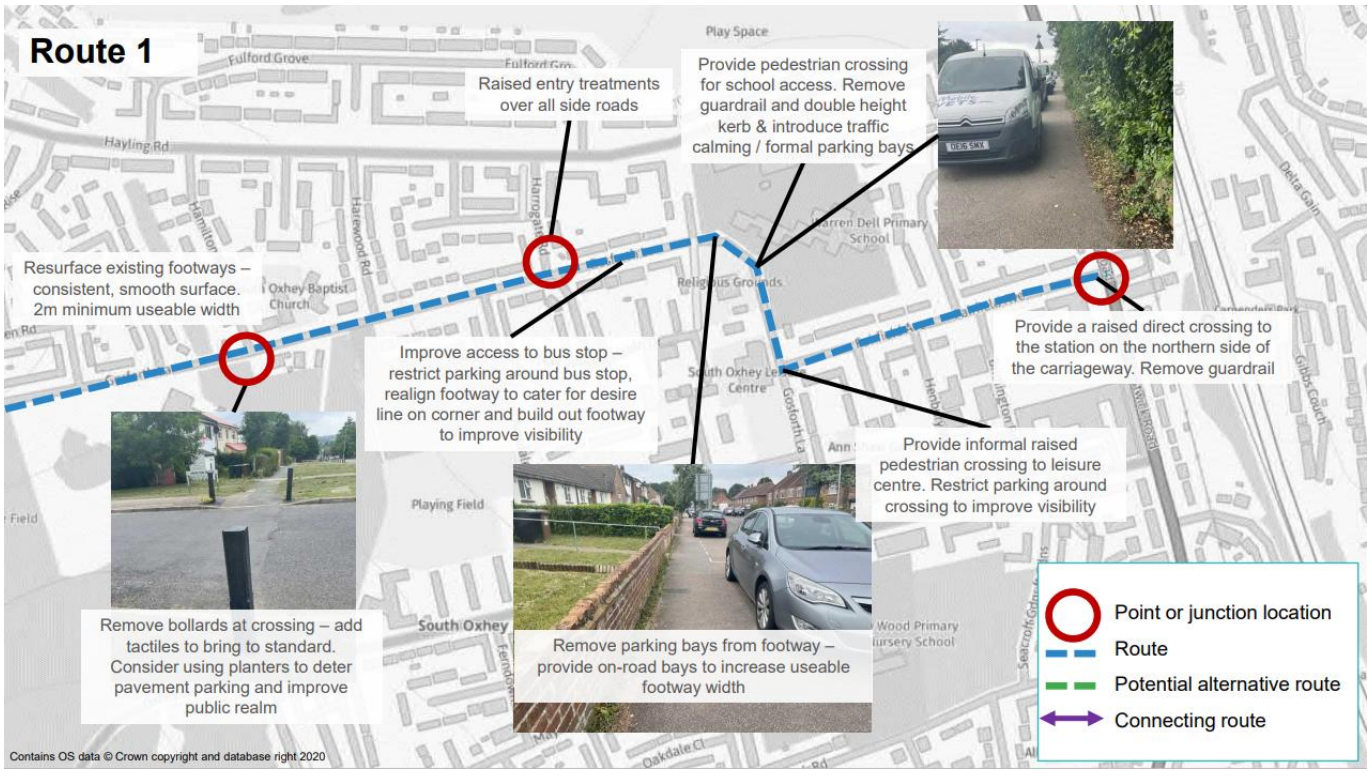
- Usable footway widths of at least two metres in all locations. Where there is high footfall, such as in the town centre, this should be increased further.
- Crossings should be single stage to reduce pedestrian crossing times. Where this is not feasible due to the number of traffic lanes, pedestrian wait times should be minimised and green man time should be maximised.
- Footways should be maintained to the same standard they were designed to. If any works are undertaken, the surface should be replaced to the same standard it was designed to.
- Side road entry treatments, including reducing radii and providing raised tables or continuous footways. These are noted in some circumstances however, it is recommended that this would be a standard design consideration.
- Tactile paving and dropped kerbs should be provided at all points pedestrians are expected to cross the road.
- Car parking should be restricted around formal and informal pedestrian crossing points, and where pedestrian movement is higher (e.g., around bus stops).
- General upkeep and maintenance of the pedestrian environment should be ongoing to ensure the quality of the route does not deteriorate. This includes litter picking, ongoing maintenance of street furniture and surfaces e.g., removal of graffiti on walls, as well as trimming vegetation to maintain useable footway widths and to preserve visibility.

Routes that scored over 70% in the WRAT assessment are not considered to need additional interventions to bring them to a suitable standard.

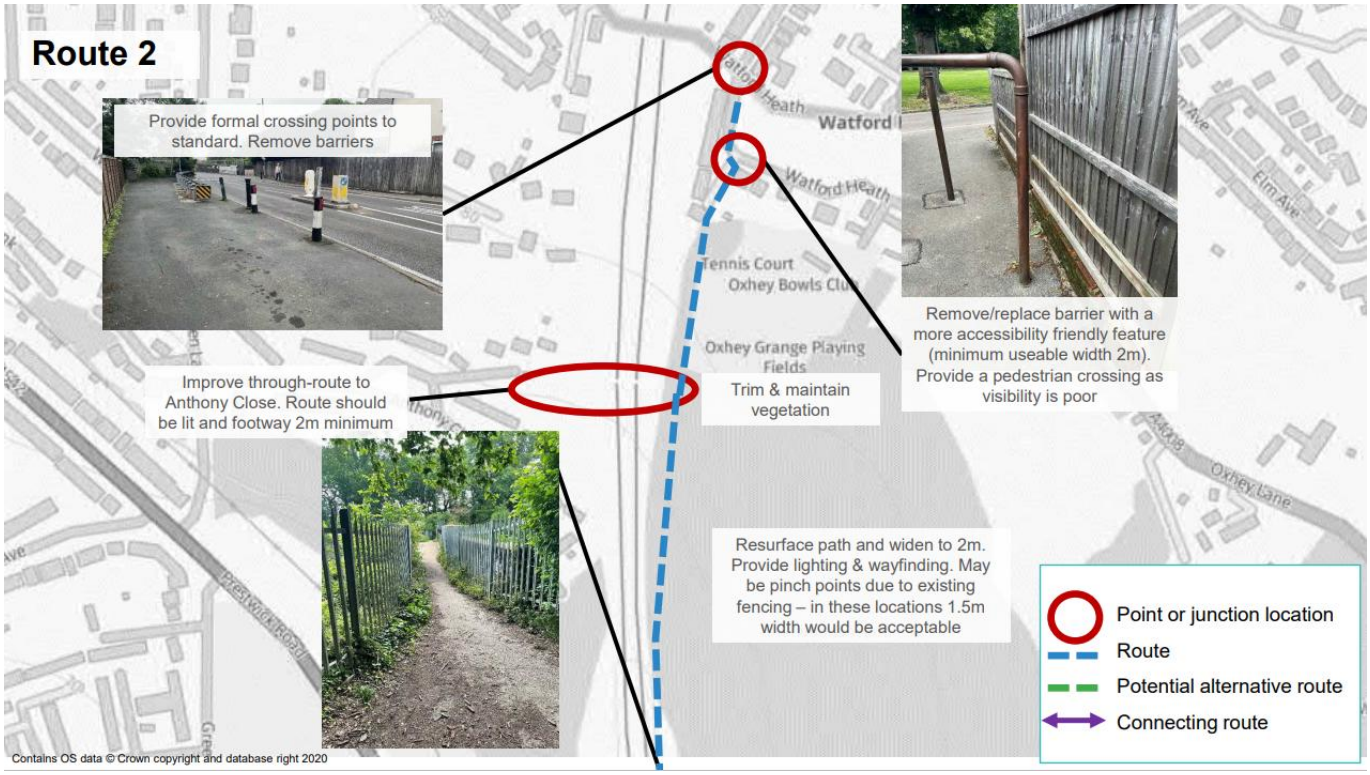
Potential interventions have been created for the walking routes which scored less than 70% when using the WRAT. However, in many cases it has not been possible to address issues associated with the volume of traffic on the adjacent highway. Reducing traffic on these walking routes would significantly improve the pedestrian environment.

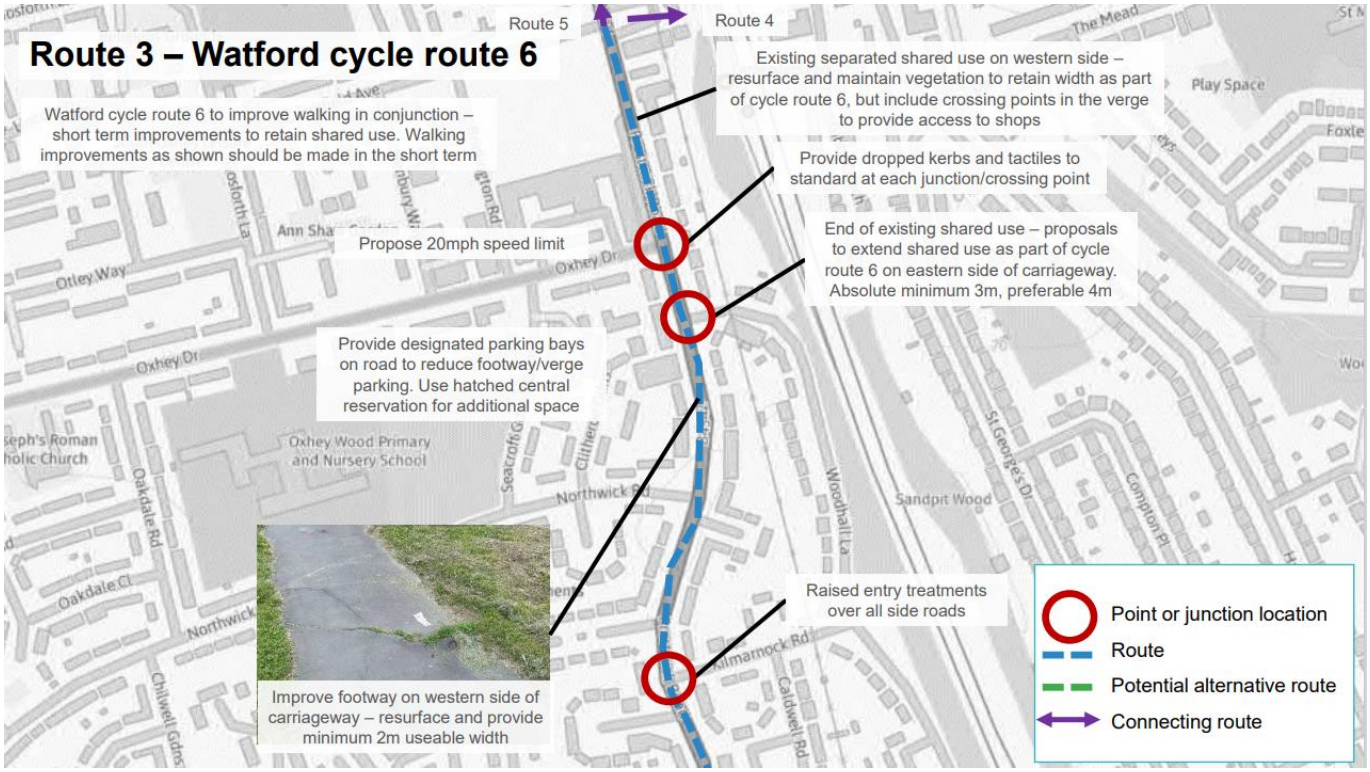
The indicative interventions on the 5 priority routes are shown below.

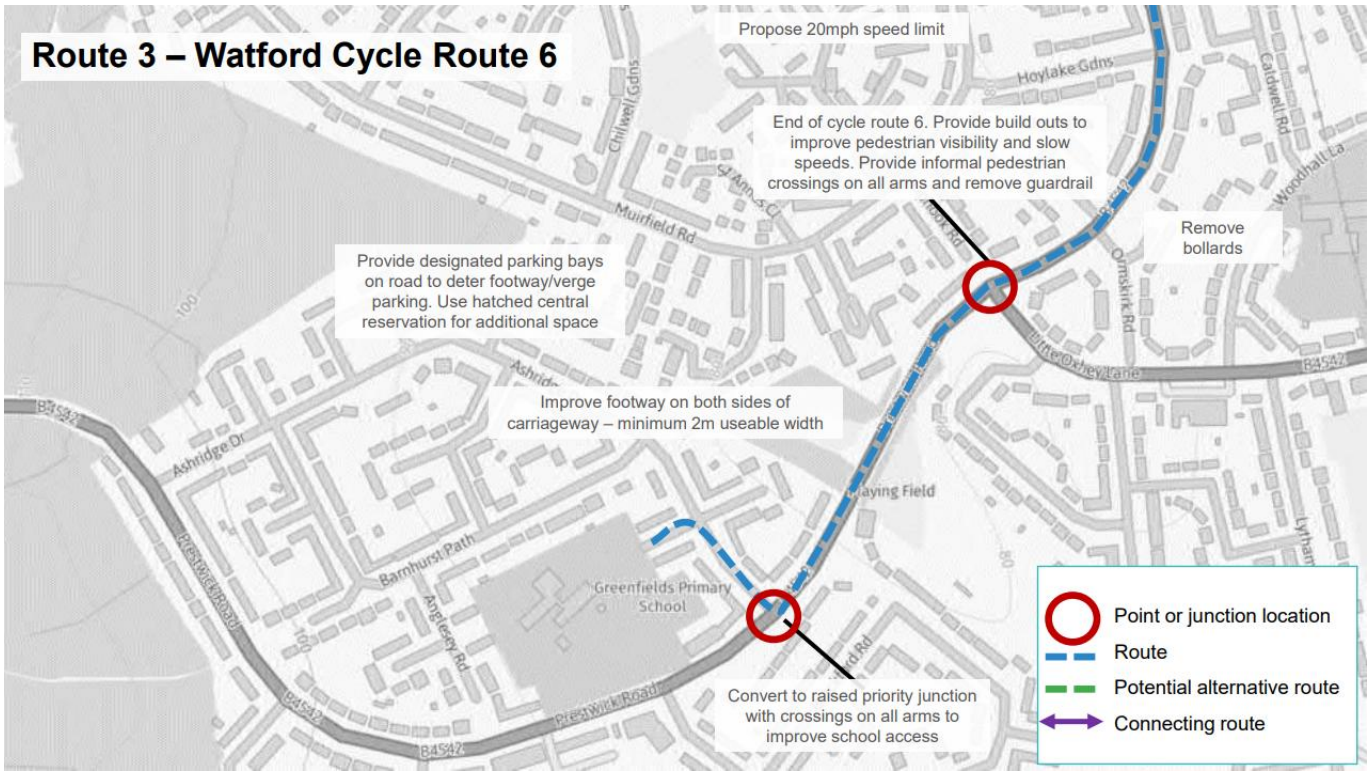

Route 1
Dropped kerbs and tactile paving
Provide designated parking bays on road to reduce footway parking
Resurface existing footways – consistent, smooth surface
Raised entry treatments over all side roads
Proposed 20mph speed limit – already chicanes in place to reduce traffic speeds
Vegetation clearance along southern edge of carriageway – 2m usable width
Point or junction location
Route
Potential alternative route
Connecting route
Contains OS data © Crown copyright and database right 2020

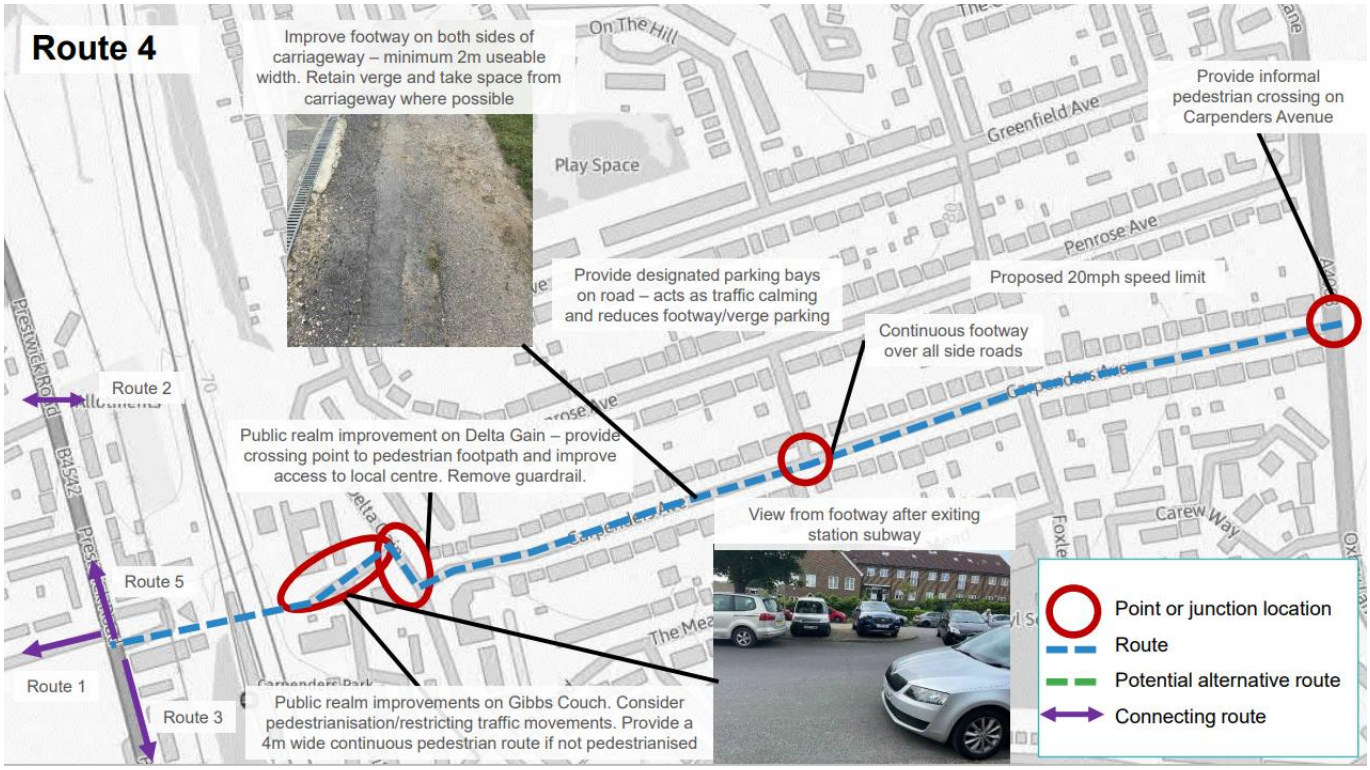

Route 1
Raised entry treatments over all side roads
Provide pedestrian crossing for school access. Remove guardrail and double height kerb & introduce traffic calming / formal parking bays
Resurface existing footways – consistent, smooth surface. 2m minimum useable width
Improve access to bus stop – restrict parking around bus stop, realign footway to cater for desire line on corner and build out footway to improve visibility
Provide a raised direct crossing to the station on the northern side of the carriageway. Remove guardrail
Provide informal raised pedestrian crossing to leisure centre. Restrict parking around crossing to improve visibility
Remove bollards at crossing – add tactiles to bring to standard. Consider using planters to deter pavement parking and improve public realm
Remove parking bays from footway – provide on-road bays to increase useable footway width
Point or junction location
Route
Potential alternative route
Connecting route
Contains OS data © Crown copyright and database right 2020

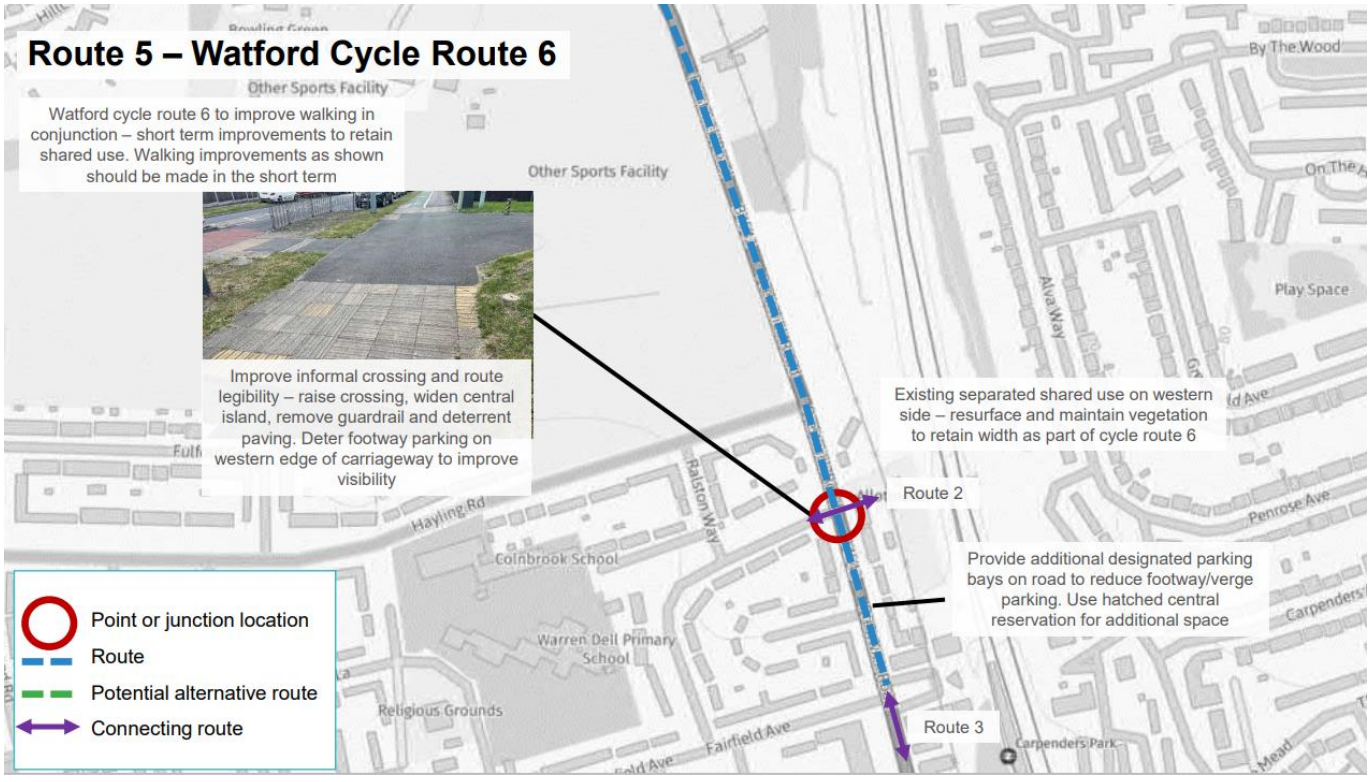
Route 2
Sherwoods Wood
Golf Course
Trim & maintain vegetation
Evidence of previous surfacing
Resurface path and widen to 2m. Provide lighting & wayfinding
Improve informal crossing – widen central island, remove guardrail and deterrent paving. Deter footway parking on western edge of carriageway to improve visibility. Improve wayfinding to route
Route 5
Trim vegetation & improve lighting (especially in tunnel)
Point or junction location
Route
Potential alternative route
Connecting route
Contains OS data © Crown copyright and database right 2020

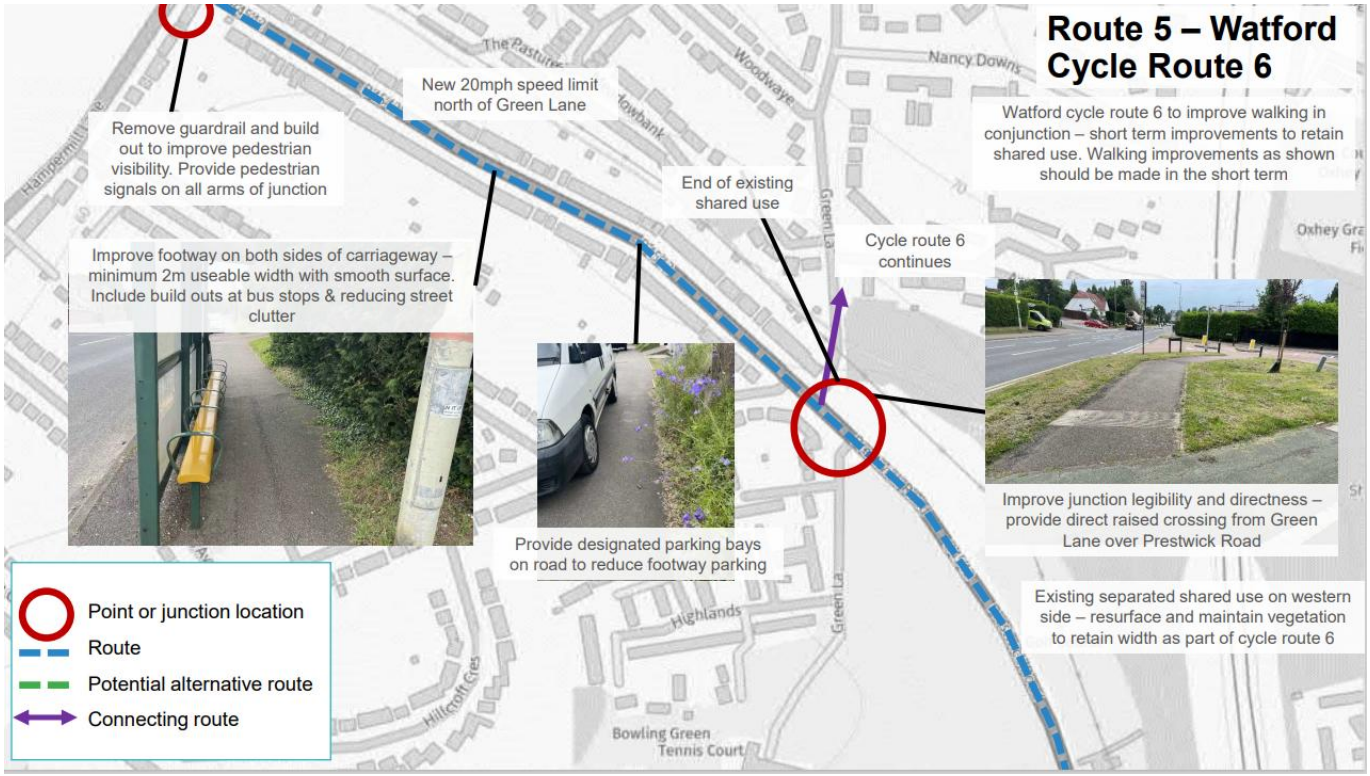

Route 2
Provide formal crossing points to standard. Remove barriers
Watford
Watford Heath
Tennis Court
Oxhey Bowls Club
Oxhey Grange Playing Fields
Remove/replace barrier with a more accessibility friendly feature (minimum useable width 2m). Provide a pedestrian crossing as visibility is poor
Improve through-route to Anthony Close. Route should be lit and footway 2m minimum
Trim & maintain vegetation
Resurface path and widen to 2m. Provide lighting & wayfinding. May be pinch points due to existing fencing – in these locations 1.5m width would be acceptable
Point or junction location
Route
Potential alternative route
Connecting route
Contains OS data © Crown copyright and database right 2020


Route 3 – Watford cycle route 6
Route 5
Route 4
Watford cycle route 6 to improve walking in conjunction – short term improvements to retain shared use. Walking improvements as shown should be made in the short term
Existing separated shared use on western side – resurface and maintain vegetation to retain width as part of cycle route 6, but include crossing points in the verge to provide access to shops
Provide dropped kerbs and tactiles to standard at each junction/crossing point
Propose 20mph speed limit
End of existing shared use – proposals to extend shared use as part of cycle route 6 on eastern side of carriageway. Absolute minimum 3m, preferable 4m
Provide designated parking bays on road to reduce footway/verge parking. Use hatched central reservation for additional space
Oxhey Wood Primary and Nursery School
Raised entry treatments over all side roads
Improve footway on western side of carriageway – resurface and provide minimum 2m useable width
Point or junction location
Route
Potential alternative route
Connecting route


Route 3 – Watford Cycle Route 6
Propose 20mph speed limit
End of cycle route 6. Provide build outs to improve pedestrian visibility and slow speeds. Provide informal pedestrian crossings on all arms and remove guardrail
Remove bollards
Provide designated parking bays on road to deter footway/verge parking. Use hatched central reservation for additional space
Improve footway on both sides of carriageway – minimum 2m useable width
Greenfields Primary School
Convert to raised priority junction with crossings on all arms to improve school access
Point or junction location
Route
Potential alternative route
Connecting route


Route 4
Improve footway on both sides of carriageway – minimum 2m useable width. Retain verge and take space from carriageway where possible
Provide informal pedestrian crossing on Carpenders Avenue
Provide designated parking bays on road – acts as traffic calming and reduces footway/verge parking
Proposed 20mph speed limit
Continuous footway over all side roads
Public realm improvement on Delta Gain – provide crossing point to pedestrian footpath and improve access to local centre. Remove guardrail.
View from footway after exiting station subway
Public realm improvements on Gibbs Couch. Consider pedestrianisation/restricting traffic movements. Provide a 4m wide continuous pedestrian route if not pedestrianised
Route 1
Route 2
Route 3
Route 5
Point or junction location
Route
Potential alternative route
Connecting route


Route 5 – Watford Cycle Route 6
Watford cycle route 6 to improve walking in conjunction – short term improvements to retain shared use. Walking improvements as shown should be made in the short term
Improve informal crossing and route legibility – raise crossing, widen central island, remove guardrail and deterrent paving. Deter footway parking on western edge of carriageway to improve visibility
Existing separated shared use on western side – resurface and maintain vegetation to retain width as part of cycle route 6
Provide additional designated parking bays on road to reduce footway/verge parking. Use hatched central reservation for additional space
Route 2
Route 3
Point or junction location
Route
Potential alternative route
Connecting route



5.6 Route Score Improvement

Table 6.5 provides the revised WRAT scores assuming the measures identified are implemented along the key walking routes.

Table 5.2 Key walking routes - WRAT results summary (with interventions)

Route No.	Name		Attractiveness %	Comfort %	Directness %	Safety %	Coherence %	Overall score %
1	Carpenders Park Station to Hayling Rd	Existing	74	32	81	89	0	61
		Potential	95	43	92	97	100	79
2	Carpenders Park Station to Watford Heath	Existing	50	55	71	33	50	54
		Potential	83	91	86	67	100	83
3	Prestwick Rd (South) Carpenders Park Station to Greenfields School	Existing	44	50	81	67	0	56
		Potential	88	91	81	83	100	87
4	Carpenders Park Station to Oxhey Lane	Existing	67	60	75	83	50	68
		Potential	92	85	100	83	100	90
5	Prestwick Rd (North) Carpenders Park Station to Hampermill Lane	Existing	45	54	70	78	50	60
		Potential	82	86	90	83	100	86

5.7 Consultation - Walking Route Feedback

Relatively few comments on the walking routes were received from early stakeholders, but the importance of considering disabled users, including people with dementia, was raised. Changes intended to improve conditions for cyclists should not disadvantage people with disabilities.

In the public consultation, no comments were received on the walking routes across any of the platforms.

6 LCWIP Stage 5 - Prioritising Improvements

Stage 5 of the LCWIP guidance outlines the approach to prioritising improvements and/or routes. The purpose of prioritisation is to understand the relative importance of each route and how this will lead to the network being developed over time. This process is not intended to delete or discount any routes or improvements, merely to assign it a programme entry against the short, medium, and long-term timescales within the LCWIP.

The LCWIP guidance around prioritisation is limited as it allows authorities to be flexible with the prioritisation process as it should look to meet the individual requirements of each Local Authority. However, the guidance does suggest that three broad factors are used to help understand priorities and these are:

- Effectiveness – the impact on increasing levels of cycling and walking
- Policy – how the scheme meets/addresses key local policy objectives
- Deliverability – how deliverable the scheme is, public acceptability, risk, and constraints

It is suggested that whole routes should be prioritised rather than individual interventions or improvements as that ensures that the whole route is delivered rather than incremental improvements across multiple routes over time. Primarily routes should first be prioritised by their ability to increase levels of walking and cycling, however other key factors are also important such as alignment to other schemes/funding streams and deliverability. The approach to prioritisation in this case has been modified as described in section 4.4, with the Effectiveness and Policy aspects considered in the pre-prioritisation stage.

6.1 Methodology

The pre-prioritisation processes utilised mostly quantitative and available data to prioritise the routes, however the criteria around deliverability are in general more qualitative and are based on the best information/knowledge available at the time. But as noted previously this process is merely to provide an order to delivery rather than removal of any routes. The criteria agreed with the client team are outlined in Table 7.1 and have been used to inform the prioritisation of the walking and cycling routes.

Table 6.1 Deliverability Criteria

Criteria	How measured/assessed
Technical feasibility	Assessment of feasibility based on following key factors: • Can it be implemented within the highway boundary? • Does it require additional approvals/negotiations (i.e., other landowners) • Are there any environmental and/or heritage considerations
Scheme support	How likely is the scheme to be supported by the public and Political Members
Alignment with funding streams and/or other schemes	Assessed against: • Potential alignment/integration with another scheme/development • Potential for funding/funding stream identified (S278/CIL/EATF/LTP/FHSF etc)

6.2 Assessment

Routes have been prioritised based on these criteria, with the technical assessment based on the high-level interventions proposed in this report and the scheme support and alignment with funding criteria assessed by local authority officers.

The overall ranking of the cycling and walking routes for Three Rivers are shown in Table 7.4 and Table 7.5. These prioritisation rankings take into account all aspects of the prioritisation, including the Effectiveness and Policy aspects considered in the pre-prioritisation.

Prioritisation for the remainder of the cycle routes within the network remains as indicated following the initial pre-prioritisation process, as at this stage, no further assessment has been undertaken on these routes. Once these routes are developed further, they can be prioritised in a similar manner to the top 5 routes as shown below.

Table 7.4: Three Rivers Cycle Route Prioritisation

Prioritisation Status	Route Number	Route	Rank
Priority Route	2	Rickmansworth - Watford	1
Priority Route	3	Rickmansworth - West	2
Priority Route	21	Maple Cross South	3
Priority Route	14	Shepherds Lane	4
Priority Route	8	Rickmansworth - Chorleywood	5
Non-Priority Route	4	A404 Rickmansworth	
Non-Priority Route	5	South Way	
Non-Priority Route	6	Rickmansworth - Bushey	
Non-Priority Route	7	Chorleywood connection	
Non-Priority Route	9	Carpenders Park link	
Non-Priority Route	10	Abbots Langley (Horseshoe Lane)	
Non-Priority Route	11	Toms Lane	
Non-Priority Route	12	Bedmond Road	
Non-Priority Route	13	A4125 South Oxhey	
Non-Priority Route	15	M25 Verge	
Non-Priority Route	16	Tolpits Lane connection	
Non-Priority Route	17	Oxhey Drive	
Non-Priority Route	18	Baldwins Lane	
Non-Priority Route	19	Harefield Road	
Non-Priority Route	20	Rouseburn Lane	
Non-Priority Route	22	Moor Park Lane	

Table 7.5: Three Rivers Walking Route Prioritisation

Prioritisation Status	Route Number	Route	Rank
Priority Route	1	Carpenders Park Station to Hayling Rd	1
Priority Route	2	Carpenders Park Station to Watford Heath	2
Priority Route	3	Prestwick Rd (South) Carpenders Park Station to Greenfields School	3
Priority Route	4	Carpenders Park Station to Oxhey Lane	4
Priority Route	5	Prestwick Rd (North) Carpenders Park Station to Hampermill Lane	5

7 LCWIP Stage 6 - Integration and Application

Stage 6 of the LCWIP involves the integration of the findings into the wider policy context of the local authorities and embedding the network plans into future schemes and projects.

7.1 Timescales and Review

The LCWIP sets out the ambition for the strategic walking and cycling networks in Three Rivers district over the course of the next 10 years. The prioritisation exercise has shown that some elements will likely be brought forward ahead of others, allowing the local authorities to integrate the improvements with other planned works most effectively, and deliver on the council's priorities.

While this version of the LCWIP reflects the current position and ambition for the networks, the document does not stand still. As local and national circumstances change the local requirements for infrastructure will also need to be updated. The LCWIP guidance suggests as a guide that the document is refreshed every four to five years, or if there is a significant shift in local circumstances or funding.

7.2 Funding

The LCWIP will position the local authorities effectively to take advantage of future funding opportunities – indications from central government in 2021 have indicated that, while not a requirement, an adopted LCWIP will be increasingly important for local authorities bidding for active travel funds in the future.

The network plans and supporting documents show a clear commitment to improvements on the routes and will also support the direction of funding from other sources, providing a resource for developers to understand routes that may be funded or improved to facilitate future development.

7.3 Policy Integration and Application

The integration of the LCWIP into local policy is crucial for the success of the network. The LCWIP will support other local policy positions, particularly the Hertfordshire Local Transport Plan. As well as supporting transport policies, the plan will also support leisure plans such as the Public Rights of Way Improvement Plan, and health and wellbeing policies.

The LCWIP guidance suggests that the LCWIP could be incorporated into a Supplementary Planning Document (SPD) to provide more guidance to adopted policies in the Local Plan, strengthening its status with developers.

Informing key Council personnel of the LCWIP and its aims will help identify opportunities for elements of the plan to be brought forward in tandem with other schemes led by different parts of the council, potentially accelerating delivery.

Appendix A – Key destinations

1 Out of town retail

Waterfields Retail Park
Watford Arches Retail Park
Colne Bridge Retail Park
Century Park
London Road Retail Park
Apsley Mills Retail Park
Abbey View Retail Park
Dunelm & Wickes, London Road (London Road) B&Q,
Two Waters Road (Corner Hill)
London Road / Two Waters Way (Two Waters West)
Jarman Fields
Dome Roundabout; Sainsburys and Asda
Tesco Store

2 Leisure

Jarman Fields
Woodside
Bushey Mill Lane - Top Golf
Warner Bros. Studio Tour
Cassiobury Park
Rickmansworth Aquadrome
Aldenham Country Park
Leavesdon Country Park
Grove Park
Moor Park

3 Rail stations

Chorleywood London Underground Station, Chorleywood Station Croxley
London Underground Station
Watford High Street Station
Watford Junction Station
Watford North Station
Watford London Underground Station
Carpenders Park Station
Moor Park London Underground Station
Radlett Station
Garston Station
Rickmansworth London Underground Station,
Rickmansworth Station
Bushey Station

Park Street Station
Hemel Hempstead Station
Apsley Station
King's Langley Station
Bricket Wood Station
How Wood Station
St Albans Abbey Station

4 Secondary schools

Adeyfield
Parmiter's
Cavendish (The)
Hemel Hempstead (The)
Bushey Academy (The)
Watford Grammar School for Girls Westfield
Community Technology College St
Michael's Catholic High
Garston Manor
Marlborough School Science College St
Joan of Arc Catholic
Kings Langley
Rickmansworth Bushey
Meads
Francis Combe Academy St
Clement Danes Queens'
Longdean
Astley Cooper (The)
Watford Grammar School for Boys Falconer
Watford UTC
Reach Free School (The)
Westfield Academy Harperbury
Free School Croxley Danes
Reach Free School (The)
Adeyfield
Laureate Academy
Croxley Danes

5 Key employment

Maylands Business Park, Hemel Hempstead
Whiteleaf Road, Hemel Hempstead
Bourne End Mills, Bourne End Park Lane, Hemel Hempstead
Doolittle Meadows, Hemel Hempstead The Waterfront, Elstree
Centennial Park, Elstree

The Rivers Office Park, Maple Cross Home Park Estate, Kings Langley Kingley Park, Kings Langley Ovaltine, Kings Langley
Kings Park, Kings Langley
Abbots Business Park, Kings Langley Levesden Park, Watford
Clarendon Road / Station Road / Bridle Path, Watford Greycaine Road / Odhams / Sandown Road, Watford
Imperial Way / Colonial Way, Watford
Watford Business Park, Watford
Wiggenhall Road / Fishers / Trade City, Watford Moor Park Industrial Centre, Watford
Clancy Docwra Thames Water

6 Neighbourhood centres

Garston Park Parade Goodwood Parade Longspring
Station Area - Langley Rd/St Albans Rd Buckingham Road
Bushey Arches Vicarage Road Whippendell Road East Adeyfield
Apsley Bennetts End Boxmoor Bovingdon Maylands Chaulden Gadebridge Grovehill
Highfield (Bellgate) Highfield (The Heights) Kings Langley Leverstock Green Nash Mills
Warners End
Harcourt Road (Bushey) Bushey Hall Road (Bushey) Elstree Village Centre Aldenham Road
Bournehall Avenue Bushey Mill Lane Park Avenue Battlers Green Drive Verulamium Estate

7 Main centres

Watford Watford North Abbots Langley Chorleywood Rickmansworth South Oxhey
Hemel Hempstead
Hemel Hempstead Old Town Radlett
Bushey Bushey Heath

8 Local centres

Croxley Green (Watford Road) Croxley Green (New Road) Mill End (Money Hill Parade)
2-8 Chalfont Road, Maple Cross 57-63 High Street, Bedmond
61-65 Station Road, Kings Langley
15 Bridge Road and 5 Old Mill Road, Hunton Bridge 17-22 School Mead, Abbots Langley
5-7a and Sherwood News, College Road, Abbots Langley 1-14 Katherine Place, Abbots Langley
Sarratt Post Office, The Green, Sarratt
41-55 and 295-309 Baldwins Lane, Croxley Green 193-197 Watford Road, Croxley Green
4-12 Scots Hill, 1-3 The Green and 1-4 New Parade, Croxley Green 1-11 Tudor Parade, Mill End / Berry Lane, Mill End
68-82 Church Lane, Mill End 2-28 Main Avenue, Moor Park
10-24 Hallowes Crescent, South Oxhey 305-317 Prestwick Road, South Oxhey
1-18 The Parade, Delta Gain, Carpenters Park 18-48 Little Oxhey Lane, South Oxhey
46-52 Heronsgate Road, Heronsgate 2-4 Station Approach, Chorleywood
Wyatts House and Shell Filling Station, Rickmansworth Road, Chorleywood The Brow
Euston Avenue Leavesden Road Langley Way Orbital Crescent The Gossamers Tolpits Lane Tudor Avenue
Villiers Road Horseshoe Lane

Whippendell Road / Ascot Road St Johns Road

St James Road Harwoods / Hagden Lane Haines Way

Watford Fields North Approach Eastbury Road Woodhall Farm

34-41a Abbey Avenue, St Albans 23-39a Vesta Avenue, St Albans

28-38 Abbots Avenue West, St Albans 81-97 Old Watford Road, Bricket Wood

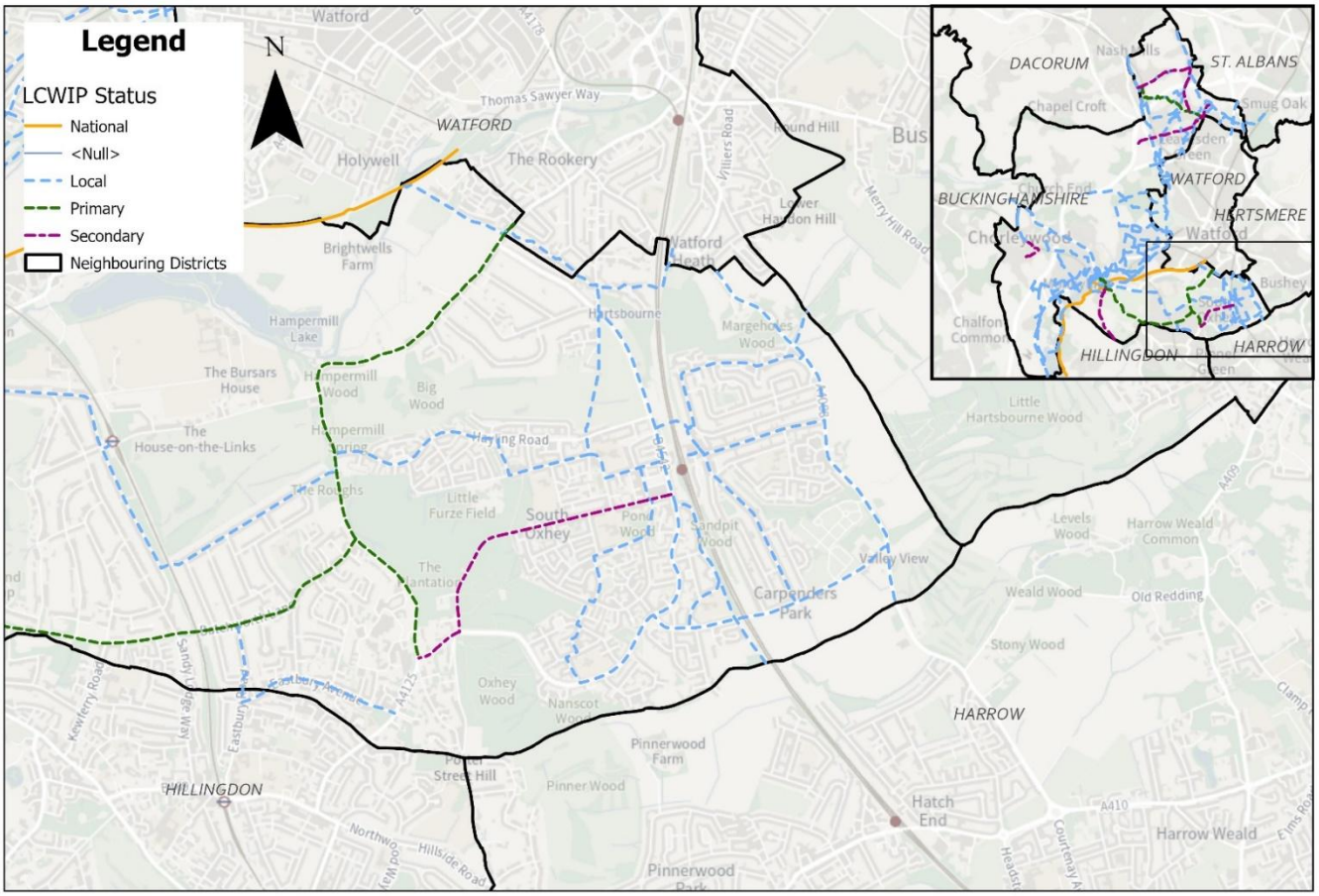
95-127 Oakwood Road, Bricket Wood

19-27 Blackboy Wood, Bricket Wood

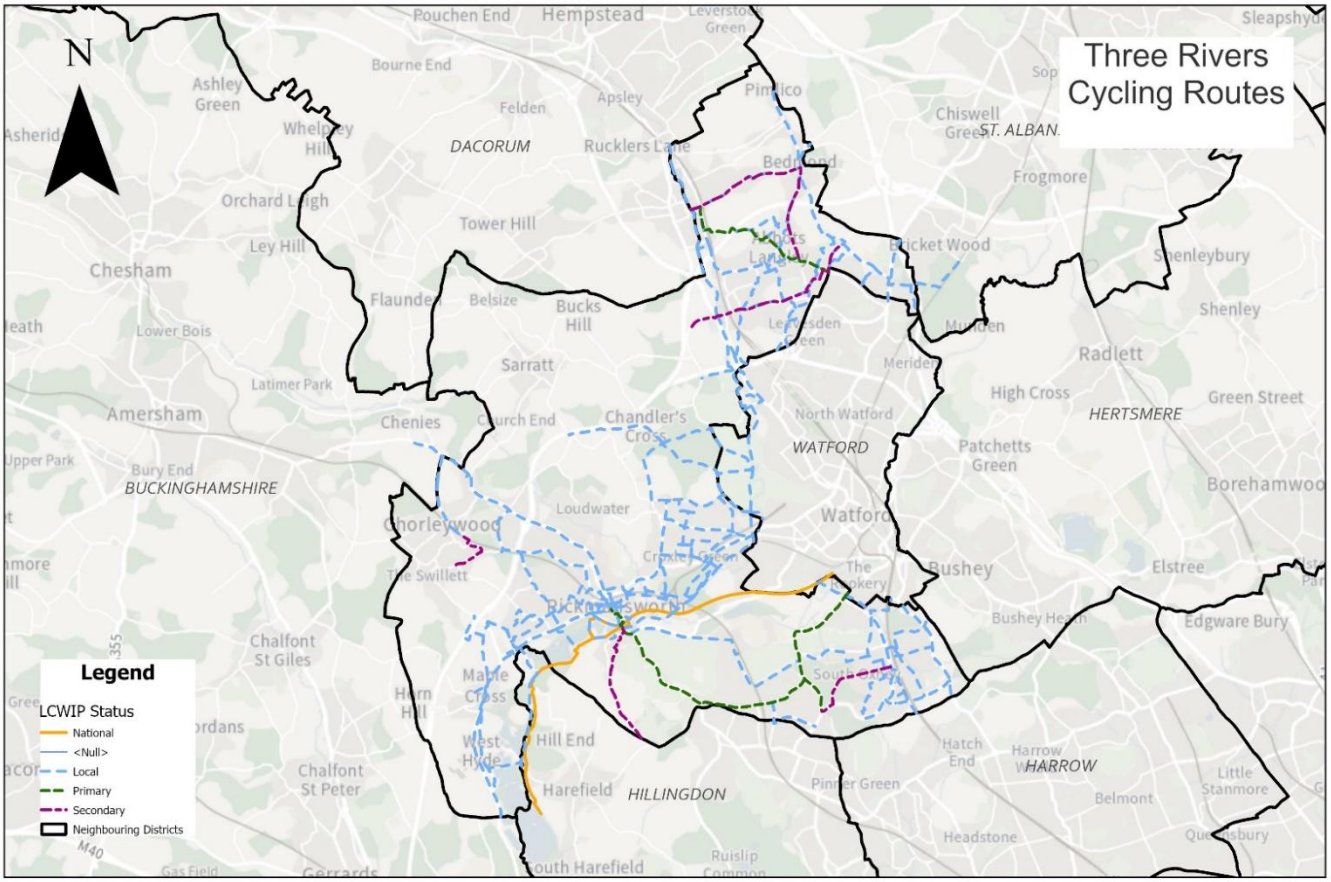
2a Tippendell Lane; 301-305, 337 & 192-204 Watford Road, Chiswell Green 2-30 How Wood

69-71, 68-76 & land south of 84 Park Street; 1-2 Park Street Lane, Park Street

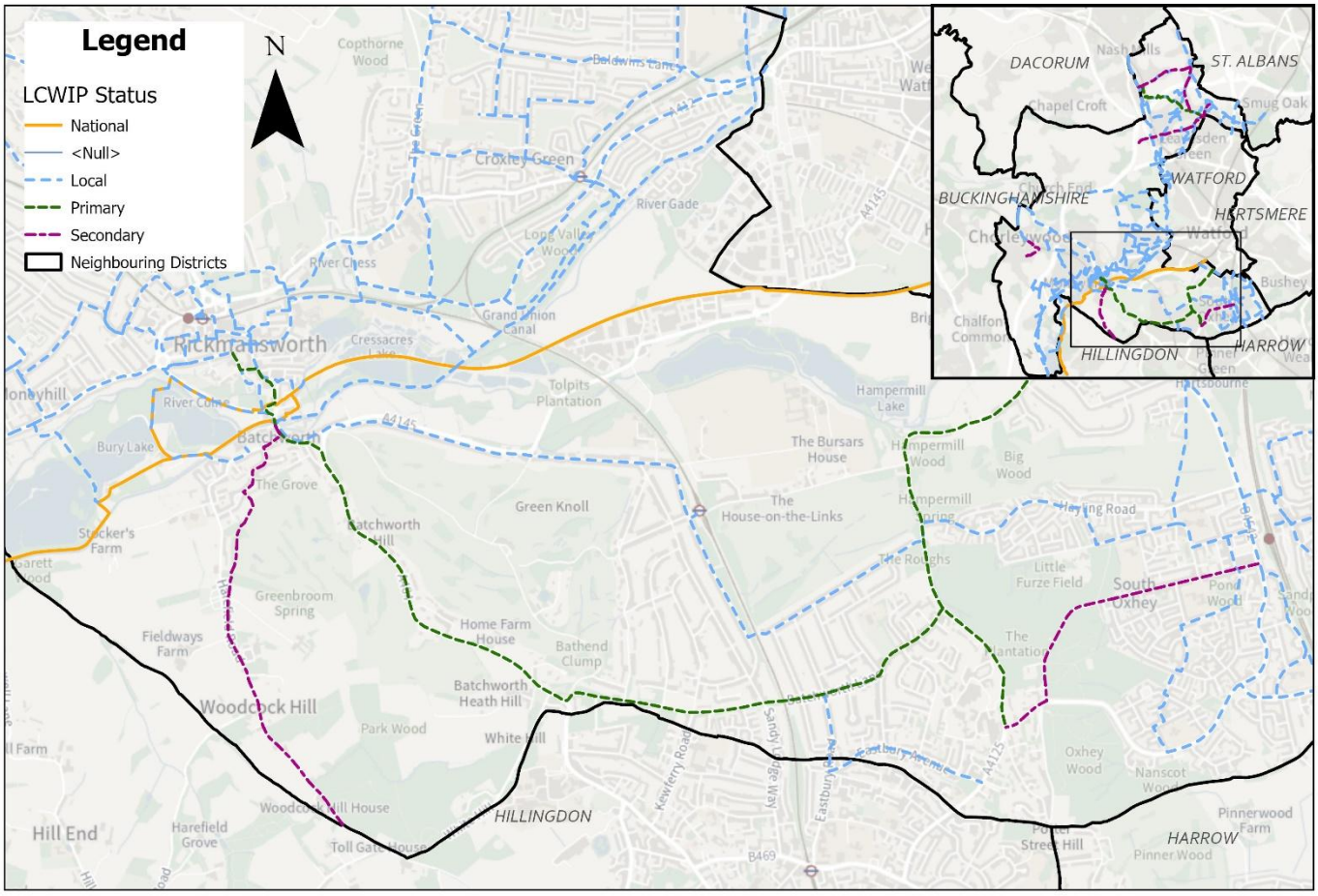
APPENDIX B – Detailed District Cycle Route Map



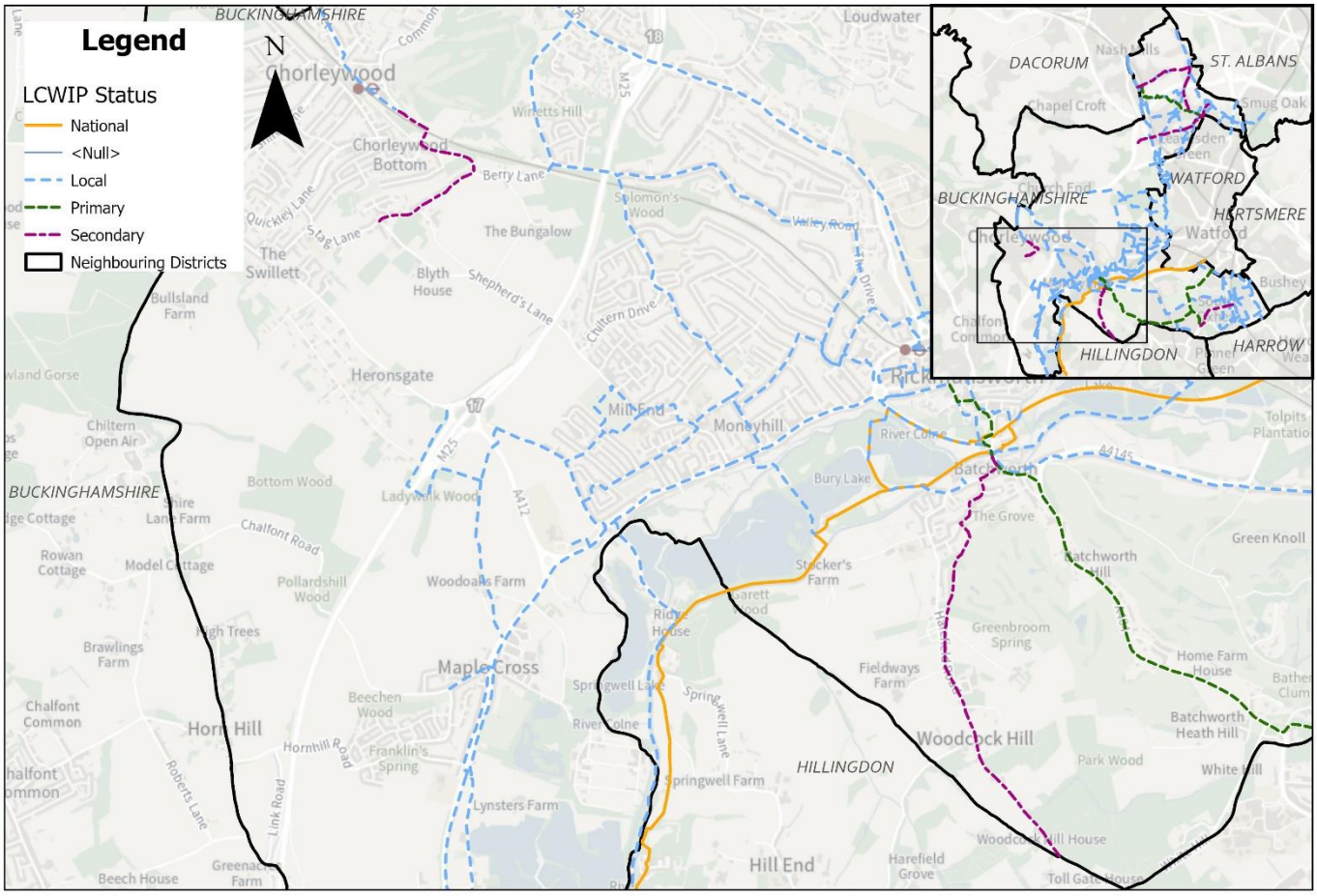
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



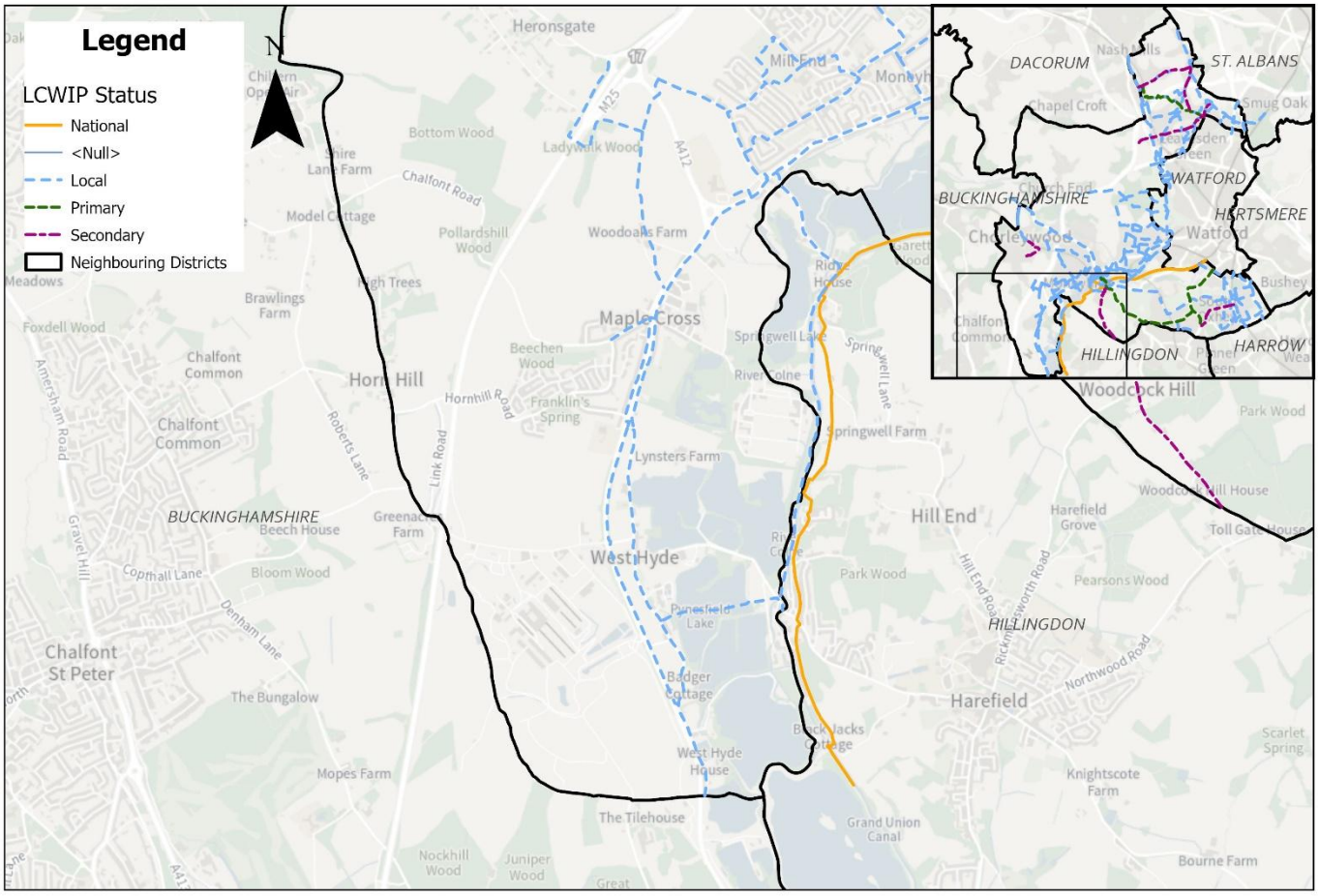
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



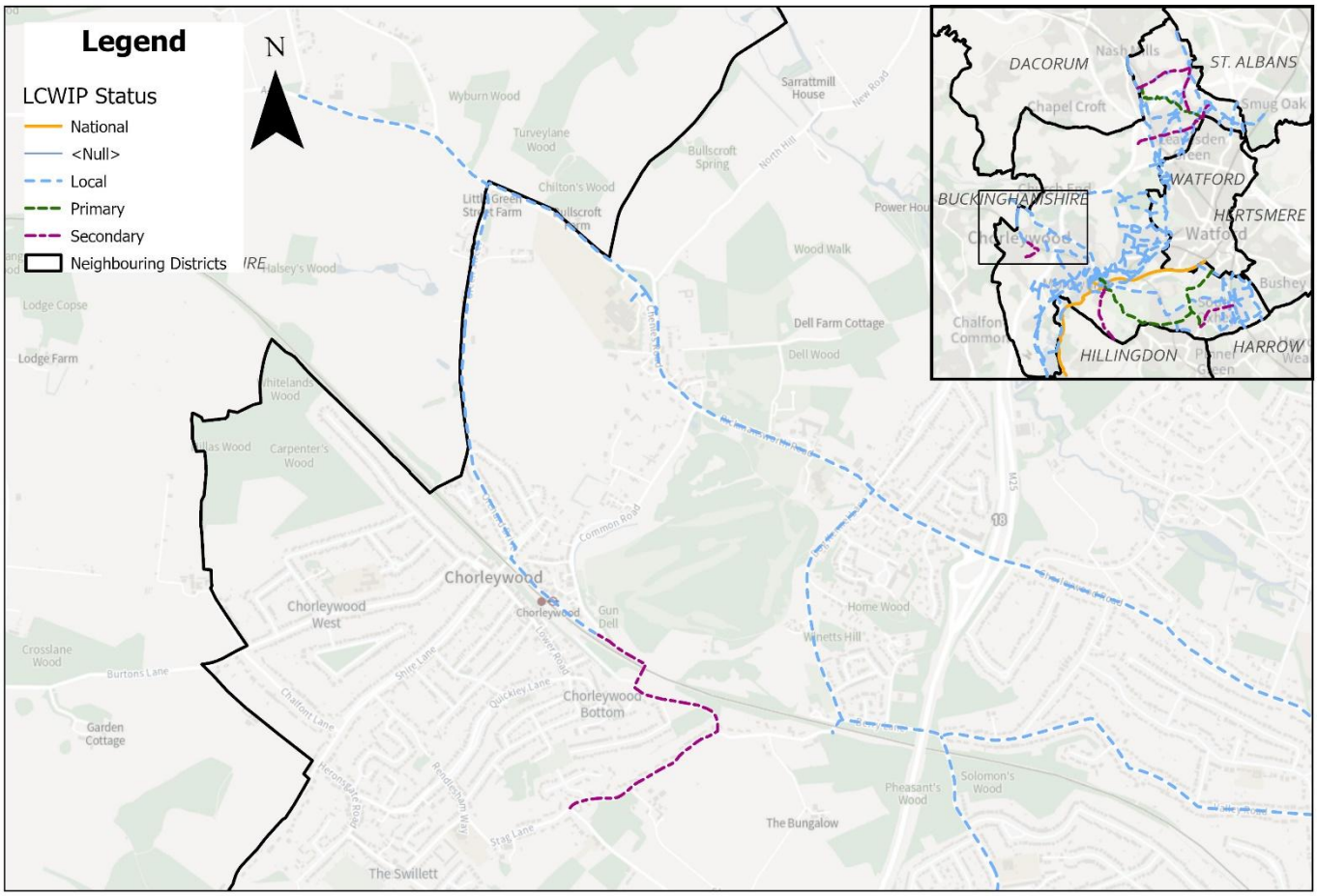
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



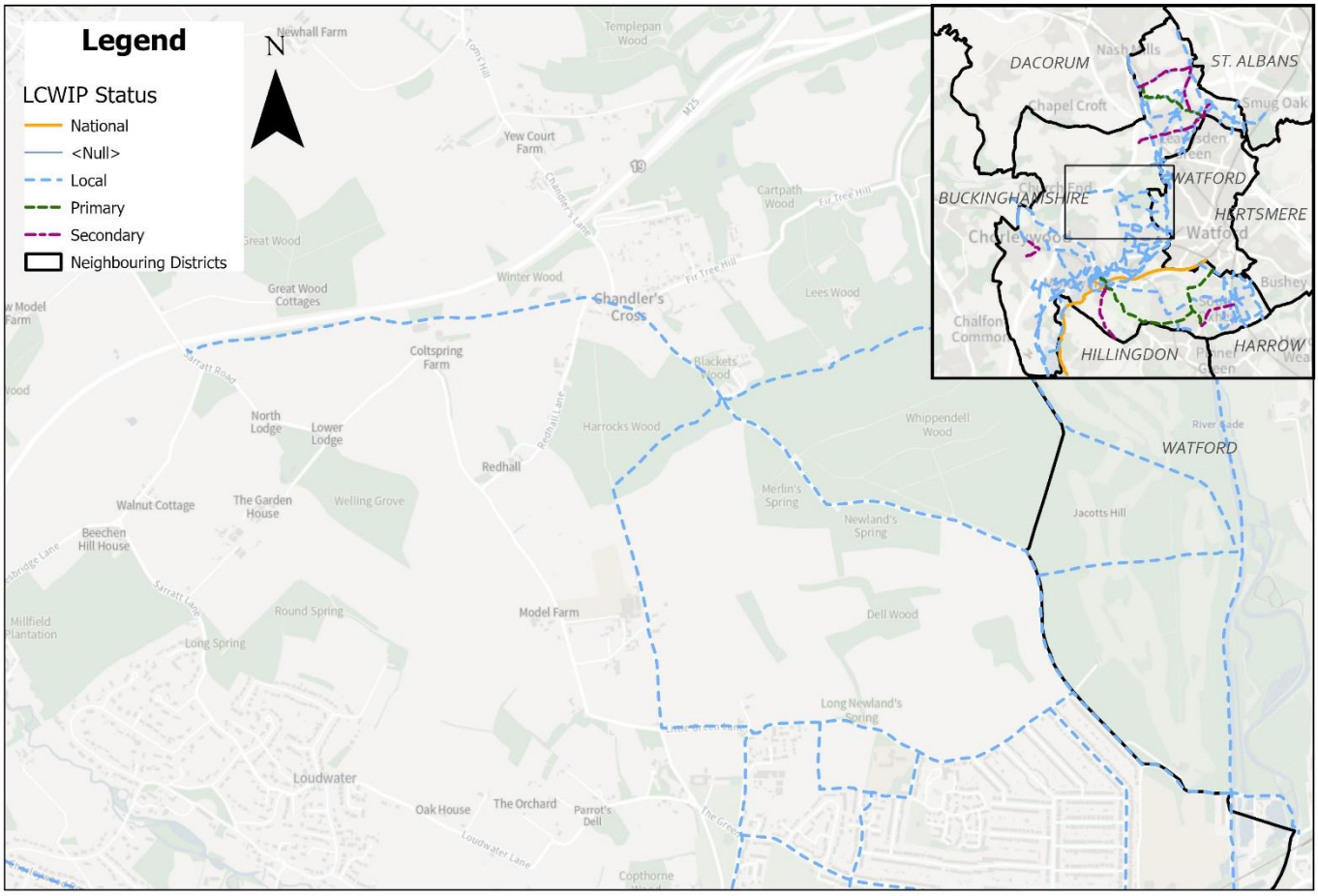
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



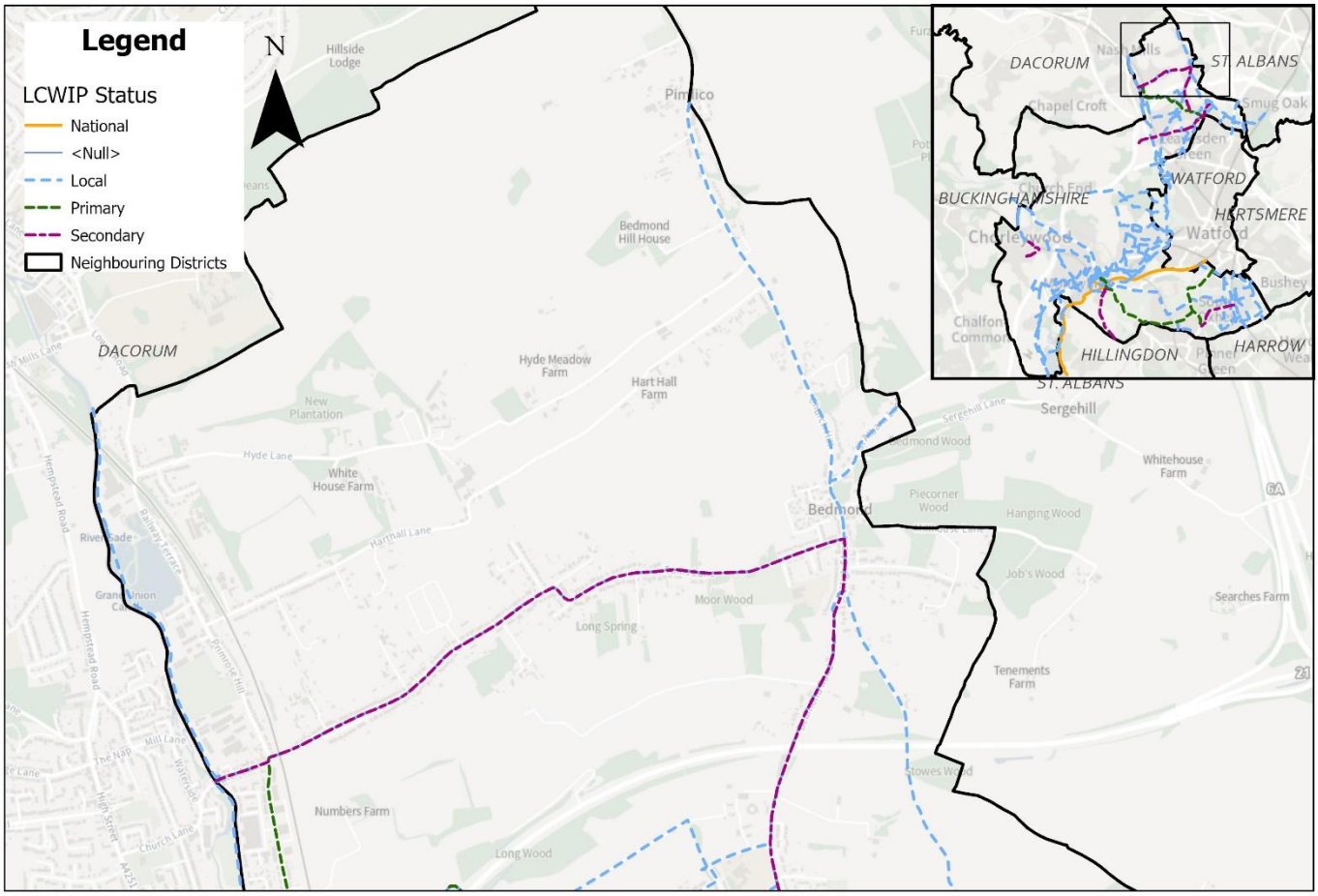
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



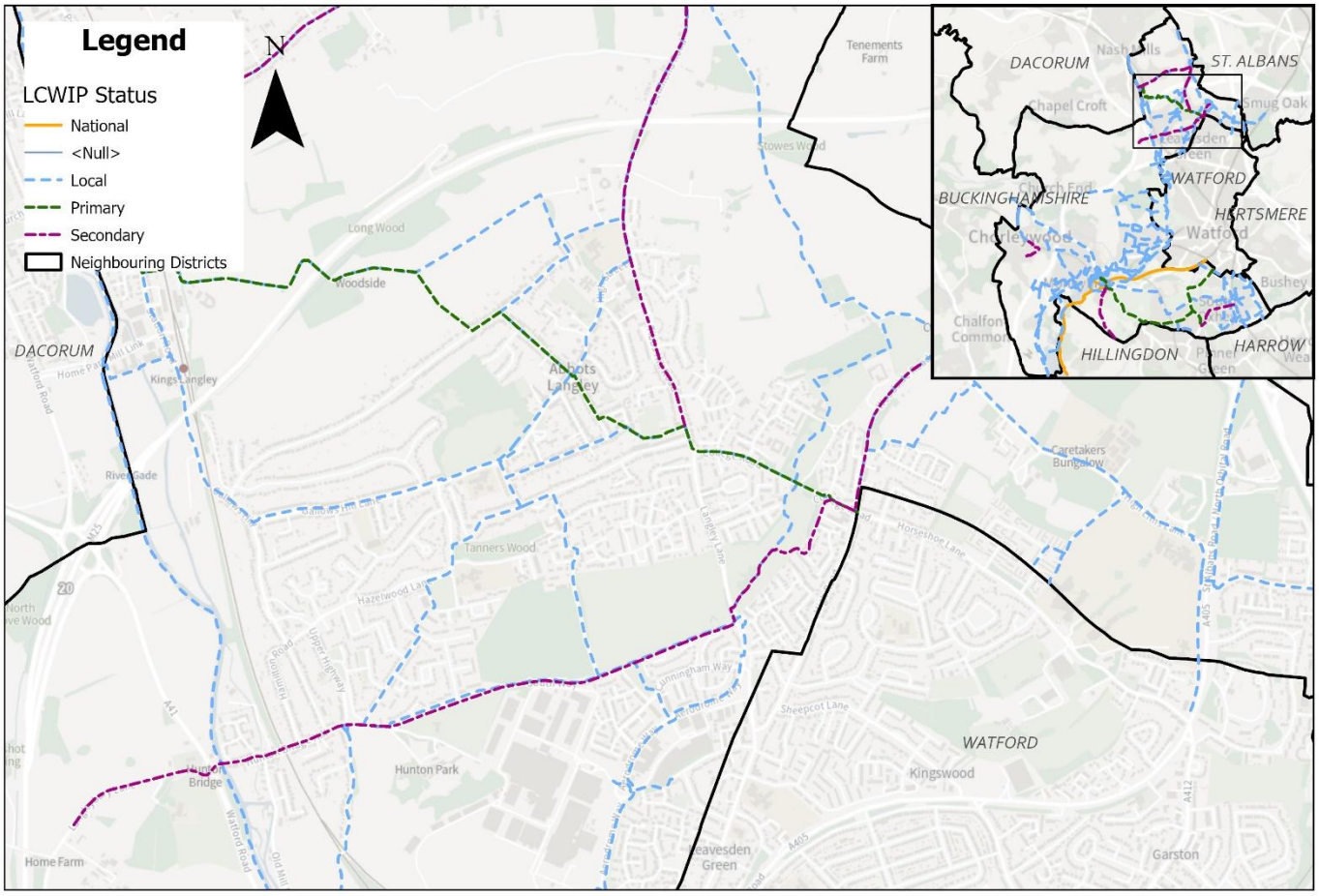
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



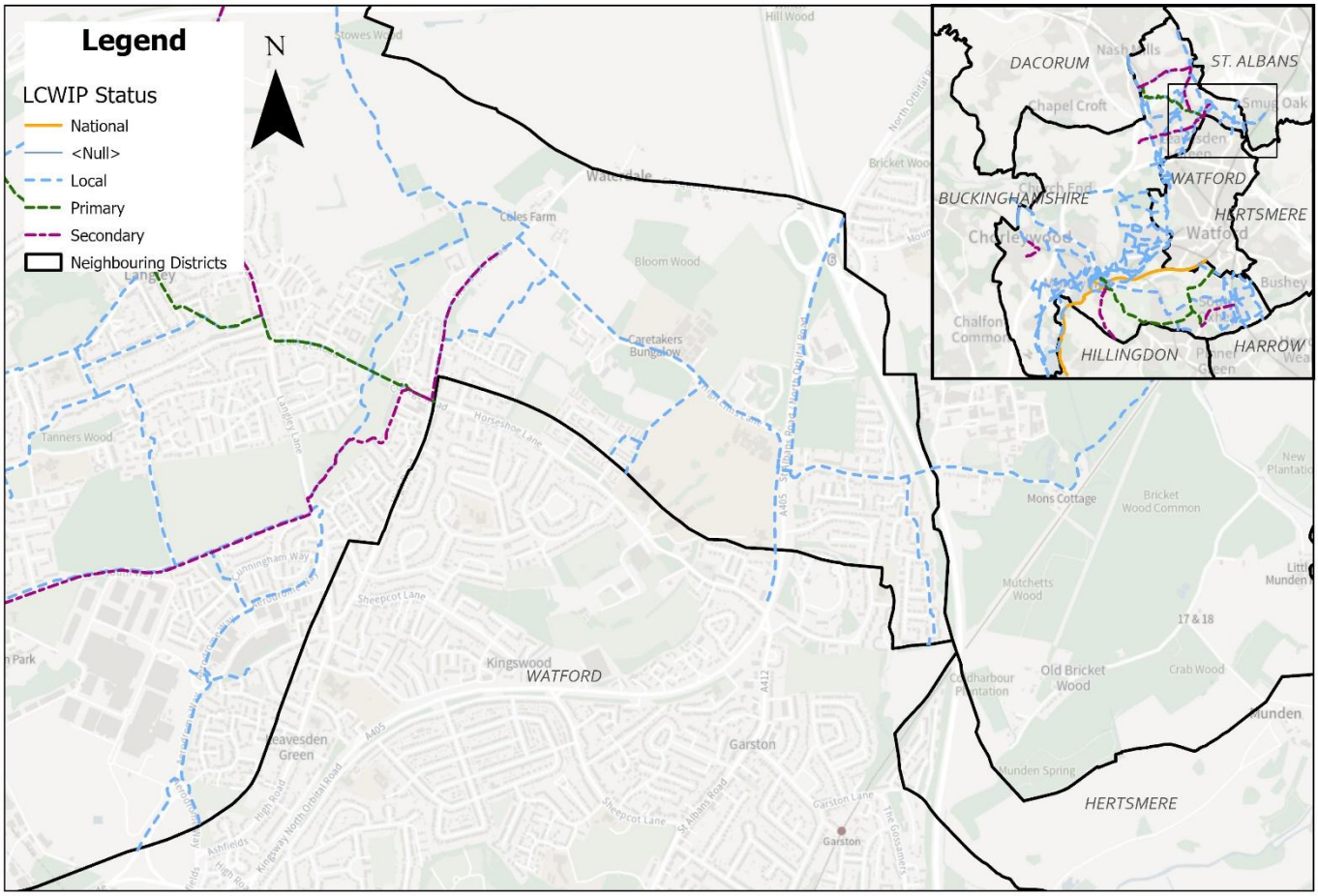
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



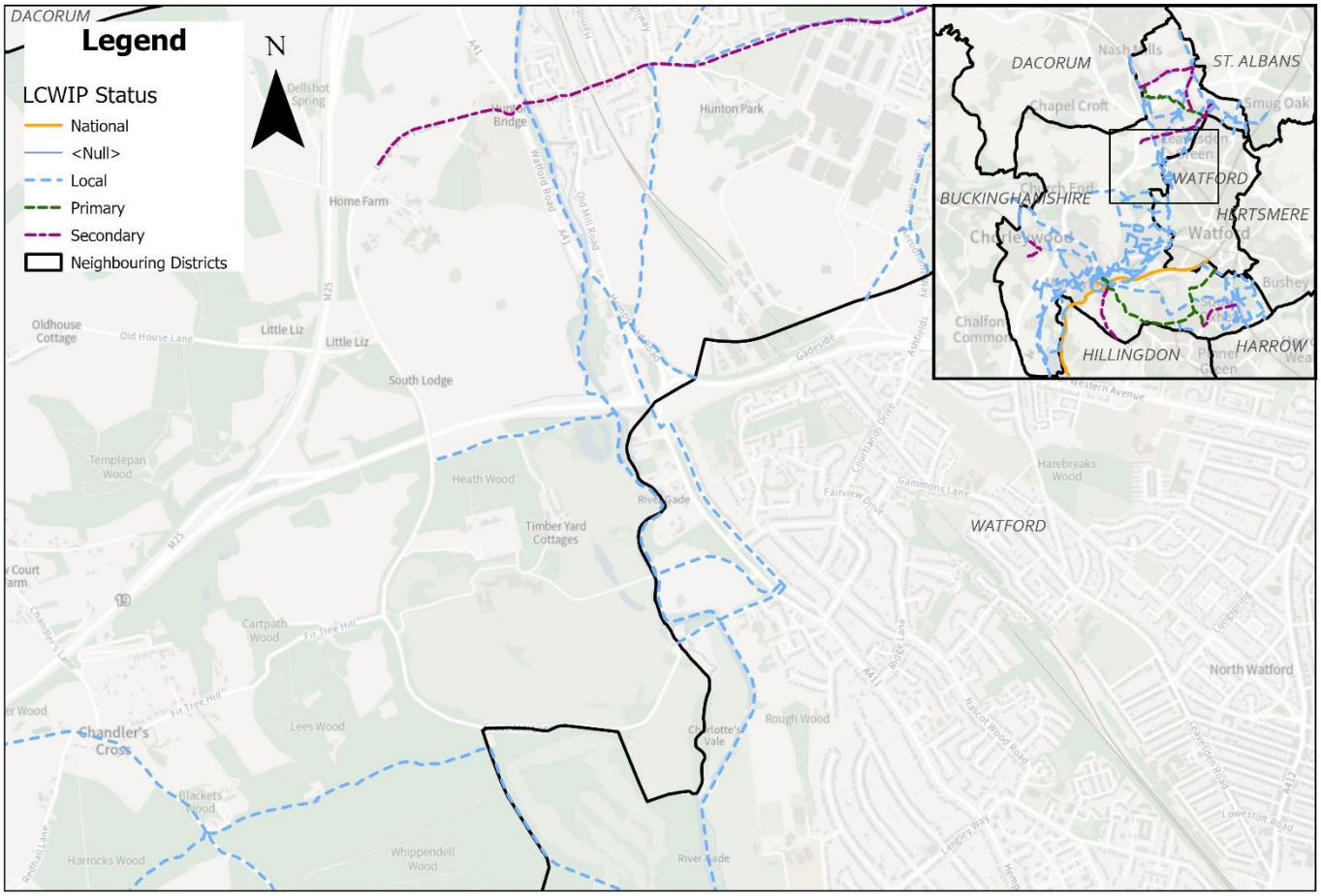
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.



© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

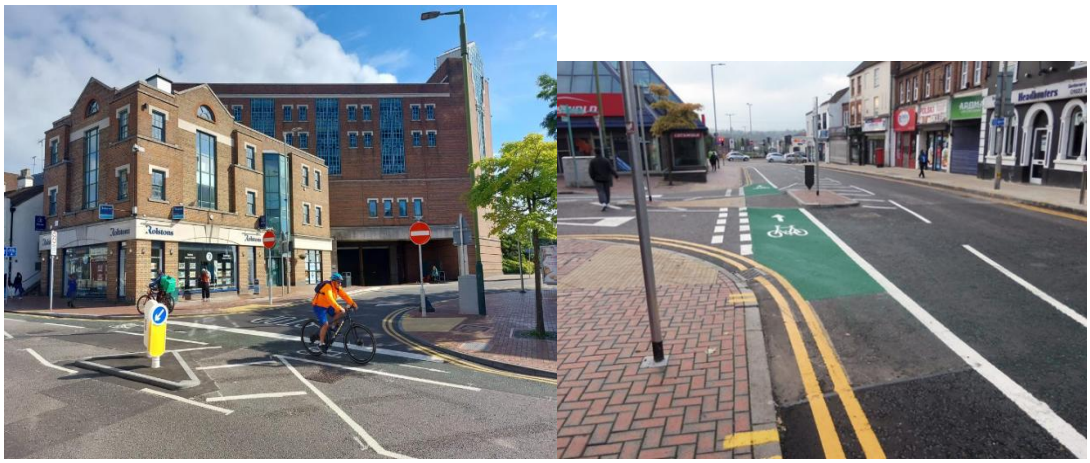
© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

© Crown copyright and database rights 2025 OS AC0000849984. You are permitted to use this data solely to enable you to respond to, or interact with, the organisation that provided you with the data. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Appendix C – Glossary of Potential Route Interventions

1**. Minor Junction Improvements:**

- At side roads: where a need for minor junction improvements has been identified at side roads, this typically denotes a need to build out the footways (to tighten junction geometry, reduce turning speeds and shorten crossing distances) and add dropped kerbs and/or tactile paving where missing. In some cases, it might be good to consider additional measures, such as banned turns, raised tables, continuous footway or cycleway crossings or modal filters.
- At mini roundabouts: where a need for minor junction improvements has been identified at junctions which are currently mini roundabouts, this denotes a review against LTN 1/20 guidance and potentially tightening of the junction geometry and/or improving the crossing facilities. In some cases, especially where there are double mini roundabouts it may be better to simply replace them with unsignalised priority T-junctions.



2. Medium junction improvement: at mid-size junctions, improvements typically denote a need for pedestrian crossings and protected cycle infrastructure on all arms. In some cases, this might mean signalising the junction.

30
Ware Rd

3. Large junction improvement: at large junctions where a need for junction improvements has been identified, this typically denotes a need for pedestrian crossings and protected cycle infrastructure on all arms. At particularly large junctions this might mean a Dutch-style roundabout (with parallel crossings on each arm) or a signalised ‘CYCLOPS’ style junction (as have been installed in Manchester in recent years). Some large junctions which are roundabouts may need converting to signalised crossroads or other forms of signalised junction to be able to provide the required improvements to pedestrians and cyclists.

Proposed Dutch style cycle and pedestrian friendly roundabout for Boundary Way Hemel Hempstead

4. New / improved pedestrian crossing: where these are included in the plans, this denotes providing new priority (controlled) crossings for pedestrians to reduce severance or improving existing crossings. In some cases, this might mean installing new zebra or signalised pedestrian crossings. In other cases, this may refer to improving an existing crossing, for example by increasing the green time available at signalised crossings or replacing informal traffic island crossings with zebra crossings. This has the added benefit of reducing pinch points on the carriageway for cyclists.

5. New / improved pedestrian + cyclist crossing: where these are included in the plans, this denotes providing new priority (controlled) crossings for pedestrian and cyclists. In some cases, this might mean installing a new parallel crossing, or a new signalised pedestrian and cycle crossing (ideally not toucan crossings as these rely on shared use which is discouraged in LTN 1/20). In other cases, it might mean improving an existing crossing, for example by upgrading a zebra crossing to a parallel crossing which cyclists can also use.

6. **Traffic Management Measures**: traffic calming denotes adding cycle-friendly traffic calming features to streets and/or reducing speed limits to safe levels for cyclists following LTN 1/20 guidance. Where traffic calming features are considered, these should be cycle friendly (e.g., narrowing traffic lanes and carriageways, removing centre lines, or raising tables). Additional measures could include parking restrictions, resurfacing and gulley cover replacement. Some traffic-calmed streets may also be suitable for contraflow cycling (either with or without cycle lanes/tracks) – this has been indicated on the plans where it may be especially useful for the cycle network. Areas in which traffic filtering is suggested are areas in which there's a need for reduced traffic volumes and/or speeds. Methods of implementing this include traffic filtering using modal filters, banned turns, or one-way systems.

One vehicle only may proceed
If no light shows check bollards are lowered
BETFRED
STOP

7. Footway improvements: this could refer to a number of different types of footway improvement. It could denote ensuring footways have 1.5m clear width to allow wheelchairs and buggies to pass, widening and/or relocation of permanent/temporary footway obstructions as necessary (including footway parking). It could also denote resurfacing to fix surface issues (patching, trenching, uneven surfaces, trip hazards), lighting improvements, and/or the removal of excess bollards, guard railing and vegetation.

8. Segregated cycleway: this denotes the addition of LTN 1/20 compliant segregated cycle facilities such as kerb-segregated tracks, stepped cycle tracks, footway level tracks, off-road cycle tracks or lightly segregated cycle lanes (whichever is judged most suitable in feasibility design). It also includes the necessary traffic calming and speed limit changes need to make the route LTN 1/20 compliant, as well as bus stop redesign (i.e., to bus stop bypass or shared use bus border) resurfacing, wayfinding, and gulley cover replacement as necessary.

9. Shared use: A shared use path is a path that is designed for both pedestrians and cyclists to use, and can be created from new or existing footpaths. Shared use paths can be segregated or unsegregated.

10. Mixed traffic: Where cyclists are on-carriageway, mixed with other roads users. It should be noted that this is only appropriate where speeds and vehicle numbers are low and other existing or proposed traffic management, and calming measures are in place.

APPENDIX D – Policy Context

1 Local Cycling and Walking Infrastructure Plans: Technical Guidance for Local Authorities

- **Publisher**: Department for Transport (DfT)
- **Date Published**: 2017
- **Policy Level**: National
- **Additional details**: provides the framework for undertaking strategic walking and cycling network developments, including the six-stage process this LCWIP follows, and the type and nature of data collected and used as part of the process.

2 Cycling and Walking Investment Strategy (CWIS)

- **Publisher**: Department for Transport (DfT)
- **Date Published**: 2017
- **Policy Level**: National
- **Additional details**: outlines ambitious targets up to 2025 including a doubling of cycling trip stages each year whilst also reversing the year-on-year decline in walking trip stages. The benefits of doing this are stated as potentially leading to cheaper travel and better health, increased productivity for business and increased footfall in shops. Along with lowering congestion, better air quality, and vibrant, attractive places and communities.

3 Local Transport Plan 4 (LTP4)

- **Publisher**: Hertfordshire County Council (HCC)
- **Date Published**: 2018-2031
- **Policy Level**: County
- **Additional details**: The key policy document guiding transport strategy in Three Rivers is Hertfordshire's Local Transport Plan 4 (LTP4) for 2018 to 2031. This sets out how transport can play a positive role in the future development of Hertfordshire, through improving economic growth, public health, meeting housing needs and having a sustainable impact on the environment.

The key challenges and opportunities identified on the LTP are:

- there is predicted to be a 21% increase in population by 2039 (Some 250,000 extra people) which will likely increase the demand for transport and travel over time.
- improving transport can support economic growth, support regeneration, and improve the health and wellbeing of the population and environment.
- transport has an important role in tackling health issues such as obesity and air pollution, and in improving overall quality of life.
- the solutions to these issues must be delivered against a backdrop of public spending pressures.

The LTP sets out objectives across three themes of People, Place and Prosperity. The LTP objectives which the LCWIP can most effectively support are:

- Enhance connectivity between urban centres in Hertfordshire.

- Improve accessibility between employers and their labour markets.
- Enhance the quality and vitality of town centres.
- Reduce carbon emissions.
- Make journeys and their impact safer and healthier; and
- Modal shift and encouraging active travel.

The key supporting strategies are:

- Active Travel Strategy
- Sustainable Modes of Travel Strategy 24/25

The flagship transport improvements are:

- Sustainable Travel Towns
- East-West Mass Rapid Transit System (HERT) connecting towns along the A414 corridor with links to Watford via the Abbey Line.

The strategic transport Improvements for Watford and Three Rivers are:

- Use of the former Croxley Rail Link as a public transport corridor.
- Cycling infrastructure improvements for Rickmansworth and Watford.

In terms of transport context and issues for Hertfordshire, the following were identified:

- Strong north-south transport network but weaker east-west links, especially for passenger transport.
- High level of cross-boundary commuting, including 118,000 Hertfordshire residents working in London.
- Complex movement patterns due to numerous medium-sised urban areas.
- Significant road congestion and capacity constraints on the rail network.
- Potential to improve the attractiveness of walking, cycling, and bus use, encouraging more car users to switch modes.
- Forecasted 18% increase in peak hour car trips by 2031, impacting the environment and quality of life, and increasing pressure on highway capacity.
- Future rail lines are expected to be over capacity.

As for the approach to tackling the identified issues, the following were identified:

- Support for walking, cycling, and passenger transport.
- Behaviour change initiatives and traffic demand management.
- Infrastructure provision to cater for increased motor traffic.

As for the transport user hierarchy, the following were identified:

- Prioritises pedestrians and cyclists, followed by passenger transport users, powered two-wheeler users, and other motor vehicle users.
- Emphasises reducing travel demand, addressing vulnerable road user needs, and supporting sustainable transport modes.

As for the active travel context and issues, the following were identified:

- High walking mode share for trips less than 1 mile (76.5%), but significant potential to increase cycling activity given the low current mode share.
- Barriers to walking and cycling include safety, infrastructure, social attitudes, weather, journey purpose, topography, health, and lack of knowledge or training.
- Variable provision of cycling infrastructure, with many areas having patchy and broken linkages.
- Opportunities to improve cycling infrastructure as endorsed by the Government's Cycling and Walking Investment Strategy (CWIS).

The LCWIP supports these policies by developing key routes and improving safety for all active travel users.

4 South West Hertfordshire Growth and Transport Plan (SWGTP)

- **Publisher**: Hertfordshire County Council (HCC)
- **Date Published**: 2019
- **Policy Level**: County
- **Additional details**: Hertfordshire is experiencing significant levels of housing and employment growth, impacting the transport system in the short, medium, and long term. The Growth and Transport Plan (GTP) has been developed as a sub-county transport planning approach with South West Hertfordshire being the sub-area. The purpose of the document is to promote a shift away from private vehicles towards more sustainable modes of transport and improved modal choice. The South West Hertfordshire GTP supersedes the South West Hertfordshire Transport Plan.

Seven objectives have been developed for the South West Hertfordshire GTP:

- Support sustainable economic growth in South West Hertfordshire through improving sustainable modes of travel.
- Ensure new infrastructure is resilient to future change.
- Provide greater attractiveness and choice of alternatives to the private car with better network resilience.
- Improve health and quality of life through reduced noise and pollution.
- Encourage walking and cycling networks to improve the environment and create vibrant communities.
- Improve the safety and perception of safety for walking and cycling.
- Reduce transport emissions through embracing new technologies and encouraging sustainable travel modes.

The Local Cycling and Walking Infrastructure Plan (LCWIP) process can help deliver on all seven objectives through the planning and development of improved, safe cycling and walking networks that will promote mode shift and sustainable travel.

The GTP includes a number of active travel proposals contained within 'packages' of interventions, with several of these falling within the Three Rivers LCWIP area:

- St Albans to Watford Corridor: Enhanced cycling facilities along the A405 linking St Albans and Leavesden.
- Western Gateway (Watford): Enhanced cycleways and facilities linking the Western Gateway area

to Watford Junction.

- Watford-Hemel Hempstead: Enhanced cycleways and facilities along the Grand Union Canal Towpath and the A411 from Hemel Hempstead to Watford town centre. Watford Junction and Town Centre public realm enhancements.
- Watford Central: Significant public realm enhancements and improvements to movement and permeability for sustainable modes on Watford Ring Road. Improved walking and cycling environment on routes to Watford Junction Station and a new foot, cycle, and bus link bridge at Colonial Way.
- Watford South: Cycling links in Oxhey, South Oxhey, Carpenders Park, and Bushey.
- Rickmansworth: Enhanced cycleways and facilities towards Rickmansworth railway station and town centre.

5 Sustainable Modes of Travel Strategy

- **Publisher**: Hertfordshire County Council (HCC)
- **Date Published**: 2024/25
- **Policy Level**: County
- **Additional details**: While this document does not explicitly target the Three Rivers district, it includes broader strategies and initiatives that impact neighbouring areas like Watford and St Albans. These strategies focus on promoting sustainable travel to schools, developing school travel plans, and improving road safety education. The document provides the council's vision to increase opportunities for children and young people to travel to, from, and between schools and colleges by sustainable modes in line with the Education and Inspections Act 2006, which places a requirement upon on local authorities to promote said travel methods.

6 Hertfordshire Place and Movement Planning and Design Guide

- **Publisher**: Hertfordshire County Council (HCC)
- **Date Published**: 2023
- **Policy Level**: County
- **Additional details**: a technical approach intended to recognise the needs of different road users in Hertfordshire and manage the interfaces between them. It intends to provide a way of looking at the appropriate function of any section of highway and a basis for deciding which activities should be prioritised. In doing so, it aims to provide a means to translate LTP4 policies into practice. The document also mentions the "Three Rivers' Preferred Local Plan Lower Housing Growth Option" which aims to protect more Green Belt land with key implications for the area.

7 A414 Corridor Strategy

- **Publisher**: Hertfordshire County Council (HCC)
- **Date Published**: 2019
- **Policy Level**: County
- **Additional details**: The A414 corridor is an east-west multi-modal corridor extending from Hemel Hempstead to the M11 through Hertfordshire, including the A405 link to Watford in the north of the LCWIP study area. The corridor experiences traffic congestion on sections of the road, and poor public transport,

walking, and cycling provision increases dependency on private vehicles. Planned growth of new homes and jobs will create additional travel demand on this section of the network. A £1.8bn package of interventions has been proposed, which includes enhancing walking and cycling links and improving the urban realm.

Eleven objectives have been developed for the Corridor Strategy. The ones which align with the LCWIP include:

- Support sustainable growth: Improving provision for journeys made by public transport and bicycle.
- Improve inter-urban connectivity: Ensuring consistency of travel options from different modes between links.
- Enable modal shift to active travel: Improving infrastructure and routes for active travel to be a more attractive alternative to the private car for shorter distance trips.

8 Maintenance for Active Travel Strategy

- **Publisher**: Hertfordshire County Council (HCC)
- **Date Published**: 2019
- **Policy Level**: County
- **Additional details**: outlines how routine or ad hoc highway maintenance programmes may contribute to the uptake of active travel, by ensuring that existing infrastructure is kept to the appropriate standards and new infrastructure suitably maintained to ensure a long, efficient lifecycle.

9 South West Hertfordshire Cycle Study

- **Publisher**: Hertfordshire County Council (HCC)
- **Date Published**: 2013
- **Policy Level**: County
- **Additional details**: the vision set out within the Southwest Hertfordshire Cycle Study 2013 is for: “a sustainable, innovative transport system that seeks to make travel within Southwest Herts area easier through the full utilisation of different transport modes and the better management of the existing network.” As for the benefits of increased cycling, increasing levels of cycling within southwest Hertfordshire are expected to:
    - Reduce levels of congestion, especially localised congestion related to shorter journeys.
    - Improve levels of health and tackle obesity, particularly within children.
    - Help to reduce levels of carbon emissions and improve quality of life.

The cycle study supports the wider HCC Active Travel Strategy and aligns with the Local Cycling and Walking Infrastructure Plan, which aims to enhance cycling and walking routes across Hertfordshire. The cycle audits have taken into account stakeholder aspirations, ensuring that the proposed cycle schemes align with the needs and goals of the local community.

10 District

- **Publisher**: Three Rivers District Council Local Plan
- **Date Published**: 2011
- **Policy Level**: District
- **Additional details**: the current Local Plan is in the process of being updated, with the council preparing a

new Local Plan which will provide the planning policies and proposals for future sustainable growth in the district up to 2041

Where available, the links to the policy documents mentioned in this Appendix are provided below:

- 1. Local Cycling and Walking Infrastructure Plans: Technical Guidance for Local Authorities
- 2. Cycling and Walking Investment Strategy (CWIS)
- 3. Local Transport Plan 4
- 4. South West Hertfordshire Growth and Transport Plan (SWGTP)
- 5. Sustainable Modes of Travel Strategy
- 6. Hertfordshire Place and Movement Planning and Design Guide
- 7. A414 Corridor Strategy
- 8. Maintenance for Active Travel Strategy: not available as currently under review
- 9. South West Hertfordshire Cycle Study: not available
- 10. Three Rivers District Council Local Plan

Three Rivers District Council

Committee Report
Local Cycling and Walking Infrastructure Plan (LCWIP) Update

Date: 26/09/2024

THREE RIVERS DISTRICT COUNCIL

Report Originator:	Head of Service sponsor:	Date Originated:
Tom Rankin	Kimberley Rowley	26/09/2024
Lead Member Name: Cllr Louise Price	Area of Responsibility: Infrastructure and Economic Development	
CMT Date:	01/10/2024	
JLT Date:	07/10/2024	

REASON FOR REPORT		
Reason	Legal and Finance Feeback:	JLT/CMT Feedback:
This report is being brought to the General Public Services, Community Safety & Infrastructure committee to provide an update following the LCWIP public consultation.	Finance and Legal No changes	CMT No changes

PROPOSED ROUTE FOR FURTHER APPROVAL	
Meeting	Date
Full Council (if required)	N/A

PART I

Local Cycling and Walking Infrastructure Plan (LCWIP) Update

1 Summary

1.1 This draft report provides an update on the LCWIP project including the key findings from the public consultation held between the 22 May to the 17 July 2023.

2 Background

2.1 The LCWIP is a new, strategic approach to planning sustainable active travel networks, developed to support the aims and objectives of the National Cycling and Walking Investment Strategy and required to enable the local Highway, Traffic and Transport Authority, the County Council, to apply for national funding for these routes.

2.2 The LCWIP process enables the identification of cycling and walking improvements required at the local level. The process enables a long-term approach to developing local cycling and walking networks over a ten-year period and is a vital component of the Government's strategy to increase the number of trips made by both forms of active travel.

2.3 The TRDC LCWIP has been developed jointly with the County Council (a requirement) and Watford Borough Council (a logical partner given the distribution of settlements in the District around the Watford conurbation, and a partner which was required by the County Council). Other neighbouring Local Authorities have been consulted as part of the LCWIP process as were a range of relevant stakeholders, including all District Council (and other partner Local Authority) Members.

2.4 The TRDC LCWIP was approved for public consultation by the Infrastructure, Housing & Economic Development Committee on the 11 October 2022 with 5 proposed priority cycle route improvements and 5 proposed priority walking route improvements.

2.5 Three documents were provided for the public consultation giving an overview of the LCWIP proposal which have been detailed in 2.5.1 to 2.5.3. The consultation requested feedback on the 10 priority routes identified. Potential future routes were included in the report to provide context but were not specifically asked to be commented upon.

2.5.1 Local Cycling and Walking Infrastructure Delivery Plan: this detailed 78-page report detailed the background of how the strategic routes have been assessed and proposed. This covered both Watford and Three Rivers districts and their associated LCWIPs.

2.5.2 Three Rivers Local Cycling and Walking Infrastructure Executive Summary: This shorter report focused on providing an overview of the LCWIP and the proposed interventions in Three Rivers district.

2.5.3 Appendix A: This document provided a detailed look at each of the proposed interventions and what specific improvements could be made.

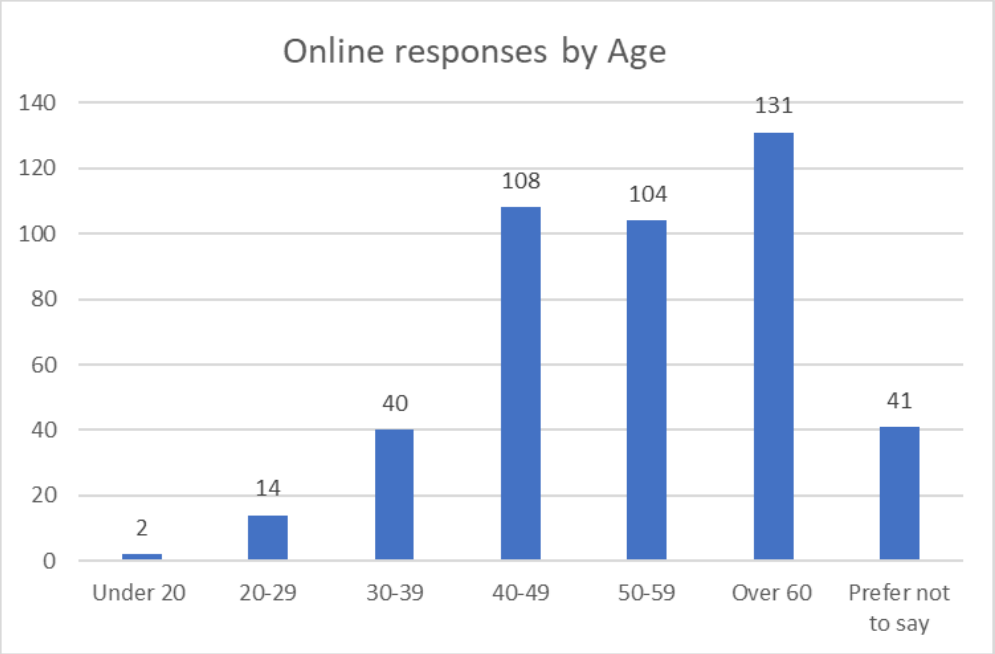
2.6 The LCWIP public consultation ran from the 22 May to the 17 July 2023 led by Hertfordshire County Council (HCC) in partnership with Three Rivers District Council (TRDC).

3 Overview of the Public Consultation Report

3.1 The consultation closed on the 17 July 2023. Participants were given multiple ways to provide feedback and a total of 1,542 responses were received across all methods. In-person engagement sessions were also held to facilitate direct interaction between residents and council officers.

3.2 Hertfordshire County Council completed an analysis of the responses to the public consultation and have recently shared this draft report with Three Rivers District Council which is summarised below.

3.3 There was a disparity with the age distribution of online respondents with those in the age groups 40-49, 50-59 and over 60 made up 78% of respondents or 343 of the total 440 respondents. This is indicated in the graph below.



3.4 Responses to the consultation were predominantly from Chorleywood, accounting for 55% of online responses and approximately 90% of email responses.

3.5 The majority of comments received in the consultation were in relation to concerns around congestion caused by implementing all routes followed by increased pollution caused by diverted traffic using alternative routes. These concerns are mostly related to the proposed modal filter on route 14 which is proposed to be removed from the proposed interventions.

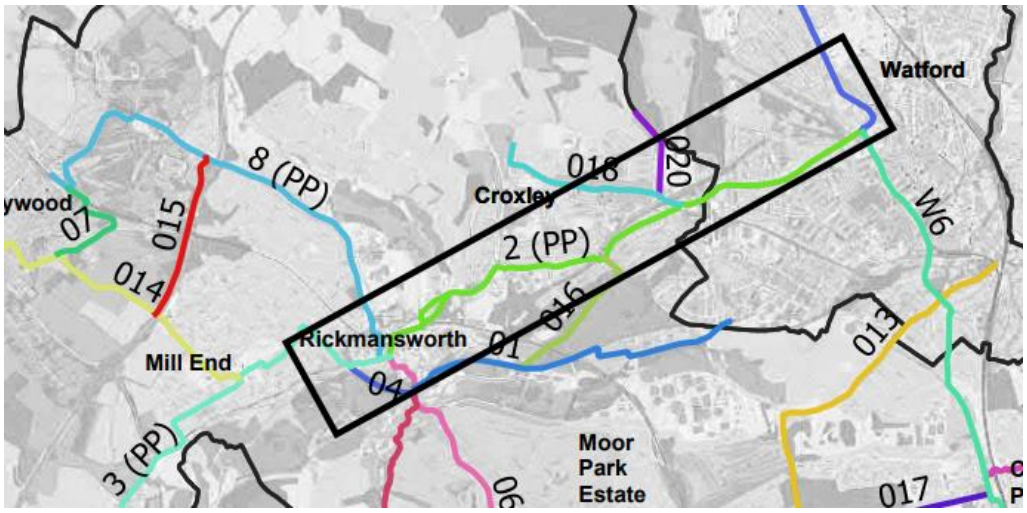
4 Overview of the Route Specific Feedback from the Public Consultation Report

4.1 The table below shows the number of comments made specific to a route.

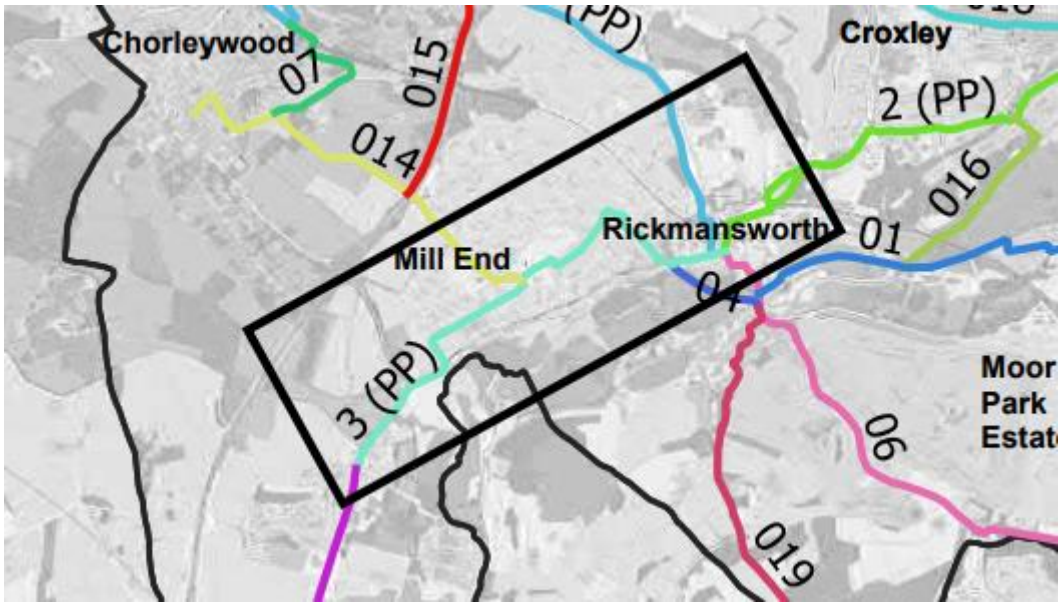
Route	No. of comments	In support	Neutral	Object
Route 2 - Watford via Croxley Green A412 to Rickmansworth Highstreet	6	2	3	1
Route 3 - Ebury Road, parallel with Uxbridge Road and then past Woodoaks Farm on A412	9	4	3	2
Route 8 - Chorleywood Train Station across the common and down the A404	129	6	32	91
Route 14 - Starts on Stag Lane in Chorleywood and comes out via Shepherds Lane towards William Penn LC	143	4	38	101
Route 21 - Maple Cross, on the end of route 3 along A412	3	2	1	0
route 7 - Chorleywood Bottom (not priority route)	127	4	32	91

4.2 An overview of the feedback received of each route is detailed below.

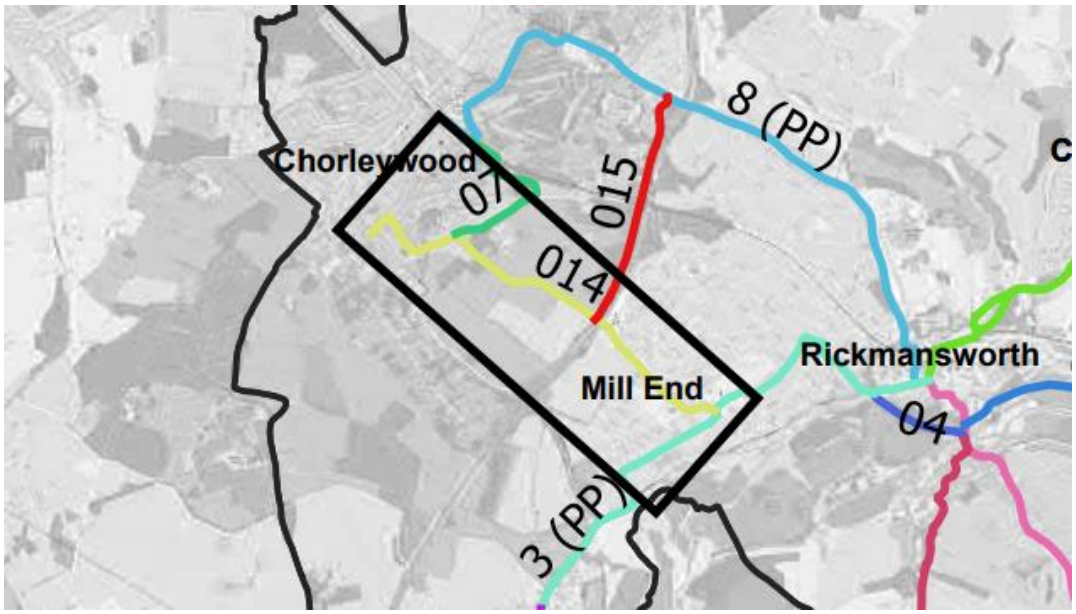
4.2.1 **Route 2 - Watford via Croxley Green A412 to Rickmansworth Highstreet:** There were few comments received for route 2 and overall, they were positive towards the proposal.



4.2.2 **Route 3 - Ebury Road, parallel with Uxbridge Road and then past Woodoaks Farm on A412:** The main comments received on route 3 were focused on the current one-way section on Berry Lane and that the route is not direct. The cycle route leaves Uxbridge Road to continue along Nightingale Road, due to highway width restrictions along Uxbridge Road. Due to house frontages and on street parking meaning there is no scope to increase space and provide cycling infrastructure on the Uxbridge Road.

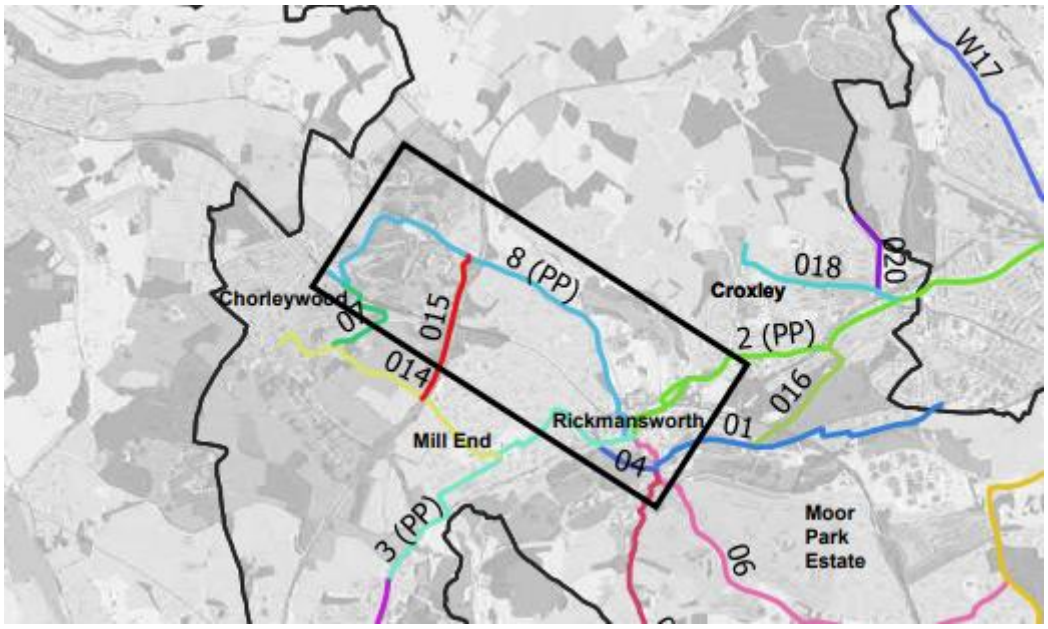


4.2.3 **Route 14 - Starts on Stag Lane in Chorleywood and comes out via Shepherds Lane towards William Penn LC:** This route received the highest number of comments, mostly against the proposed modal filter on Shepherds Lane under the M25 motorway.



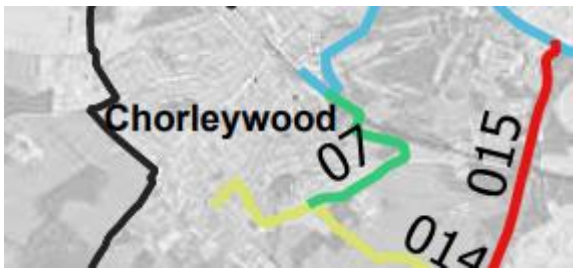
4.2.4 **Route 21 - Maple Cross, on the end of route 3 along A412:** Comments received on this route were positive with requests for on onward connections to be provided into Buckinghamshire. Additional comments received were looking at the route in more detail which would be looked at in further detail during later stages of design.

4.2.5 **Route 8 - Chorleywood Train Station across the common and down the A404:** The route faced strong opposition against using Chorleywood Common and more generally making Common Road one way and the resulting congestion in Chorleywood.



4.2.6 **5 proposed walking routes in South Oxhey**: No comments were received on the walking routes across any of the platforms.

4.2.7 **Other**: Further comments were received on route 7. The route runs along Chorleywood Bottom, with a modal filter being suggested on Shepherds Bridge. This route is part of TRDC local cycling network and although was feature on the map was not one of the priority routes and not part of this consultation. However, comments were received and were not in support of this proposal. An alternative suggestion to signalise the bridge instead was investigated and not deemed feasible due to highway conflicts that would be created.



5 Post Consultation Review

5.1 Following a review of the LCWIP feedback, officers from Hertfordshire County Council and Three Rivers District Council investigated concerns raised as well as other suggestions and proposed alternative routes. This was done in consultation with highways via site visits and meetings. A more detailed review of this work can be viewed in Appendix 1: Summary of Proposed Changes.

5.2 Given the concern raised on the Chorleywood proposals it was decided to invite Chorleywood Residents Association and Chorleywood Parish Council to a meeting to discuss the LCWIP in Chorleywood and possible alternative options. A meeting was held on the 19 September 2024 with Chorleywood Residents Association, Chorleywood Parish Council and Ward Councillors which focused on the Chorleywood area and routes 8 and 14.

Representatives from Hertfordshire County Council and Three Rivers District Council provided an update on the LCWIP development and the proposed next steps. The attendees were informed of the route changes proposed below in 5.3

such as the removal of the modal filter on route 14 and the removal of the use of the common and Common Road for route 8.

Representatives from Chorleywood Residents Association and Chorleywood Parish Council suggested alterations to routes 8 and 14. These suggestions will be reviewed by officers for inclusion prior to the LCWIP final version being agreed or as part of local route developments.

5.3 Hertfordshire County Council and Three Rivers District Council propose to progress the LCWIP development to the next stage by making the necessary amends to the routes based on the consultation review. The table below shows the proposed changes to the LCWIP routes:

Route	Description of Route	Proposed Changes
2	Watford via Croxley to Rickmansworth High Street	None at this stage.
3	Rickmansworth to Denham Way via Nightingale Road and Springwell Avenue	Include the alternative route through Townfield alongside Fire station.
8	Rickmansworth Station across the common to Chorleywood Station	Route across the common and alternative one way along Common Road to be removed, consider extending route along the A404 to Clement Danes school.
14	Stag Lane and Shepherds Lane, Mill End	Remove modal filter but maintain the minor junction improvements and look at slowing vehicle speeds to improve conditions for cycling.
21	Chalfont Road to towards Denham and Bucks border	None at this stage.
7	Not a priority LCWIP route, this is a TRDC local route	Route to remain as local cycling route but modal filter to be removed as not supported.
Walking Routes	5 routes in South Oxhey	None at this stage.

6 Options and Reasons for Recommendations

6.1 There has been a significant level of response on the draft LCWIP with many comments received by email, online survey and through the engagement events. Whilst there is some public support for encouraging and increasing cycle and walking provision in Three Rivers district this is less evident in specific areas where the proposed routes (and route interventions) have raised significant objection. This is most evident in Chorleywood where the modal filter and use of the common and Common Road saw significant objection.

6.2 More generally the routes outside Chorleywood have received less comment and are more supported albeit some alternatives/suggestions have required investigation. Notwithstanding these, it is suggested the majority of these routes (outside Chorleywood) remain as proposed in the draft LCWIP, as detailed in the table above.

6.3 Whilst the identified interventions on routes are only high levels suggestions at this stage, it is proposed the route in Chorleywood will be amended to remove the modal filter on route 14. However, improvements along Shepherds Lane will remain to improve access to the leisure centre, schools, park and residential areas. Route 8 across the common and alternative one way along Common Road will be also removed.

6.4 Continuing discussions with Chorleywood outside of the LCWIP development will allow Officers to understand how and if cycling provision can be supported here. If further route suggestions come forward, these may be included within our local routes or as a possible amendment to the LCWIP during the technical stage prior to adoption as noted in 6.6.

6.5 Approval to continue developing the LCWIP taking into account the public consultation responses and the proposed changes detailed above will allow officers and partners to work together to redraft an LCWIP ready for adoption and to begin seeking funding for the improvement of cycling and walking infrastructure in Three Rivers district.

6.6 Other proposed routes deemed viable may be included as part of an amendment to the LCWIP during the technical development stage such as the suggestions to extend route 8 along the A404 to Clement Danes school.

7 Policy/Budget Reference and Implications

7.1 The recommendations in this report are within the Council's agreed policy and budgets and will wherever possible be delivered through by external funding. The relevant policy is entitled Corporate Framework 2020-2023 and was published on 18 September 2020. Further details are included in the Regulatory Services Service Plan.

7.2 The recommendations in this report relate to the achievement of the following performance indicators:

- Delivery and implementation of a Cycling and Walking Strategy

8 Legal, Equal Opportunities, Community Safety, Public Health, Customer Services Centre

8.1 None specific

9 Financial

9.1 The delivery and adoption of the LCWIP is within existing budgets. The proposed Plan purely sets out a Policy perspective and does not commit the District Council to deliver any of its proposed schemes. Any proposals not provided for within current budgets will be brought forward for consideration as part of the normal budget process.

10 Staffing Implications

10.1 The vacant role of Principal Sustainable Transport Officer was filled in July 2024 providing the staffing resource to oversee the development of the LCWIP. This project is not expected to require additional staffing resources outside of the Transport and Parking team. Officers are continuing to closely work with HCC Officers to finalise a LCWIP for the District.

11 Climate Change and Sustainability Implications

11.1 The LCWIP referenced in this report will support the transition to sustainable forms of travel in the district, reduce emissions to net-zero carbon and increase sustainability across a wide range of areas. Progression of this Plan will contribute to the completion of safer, more attractive routes for all people to cycle and walk. Each route connects two or more key destinations including local

settlements, schools and educational sites, employment areas and community facilities.

12 Communications and Website Implications

13 The project will be managed using existing resources, staffing and communications support.

14 Risk and Health & Safety Implications

14.1 The Council has agreed its risk management strategy which can be found on the website at http://www.threerivers.gov.uk

14.2 The subject of this report is covered by the Regulatory Services 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** *(tolerate, treat terminate, transfer)*	**Risk Rating** *(combination of likelihood and impact)*
Infrastructure Plan not adopted due to public lack of support	Schemes within the District could potentially be ineligible for central government funding	The plan was developed to a high standard using input and review from multiple expert and local groups, Councillors and organisations to ensure potential concerns are addressed.	Tolerate	3

15 Recommendation

15.1 It is recommended that:

i) Members note the report and approve the proposed changes as a result of the public consultation and further investigations detailed in the table below:

Route	**Description of Route**	**Proposed Changes**
2	Watford via Croxley to Rickmansworth High Street	None at this stage.
3	Rickmansworth to Denham Way via Nightingale Road and Springwell Avenue	Include the alternative route through Townfield alongside Fire station.
8	Rickmansworth Station across the common to Chorleywood Station	Route across the common and alternative one way along Common Road to be removed, consider

		extending route along the A404 to Clement Danes school.
14	Stag Lane and Shepherds Lane, Mill End	Remove modal filter but maintain the minor junction improvements and look at slowing vehicle speeds to improve conditions for cycling.
21	Chalfont Road to towards Denham and Bucks border	None at this stage.
7	Not a priority LCWIP route, this is a TRDC local route	Route to remain as local cycling route but modal filter to be removed as not supported.
Walking Routes	5 routes in South Oxhey	None at this stage.

ii) Officers continue to pursue the LCWIP for presentation of a Plan for adoption at a future Committee meeting.

Report prepared by: Tom Rankin, Principal Sustainable Travel Planner and Transport Officer

Background Papers

- **Local Cycling and Walking Infrastructure Delivery Plan (document from the LCWIP public consultation)**
- **Three Rivers Local Cycling and Walking Infrastructure Executive Summary (document from the LCWIP public consultation)**
- **Appendix A (document from the LCWIP public consultation)**

APPENDICES / ATTACHMENTS

- **Appendix 1: Summary of Proposed Changes**

Appendix 1: Summary of Proposed Changes

Related Route	Location	Suggestion	Review	Amendment to document
	Long Lane, Chorleywood	Long Lane to be investigated as to whether signage can be amended, camera enforcement would be an option. Sat nav diversions can be avoided.	Understand use of Long Lane by HGV's is long standing issue, to be progressed within HCC outside of the LCWIP	No
8	Colley Land, Chorleywood	Need to review Colley Land and access if this is a possible alternative route to line up with crossing and route around the common.	After site visit, agreed that Colley Land is not a suitable alternative. Route is steep and narrow and limited options to improve.	No
7 (not priority route)	Railway Bridge on Chorleywood Bottom	Shepherds Bridge, Chorleywood Bottom modal filter possible change to a signalised option instead. (Route 7) This could allow shuttle running and for cyclists and vehicles to use it.	On design review with both Road Safety and HIG Lead this is not possible due to space constraints, conflict between vehicles, pedestrian and cyclists. Signalising both Shire Lane and Chorleywood Bottom would not be viable.	No
	Green Street, Chorleywood	Green Street, improve existing infrastructure, get vegetation cut back and maintained. Flag for future development.	Agree with maintenance of existing shared footway. Flag for future development opportunities. Potential for Route 8 to be extended to Clement Danes School	Yes
14	Shepherds Lane by M25	Modal filter is not possible at this location due to farm, leisure centre and schools.	Support removal of modal filter given constraints. Look at tightening junctions, improving crossings and lowering speed along Shepherds Lane. Remove modal filter from LCWIP	Yes

14	Stag Lane, Bridleway 19, Chorleywood	Stag Lane, Bridleway 19 as an alternative to get to Mill End and Rickmansworth.	RoW aware of a potential planning application for the area which could provide an opportunity to upgrade the bridleway and provide footpath to the primary school along Stag Lane. Add to LCWIP if a planning application is received, flag for future development of footpath and links to RoW network (bridleway 19).	Yes
8	Common Road, Chorleywood	Common Road one way alternative to the route across the Common (Route 8) from the LCWIP.	No issues raised by PTU during consultation. Buses 336 stops on Common Rd 9 times a day mon-fri and 7 times on Saturday. Not suitable as one way route due to bus frequency and diversion needed. Remove One way alternative to route 8.	Yes
	Rickmansworth Train Station	No step free access at Rickmansworth Station.	Review step free access programme to stations with Tfl. For progression outside of the LCWIP process.	No
8	A404, St. Clement Danes School	Outside Clement Danes address speed as currently 40mph	Possible consideration for school zone but unlikely given the current nature of the road, it's unlikely this would meet speed management criteria for 20's without considerable changes to road layout. This would be looked at as part of any possible extension of route 8 to Clement Danes.	To be looked at should route 8 be extended to Clement Danes.

8	Station approach/Shire Lane, Chorleywood	Widen footpath and add signals to the railway bridge at Station approach/Shire Lane	On design review with both Road Safety and HIG Lead this is not possible due to space constraints, conflict between vehicles, pedestrian and cyclists. Signalising both Shire Lane and Chorleywood Bottom would not be viable.	No
8	A404	Potential crossing on Rickmansworth Rd, A404 opposite the Parish Council Offices	Discussed crossing here with Road Safety, Lower speed limit would need to extended to cover crossing. This would help facilitate the route across the common. (As this is proven difficult and unsupported, The route across the common (section of Route 8) will be removed and look to extend the route to Clement Danes instead.	To be looked at should route 8 be extended to Clement Danes
	Various Train Stations	Add in desirable locations for secure bike storage. From Bike Theft data, would suggest secure cycle storage needed at Chorleywood Train Station, Rickmansworth Town Centre and train station. South Oxhey Parade and Carpenders Park station	Suitable locations to be agreed with TRDC. Appendix of locations could be added. Potential issues with existing bike storage and ASB, call for CCTV- be mindful of this when considering future sites. Discuss EV bike charging possibilities. Considering additional cycle parking at Chorleywood but limited opportunities at expense of parking bays. No evidence of	Yes

			pressure for EV bike charging	
8	Common Road, Chorleywood	Common Road Route 8 one way option to be removed, look at option to replace with the route around the edge of the common alongside the road.	This has been investigated and unlikely to be a viable option as would still require being on the Common and this is unsupported. Remove routes in or around the common.	Yes
6 (not priority route)	Moor Park	Local route through Moor Park has been identified as through private estate and not for public access.	Check local route, public have right to pass over private estate roads to access station.	No
2	Park Road/ High Street, Rickmansworth	Link from Route 2 at Park Rd roundabout to the High Street, Footpath 30, concerns over pedestrians and cyclists being encouraged to use narrow footpath.	Footpath is narrow. Alternative route via cloisters would require ramp to address steps to the district offices car park, not ideal but there is existing painted cycle lane on the Cloisters. For alternative along High Street it would require removal of parking which is unlikely to be supported by members. Consider ending route at Park Rd Roundabout with High Street and leaving it up to people to make their on way from here?	No
19	Rickmansworth	Look at upgrading towpath surfacing and canal path connections to Aquadrome. Believe some work ongoing with Sustrans and Aquadrome access. Also, where route 19 could use towpath instead. Towpaths need to be highlighted in LCWIP - Canals and river Trust.	HCC aware of Sustrans approach. TRDC would encourage towpath improvements linking NCN6 with Ebury Way but recognise limitations around Batchworth Lock.	Yes

6	The Oaks/ Eastbury Road, Oxhey Hall	Review route through The Oaks to Eastbury Road, Possibility of this as a cycle route connecting to the Ebury Way. On desktop review, looks to be going through residential roads and short sections of footpath which connect them.	Discuss with HCC. Potential alternative but may be concerns from residents. This route was reviewed during site visit. Route is suitable to be used and requires better signage. The route was well used during site visit. There is lighting that also lines the footpath. Would require widening as overgrown vegetation there but on site visit seems a viable option to connect to the Ebury way. Add as a link to Ebury Way.	Yes
		Batchworth Bridge lighting issues to relevant team for assessing.	Future towpath feasibility study to be added to work programme. Batchworth Bridge issues raised previously with other HCC teams and will be progressed outside of the LCWIP process (Currently tied up in a petition). TRDC are having discussions with CRT re: Ebury Way entrance. Sustrans also have aspirations for Riverside Rd.	No – Work being carried out by HLB team to investigate options here.
	Rickmansworth Highstreet	Additional secure cycle parking in the High Street in appropriate locations to be discussed.	TRDC have recently replaced cycle stands at 3 different locations in High Street.	
3	Townfield, Rickmansworth	Alternative route for route 3 to use Townfield and path alongside of the Fire station on Rectory Road.	Townfield agreed as additional alternative route to be added to the LCWIP.	Yes

	Uxbridge Road, Mill End	Footpath 65 improvements Route from Uxbridge Road to Aquadrome.	Ongoing discussions with HCC RoW re FP65. To be progressed outside of the LCWIP process.	No
	Riverside Drive, Rickmansworth	Traffic light phasing on Riverside Drive, long wait for cyclists crossing	Refer to Signals team for review of phasing. To be progressed outside of the LCWIP process	No
21	Uxbridge Road/ Denham Way	Questions raised around the cycle route on the NW side of the Uxbridge Road when existing shared use cycling exists on SE side and room towards the Denham end to widen the path for increased provision. (refers to route 21)	Discussed at gateway meeting. This would be reviewed and considered at the next stage of design when route progressed.	No
	Oxhey Lane/A4008	Oxhey Lane/A4008, route to Bushey station.	Not viewed as strategic route	No
	A4125 Hampermill lane/ Sandy Lodge Lane	Improvement in pedestrian access from Oaklands Avenue, WD19, leading to the TFL Rail Station at Moor Park and to the footbridge over the Colne at Hampermill.	Not identified as a priority route. Footpath widths along Hampermill lane and safety are a wider HCC issue. Bridge on Watford Rural 002FP02	No
	Croxley Green	Suggest a cycle path on Croxley Green by removing strip of grass between footpath and road and widening path for cyclists and pedestrians.	The Green is common Land and unlikely to be supported/managed by CGPC	No

THREE RIVERS DISTRICT COUNCIL

This page is intentionally left blank

FULL COUNCIL

8 July 2025

Local Authority Housing Fund:-
Proposed Commitment of Match Funding & Acquistion of Residential Properties

THREE RIVERS DISTRICT COUNCIL

FULL COUNCIL

PART I

LOCAL AUTHORITY HOUSING FUND – PROPOSED COMMITMENT OF MATCH FUNDING AND ACQUISTION OF RESIDENTIAL PROPERTIES
(DoF)

1 Summary

1.1 The Local Authority Housing Fund (LAHF) was originally announced in December 2022 and is a project aimed at providing longer term accommodation for Afghan and Ukrainian families who have arrived in the UK via various resettlement schemes.

1.2 A number of previous reports have been presented to Full Council and the Policy & Resources Committee in connection with LAHF Round 1 & 2, these are listed in the 'Background Papers' section at the bottom of this report.

1.3 This report deals substantively with Round 3 of the LAHF scheme and concerns the recent award of new funding from the Ministry of Housing, Communities and Local Government (MHCLG).

1.4 This report seeks consent from Full Council to delegate authority to acquire 12no. residential dwellings using LAHF3 funds: 8no. will be used for temporary accommodation purposes and 4no. will be used for the resettlement of Afghan families. In addition this report seeks approval to invest £4,832,400 from TRDC as match funding and to delegate authority to the agreeing and finalising the management arrangements for the properties.

1.5 In addition, the Council also retains residual funding of £550,959 from LAHF1 where TRDC are required to provide a total of 29no. properties but have only secured 28no. properties as part of the overall LAHF1&2 commitment. MHCLG have indicated that such funding can be committed towards the acquisition of further properties at the grant match rate of 40:60 (MHCLG:TRDC). TRDC would be required to provide match funding of up to £826,438 for which Officers believe that the combined sum of £1,377,397 could potentially lead to the acquisition of 2no. further dwellings. The funds are already incorporated into the capital programme.

2 LAHF Round 3

2.1 As with earlier rounds of LAHF funding, MHCLG contacted all Local Authorities to confirm interest in participating in a further round of funding. As before TRDC accepted the opportunity to participate and was initially awarded £2,227,491 to acquire, 8No. residential units. Again, like the previous rounds, a further reallocation of undistributed funding was made and TRDC received a total of £3,239,491 to acquire 12no. units, which comprises £17,891 for revenue and £3,221,600 for capital expenditure.

2.2 Unlike LAHF1&2, there is no specific match funding grant split between the funds provided by MHCLG and those the be matched by TRDC. It remains the intention to closely follow the previous grant mix of 40:60 (MHCLG:TRDC), as this tried and tested grant mix ensures that TRDC can operate the properties on

a viable financial basis. That said, where it is in the Council's interest and benefit, the match funding rate will be varied to ensure all MHCLG funds are used.

2.3 As TRDC have been awarded funds for the single year 2025/26, it will be necessary to focus acquisition on properties that are already built, either as new stock coming onto the market or older, second-hand stock.

2.4 Officers plan to seek properties that are freehold, ideally free from onward chains and between 2-4 bedroomed within the District. Preference will be given to newer or recently refurbished properties as demand for temporary accommodation remains as strong as ever. Officers will also explore potential options for bulk purchase from the market or surplus stock from affordable housing providers.

2.5 The Council are able to directly let temporary accommodation properties, so 8no. units will be retained and managed by TRDC. The remaining 4no. resettlement units will need to be managed by a third party and similar to earlier rounds, these likely be managed under an agreement with one of our Housing Association partners and may be let via Three Rivers Homes.

3 Options and Reasons for Recommendations

3.1 There are two options relating to this report: i) proceed in accordance with the recommendations contained within this report and acquire premises to satisfy the grant conditions of LAHF3, including the commitment of TRDC capital match funding as required, or ii) do not participate in LAHF3.

3.2 If Full Council decides not to participate in LAHF3, those funds already allocated will be returned to MHCLG and Officers will continue to focus on completing the development of the remaining 16no units which form part of LAHF1.

3.3 If Full Council decides to participate with LAHF3, there is further financial flexibility with this round, which allows for the Council to use a lesser or greater amount of match funding – not the 40:60 as prescribed in earlier rounds, which provides added flexibility to secure suitable properties in the right locations.

3.4 The grant funding is awarded on generous terms, enabling the Council to initially allocate the properties to the intended cohorts. Once this initial use is complete, the terms permit the properties to be repurposed for 'general needs' housing, thereby increasing the overall supply of affordable housing within the District and providing a valuable asset for retention.

4 Policy/Budget Reference and Implications

4.1 The recommendations within this report and the accommodation provided will satisfy the needs of the Council's Housing, Homelessness and Rough Sleeping Strategy. There remains a continuing and unmet demand for all types of affordable housing within the District and those at risk of homelessness, whereupon these 8no. temporary accommodation properties will significantly increase the availability of suitable spaces and reduce the need for expensive and impersonal hotel accommodation.

4.2 LAHF3 is predominantly provided as capital funding, with a small proportion of revenue funding to contribute towards some Officer time and ancillary costs. The Council's financial contribution will come its capital programme and be financed by a mixture of borrowing and existing s.106 affordable housing resources. The costs of borrowing are fully met from the rents received. The benefit of

committing investment into the scheme is that the properties are effectively acquired at a discount and remain an asset of the Council.

5 Financial Implications

5.1 As indicated in paragraph 3.4 above, the Council is not required to provide any fixed proportion of match funding. However it is the Officers recommendation to follow the match funding mix which applied to LAHF1&2, namely the 40:60 (MHCLG:TRDC) funding mix. We know from earlier funding rounds that this funding mix provides sufficient funding to acquire and subsequently operate the properties, with limited operational viability risks.

5.2 With the relaxation of match funding requirements in this round, it means that TRDC may need to commit less than previous rounds, to ensure it uses the entire MHCLG allocation. As such, whilst Officers are seeking authority to apply 60% match funding, the final match funding requirement will be applied in order to maximise grant and s.106 use and minimise borrowing.

5.3 This report seeks approval from Full Council for TRDC to commit capital match funding of £4,832,400. TRDC's match funding will comprise £4,082,400 borrowing and £750,000 allocated from S.106 affordable housing, off-site funding. The S.106 is funding provided by developers of smaller scale schemes in the District who are not obliged to provide affordable housing on site. The match funding in addition to the LAHF3 grant funding allocated from MHCLG, would result in an increase to the capital programme totalling £8,054,000.

5.4 TRDC is already in receipt of the first tranche payment of capital funds from MHCLG of £1,610,800 and a second payment will be made later in the year.

5.5 The table below illustrates the funding allocated from each round of LAHF by MHCLG and the required match funding committed by TRDC. Of the £12.3m potentially committed by TRDC it has managed to leverage £8.9m

	MHCLG funding	TRDC match funding	Total funding pot
LAHF 1	£3,759,613	£4,843,612	£8,603,225
LAHF 2	£1,952,000	£2,688,000	£4,640,000
LAHF 3	**£3,221,600**	**£4,832,400**	**£8,054,000**
Total funding mix	**£8,933,213**	**£12,364,012**	**£21,297,225**

Table 1: LAHF funding as shared between MHCLG and TRDC match.

5.6 The delivery of LAHF3 will be reported to Members in regular budget monitoring reports throughout the financial year.

6 Legal Implications

6.1 The Localism Act 2011 gives the Council a general power of competence to do anything an individual may do although this is expressly subject to any statutory limitations that predate the commencement of that Act.

6.2 The relevant provision where a Council proposes to acquire land by agreement is Section 120 of the Local Government Act 1972 which allows a Council to do

so where it is for the purposes of any of their statutory functions or for the benefit, improvement or development of their area.

6.3 In deciding whether to approve and delegate the authority to acquire up to 14no. residential properties, Members should be aware of their fiduciary and best value duties in terms of the prudent and responsible stewardship of the Council's assets and resources.

7 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

8 Staffing Implications

8.1 The practical staffing implications will relate to the work involved in acquiring suitable properties, led by the Property Servies Team and supported by the Housing & Legal Services teams. Such work will be contained within existing resources, with performance management undertaken by the Head of Property Services & Major Projects.

8.2 In operation, the 8no. temporary accommodation properties will be managed and let by the Housing Operations Team and the maintenance and upkeep will be supported by the Property Services Team, all within existing resources.

8.3 The 4no. resettlement properties are likely to be subject to a lease and management agreement, which will transfer direct management responsibility to a Housing Association partner. Officer oversight will be required in accordance with similar arrangements with other properties.

9 Environmental Implications

9.1 There are no direct environmental implications from the acquisition or management of these properties.

10 Community Safety Implications

10.1 There are no community safety implications related to this proposal.

11 Public Health implications

11.1 There are no community safety implications related to this proposal.

12 Customer Services Centre Implications

12.1 There are no customer services centre implications related to this proposal.

13 Communications and Website Implications

13.1 In the past the Council has opted for a lower profile promotion of the LAHF scheme. As the Council intends to acquire properties for residential occupancy,

it is not appropriate to release the details of property addresses. There may be a need for some minor public communications, but there will be no major promotional campaign required.

14 Risk and Health & Safety Implications

14.1 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.

14.2 The subject of this report is covered by the day-to-day resources allocated within the Property Services & Housing Services service plans, with external partnership working governed by the Joint Venture Board, to which Three Rivers Homes Limited reports. Any risks resulting from this report will be included in the risk register and, if necessary, managed within relevant service plans.

Nature of Risk	**Consequence**	**Suggested Control Measures**	**Response** *(tolerate, treat terminate, transfer)*	**Risk Rating** *(combination of likelihood and impact)*
Full Council does not authorise the recommendation within this report and the properties for LAHF3 are not purchased.	Funding is returned to the MHCLG. No match funding is required. Continued pressure on our temporary housing services. Minor reputational risk of lack of action to address housing pressures.	None	Tolerate	4 (Low)
Uncertainty in required match funding due to flexible 40:60 ratio	Overspending or underutilisation of MHCLG funds; budget misalignment	Adopt 40:60 model as baseline; monitor spend; return unused funds to reserves if		2 (Low)

		applicable		
Difficulty in acquiring 12no. properties required under LAHF3 or the additional 2no. properties under LAHF1	Failure to meet grant conditions; loss of funding; reputational damage Could risk MHCLG funding, although previous experience shows that MHCLG are very keen to work with LA's to meet their targets.	Maintain close working relationship with MHCLG. Ensure sufficient staffing resources are allocated to the task. Ensure that any potential delays are identified early. Try to avoid purchases that involve complex 'chains' or are subject to obvious delays.	Treat	6 (Med)
Lack of internal capacity to manage all properties, especially resettlement units	Poor service delivery; tenant dissatisfaction; increased costs	Retain 8no. units in-house; partner with Housing Associations for 4no. resettlement units	Treat	2 (Low)
Non-compliance with statutory powers or fiduciary duties	Legal challenge; reputational damage; financial penalties	Ensure compliance with Localism Act 2011 & LGA 1972; obtain Full Council approval	Treat	4 (Low)
Misalignment with Council's Housing, Homelessness and Rough Sleeping Strategy	Missed opportunity to address housing needs; inefficient use of assets	Align acquisitions with strategy goals; prioritise high-demand property types	Tolerate	2 (Low)
Long-term maintenance and viability of acquired properties	Increased lifecycle costs; reduced asset value	Prioritise newer/refurbished properties;	Treat	4 (Low)

		plan for ongoing maintenance		

14.3 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.

Likelihood				
Very Likely	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
Remote	Low 1	Low 2	Low 3	Low 4
	Impact			
	Low ----------▶			Unacceptable

Impact Score	Likelihood Score
4 (Catastrophic)	4 (Very Likely (≥80%))
3 (Critical)	3 (Likely (21-79%))
2 (Significant)	2 (Unlikely (6-20%))
1 (Marginal)	1 (Remote (≤5%))

14.4 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.

15 Recommendation

15.1 It is recommended to Full Council to:

15.1.1 Agree that the Council will commit up to £4,832,400 in capital expenditure as match funding for the LAHF3 scheme;

15.1.2 Agree that the Council will commit up to £826,438 in capital expenditure as match funding for the LAHF1&2 residual funds;

15.1.3 Agree to the allocation of £750,000 in Affordable Housing (off-site) s.106 funding as part of TRDC's LAHF match funding;

15.1.4 Approve the purchase of up to 14no. residential properties and delegate the approval and details of each purchase to the Director of Finance, in consultation with the Leader of the Council and Lead Member for Resources, Regeneration & Economic Development.

15.1.5 Approve the principle of the management arrangements and delegate the approval and details of grant of any lease or management agreements for any of the residential properties with one of our Housing Association partners to the Director of Finance, in consultation with the Leader of the Council and Lead Member for Resources, Regeneration & Economic Development.

Committee Decision on Public Access:-

Public access to Report	Immediate
Public access to Decision	Immediate

Report prepared by: Justin Wingfield – Head of Property & Major Projects

Data Quality

Data sources:

MHCLG LAHF3 Prospectus & Guidance: -
https://www.gov.uk/government/publications/local-authority-housing-fund-round-3/local-authority-housing-fund-round-3-prospectus-and-guidance

Data checked by:

Jason Hagland

Data rating:

1	**Poor**	
2	**Sufficient**	
3	**High**	✓

Background Papers

1. 21 February 2023 - Full Council – Item 12. Local Authority Housing Fund
2. 13 March 2023 – Policy & Resources Cttee – Item 13. Local Authority Housing Fund
3. 11 September 2023 – Policy & Resources Cttee – Item 12. Local Authority Housing Fund
4. 12 December 2023 – Full Council – Item 11. Local Authority Housing Fund
5. 20 February 2024 – Full Council – Item 11. Local Authority Housing Fund
6. 11 March 2024 – Policy & Resources Cttee – Item 12. Local Authority Housing Fund

APPENDICES / ATTACHMENTS
There are no appendices

THREE RIVERS DISTRICT COUNCIL

This page is intentionally left blank

TRDC Climate and Sustainability Impact Assesment

This toolkit is a self-assessment to help officers think about how their policies, projects, procurements, commissioning and services can align with Three Rivers' Climate Emergency and Sustainability Strategy. It also supports report authors to draft the environmental implications section on decision reports, and procurement strategy reports.

How to use the tool

The self-assessment is intended to help officers reflect critically on their project or service's environmental impact. It is a reflective tool, not a framework for approving or rejecting a decision, so it will work best if each question is considered honestly and carefully.
We envision this tool will be used early in the design of a project/policy/procurement to identify areas where environmental harms can be mitigated, and environmental benefits enhanced. If you would like advice, please discuss with your Head of Service, and contact the Climate and Sustainability Team if necessary.
Once you are happy that your proposal is optimised, then complete this form, and copy the results in each section in to your decision report (committee/synopsis report) where applicable.

The next tab presents a set of questions about the proposal on a range of sustainability criteria. Each answer is colour-coded to indicate its environmental impact as below:

Colour code	Recommendation
Dark green (4)	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.
Light green (3)	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.
Yellow (2)	Some negative impacts sustainability. Recommendation to review these aspects and find mitigations where possible.
Red (1)	Considerable inconsistency with the council's sustainability objectives. Strong recommendation to review these aspects and find mitigations.
Grey (0)	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.

Once you've selected your answer in the "Impact" column (C), then give the relevant score in the "Score" column (E).
Higher scores indicate more sustainable proposals.

Against each area, the assessment presents prompts to highlight best practice suggestions and enable consideration of how negative impacts could be lessened on a project.

This assessment was inspired by Jim Cunningham at Hammersmith and Fulham Council and developed by officers of Three Rivers Distrcit Council.

Version **Date**
1

This page is intentionally left blank

Equality impact Assessment

THREE RIVERS DISTRICT COUNCIL

Project Information	
Project Name *This should clearly explain what service / policy / strategy / change you are assessing*	**Local Authority Housing Fund – Round 3** Allocation of funding towards the acquisition of residential properties for Afghan families and those eligible for temporary accommodation.
Service Area *Main team responsible for the policy, practice, service or function being assessed*	Property Services, working with the Housing Team
EIA Author *Name and Job Title*	Justin Wingfield – Head of Property Services & Major Projects
Date EIA drafted	16 June 2025
ID number *This will be added by the Strategy and Partnerships Team*	

Executive summary	
Focus of EIA *A member of the public should have a good understanding of the policy or service and any proposals after reading this section.* *Please use plain English and write any acronyms in full first time - eg: 'Equality Impact Assessment (EIA)'* *This section should explain what you are assessing:* • *If the EIA is attached to a report, summarise the report.* • *Provide information on whether any of the following communities could be affected by the policy, practice, service or function, or by how it is delivered?* • *(age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation, and marriage and civil partnership) in addition, TRDC recognises other communities may be vulnerable to disadvantage, this includes carers, people experiencing domestic abuse, substance misusers, homeless people, looked after children, (ex) armed forces personnel.*	The Council intends to commit funding from the Ministry of Housing, Communities and Local Government (MHCLG), together with its own capital resources to acquire up to 12no. residential properties. 8no. properties will be acquired for temporary accommodation purposes and 4no. properties will be acquired to provide accommodation for Afghan families.

Mitigations		
Protected Characteristic	**Potential Issue** *Against each protected characteristics, make a frank and realistic assessment of what issues may or do occur*	**Mitigating Actions** *How can the negative impacts be reduced or avoided by the mitigating measures? Is further engagement with specific communities needed? Is more research or monitoring needed? Does there need to be a change in the proposal itself?*
Age	No issues likely to occur.	
Disability	The provision of new temporary accommodation and resettlement dwellings for Afghan families will impact positively for those where complex health and mental health needs have impacted or been impacted by homelessness or fleeing conflict.	
Gender reassignment (or affirmation)	No issues likely to occur.	
Pregnancy or maternity	No issues likely to occur.	
Race	As a condition of the funding 4no. properties are specifically intended to be occupied Afghan civilian families who are being resettled in the UK as result of their support during the conflict in Afghanistan. Such accommodation will positively impact those families who are fleeing conflict and will guarantee suitable, stable accommodation.	The Community Liaison Officer in post will provide additional support to refugee families in the district, and funding from the Refugee Council. After the first occupation of each of the 4no. properties, the subsequent occupation of the properties will be allocated via the Three Rivers District Council's Housing Waiting List.
Religion or belief	No issues likely to occur.	
Sex	No issues likely to occur.	

Sexual Orientation	No issues likely to occur.	
Marriage and Civil Partnership	No issues likely to occur.	
The council recognises other communities may be vulnerable to disadvantage, this includes carers, people experiencing domestic abuse, substance misusers, homeless people, looked after children and care leavers, (ex) armed forces personnel.	The occupancy of the 8no. temporary accommodation properties will be undertaken in accordance with Three Rivers District Council's Housing, Homelessness and Rough Sleeping Strategy. The provision of new temporary accommodation and resettlement dwellings for Afghan families will impact positively for those where complex health and mental health needs have impacted or been impacted by homelessness or fleeing conflict.	Housing Navigator in post to support service users approaching housing services.

Actions Planned
In this section you can add information on additional or proactive steps you are taking that enhance equity, engagement or equality of access to services, as well as those mitigating actions identified in the section above that will be undertaken. *The Equality Duty is an ongoing duty: policies must be kept under review, continuing to give 'due regard' to the duty. If an assessment of a broad proposal leads to more specific proposals, then further equality assessment and consultation are needed.* The acquisition of suitable properties will consider issues of accessibility and location in connection with the likely needs of occupiers. Ultimately, the occupancy of such premises will be in accordance with such Government guidance in accordance with the housing of Afghan families and in accordance with national statutory guidance and local the Housing, Homelessness and Rough Sleeping Strategy for those occupiers of the 8no. temporary accommodation properties.

Additional Information
Space to provide any additional information in relation to protected characteristics or equity, diversity, equality and inclusion.

Sign off:

Equalities Lead Officer	Date

This page is intentionally left blank

FULL COUNCIL

8 July 2025

Basing House:-
Three Rivers Museum Trust – Proposed Lease of Part Basing House

THREE RIVERS DISTRICT COUNCIL

FULL COUNCIL

PART I

THREE RIVERS MUSEUM TRUST – PROPOSED LEASE OF PART BASING HOUSE

1 Summary

1.1 Officers met with the Three Rivers Museum Trust (TRMT) earlier in the year to discuss their request for a lease renewal. TRMT currently have just under eleven months remaining on their 5-year term (lease term expires 31 May 2026) and approached the Council because they are seeking UK Museum Accreditation from the Arts Council. The requirements of accreditation require that the applicant has at least 12 months left of their lease term in order to qualify.

1.2 The lease to TRMT is dated 13th July 2021 and attached at **Appendix 1**.

1.3 When proceeding to draft Heads of Terms, it was noted by Officers that under the terms of their current lease, TRMT aren't required to pay any contribution towards the upkeep, maintenance and decoration of Basing House.

1.4 The chairman of TRMT has stated TRMT are fully staffed by volunteers and they simply do not have the finances to pay anything over and above a very slight increase in the passing rent.

1.5 Given the challenges ahead, including Local Government Reorganisation. TRMT have requested a longer-term lease rather than just a five-year term, which has been the standard length of all previous leases. As a result of this request, Officers are seeking to grant a reversionary lease for a term of 15 years at a rent of £750pa with fixed uplifts of £50 on each fifth anniversary of the lease term. This report explains the rationale for such a proposal and seeks Full Council's authority to grant a lease on terms to those proposed in draft Heads of Terms at **Appendix 2**.

2 Options and Reasons for Recommendations

2.1 There are two options relating to this report: i) Not to agree a reversionary lease therefore TRMT would be unable to secure funding from the Arts Council or ii) Agree a reversionary lease at a rent of £750pa with fixed uplifts of £50 every five years for a term of 15 years whilst taking into account the Council will be further subsidising TRMT's occupation in terms of being unable to recover the full proportional cost from TRMT towards the maintenance, repair, services, rates and providing services to Basing House.

3 Policy/Budget Reference and Implications

3.1 Grant of a reversionary lease at less than market rent with the Council unable to recharge the tenant (TRMT) for the appropriate proportion of the maintenance, repair and decoration of the retained parts of Basing House. There will be an underlying net subsidy to TRMT of £11,033p.a. or approximately £165,495 over the life of this agreement.

3.2 TRMT have specific expertise in the history of the local area and hold related artifacts which are available to all in the district. The Council to consider if the

value to the Council of granting a reversionary lease to TRMT in accordance with the Heads of Terms at **Appendix 2**, can be considered obtaining best consideration reasonably obtainable under the LGA 1972

4 Financial Implications

4.1 For the financial year just ended (31 March 2025) for the upkeep, maintenance, repair and providing services to Basing House, the total cost to the Council was £23,278. TRMT occupy 18.4% of the lettable area of Basing House which on 'standard commercial lease terms' would incur a recharge to TRMT of 18.4% of the total cost which would amount to a recharge of £4,283

4.2 Although the Council is unable to recover any contribution under the current lease, under the proposed reversionary lease TRMT have agreed to make an annual contribution of £1,500pa towards the upkeep, maintenance, repair, decoration and providing services to Basing House. Officers would recommend fixed uplifts to this figure in accordance with the Consumer Price Index on every fifth anniversary of the lease term and this indexed uplift is included in the Heads of Terms attached at **Appendix 2.**

4.3 Further, the Council also currently pays the Business Rates which for the current financial year will be £6,123

4.4 Based on the assumption the Council is looking to grant TRMT a reversionary lease for a term of 15 years, Officers would recommend the Council agree and a rent of £750 per annum with fixed uplifts of £50.00 on each fifth anniversary of each lease term.

4.5 The rent of £750 with fixed uplifts would be based granting a lease for a term of 15 years with all other terms of the lease to be as existing save for changes to dates, statutes and any modernisation and the improved terms for the Council of being able to recover £1,500pa towards the upkeep, maintenance, repair, decoration and providing services to Basing House.

5 Legal Implications

5.1 Reversionary Lease to TRMT

5.2 The Localism Act 2011 gives the Council a general power of competence to do anything an individual may do although this is expressly subject to any statutory limitations that predate the commencement of that Act.

5.3 The relevant provision where a Council proposes to dispose of land is Section 123(2) of the Local Government Act 1972 ("LGA") which allows a Council to do so provided a disposal (other than by way of short lease) is for the best consideration reasonably obtainable, otherwise the consent of the Secretary of State is required.

5.4 The 'disposal' (*a lease for this length of term is considered a disposal under the terms of the LGA 1972*) for which this report seeks authority will not satisfy the best consideration reasonably obtainable requirement given that granting a lease for 15 years is proposed at a modest rent, but with subsidy given to the non-recovery of service costs over the life of the lease.

5.5 However, a General Consent has been issued in the name of the Secretary of State entitled Circular 06/2003 which permits local authority disposals that will contribute to the improvement of promotion of economic, social or environmental well-being in that authority's area and where the undervalue is less than two

million pounds. Both of the 2003 Circular's requirement are satisfied as (i) the provision of access to local history of the type envisaged promotes the social and environmental well-being of the Three Rivers area and (ii) the undervalue (total rent and subsidy support) is less than two million pounds.

5.6 Accordingly, the disposal (grant of a lease) has the consent of the Secretary of State by virtue of the General Consent and the requirement of section 123(2) of the LGA 1972 is satisfied.

5.7 Members will note that the 'value forgone' represents £165,495 over the life of this lease. This takes into account the rental concession and the non-recovery of service costs.

5.8 In deciding whether to approve this disposal Members should be aware of their fiduciary and best value duties in terms of the prudent and responsible stewardship of the Council's assets and resources.

6 Equal Opportunities Implications

6.1 Relevance Test

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

7 Staffing Implications

7.1 The grant of the proposed lease is considered to be' business as usual' and does not create any additional staffing burden.

8 Environmental Implications

8.1 There are no direct environmental implications

9 Community Safety Implications

9.1 There are no community safety implications related to this proposal.

10 Public Health implications

10.1 There are no community safety implications related to this proposal.

11 Customer Services Centre Implications

11.1 There are no customer services centre implications related to this proposal.

12 Communications and Website Implications

12.1 Any announcement or joint promotion of a decision to support the proposal will be considered 'business as usual' by the Communications Team.

13 Risk and Health & Safety Implications

13.1 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.

.

Nature of Risk	Consequence	Suggested Control Measures	Response *(tolerate, treat terminate, transfer)*	Risk Rating *(combination of likelihood and impact)*
Financial Loss from Subsidy (maintenance, services, business rates not recovered)	Ongoing costs to Council (e.g., £4,283 maintenance share and £4,898.94 business rates) not offset by rental income	Lease remains on current terms with no cost recovery; rent only increased marginally to £750 with fixed uplifts	Tolerate	Med (6)
TRMT fails to qualify for Arts Council Accreditation	Minor reputational risk for Council as supporter of heritage initiatives	Grant 15 year lease to satisfy accreditation requirement	Treat	Low (4)
Long-term lease commitment to financially fragile tenant	TRMT lacks financial capacity to sustain tenancy beyond rent; risks property upkeep issues or lease default	Keep rent low, accept as a community support measure; continue periodic review of TRMT accounts. Accept surrender clause which enables TRMT to leave lease with limited notice.	Treat	Med (6)
Precedent for below-market leases without cost recovery. Especially as other occupiers are present within Basing House.	Potential future pressure to offer similar terms to other tenants or groups. Adhere to 'best	Clearly document the community value rationale and restrict special terms	Treat	Low (4)

DRAFT

	value' governance.	to non-profit heritage uses		
Building upkeep burden remains entirely on Council and risk of disproportionate increases.	Continued annual outlay is not recovered from the Museum but is recovered from other Basing House occupiers.	Explore shared grant funding options; maintain current lease clauses to retain Council control	Tolerate	Med (6)
Inflation risk on long-term fixed rent.	Rental value may become disproportionately low over 20–25 years due to inflation	Use fixed uplifts every 5 years to partly account for inflation	Treat	Low (3)

13.2 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.

Likelihood: Very Likely ↓ 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	**Likelihood Score**
4 (Catastrophic)	4 (Very Likely (≥80%))
3 (Critical)	3 (Likely (21-79%))
2 (Significant)	2 (Unlikely (6-20%))
1 (Marginal)	1 (Remote (≤5%))

13.3 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.

13.4 The remainder are therefore operational risks. Progress against the treatment plans for strategic risks is reported to the Policy and Resources Committee quarterly. The effectiveness of all treatment plans are reviewed by the Audit Committee annually.

14 Recommendation

14.1 It is recommended to Full Council to:

14.1.1 Approve the surrender of the existing lease and regrant on the terms as discussed within the report and as included within the heads of terms at Appendix 3;

14.1.2 Agree that the proposed letting is at 'less than best consideration', but in accordance with the provisions of the Local Government Act 1972 and subsequent guidance on 'best value', the Council acknowledges that the grant of a new lease will become a net costs to the Council of approximately £11,033 p.a. as set out in the report above;

14.1.3 Delegate the approval and the agreement to the finer detailed terms of the lease to the Director of Finance, in consultation with the Leader of the Council and Lead Member for Resources, Regeneration & Economic Development.

Committee Decision on Public Access:-

Public access to Report	Immediate
Public access to Decision	Immediate

Report prepared by: Ben Huggins – Property and Asset Manager

Data Quality

Data sources:

- Lease Agreement between TRDC & TRMT dated 31 July 2021
- **Local Government Act 1972, Section 123(2)**
- The Local Government Act 1972: General Disposal Consent (England) 2003 - Circular 06/2003

Data checked by:

Justin Wingfield – Head of Property Services & Major Projects

Data rating:

1	**Poor**	
2	**Sufficient**	
3	**High**	**X**

Background Papers
There are no background papers

APPENDICES / ATTACHMENTS
Appendix 1 – Lease granted to TRMT dated 13 July 2021
Appendix 2 – Draft Heads of Terms

DRAFT

THREE RIVERS DISTRICT COUNCIL

This page is intentionally left blank

DATED

13th July 2021

LEASE

relating to

The Three Rivers Museum Basing House 46 High Street, Rickmansworth, WD3 1HP

between

Three Rivers District Council

and

Three Rivers Museum Trust

THREE RIVERS DISTRICT COUNCIL

Three Rivers District Council
Three Rivers House
Northway
Rickmansworth
Herts WD3 1RL

CONTENTS

CLAUSE

1. Interpretation 5
2. Grant 12
3. Tenant covenants 12
4. Payment of Annual Rent 13
5. Payment method 13
6. No set-off 13
7. Interest 13
8. Rates and Taxes 13
9. Utilities 14
10. Costs 14
11. Prohibition of dealings 14
12. Repair 14
13. Decoration 15
14. Alterations 15
15. Signs 16
16. Window cleaning 16
17. Returning the Property to the Landlord 16
18. Use 17
19. Regulations 18
20. Exercise of the Rights 18
21. Allow entry 19
22. Compliance with laws 19
23. Energy Performance Certificates 20
24. Third Party Rights 21
25. Encroachments and preservation of rights 21
26. Indemnity 22
27. Landlord covenants 22
28. Quiet enjoyment 22
29. Exercise of right of entry 22
30. Re-entry and forfeiture 22
31. Section 62 of the LPA 1925, implied rights and existing appurtenant rights 23
32. Exclusion of sections 24 to 28 of the LTA 1954 23
33. No restriction on Landlord's use 23
34. Limitation of liability 23
35. Breach of repair and maintenance obligation 24
36. Notices 24

37. Consents and approvals 25
38. VAT 25
39. Joint and several liability 26
40. Entire agreement 26
41. Charities Act 2011 26
42. Contracts (Rights of Third Parties) Act 1999 26
43. Governing Law 27
44. Jurisdiction 27

SCHEDULE

Schedule 1 Property 28
Schedule 2 Rights 30
Schedule 3 Reservations 31
Schedule 4 Third Party Rights 33
Schedule 5 Insurance 34
Schedule 6 Services 39

LR1. Date of lease 13th July 2021

LR2. Title number(s)

LR2.1 Landlord's title number(s)

UNREGISTERED

LR2.2 Other title numbers

None

LR3. Parties to this lease

Landlord

Three Rivers District Council

Three Rivers House

Northway

Rickmansworth

Hertfordshire

WD3 1RL

Tenant

Three Rivers Museum Trust

Registered Office

20 High Street,

Rickmansworth,

Hertfordshire

WD3 1ER

Co Registered number 02907154

Registered charity Number 1164893.

Other parties

None

LR4. Property

In the case of a conflict between this clause and the remainder of this lease then, for the purposes of registration, this clause shall prevail.

See the definition of "Property" in Clause 1.1 and Schedule 1 of this lease.

The Property is let without the benefit of any existing easements or other rights which are appurtenant to the whole or any part of the Building.

LR5. Prescribed statements etc.

LR5.1 Statements prescribed under rules 179 (dispositions in favour of a charity), 180 (dispositions by a charity) or 196 (leases under the Leasehold Reform, Housing and Urban Development Act 1993) of the Land Registration Rules 2003.

Charities Act 2011

The Lease is held by Three Rivers Museum Trust a non-exempt charity, and the disposition effected by this Deed is not one falling within paragraph (a), (b), (c) or (d) of section 117(3) of the Charities Act 2011, so that the restrictions on disposition imposed by sections 117-121 of that Act apply to the land.

LR5.2 This lease is made under, or by reference to, provisions of:

None.

LR6. Term for which the Property is leased

The term specified in the definition of "Contractual Term" in Clause 1.1 of this lease.

LR7. Premium

None.

LR8. Prohibitions or restrictions on disposing of this lease

This lease contains a provision that prohibits or restricts dispositions.

LR9. Rights of acquisition etc.

LR9.1 Tenant's contractual rights to renew this lease, to acquire the reversion or another lease of the Property, or to acquire an interest in other land

None.

LR9.2 Tenant's covenant to (or offer to) surrender this lease

None.

LR9.3 Landlord's contractual rights to acquire this lease

None.

LR10. Restrictive covenants given in this lease by the Landlord in respect of land other than the Property

None.

LR11. Easements

LR11.1 Easements granted by this lease for the benefit of the Property

The easements set out in paragraph 1 of Schedule 2 to this lease are granted by this lease for the benefit of the Property.

LR11.2 Easements granted or reserved by this lease over the Property for the benefit of other property

The easements set out in paragraph 1 of Schedule 3 to this lease are granted or reserved over the Property for the benefit of other property.

LR12. Estate rentcharge burdening the Property

None.

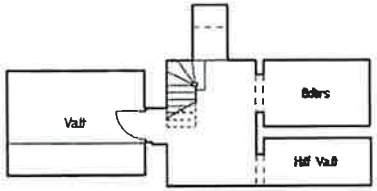
LR13. Application for standard form of restriction

None.

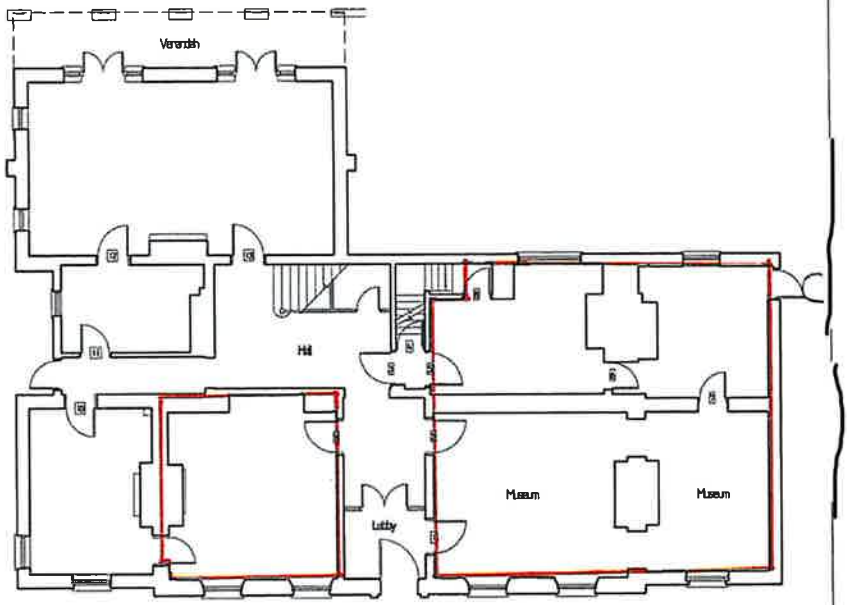
LR14. Declaration of trust where there is more than one person comprising the Tenant

N/a

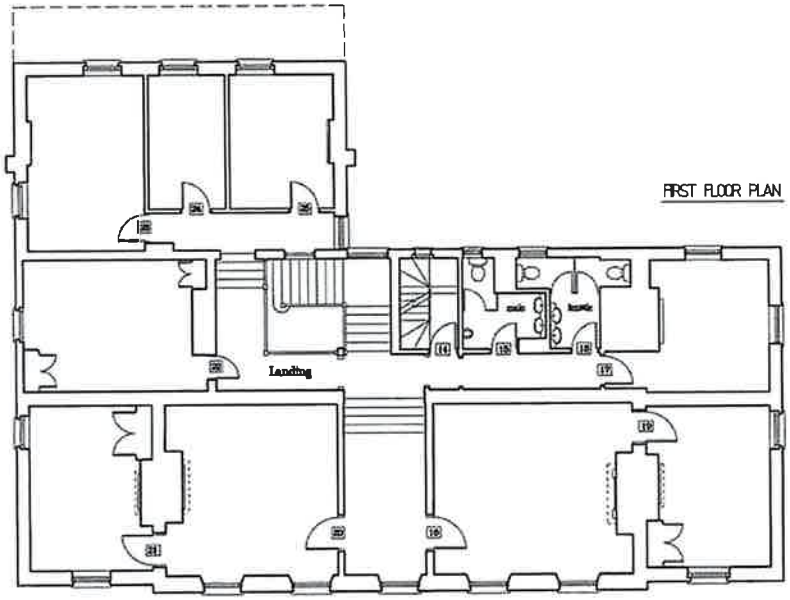
PLAN



CELLAR PLAN

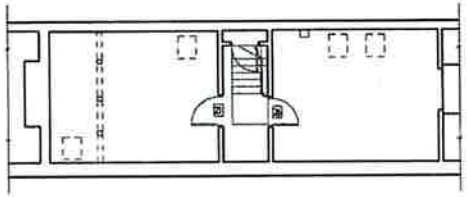


GROUND FLOOR PLAN



FIRST FLOOR PLAN

ATTIC PLAN



Three Rivers District Council
Asset and Property Management

BASING HOUSE

FLOOR PLANS

This lease is dated 13th of July 2021

PARTIES

(1) **Three Rivers District Council** of Three Rivers House Northway Rickmansworth Hertfordshire WD3 1RL **(Landlord)**

(2) **Three Rivers Museum Trust** incorporated and registered in England and Wales with company number 02907154 whose registered office is at 20 High Street, Rickmansworth Hertfordshire WD3 1ER (Registered Charity Number 1164893.) **(Tenant)**

BACKGROUND

(A) The Landlord is the freehold owner of the Building

(B) The Property forms part of the Building.

(C) The Landlord has agreed to grant a lease of the Property to the Tenant on the terms set out in this lease.

AGREED TERMS

1. Interpretation

The following definitions and rules of interpretation apply in this lease.

1.1 Definitions:

Annual Rent: £700 (SEVEN HUNDRED POUNDS)

Authorised Person: any:

a) undertenant or person deriving title under the Tenant;

b) workers, contractors or agents of the Tenant or of any person referred to in paragraph (a) of this definition; or

c) person at the Property or the Building with the actual or implied authority of the Tenant or any person referred to in paragraph (a) or paragraph (b) of this definition.

Building: the land and buildings known as Basing House 46 High Street, Rickmansworth, WD3 1HP and shown edged blue on the Plan

Building Damage: damage to or destruction of the Building (excluding the Excluded Insurance Items) that makes the Property wholly or partially unfit for occupation and use or inaccessible.

CDM Regulations: the Construction (Design and Management) Regulations 2015 (SI 2015/51).

Common Parts: subject to paragraph 1.6 of Schedule 3, the parts of the Building (excluding the Lettable Units and the Management Areas) that are provided from time to time by the Landlord for common use by the tenants and occupiers of the Building and their employees, agents, licensees and visitors.

Contractual Term: a term of years from and including 1st June 2021 to and including 31st May 2026

Default Interest Rate: 4% per annum above the Interest Rate.

Energy Assessor: an individual who is a member of an accreditation scheme approved by the Secretary of State in accordance with regulation 22 of the EPC Regulations.

Energy Performance Certificate: a certificate as defined in regulation 2(1) of the EPC Regulations.

EPC Regulations: Energy Performance of Buildings (England and Wales) Regulations 2012 (SI 2012/3118).

Excluded Insurance Items: any:

a) glass forming part of the Lettable Units; and

b) tenant's fixtures that are installed by or for the tenant, any undertenant or occupier of any Lettable Unit and that form part of the Building.

Insolvency Event: subject to clause 1.16, any one or more of the following:

a) the taking of any step in connection with any voluntary arrangement or any other compromise or arrangement for the benefit of any creditors of the Tenant or any guarantor;

b) the making of an application for an administration order or the making of an administration order in relation to the Tenant or any guarantor;

c) the giving of any notice of intention to appoint an administrator, or the filing at court of the prescribed documents in connection with the appointment of an administrator, or the appointment of an administrator, in any case in relation to the Tenant or any guarantor;

d) the appointment of a receiver or manager or an administrative receiver in relation to any property or income of the Tenant or any guarantor;

e) the commencement of a voluntary winding-up in respect of the Tenant or any guarantor, except a winding-up for the purpose of amalgamation or reconstruction of a solvent company in respect of which a statutory declaration of solvency has been filed with the Registrar of Companies;

f) the making of a petition for a winding-up order or a winding-up order in respect of the Tenant or any guarantor;

g) the striking-off of the Tenant or any guarantor from the Register of Companies or the making of an application for the Tenant or any guarantor to be struck-off;

h) the Tenant or any guarantor otherwise ceasing to exist (but excluding where the Tenant or any guarantor dies);

i) the making of an application for a bankruptcy order, the presentation of a petition for a bankruptcy order or the making of a bankruptcy order against the Tenant or any guarantor; or

j) the levying of any execution or other such process on or against, or taking control or possession of, the whole or any part of the Tenant's assets.

Insurance Rent: the aggregate in each year of:

a) a fair proportion of the gross cost of any premiums that the Landlord expends (after any discount or commission is allowed or paid to the Landlord) and any fees and other expenses that the Landlord reasonably incurs in insuring the Building (excluding the Excluded Insurance Items) against the Insured Risks for the Reinstatement Cost in accordance with this lease;

b) a fair proportion of the gross cost of the premium that the Landlord expends in effecting public liability insurance in relation to the Common Parts in accordance with this lease (after any discount or commission is allowed or paid to the Landlord);

c) the gross cost of the premium (after any discount or commission for insurance for loss of Annual Rent from the Property for three years; and

d) any IPT and any VAT (except to the extent that the Landlord obtains credit for such VAT as input tax or otherwise recovers it) payable on any sum set out in paragraphs (a) to (c) of this definition.

Insured Risks: (except to the extent any of the following are Uninsured Risks) fire, explosion, lightning, earthquake, tempest, storm, flood, bursting and overflowing of water tanks, apparatus or pipes, damage to underground water, oil or gas pipes or electricity wires or cables, impact by aircraft and aerial devices and articles dropped from them, impact by vehicles, subsidence, ground slip, heave, riot, civil commotion, strikes, labour or political disturbances, malicious damage, and any other risks against which the Landlord decides to insure against from time to time and **Insured Risk** means any one of the Insured Risks.

Interest Rate: the base rate from time to time of Lloyds Bank PLC or, if that base rate stops being used or published, a comparable commercial rate specified by the Landlord (acting reasonably).

IPT: Insurance Premium Tax chargeable under the Finance Act 1994 or any similar replacement or additional tax.

Landlord's Neighbouring Property: the freehold property known as Three Rivers House Northway Rickmansworth Hertfordshire WD3 1RL and any neighbouring or adjoining property owned by the Landlord at the date of this lease

Lettable Unit: any part of the Building which from time to time is, or is intended to be, let or occupied but excluding any Management Areas.

LPA 1925: Law of Property Act 1925.

LTA 1927: Landlord and Tenant Act 1927.

LTA 1954: Landlord and Tenant Act 1954.

LTCA 1995: Landlord and Tenant (Covenants) Act 1995.

Management Area: any part of the Building retained by the Landlord for use by the Landlord or any other person (excluding providers of Utilities) in connection with the management of the Building and provision of the Services

Permitted Use: use as a museum within Use Class F (1) (c) of the Town and Country Planning (Use Classes) Order 1987 (as it applied in England at the date this lease was granted).

Plan: the plan annexed to this lease and marked "Plan".

Previous Lease: a lease of the Property dated 26th October 2016 made between (1) Three Rivers District Council and (2) Three Rivers Museum Trust (an unincorporated body acting by its Trustees) including any deed, licence, consent, approval or other instrument supplemental or collateral to it.

Previous Lease Alterations: any alterations undertaken by or for any tenant, undertenant or occupier during or in anticipation of the Previous Lease.

Property: the property described in Schedule 1.

Rates and Taxes: all present and future rates, taxes and other impositions and outgoings payable in respect of the Property, its use and any works carried out there (or a fair proportion of the total cost of those rates, taxes, impositions and outgoings if any are payable in respect of the Property together with any other property) but excluding any taxes:

a) payable by the Landlord in connection with any dealing with or disposition of the reversion to this lease

b) (except VAT) payable by the Landlord by reason of the receipt of any of the Rents due under this lease.

Recommendation Report: a report as defined in regulation 4 of the EPC Regulations.

Reinstatement Cost: the full cost of reinstatement of the Building (excluding the Excluded Insurance Items) taking into account inflation of building costs and including any costs of demolition, site clearance, site protection, shoring up, professionals' and statutory fees and incidental expenses and any other work to the Building that may be required by law and any VAT on all such costs, fees and expenses.

Rents: the rents set out in clause 2.2.

Rent Commencement Date: the date of this lease.

Rent Payment Date: 1st June

Reservations: the rights excepted and reserved in paragraph 1 of Schedule 3.

Retained Parts: all parts of the Building including (but not limited to) all of:

a) the structural parts of the Building;

b) the Service Media;

c) the Common Parts; and

d) the Management Areas;

but excluding the Lettable Units.

Rights: the rights granted in paragraph 1 of Schedule 2.

Service Media: all media for the supply or removal of Utilities and all structures, machinery and equipment ancillary to those media.

Service Road: the service road shown green hatched on the Plan or such alternative service road designated from time to time by the Landlord.

Signs: signs, fascia, placards, boards, posters and advertisements.

Tenant Damage: damage or destruction caused (with the intention of causing damage) by an act or omission of the Tenant or any Authorised Person.

Term: the Contractual Term

Termination Date: the date on which the Term ends (however it ends).

Third Party Rights: the matters set out in Schedule 4.

Transaction: is:

a) any dealing with this lease or the devolution or transmission of or parting with possession of any interest in it;

b) the creation of any underlease or other interest out of this lease or out of any interest or underlease derived from it and any dealing, devolution or transmission of or parting with possession of any such interest or underlease; or

c) the making of any other arrangement for the occupation of the Property.

Uninsured Risks: any of the risks specified in the definition of Insured Risks where such risks are not insured against at the date of the relevant damage or destruction because:

a) of an exclusion imposed by the insurers; or

b) insurance for such risks was not available in the London insurance market on reasonable terms acceptable to the Landlord at the time the insurance policy was entered into;

and **Uninsured Risk** means any one of the Uninsured Risks.

Utilities: electricity, gas, water, sewage, air-conditioning, heating, energy, telecommunications, data and all other services and utilities.

Utility Costs: all costs in connection with the supply or removal of Utilities to or from the Property (or a fair proportion of the total cost if any of those costs are payable in respect of the Property together with any other property).

VAT: value added tax or any equivalent tax chargeable in the UK.

1.2 A reference to this **lease**, except a reference to the date of this lease or to the grant of this lease, is a reference to this deed and any deed, licence, consent, approval or other instrument supplemental or collateral to it.

1.3 The Schedules form part of this lease and shall have effect as if set out in full in the body of this lease. Any reference to **this lease** includes the Schedules.

1.4 Unless the context otherwise requires, references to clauses, Schedules and Annexes are to the clauses, Schedules and Annexes of this lease and references to paragraphs are to paragraphs of the relevant Schedule.

1.5 Clause, Schedule and paragraph headings shall not affect the interpretation of this lease.

1.6 A reference to:

(a) the **Landlord** includes a reference to the person entitled to the immediate reversion to this lease;

(b) the **Tenant** includes a reference to its successors in title and assigns; and

1.7 In relation to any payment, a reference to a **fair proportion** is to a fair proportion of the total amount payable, determined conclusively (except as to questions of law) by the Landlord.

1.8 A **person** includes a natural person, corporate or unincorporated body (whether or not having separate legal personality).

1.9 Unless the context otherwise requires, a reference to one gender shall include a reference to the other genders.

1.10 The expressions **authorised guarantee agreement**, **landlord covenant** and **tenant covenant** each has the meaning given to it by the LTCA 1995.

1.11 Any obligation on the Tenant not to do something includes an obligation not to allow that thing to be done and an obligation to use best endeavours to prevent that thing being done by another person.

1.12 References to:

(a) the consent of the Landlord are to the consent of the Landlord given in accordance with clause 37.1;

(b) the approval of the Landlord are to the approval of the Landlord given in accordance with clause 37.3; and

1.13 Unless the context otherwise requires, references to the **Building**, the **Common Parts**, the **Landlord's Neighbouring Property**, a **Lettable Unit**, the **Management Areas**, the **Property** and the **Retained Parts** are to the whole and any part of them or it.

1.14 For the purposes of each of the following:

(a) the easements set out in paragraph 1 of Schedule 2 that burden the Building (excluding the Property);

(b) the easements set out in paragraph 1 of Schedule 3 that benefit the Building (excluding the Property);

(c) the registration of the easements referred to in clause 1.14(a) and clause 1.14(b) at HM Land Registry;

(d) LR4; and

(e) clause 31.2;

the Building shall only include the land and buildings specified in the definition of the Building and no other land or buildings.

1.15 Unless the context otherwise requires, any words following the terms **including**, **include**, **in particular**, **for example** or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term preceding those terms.

1.16 For the purposes of the definition of **Insolvency Event**:

(a) where any of the paragraphs in that definition apply in relation to:

(i) a partnership or limited partnership (as defined in the Partnership Act 1890 and the Limited Partnerships Act 1907 respectively), that paragraph shall apply subject to the modifications referred to in the Insolvent Partnerships Order 1994 (SI 1994/2421) (as amended); and

(ii) a limited liability partnership (as defined in the Limited Liability Partnerships Act 2000), that paragraph shall apply subject to the modifications referred to in the Limited Liability Partnerships Regulations 2001 (SI 2001/1090) (as amended); and

(b) **Insolvency Event** includes any analogous proceedings or events that may be taken pursuant to the legislation of another jurisdiction in relation to a tenant or guarantor incorporated or domiciled in such relevant jurisdiction.

1.17 A reference to **writing** or **written** excludes fax and email.

1.18 Unless the context otherwise requires, words in the singular shall include the plural and in the plural shall include the singular.

1.19 A **working day** is any day which is not a Saturday, a Sunday, a bank holiday or a public holiday in England.

1.20 Unless expressly provided otherwise in this lease, a reference to legislation or a legislative provision is a reference to it as amended, extended or re-enacted from time to time.

1.21 Unless expressly provided otherwise in this lease, a reference to legislation or a legislative provision shall include all subordinate legislation made from time to time under that legislation or legislative provision.

1.22 If any provision or part-provision of this lease is or becomes invalid, illegal or unenforceable, it shall be deemed deleted, but that shall not affect the validity and enforceability of the rest of this lease.

2. Grant

2.1 The Landlord lets the Property to the Tenant:

(a) for the Contractual Term;

(b) with full title guarantee;

(c) together with the Rights;

(d) excepting and reserving the Reservations; and

(e) subject to the Third Party Rights.

2.2 The grant in clause 2.1 is made with the Tenant paying as rent to the Landlord:

(a) the Annual Rent;

(b) the Insurance Rent;

(c) all interest payable under this lease;

(d) all other sums payable under this lease; and

(e) all VAT chargeable on the other rents set out in this clause 2.2.

3. Tenant covenants

The Tenant covenants with the Landlord to observe and perform the tenant covenants of this lease during the Term or (if earlier) until the Tenant is released from the tenant covenants of this lease by virtue of the LTCA 1995.

4. Payment of Annual Rent

The Tenant must pay the Annual Rent instalments in advance on or before the Rent Payment Date except that:

(a) the Tenant must pay the first instalment of Annual Rent on the Rent Commencement Date; and

(b) the first instalment of Annual Rent shall be the proportion of the Annual Rent calculated on a daily basis for the period from and including the Rent Commencement Date to and including the day before the next Rent Payment Date after the Rent Commencement Date.

5. Payment method

The Tenant must pay the Annual Rent and all other sums payable under this lease by:

(a) electronic means from an account held in the name of the Tenant to the account notified from time to time to the Tenant by the Landlord; or

(b) any other method that the Landlord reasonably requires from time to time and notifies to the Tenant.

6. No set-off

The Tenant must pay the Annual Rent and all other sums payable under this lease in full without any set-off, counterclaim, deduction or withholding (other than any deduction or withholding of tax as required by law).

7. Interest

7.1 If any of the Annual Rent or any other sum payable by the Tenant under this lease has not been paid within five working days of its due date (whether it has been formally demanded or not), the Tenant must pay to the Landlord interest on that amount at the Default Interest Rate (both before and after any judgment). Such interest shall accrue on that amount on a daily basis for the period beginning on and including its due date to and including the date of payment.

7.2 If the Landlord does not demand or accept any of the Annual Rent or any other sum due from, or tendered by, the Tenant under this lease because the Landlord reasonably believes that the Tenant is in breach of any of the tenant covenants of this lease, then, when that amount is accepted by the Landlord, the Tenant must pay to the Landlord interest on that amount at the Interest Rate. Such interest shall accrue on that amount on a daily basis for the period beginning on and including its due date to and including the date it is accepted by the Landlord.

8. Rates and Taxes

8.1 The Tenant must pay all Rates and Taxes.

8.2 The Tenant must not make any proposal to alter the rateable value of the Property (or that value as it appears on any draft rating list) without the approval of the Landlord.

8.3 If, after the Termination Date, the Landlord loses rating relief (or any similar relief or exemption) because it has been allowed to the Tenant, the Tenant must pay the Landlord an amount equal to the relief or exemption that the Landlord has lost.

9. Utilities

9.1 The Tenant must pay all Utility Costs save for any for Utilities provided by the Landlord as Services.

9.2 The Tenant must comply with all laws and with any recommendations of the relevant suppliers relating to the supply and removal of Utilities to or from the Property.

10. Costs

The Tenant must pay on demand and on a full indemnity basis the costs and expenses of the Landlord including any solicitors' or other professionals' costs and expenses (incurred both during and after the Termination Date) in connection with, or in contemplation of, any of the following:

(a) the enforcement of the tenant covenants of this lease;

(b) serving any notice or taking any proceedings in connection with this lease under section 146 or 147 of the LPA 1925 (notwithstanding that forfeiture is avoided otherwise than by relief granted by the court);

(c) serving any notice in connection with this lease under section 17 of the LTCA 1995;

(d) the preparation and service of a schedule of dilapidations in connection with this lease ; or

(e) any consent or approval applied for under this lease, whether or not it is granted (unless the consent or approval is unreasonably withheld by the Landlord

11. Prohibition of dealings

The Tenant must not assign, underlet, charge, part with or share possession or occupation of the whole or part of either this lease or the Property.

12. Repair

12.1 The Tenant must:

(a) subject to clause 12.2 and clause 12.3, keep the Property in good and substantial repair and condition which shall include having regard to the

nature and condition of the Property at the date on which the Previous Lease was granted;

(b) ensure that any Service Media forming part of the Property is kept in good working order;

(c) keep the Property clean, tidy and clear of rubbish; and

(d) replace as soon as possible with glass of similar appearance and of similar or better quality any glass forming part of the Property that becomes cracked or broken.

12.2 The Tenant's obligations under clause 12.1(a) shall not require the Tenant to put the Property into any better state of repair or condition than it was at the date of the Previous Lease

12.3 The Tenant shall not be liable to repair the Property (excluding any Excluded Insurance Items forming part of the Property) to the extent that any disrepair has been caused by:

(a) an Insured Risk unless and to the extent that:

(i) the policy of insurance of the Property has been vitiated or any insurance proceeds withheld in consequence of any act or omission of the Tenant or any Authorised Person (except where the Tenant has paid an amount equal to any insurance money that the insurers refuse to pay in accordance with paragraph 3.2(f) of Schedule 5); or

(ii) the insurance cover in relation to that disrepair is limited as referred to in paragraph 1.3 of Schedule 5; or

(b) Building Damage by an Uninsured Risk unless that damage is Tenant Damage.

13. Decoration

13.1 The Tenant must:

(a) decorate the Property as often as is reasonably necessary and also in the last three months before the Termination Date;

(b) carry out all decoration (including all appropriate preparatory work) in a good and proper manner using good quality materials that are appropriate to the Property and the Permitted Use; and

(c) carry out the decoration required in the last three months before the Termination Date to the reasonable satisfaction of the Landlord and using materials, designs and colours approved by the Landlord (acting reasonably).

14. Alterations

14.1 Except as permitted by this clause 14, the Tenant must not make any:

(a) alteration or addition to the Property; or

(b) opening in any boundary of the Property.

14.2 Any alterations permitted by this clause are subject to clause 14.6.

14.3 The Tenant may make internal non-structural alterations to the Property with the consent of the Landlord (such consent not to be unreasonably withheld or delayed).

14.4 The Tenant may carry out minor alterations that consist of making minor perforations in any boundary of the Property or in the structural elements of the Building that are at the Property provided that:

(a) those alterations are reasonably required in connection with any works permitted under this clause 14;

(b) those alterations do not adversely impact on the structural integrity of the Building; and

(c) the Tenant obtains the consent of the Landlord (such consent not to be unreasonably withheld or delayed).

14.5 The Tenant may install any Service Media at the Property or alter the route of any Service Media at the Property with the consent of the Landlord (such consent not to be unreasonably withheld or delayed).

14.6 The Tenant must not carry out any alteration to the Property which would have an adverse effect on the asset rating in any Energy Performance Certificate for the Property or the Building.

15. Signs

The Tenant must not attach any Signs inside the Property that are visible from the Common Parts or outside the Building.

16. Window cleaning

As often as reasonably necessary, the Tenant must clean the internal surfaces of any:

(a) windows; and

(b) other glass;

at the Property (whether or not such windows and other glass form part of the Property).

17. Returning the Property to the Landlord

17.1 The Tenant must return the Property to the Landlord on the Termination Date with vacant possession and in the repair and condition required by this lease.

17.2 Subject to clause 17.3, the Tenant must by the Termination Date:

(a) remove:

(i) any tenant's fixtures from the Property;

(ii) any alterations to the Property undertaken by or for any tenant, undertenant or occupier during or in anticipation of this lease and any Previous Lease Alterations; and

(iii) any Signs erected by the Tenant at the Building; and

(b) make good any damage caused to the Building by the removal of those items and alterations.

17.3 If the Landlord gives notice to the Tenant no later than two months before the Termination Date specifying which of the tenant's fixtures, alterations and other matters set out in clause 17.2(a)(i) and clause 17.2(a)(ii) shall not be removed pursuant to clause 17.2, the Tenant must not remove the specified tenant's fixtures, alterations or other matters pursuant to that clause.

17.4 On or before the Termination Date, the Tenant must remove from the Property all chattels belonging to or used by it.

17.5 The Tenant:

(a) irrevocably appoints the Landlord to be the Tenant's agent to store or dispose of any chattels or items fixed to the Building by the Tenant and left by the Tenant for more than ten working days after the Termination Date; and

(b) must indemnify the Landlord in respect of any claim made by a third party in relation to that storage or disposal.

The Landlord shall not be liable to the Tenant by reason of that storage or disposal.

18. Use

18.1 The Tenant must not use the Property for any purpose other than the Permitted Use

18.2 The Tenant must not:

(a) use the Property for any illegal purposes nor for any purpose or in a manner that would cause loss, damage, injury, nuisance or inconvenience to the Landlord the other tenants or occupiers of the Building or any property that neighbours the Building;

(b) use the Property as a betting shop or an amusement arcade or otherwise for the purposes of gaming or gambling;

(c) hold any auction at the Property;

(d) allow any noise, music, flashing lights, fumes or smells to emanate from the Property so as to cause a nuisance or annoyance to any other tenants or occupiers of the Building or any property that neighbours the Building;

(e) overload any part of the Building nor overload or block any Service Media at or serving the Property;

(f) store, sell or display any offensive, dangerous, illegal, explosive or highly flammable items at the Property;

(g) place or keep any items on any external part of the Property or on the Common Parts;

(h) (except as permitted by the Rights and clause 14.5) interfere with any Service Media in the Building;

(i) keep any pets or any other animal, bird, fish, reptile or insect at the Property (except guide dogs or other animals used as aids provided they are not kept at the Property overnight or left unattended); or

(j) allow any person to sleep at or reside on the Property.

19. Regulations

19.1 The Tenant must observe all reasonable and proper regulations made by the Landlord from time to time in accordance with the principles of good estate management and notified to the Tenant relating to the use of the Building, the Landlord's Neighbouring Property and any other neighbouring or adjoining property provided that:

(a) such regulations do not materially interfere with the Tenant's use of the Property for the Permitted Use and the Tenant's exercise of the Rights; and

(b) if there is any conflict between such regulations and the terms of this lease, the terms of this lease shall prevail.

20. Exercise of the Rights

20.1 The Tenant must exercise the Rights:

(a) only in connection with the Tenant's use of the Property for the Permitted Use

(b) in accordance with any regulations made by the Landlord under clause 19; and

(c) in compliance with all laws relating to the Tenant's use of the Building , the Landlord's Neighbouring Property and any other neighbouring or adjoining property pursuant to the Rights.

21. Allow entry

21.1 Subject to clause 21.2, the Tenant must allow all those entitled to exercise any right to enter the Property to enter the Property:

(a) except in the case of an emergency (when no notice shall be required), after having given reasonable notice (which need not be in writing) to the Tenant;

(b) at any reasonable time (whether or not during usual business hours); and

(c) with their workers, contractors, agents and professional advisers.

21.2 The Tenant must allow any person authorised by the terms of a Third Party Right to enter the Property in accordance with that Third Party Right.

22. Compliance with laws

22.1 The Tenant must comply with all laws relating to:

(a) the Property and the occupation and use of the Property by the Tenant;

(b) the use or operation of all Service Media and any other machinery and equipment at or serving the Property whether or not used or operated;

(c) any works carried out at the Property; and

(d) all materials kept at or disposed of from the Property.

22.2 Within five working days of receipt of any notice or other communication affecting the Property or the Building (and whether or not served pursuant to any law) the Tenant must:

(a) send a copy of the relevant document to the Landlord; and

(b) to the extent that it relates to the Property take all steps necessary to comply with the notice or other communication and take any other action in connection with it as the Landlord may require.

22.3 The Tenant must not apply for any planning permission for the Property

22.4 The Tenant must:

(a) comply with its obligations under the CDM Regulations;

(b) maintain the health and safety file for the Property in accordance with the CDM Regulations;

(c) give that health and safety file to the Landlord at the Termination Date;

(d) procure, and give to the Landlord at the Termination Date, irrevocable, non-exclusive, non-terminable, royalty-free licence(s) for the Landlord to copy and make full use of that health and safety file for any purpose relating to the Building. Those licence(s) must carry the right to grant sub-licences and be transferable to third parties without the consent of the grantor; and

(e) supply all information to the Landlord that the Landlord reasonably requires from time to time to comply with the Landlord's obligations under the CDM Regulations.

22.5 As soon as the Tenant becomes aware of any defect in the Property, the Tenant must give the Landlord notice of it.

22.6 The Tenant must indemnify the Landlord against any liability under the Defective Premises Act 1972 in relation to the Property by reason of any failure of the Tenant to comply with any of the tenant covenants in this lease.

22.7 The Tenant must save to the extent that such items are provided by the Landlord as part of the Services keep:

(a) the Property equipped with all fire prevention, detection and fighting machinery and equipment and fire alarms which are required under all relevant laws or required by the insurers of the Property or recommended by them or reasonably required by the Landlord; and

(b) that machinery, equipment and alarms properly maintained and available for inspection.

23. Energy Performance Certificates

23.1 The Tenant must:

(a) co-operate with the Landlord so far as is reasonably necessary to allow the Landlord to obtain an Energy Performance Certificate and Recommendation Report for the Property or the Building including providing the Landlord with copies of any plans or other information held by the Tenant that would assist in obtaining an Energy Performance Certificate and Recommendation Report]; and

(b) allow such access to any Energy Assessor appointed by the Landlord as is reasonably necessary to inspect the Property for the purposes of preparing an Energy Performance Certificate and Recommendation Report for the Property or the Building.

23.2 The Tenant must not commission an Energy Performance Certificate for the Property unless required to do so by the EPC Regulations.

23.3 Where the Tenant is required by the EPC Regulations to commission an Energy Performance Certificate for the Property, the Tenant must at the request of the Landlord either:

(a) commission an Energy Performance Certificate from an Energy Assessor approved by the Landlord; or

(b) pay the costs of the Landlord of commissioning an Energy Performance Certificate for the Property.

23.4 The Tenant must deliver to the Landlord a copy of any Energy Performance Certificate and Recommendation Report for the Property that is obtained or commissioned by the Tenant or any other occupier of the Property.

24. Third Party Rights

24.1 The Tenant must:

(a) comply with the obligations on the Landlord relating to the Third Party Rights to the extent that those obligations relate to the Property; and

(b) not do anything that may interfere with any Third Party Right.

24.2 The Rights are granted subject to the Third Party Rights to the extent that the Third Party Rights affect the parts of the Building over which the Rights are granted.

25. Encroachments and preservation of rights

25.1 The Tenant must not permit any encroachment over the Property or permit any easements or other rights to be acquired over the Property.

25.2 If any encroachment over the Property is made or attempted or any action is taken by which an easement or other right may be acquired over the Property, the Tenant must:

(a) immediately inform the Landlord and give the Landlord notice of that encroachment or action; and

(b) at the request and cost of the Landlord, adopt such measures as may be reasonably required or deemed proper for preventing any such encroachment or the acquisition of any such easement or other right.

25.3 The Tenant must preserve all rights of light and other easements enjoyed by the Property.

25.4 The Tenant must not prejudice the acquisition of any right of light or other easement for the benefit of the Property by obstructing any window or opening or giving any acknowledgement that the right is enjoyed with the consent of any third party or by any other act or default of the Tenant.

25.5 If any person takes or threatens to take any action to obstruct or interfere with any easement or other right enjoyed by the Property or any such easement in the course of acquisition, the Tenant must:

(a) immediately inform the Landlord and give the Landlord notice of that action; and

(b) at the request and cost of the Landlord, adopt such measures as may be reasonably required or deemed proper for preventing or securing the removal of the obstruction or the interference.

26. Indemnity

The Tenant must keep the Landlord indemnified against all liabilities, expenses, costs (including, but not limited to, any solicitors' or other professionals' costs and expenses), claims, damages and losses (including, but not limited to, any diminution in the value of the Landlord's interest in the Building and loss of amenity of the Building) suffered or incurred by the Landlord arising out of or in connection with:

(a) any breach of any tenant covenants in this lease;

(b) any use or occupation of the Property or the carrying out of any works permitted or required to be carried out under this lease; or

(c) any act or omission of the Tenant or any Authorised Person.

27. Landlord covenants

The Landlord covenants with the Tenant to observe and perform the Landlord covenants of this lease during the Term.

28. Quiet enjoyment

The Landlord covenants with the Tenant that the Tenant shall have quiet enjoyment of the Property without any interruption by the Landlord or any person claiming under the Landlord except as otherwise permitted by this lease.

29. Exercise of right of entry

In exercising any right of entry on to the Property pursuant to paragraph 1.2 of Schedule 3, the Landlord must:

(a) except in case of emergency, give reasonable notice of its intention to exercise that right to the Tenant;

(b) where reasonably required by the Tenant, exercise that right only if accompanied by a representative of the Tenant;

(c) cause as little damage as possible to the Property and to any property belonging to or used by the Tenant;

(d) cause as little inconvenience as reasonably possible to the Tenant; and

(e) promptly make good any physical damage caused to the Property by reason of the Landlord exercising that right.

30. Re-entry and forfeiture

30.1 The Landlord may re-enter the Property (or any part of the Property in the name of the whole) at any time after any of the following occurs:

(a) the whole or any part of the Rents is unpaid 21 days after becoming payable (whether it has been formally demanded or not);

(b) any breach of any condition of, or tenant covenant in, this lease; or

(c) an Insolvency Event.

30.2 If the Landlord re-enters the Property (or any part of the Property in the name of the whole) pursuant to this clause, this lease shall immediately end but without prejudice to any right or remedy of the Landlord in respect of any breach of covenant by the Tenant or any guarantor.

31. Section 62 of the LPA 1925, implied rights and existing appurtenant rights

31.1 The grant of this lease does not create by implication any easements or other rights for the benefit of the Property or the Tenant and the operation of section 62 of the LPA 1925 is excluded.

31.2 The Property is let without the benefit of any existing easements or other rights which are appurtenant to the whole or any part of the Building

32. Exclusion of sections 24 to 28 of the LTA 1954

32.1 The parties:

(a) confirm that:

(i) the Landlord served a notice on the Tenant, as required by section 38A(3)(a) of the LTA 1954, applying to the tenancy created by this lease, before this lease was entered into;

(ii) FABIAN HENRY HISCOCK who was duly authorised by the Tenant to do so made a ~~statutory~~ declaration dated 9th July 2021 in accordance with the requirements of section 38A(3)(b) of the LTA 1954; and

(iii) there is no agreement for lease to which this lease gives effect; and

(b) agree that the provisions of sections 24 to 28 of the LTA 1954 are excluded in relation to the tenancy created by this lease.

33. No restriction on Landlord's use

Nothing in this lease shall impose or be deemed to impose any restriction on the use by the Landlord of the Building (excluding the Property), the Landlord's Neighbouring Property or any other neighbouring or adjoining property.

34. Limitation of liability

The Landlord shall not be liable to the Tenant for any failure of the Landlord to perform any landlord covenant in this lease unless the Landlord knows it has failed to perform the covenant (or reasonably should know this) and has not remedied that failure within a reasonable time.

35. Breach of repair and maintenance obligation

35.1 The Landlord may enter the Property to inspect its condition and state of repair and give the Tenant a notice of any breach of any of the tenant covenants in this lease relating to the condition or repair of the Property.

35.2 Following the service of a notice pursuant to clause 35.1, the Landlord may enter the Property and carry out the required works if the Tenant:

(a) has not begun any works required to remedy any breach specified in that notice within two months of the notice or, if works are required as a matter of emergency, immediately; or

(b) is not carrying out the required works with all due speed.

35.3 The costs incurred by the Landlord in carrying out any works pursuant to clause 35.2 (and any professional fees and any VAT in respect of those costs) shall be a debt due from the Tenant to the Landlord and payable on demand.

35.4 Any action taken by the Landlord pursuant to this clause 35 shall be without prejudice to the Landlord's other rights (including those under clause 30).

36. Notices

36.1 Except where this lease specifically states that a notice need not be in writing, any notice given under or in connection with this lease shall be in writing and given:

(a) by hand:

(i) if the party is a company incorporated in the United Kingdom, at that party's registered office address;

(ii) if the party is a company not incorporated in the United Kingdom, at that party's principal place of business in the United Kingdom; or

(iii) in any other case, at that party's last known place of abode or business in the United Kingdom; or

(b) by pre-paid first-class post or other next working day delivery service:

(i) if the party is a company incorporated in the United Kingdom, at that party's registered office address;

(ii) if the party is a company not incorporated in the United Kingdom, at that party's principal place of business in the United Kingdom; or

(iii) in any other case, at that party's last known place of abode or business in the United Kingdom.

36.2 If a notice complies with the criteria in clause 36.1, whether or not this lease requires that notice to be in writing, it shall be deemed to have been received if:

(a) delivered by hand, at the time the notice is left at the proper address; or

(b) sent by pre-paid first-class post or other next working day delivery service, on the second working day after posting.

36.3 This clause does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution.

37. Consents and approvals

37.1 Where the consent of the Landlord is required under this lease, a consent shall only be valid if it is given by deed unless:

(a) it is given in writing and signed by the Landlord or a person duly authorised on its behalf; and

(b) it expressly states that the Landlord waives the requirement for a deed in that particular case.

37.2 If a waiver is given pursuant to clause 37.1, it shall not affect the requirement for a deed for any other consent.

37.3 Where the approval of the Landlord is required under this lease, an approval shall only be valid if it is in writing and signed by or on behalf of the Landlord unless:

(a) the approval is being given in a case of emergency; or

(b) this lease expressly states that the approval need not be in writing.

37.4 If the Landlord gives a consent or approval under this lease, the giving of that consent or approval shall not:

(a) imply that any consent or approval required from a third party has been obtained; or

(b) obviate the need to obtain any consent or approval from a third party.

37.5 Where:

(a) the consent of a mortgagee is required under this lease, a consent shall only be valid if it would be valid as a consent given under the terms of the mortgage; or

(b) the approval of a mortgagee is required under this lease, an approval shall only be valid if it would be valid as an approval given under the terms of the mortgage.

38. VAT

38.1 All sums payable by either party under or in connection with this lease are exclusive of any VAT that may be chargeable.

38.2 A party to this lease must pay VAT in respect of all taxable supplies made to that party in connection with this lease on the due date for making any payment or, if earlier, the date on which that supply is made for VAT purposes.

38.3 Every obligation on either party, under or in connection with this lease, to pay any sum by way of a refund or indemnity, includes an obligation to pay an amount equal to any VAT incurred on that sum by the receiving party (except to the extent that the receiving party obtains credit for such VAT).

39. Joint and several liability

Where a party comprises more than one person, those persons shall be jointly and severally liable for the obligations and liabilities of that party arising under this lease. The party to whom those obligations and liabilities are owed may take action against, or release or compromise the liability of, or grant time or other indulgence to, any one of those persons without affecting the liability of any other of them.

40. Entire agreement

40.1 This lease constitutes the whole agreement between the parties and supersedes all previous discussions, correspondence, negotiations, arrangements, understandings and agreements between them relating to its subject matter.

40.2 Each party acknowledges that in entering into this lease it does not rely on any representation or warranty (whether made innocently or negligently.

40.3 Nothing in this lease constitutes or shall constitute a representation or warranty that the Property may lawfully be used for any purpose allowed by this lease.

41. Charities Act 2011

41.1 The directors of the charity being the persons who have the general control and management of its administration certify that they have power under its trusts to effect this disposition and that they have complied with the provisions of the said sections 117-121 so far as applicable to this disposition.

41.2 This deed is signed upon behalf of the trustees of the charity by two of their number, under an authority conferred pursuant to section 333 of the Charities Act 2011

42. Contracts (Rights of Third Parties) Act 1999

This lease does not give rise to any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this lease.

43. Governing Law

This lease and any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with it or its subject matter or formation shall be governed by and construed in accordance with the law of England and Wales.

44. Jurisdiction

Each party irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with this lease or its subject matter or formation.

This document has been executed as a deed and is delivered and takes effect on the date stated at the beginning of it.

Schedule 1 Property

1. The premises situated on part of the ground floors of the Building and shown edged red on the Plan:

1.1 Including:

(a) the whole of any non-structural walls and columns wholly within those premises;

(b) one-half severed vertically of any interior non-structural walls and columns separating those premises from any adjoining Lettable Unit;

(c) the interior plaster and other interior surface finishes on the:

(i) exterior non-structural walls and columns bounding those premises;

(ii) interior non-structural walls and columns separating those premises from any adjoining Retained Parts; and

(iii) structural walls and columns within or bounding those premises;

(d) the interior plaster and other interior surface finishes on the ceilings within those premises;

(e) the floor screed and other interior surface finishes on the floors within those premises;

(f) the doors, door frames and fittings within all the walls within and bounding those premises;

(g) the windows, window frames and fittings within all the walls within and bounding those premises (except the exterior walls);

(h) all Service Media and any other media, plant, machinery and equipment within and exclusively serving those premises;

(i) all landlord's fixtures and fittings within those premises; and

(j) all additions and improvements to those premises.

1.2 Excluding:

(a) subject to paragraph 1.1(c), paragraph 1.1(f) and paragraph 1.1(g) of this Schedule, the whole of the:

(i) exterior non-structural walls and columns bounding those premises;

(ii) interior non-structural walls and columns separating those premises from any adjoining Retained Parts; and

(iii) structural walls and columns within or bounding those premises;

(b) the windows, window frames and fittings within the exterior walls bounding those premises;

(c) subject to paragraph 1.1(d) and paragraph 1.1(e) of this Schedule, the floors and ceilings within those premises;

(d) all Service Media and any other media, plant, machinery and equipment within but not exclusively serving those premises; and

(e) all structural parts of the Building (except any set out in paragraph 1.1 of this Schedule).

Schedule 2 Rights

1. In common with the Landlord and any other person authorised by the Landlord, the Landlord grants to the Tenant the following easements (for the benefit of the Property):

1.1 The right to support and protection for the Property from the other parts of the Building to the extent that those parts of the Building provide support and protection to the Property at the date of this lease.

1.2 The right to use:

(a) such external areas as shall be designated from time to time by the Landlord for the purposes of pedestrian access to and egress from the Property ; and

(b) such internal areas of the Building as shall be designated from time to time by the Landlord for the purpose of pedestrian access to and egress from the Property.

(c) such parts of the Service Road as shall be designated from time to time by the Landlord for the purposes of the loading and unloading provided that no obstruction is caused and that any vehicles are removed as soon as possible

1.3 The right to use and to connect into any Service Media at the Building that belong to the Landlord and serve (but do not form part of) the Property which are in existence at the date of this lease or are installed or constructed during the Term. Provided that the Landlord may at any time, re-route or replace any Service Media at the Building pursuant to paragraph 1.3(c) of Schedule 3 and this right shall then apply in relation to the Service Media as re-routed or replaced.

1.4 The right to display the logo of the Tenant on a sign or noticeboard provided by the Landlord in the entrance hall of the Building and in the Common Parts at the entrances to the Property in each case in a form and manner approved by the Landlord.

Schedule 3 Reservations

1. Subject to paragraph 2 and paragraph 3 of this Schedule, the Landlord excepts and reserves from this lease the following easements (for the benefit of the Building (excluding the Property) and the Landlord's Neighbouring Property) and the following other rights:

1.1 Rights of light, air, support and protection to the extent those rights are capable of being enjoyed at any time during the Term.

1.2 Subject to the Landlord complying with clause 29, the right to enter the Property:

(a) to repair, maintain, install, construct, re-route or replace any Service Media or structure relating to any of the Reservations;

(b) to carry out any works to any other part of the Building; and

(c) for any other purpose mentioned in or connected with:

(i) this lease;

(ii) the Reservations; or

(iii) the Landlord's interest in the Building or the Landlord's Neighbouring Property or any neighbouring or adjoining property in which the Landlord acquires an interest during the Term.

1.3 The right to:

(a) use and connect into Service Media at, but not forming part of, the Property which are in existence at the date of this lease or which are installed or constructed during the Term;

(b) install and construct Service Media at the Property to serve any other part of the Building or the Landlord's Neighbouring Property or any neighbouring or adjoining property in which the Landlord acquires an interest during the Term; and

(c) re-route and replace any Service Media referred to in this paragraph.

1.4 At any time during the Term, the full and free right to build, rebuild, alter or develop the Building or the Landlord's Neighbouring Property or any neighbouring or adjoining property in which the Landlord acquires an interest during the Term as the Landlord may think fit.

1.5 The right to erect scaffolding at the Property and attach it to any part of the Property in connection with any of the Reservations.

1.6 The right from time to time to:

(a) designate alternative areas, routes or facilities over which the Rights may be exercised or

(b) prevent or restrict access to any of the Common Parts if reasonably required to enable works to be carried out to any part of the Building or the Landlord's Neighbouring Property or in case of emergency.

2. The Reservations:

2.1 Are excepted and reserved notwithstanding that the exercise of any of the Reservations or the works carried out pursuant to them result in a reduction in the flow of light or air to the Property or the Common Parts or loss of amenity for the Property or the Common Parts provided that they do not materially adversely affect the use and enjoyment of the Property for the Permitted Use.

2.2 May be exercised by:

(a) the Landlord;

(b) anyone else who is or becomes entitled to exercise them; and

(c) anyone authorised by the Landlord.

2.3 Are excepted and reserved to the extent possible for the benefit of any neighbouring or adjoining property in which the Landlord acquires an interest during the Term.

3. No party exercising any of the Reservations, nor its workers, contractors, agents and professional advisers, shall be liable to the Tenant or to any undertenant or other occupier of or person at the Property for any loss, damage, injury, nuisance or inconvenience arising by reason of its exercising any of the Reservations except for:

3.1 Physical damage to the Property.

3.2 Any loss, damage, injury, nuisance or inconvenience in relation to which the law prevents the Landlord from excluding liability.

Schedule 4 Third Party Rights

All easements and other rights, covenants and restrictions affecting the Building and any land over which the Rights are granted.

Schedule 5 Insurance

1. Landlord's obligation to insure

1.1 Subject to paragraph 1.2 and paragraph 1.3 of this Schedule, the Landlord must keep the Building insured against loss or damage by the Insured Risks for the Reinstatement Cost.

1.2 The Landlord shall not be obliged to insure:

(a) the Excluded Insurance Items or repair any damage to or destruction of the Excluded Insurance Items. References to the Property and the Building in this Schedule 5 shall exclude the Excluded Insurance Items;

(b) any alterations to the Property that form part of the Property unless:

(a) those alterations are permitted or required under this lease;

(b) those alterations have been completed in accordance with this lease and (where applicable) in accordance with the terms of any consent or approval given under this lease; and

(c) the Tenant has notified the Landlord of the amount for which those alterations should be insured and provided evidence of that amount that is satisfactory to the Landlord (acting reasonably); or

(c) the Building when the insurance is vitiated by any act or omission of the Tenant or any Authorised Person.

1.3 The Landlord's obligation to insure is subject to any limitations, excesses and conditions that may be imposed by the insurers.

2. Landlord to provide insurance details

2.1 In relation to any insurance effected by the Landlord under this Schedule 5, the Landlord must at the request of the Tenant (such request not to be made more frequently than once a year) supply the Tenant with

(a) full details of the insurance policy;

(b) evidence of payment of the current year's premiums.

3. Tenant's obligations

3.1 The Tenant must pay to the Landlord on demand:

(a) the Insurance Rent;

(b) a fair proportion of any amount that is deducted or disallowed by the insurers pursuant to any excess provision in the insurance policy; and

(c) a fair proportion of any costs that the Landlord incurs in obtaining a valuation of the Building for insurance purposes provided that the Tenant shall not be

obliged to contribute towards the costs of any such valuations carried out more frequently than once every two years.

3.2 The Tenant must

(a) immediately inform the Landlord if any matter occurs in relation to the Tenant or the Property that any insurer or underwriter may treat as material in deciding whether or on what terms to insure or to continue to insure the Building and must also give the Landlord notice of that matter;

(b) not do or omit to do anything as a result of which:

(a) any insurance policy for the Building may become void or voidable or otherwise prejudiced;

(b) the payment of any policy money may be withheld; or

(c) any increased or additional insurance premium may become payable (unless the Tenant has previously notified the Landlord and has paid any increased or additional premium (including any IPT due on that amount));

(c) comply at all times with the requirements and recommendations of the insurers relating to the Property and the use by the Tenant of any other part of the Building where written details of those requirements or recommendations have first been given to the Tenant;

(d) give the Landlord immediate notice of the occurrence of:

(a) any damage or loss relating to the Property arising from an Insured Risk or an Uninsured Risk; or

(b) any other event that might affect any insurance policy relating to the Property;

(e) except for the Excluded Insurance Items forming part of the Property, not effect any insurance of the Property but, if the Tenant becomes entitled to the benefit of any insurance proceeds in respect of the Property, pay those proceeds or cause them to be paid to the Landlord; and

(f) pay the Landlord an amount equal to any insurance money that the insurers of the Building refuse to pay in relation to the Building by reason of any act or omission of the Tenant or any Authorised Person.

4. **Rent suspension**

4.1 Subject to paragraph 4.2 of this Schedule, if any Building Damage by an Insured Risk or an Uninsured Risk occurs, payment of the Annual Rent (or a fair proportion of it according to the nature and extent of that Building Damage) shall be suspended until the earlier of:

(a) the date on which the Building has been reinstated so as to make the Property fit for occupation and use and accessible; and

(b) the date which is three years from and including the date on which that Building Damage occurred.

4.2 The Annual Rent shall not be suspended under paragraph 4.1 of this Schedule if the Building Damage is caused by:

(a) an Insured Risk and:

(a) the policy of insurance in relation to the Building has been vitiated in whole or in part as a result of any act or omission of the Tenant or any Authorised Person; and

(b) the Tenant has not complied with paragraph 3.1 and 3.2(f) of this Schedule; or

(b) an Uninsured Risk and the Building Damage was Tenant Damage.

5. **Landlord's obligation to reinstate following damage or destruction by an Insured Risk**

5.1 Following any damage to or destruction of the Building by an Insured Risk, the Landlord must:

(a) use reasonable endeavours to obtain all necessary planning and other consents to enable the Landlord to reinstate the relevant parts of the Building; and

(b) reinstate the relevant parts of the Building except that the Landlord shall not be obliged to:

(a) reinstate unless all necessary planning and other consents are obtained;

(b) reinstate unless the Tenant has paid the sums due under paragraph paragraph 3.2(f) of this Schedule;

(c) provide accommodation or facilities identical in layout or design so long as accommodation reasonably equivalent to that previously at the Property and its access, services and amenities is provided; or

(d) reinstate after a notice to terminate has been served pursuant to this Schedule 5.

5.2 If the Landlord is obliged to reinstate the relevant parts of the Building pursuant to paragraph 5.1(b) of this Schedule, the Landlord must:

(a) use all insurance money received (other than for loss of rent) and all sums received under paragraph 3.2(f) of this Schedule for the purposes of that reinstatement; and

(b) make up any shortfall out of its own funds.

6. **Termination if reinstatement impossible or impractical following Building Damage by an Insured Risk**

6.1 Following Building Damage by an Insured Risk, if the Landlord considers that it is impossible or impractical to reinstate the relevant parts of the Building, the Landlord may terminate this lease by giving notice to the Tenant within six months from and including the date on which that Building Damage occurred.

7. **Building Damage by an Uninsured Risk**

7.1 If the Annual Rent (or a fair proportion of it) is suspended under paragraph 4.1 of this Schedule due to Building Damage by an Uninsured Risk, then, within 12 months from and including the date on which that Building Damage occurred, the Landlord must either:

(a) terminate this lease by giving notice to the Tenant; or

(b) notify the Tenant that it intends to reinstate the relevant parts of the Building at its own cost.

7.2 If the Landlord notifies the Tenant under paragraph 7.1(b) that it intends to reinstate the relevant parts of the Building, then the Landlord must use:

(a) reasonable endeavours to obtain all necessary planning and other consents to enable the Landlord to reinstate the relevant parts of the Building; and

(b) its own monies to reinstate the relevant parts of the Building but the Landlord shall not be obliged to:

(a) reinstate unless all necessary planning and other consents are obtained;

(b) provide accommodation or facilities identical in layout or design so long as accommodation reasonably equivalent to that previously at the Property and its access, services and amenities is provided; or

(c) reinstate after a notice to terminate has been served pursuant to this Schedule 5.

7.3 If paragraph 7.1 applies but the Landlord has not served a notice under either paragraph 7.1(a) or paragraph 7.1(b) by the date which is 12 months from and including the date on which the relevant Building Damage occurred, the Tenant may at any time thereafter terminate this lease by giving notice to the Landlord provided that such notice is served before the Property is made fit for occupation and use and accessible.

8. **Termination if reinstatement not complete by expiry of rent suspension**

8.1 If Building Damage by an Insured Risk or an Uninsured Risk (where the Landlord elected to reinstate under paragraph 7.1(b) of this Schedule) occurs and the relevant parts of the Building have not been reinstated so as to make the Property fit for occupation and use and accessible by the date which is three years after the date on

which that Building Damage occurred, either party may at any time thereafter terminate this lease by giving notice to the other provided that:

(a) such notice is served before the relevant parts of the Building have been reinstated so as to make the Property fit for occupation and use and accessible; and

(b) where the Tenant serves the notice, the failure to reinstate so that the Property is fit for occupation and use is not caused by a breach of the Tenant's obligations under clause 12 or this Schedule 5.

9. **Consequences of termination**

9.1 If either party gives a notice to terminate this lease in accordance with this Schedule [redacted]:

(a) this lease shall terminate with immediate effect from the date of the notice;

(b) none of the parties shall have any further rights or obligations under this lease except for the rights of any party in respect of any earlier breach of this lease; and

(c) any proceeds of the insurance for the Building shall belong to the Landlord.

10. Landlord not obliged to reinstate other Lettable Units

10.1 Nothing in this Schedule 5 shall oblige the Landlord to reinstate any Lettable Unit (except the Property).

11. Tenant Damage

11.1 If any damage to or destruction of the Building by an Uninsured Risk is caused by Tenant Damage, the Landlord shall not be obliged to reinstate the relevant parts of the Building but if the Landlord chooses to do so, the Tenant must pay on demand all costs reasonably and properly incurred by the Landlord in reinstating.

Schedule 6 Services

1. The Services are:

1.1 Lighting the Common Parts and the Property.

1.2 Providing heating to the internal areas of the Common Parts and the property during such periods of the year as the Landlord reasonably considers appropriate

1.3 Disposing of refuse from the Property placed in refuse bins on the Common Parts.

1.4 Cleaning, maintaining, repairing, operating and replacing security machinery and equipment on the Common Parts and the Property.

1.5 Cleaning, maintaining, repairing, operating and replacing fire prevention, detection and fighting machinery and equipment and fire alarms on the Common Parts and the Property.

1.6 Cleaning and maintaining, the lavatories, washrooms, kitchens and utility areas on the Common Parts and providing hot and cold water, soap, paper, towels and other supplies for them.

1.7 Any other service, amenity or facility that the Landlord may in its absolute discretion (acting in accordance with the principles of good estate management) provide for the benefit of the tenants and occupiers of the Building.

THE COMMON SEAL OF THREE RIVERS DISTRICT COUNCIL was hereunto affixed in the presence of:-

JAYNE LA GRUA
PRINCIPAL LAWYER

SIGNED AS A DEED on behalf of Three Rivers Museum Trust by a director, one of their number, under an authority conferred pursuant to section 333 of the Charities Act 2011

.....
Witness signature

.....
Witness name

.....
Witness address

Head of Terms – Proposed Lease Agreement

The Code for Leasing Business Premises 1st edition effective September 2020 published by RICS advises that if you are not represented by an RICS member or other property professional you are strongly recommended to seek professional advice (e.g. from a qualified surveyor, solicitor or licensed conveyancer) before agreeing or signing a Business Tenancy agreement. The code is available via the link:

https://www.rics.org/content/dam/ricsglobal/documents/standards/February_2020_Code_For_Leasing_Business_Premises_England_And_Wales_1st_Edition.pdf

1 Initial Information

1.1 Type of Lease

Head lease ☒ Sublease ☐

1.2 Landlord

Name of Landlord:	Three Rivers District Council
Registered No.:	N/A
Registered Office:	Three Rivers House, Northway, Rickmansworth, Hertfordshire, WD3 1RL
Correspondence address:	As above
Contact name:	Ben Huggins
Email:	Ben.huggins@threerivers.gov.uk
Telephone:	01923 727229
Mobile:	N/A

1.3 Tenant

Name of Tenant:	Three Rivers Museum Trust
Registered No.:	02907154
Registered Office:	20 High Street, Rickmansworth, Hertfordshire, United Kingdom, WD3 1ER
Correspondence address:	Basing House, 46 High St, Rickmansworth WD3 1HP
Contact name:	Fabian Hiscock (Chairman)
Email:	chairman@trmt.org.uk
Telephone:	N/A
Mobile:	07767 831924.

DRAFT

2 Premises and rights

2.1 Description of the premises

Premises to be identical to existing premises as shown in the lease dated 13th July 2021 as shown at Appendix 1.

2.2 Rights

Rights Granted and Reserved

Rights granted and reserved to be identical to the rights granted and reserved under the current the lease dated 13th July 2021 as shown at Appendix 1 save for any amendments set out in these Heads of Terms.

3 Length of term, renewal rights and break rights

3.1 Lease length and start date

Grant of a reversionary lease for a term of fifteen years commencing on 1st June 2026 and expiring on 31st May 2041

Current lease as shown at Appendix 1 expiries on 31 May 2026.

3.2 Landlord and Tenant Act 1954 protection

Lease to benefit from the protection of the 1954 Act: Yes ☐ No ☒

Current lease as shown at Appendix 1 is also excluded

3.3 Options to renew

a) Any option to renew: Yes ☐ No ☒

3.4 Break Rights

a) Any break rights: Yes ☒ No ☐

After the 5th year of the term the Tenant to benefit from an unconditional rolling break option operable at no less than 12 month's written notice.

4 Rent deposits and guarantees

4.1 Rent Deposits

a) Rent deposit required: Yes ☐ No ☒

4.2 Guarantors

a) Guarantor required: Yes ☐ No ☒

5 Rent and Rent review

5.1 Rent

a) £750.00 per annum exclusive of VAT.

b) Payment dates: monthly ☐ quarterly ☒

DRAFT

5.2 VAT

Will VAT be charged on the rent and other lease payments (where applicable): Yes ☐ No ☐

5.3 Rent -free period (and other incentives)

a) Rent-free period: Yes ☐ No ☒

5.4 Rent reviews

a) The lease includes rent review provisions: Yes ☒ No ☐

Fixed uplifts of £50pa on each fifth anniversary of the term

6 Assigning, subletting, charging and sharing

6.1 Requirements before alienation can take place

	Prohibited	Consent not to be unreasonably withheld	Permitted without consent
Assignment of whole	☒	☐	☐
Sublease whole	☒	☐	☐
Sublease part	☒	☐	☐
Sub-sublease	☒	☐	☐
Concession	☒	☐	☐
Group sharing	☒	☐	☐
Charging	☒	☐	☐

7 Services

a) During the first five years of the term the Tenant to pay the fixed amount of £1,500pa towards the maintenance, repair, decoration and provision of services (including utilities) to the retained parts of the Building (defined as Basing House in the Lease) which includes the Common Parts.
b) Thereafter, uplifts on each fifth anniversary of the lease term in line with increases in the Consumer Price Index.

8 Repairs

8.1 Repairing responsibilities

a) Property (demised premises) as per current lease as shown at Appendix 1 with the exception the tenant is to return the Property in good and tenantable repair, condition and decoration at the end of the lease, however the lease may end

8.2 Schedule of condition/hand back specification

a) Schedule of condition to be completed: Yes ☐ No ☒

b) Tenant to return the Property in good and tenantable repair, condition and decoration at the end of the lease, however the lease may end

9 Use and alterations

DRAFT

9.1 Permitted use

a) Identical to existing lease dated 13th July 2021 as shown at Appendix 1

9.2 Landlord's initial works

a) Landlord to undertake works: Yes ☐ No ☒

9.3 Tenant's initial works

a) Tenant to undertake works: Yes ☐ No ☒

9.4 Alterations

a) Landlord's control over alterations:

	Prohibited	Consent not to be unreasonably withheld	Permission without consent
External structural	☒	☐	☐
External non-structural	☒	☐	☐
Internal structural	☒	☐	☐
Internal non-structural	☐	☒	☐

b) Tenant to hand back the property to a pre-stated specification: Yes ☒ No ☐

c) Tenant to remove all alterations at lease end: Yes ☒ No ☐

10 Insurance

10.1 Liability for insurance costs

a) Landlord to insure the property: Yes ☒ No ☐

b) Premium to be recovered from tenant: Yes ☐ No ☒

11 Other Issues

11.1 Rates and utilities

a) Responsibility for paying business rates (if applicable): landlord ☐ tenant ☒

As per existing lease

11.2 Legal costs

a) Each party to pay own legal costs

12 Contact details

12.1 Landlord's solicitor

DRAFT

Name: TRDC Legal Services

Address: Three Rivers District Council, Northway, Rickmansworth, WD3 1RL

Contact name: Jonathan Boyle

Email: jonathan.boyle@threerivers.gov.uk

Telephone: 01923 727110

12.2 Tenant's solicitor

Name of solicitor's practice: tbc

Address:

Contact name:

Email:

Telephone:

Mobile:

13 Other Conditions

As per the current lease shown at Appendix 1 save for the Lease shall contain other such terms and conditions as the Landlord considers necessary for a letting of this nature.

No Contract

These Heads of terms are Subject to Contract and Formal Council Approval

---

Data Protection

Any personal data supplied by you will be held and used in accordance with the Data Protection Act 2018. The Council will not disclose such information to any unauthorised person or body but where appropriate will use such information in carrying out its various functions and services. The Council may also use this data in connection with the prevention of fraud or other crime.

DRAFT

This page is intentionally left blank

Equality impact Assessment

THREE RIVERS DISTRICT COUNCIL

Project Information	
Project Name *This should clearly explain what service / policy / strategy / change you are assessing*	**THREE RIVERS MUSEUM TRUST – PROPOSED LEASE OF PART BASING HOUSE**
Service Area *Main team responsible for the policy, practice, service or function being assessed*	Property Services
EIA Author *Name and Job Title*	Ben Huggins – Property and Asset Manager
Date EIA drafted	20 June 2025
ID number *This will be added by the Strategy and Partnerships Team*	PS003

Executive summary	
Focus of EIA *A member of the public should have a good understanding of the policy or service and any proposals after reading this section.* *Please use plain English and write any acronyms in full first time - eg: 'Equality Impact Assessment (EIA)'* *This section should explain what you are assessing:* • *If the EIA is attached to a report, summarise the report.* • *Provide information on whether any of the following communities could be affected by the policy, practice, service or function, or by how it is delivered?* • *(age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation, and marriage and civil partnership) in addition, TRDC recognises other communities may be vulnerable to disadvantage, this includes carers, people experiencing domestic abuse, substance misusers, homeless people, looked after children, (ex) armed forces personnel.*	Three Rivers Museum Trust (TRMT) currently have just under eleven months remaining on their 5-year term (lease term expires 31 May 2026) and approached the Council because they are seeking UK Museum Accreditation from the Arts Council. The requirements of accreditation require that the applicant has at least 12 months left of their lease term in order to qualify. The report seeks to grant a new lease to TRMT for a term of 15 years, whereupon the rent and contribution towards the service charge are considered 'less than best consideration', but in accordance with the provisions of the Local Government Act 1972 and subsequent guidance on 'best value', the Council acknowledges that the grant of a new lease will become a net costs to the Council. The intention is to retain TRMT and the important work they do beyond the implementation of Local Government Reorganisation and to continue supporting the provision of access to local history and the promotion of the social and environmental well-being of the Three Rivers area.

Mitigations		
Protected Characteristic	**Potential Issue** *Against each protected characteristics, make a frank and realistic assessment of what issues may or do occur*	**Mitigating Actions** *How can the negative impacts be reduced or avoided by the mitigating measures? Is further engagement with specific communities needed? Is more research or monitoring needed? Does there need to be a change in the proposal itself?*
Age	No issues likely to occur	
Disability	No issues likely to occur	
Gender reassignment (or affirmation)	No issues likely to occur	
Pregnancy or maternity	No issues likely to occur	
Race	No issues likely to occur	
Religion or belief	No issues likely to occur	
Sex	No issues likely to occur	
Sexual Orientation	No issues likely to occur	
Marriage and Civil Partnership	No issues likely to occur	
The council recognises other communities may be vulnerable to disadvantage, this includes carers, people experiencing domestic abuse, substance misusers, homeless people, looked after children and care leavers, (ex) armed forces personnel.	No issues likely to occur	

Actions Planned
The Council will maintain its positive relationship with TRMT as both Tenant and as a local community service. The principles adopted by the TRMT and the purposes of seeking a longer lease are so that TRMT can join the Arts Council's: UK Museum Accreditation Scheme. This is seen as a key benchmark for Museum that commit to high standards, which the Arts Council refer to as "The nationally agreed standards to ensure all museums are sustainable, focused and trusted, inspiring the confidence of the public and funding and governing bodies." It is therefore anticipated that TRMT will strive to meet higher standards and meet equality principles and goals.

Additional Information
The Tenant must ensure compliance with statutory obligations, such as DDA/ accessibility/ equality legislation.

Sign off:

Equalities Lead Officer	Date
Shivani Dave	26/06/2025

This page is intentionally left blank

Lead member reports

08/07/2025

THREE RIVERS DISTRICT COUNCIL

Leader’s Report to Full Council, 8 July 2025

Upon being re-elected Leader of the Council, I thanked staff for their dedication and all the hard work they do for all our residents - from ensuring the weekly refuse collection continues, whatever the weather, to the dedication of our staff in ensuring we assist in finding accommodation for homeless families and everything else in between.

I was delighted to be at the Three Rivers and Watford Volunteer Network event on 3 June. It gave me an opportunity to thank everyone involved and indeed hear much about the sterling work all the selfless volunteers do in our local communities.

Owing to the rotation agreed amongst the 11 councils that form Hertfordshire, I have taken my place as the Chair of the Herts Leaders Group for the year and have already chaired two meetings. This group works together over the formulation of proposals for the future potential unitary authorities in Hertfordshire, amongst other matters. As you know we are required to submit our proposals to the government by the end of November. Having said that, the earliest any new authority is likely to be in place remains April 2028.

Although this is extra work for Council Leaders it is also extra work for all senior officers who have input into the work streams in formulation proposals that will meet the criteria set down by the UK government. This is both time-consuming and costly, and I doubt the government funding so far allocated will cover all the costs to councils, so I am pleased that we were able to allocate monies if required are in our own budget.

As you will have seen, all 11 councils and the Police and Crime Commissioner in Hertfordshire have ruled-out the option of a single unitary council.

The options that are now being looked at are two, three or four unitary councils above which we expect a Combined Authority Mayor to sit. Our collective aim is to get the right set-up, given government constraints, for our residents.

Our officers here in Three Rivers continue to secure extra government funding to support our residents - whether it be money for new social housing via the Local Authority Housing Fund, or to securing secure significant Lottery bids and other sources. And talking of which, I expect an announcement of another big “win” for this council very soon.

I have held a further successful meeting with the Chairs and Chief Officers of our Parish councils. This joint work and communication has been and remains very much welcomed on all sides.

In addition, I have met with a core group of Rickmansworth Traders to discuss how the district council, even with its limited High Steet remit, might help with improvements in the area.

I have discussed with officers and asked them to progress the expansion of the highly successful Beryl Bike scheme to other parts of the district, most notable Rickmansworth,

Abbots Langley and South Oxhey. Having personally pushed for the original trial before I became leader, and I am so pleased that Croxley residents, and others, are using these new bikes with such enthusiasm. It’s a sustainable and healthy way to travel.

Meanwhile, the project at Barton Way, on which I have worked with Croxley Green Parish Council, is reaching its next stage with a Public Exhibition of the plans for a new Parish Office, Community Space and 8 social rental housing units for local families above happening on 14 July. I am pleased to have brokered this “win, win” plan with the parish council.

After this report was due to be submitted, I, along with the Deputy Leader and Chief Executive, will attended the Local Government Annual Conference. (1- 3 July in Liverpool). I may wish to update you on anything new arising from that at the full council meeting on the 8 July.

I continue to work with the Police and Crime Commissioner, and our local police. At the recent Community Safety Board and Connecting Three Rivers meeting he said that we have the right people and partners round the table, and its “the best across county so far”.

We have secured an increase in our Police Community Support Officers, three of which we fund, and extra governmental funds should enable an increase still further. For the first time Three Rivers will have its own permanent full-time Neighbourhood Policing Inspector.

Cllr Stephen Giles-Medhurst, 27 June 2025

Leader, Three Rivers District Council

Update from the Lead Member for Leisure, Councillor Chris Lloyd

I would like to thank all the officers in the Leisure team for their professional, hard work and commitment on the projects and day to day work. They are a pleasure to work with.

I attended the Artistmeet celebration at Watersmeet on 7th May. I recorded a video to give thanks to Watersmeet volunteers on Friday 9th May as I was in Leeds for a marathon.

I am working with Watford to get a new parkrun started.

With Cllr Drury I visited Man on (Football sessions in partnership with WFC) at William Penn on Monday 9th June. Players must be referred to join the program. On Tuesday 10th June I visited Rickmansworth Running Sisters.

As part of the Watford and Three Rivers School Sports Partnership I attended the year 5 /6 girls football tournament at St. Joan of Arc School. I also attended the annual Watford and Three Rivers Sports Awards on Monday 16th June – it was wonderful to see so many young sporting achievements.

I continue to volunteer at Junior parkruns and parkruns. I am happy to walk a parkrun with anyone. Happy to visit sports clubs and friends' groups who volunteer on TRDC land. Please make suggestions to me before Full Council. I would like to challenge each of you to experience the Arts and a sporting activity within the District. I would like to thank also those who volunteer at Sports Clubs and Friends Groups.

Aquadrome

Ebury Play Area – contract discussions and programming of the removal of the Japanese Knotweed are underway.

Pedestrian Bridge

- Bridge now open and new Welcome sign installed and has been positively received by the public
- Decking area on Batchworth Lake has been programmed in and will be delivered by the same company who installed the fishing swims and bird viewing area.
- The new Beaver Bridges/ TRDC video was shown as a trial at Yorke Mead School recently during a visit by the Natural Infrastructure Officer. The children reacted very positively to the video. Once fully approved, the video will be shown to a wider group of schools and will be available on the website as part of our communication work.

Fishing Swims

- Following communication and confirmation from Uxbridge Rovers Angling and Conservation Society, the new signage has been printed to include logos, what.three.words, fishing swim nicknames and swimming terms. Grounds Maintenance have agreed to put these in place once delivered.
- The addition of a bird viewing area has been included on Batchworth Lake. This will have an interpretation sign explaining the local birds and appropriate feeding.
- 6 'Return to Nature' signs are in place around Batchworth Lake informing the public of the importance of those areas that were previously swims and why the fencing is in place to protect the habitat.

Leisure Assets

Open Spaces

Management Plans Croxley Common Moor and the Withey Beds management plans due to go to July committee and includes proposal to replace the viewing platform and a section of the boardwalk at a cost of approx. £60k, subject to external funding being secured.

Management Plans for 2025/2026

Prestwick Road Meadows – new management plan to be drafted

Stone's Orchard and The Green Management Plan –The writing of the management plan is in process.

Grazing – 2025

4-year grazing contract has been agreed. 2025 grazing is underway :

Location	Date grazing to end	Number and type of cattle grazed
CWHE	Week ending 14th September	24 cows (Angus Cross or Hereford Cross)
Croxley Common Moor	Week ending 30th November	30 cows (Sussex or Sussex Cross Aberdeen Angus)
Horses Field	Week ending 7th September	20 cows (Sussex native cattle)
The Withey Beds	Week ending 28th September	6/7 cows (Dexter)

Leisure Management Contract:

- Golf Pod has submitted a new planning application regarding lighting for the proposed golf pod driving range at Rickmansworth Golf Course. This is anticipated to be reviewed at the upcoming Planning Committee on Thursday 17th July. The resubmitted plans note that the lights will only be illuminating the bays and not external areas and will be off by 9pm.
  If planning application approved, Golf Pod anticipates a 6-week installation period.
- Upgrade works continue regarding the water pump house at Rickmansworth Golf Course to ensure the lawns can be watered following the recent dry weather.
- EV chargers have been installed at South Oxhey Leisure Centre Carpark. Contractors are currently undertaking works to connect the EV chargers to the grid so that they are operational.
- There has been the annual presentation from Everyone Active at the Climate Change and Leisure Committee.

Leisure Development

Artistsmeet

- Jul – Sept exhibition: Herts Open Studios - Sally Barr (event TBC in September for Open Studios Month)
- Oct – Dec exhibition: Mishi Rehal (event TBC)

Active Parks

This programme will run through the summer months (June – August) and includes a mix of adult, family and children's activities. There will be a programme offered by TRDC and we will also promote the work of external organisations running activities in our parks and open spaces (parkrun etc). The promotion will also include signposting to the many free tennis courts, skate parks, nature trails etc we have that are easily accessible for residents. For more information visit: Active parks | Three Rivers District Council

Programme will include the National Play Day in partnership with Otley Way family centre and the Skate Jam. Full details including date/time for all sessions are on the website https://www.threerivers.gov.uk/services/leisure-parks-culture/active-parks

Play Rangers

258 annual memberships sold for 2025/26. Bookings go live for summer on Friday 20 June. Play Rangers will deliver 60 sessions across the district from 28 July to 22 August. Locations include South Oxhey Playing Fields, Baldwins Lane, Scotsbridge, Aquadrome, Manor House Grounds, Stones Orchard,

Chorleywood House, Leavesden Country Park, Denham Way, and King George V Playing Fields.

Casual Leisure Support Worker

We have recruited 5 new Casual Leisure Support Workers (staff who work at playscheme and Play Rangers) to support with delivery over the summer. Training for all staff will include; Safeguarding, Paediatric First Aid, Basic life Support, Female Genital Mutilation, Prevent, Food Hygiene, Behaviour Management and Games training.

Playscheme

Playscheme bookings are live with 1,100 places offered on TRDC bookings. Over 800 (75%) are currently sold with 272 places remaining across the four weeks. Visitors to playscheme this summer include Herts Fire Service, Saracens Cheerleading, Crafty Lucy, Kaleidoscope, ABC Skate with more to be confirmed.

Happy Funding

We were successful with our HAPpy grant application for £12,000. This will enable us to offer an additional 400 spaces at playscheme to children in receipt of Free School Meals. Bookings open on Thursday 26 June. Codes are provided by schools to parents.

Sports Clubs

Provided funding advice and support to Rickmansworth Bowls Club (new mower – they have secured £500 towards the cost of this with further grant applications awaiting outcomes) and Bury Lake Young Mariners (new clubhouse).

Tennis Courts

In conversation with LTA colleagues to secure grant funding (of approx. £5-10k) for new access gates at Baldwins Lane and Scotsbridge Playing Fields tennis courts. These gates would be the same ones as installed at Denham Way and South Oxhey as part of their recent refurbishment. The gates would work alongside the Clubspark booking process and provide the council with valuable data about who and how often the courts are being utilised.

Croxley Skate Jam

This will be held on Saturday 16 August from 12pm-6pm. The event will be supported by ABC Skate. An invite will be sent to the TRDC Chair to present awards.

Natural Infrastructure and Projects

The Bury Grounds Biodiversity Project **-**

- The project has been received well and especially now that the path has been reopened
- Officers are working on the next steps for the wider project including signage to provide information on the different features.
- Grundon, one of the project funders through the Landfill Communities Fund has asked to visit the site, I will be there.

Scotsbridge River Chess – Education visits

- Earlier this month, the email was sent to all schools in Hertfordshire in addition to schools known to have previously visited the river Chess at Scotsbridge notifying them that we were unable to permit students access to the water and the reasoning behind this being the following:
    - “Your school’s insurance may be invalid unless you have the landowner’s permission
    - Three Rivers District Council do not own the riverbed, so therefore cannot grant access
    - The river is not maintained for public access
    - The condition of the riverbanks are significantly deteriorating due to erosion which is exacerbated by school groups visiting with large groups entering the water
    - The council is currently working on a project to reinforce and repair the banks with nature-based solutions that will need time to establish. During this establishment, the banks will be vulnerable, and a lot of this work could be undone through irresponsibility”
- We have since received emails from many schools who understand the reasoning but express the difficulty this causes them. Where possible we are referring them to other potential opportunities or allowing visits that do not require entering the water.
- Officers are exploring the opportunities to create datasets that schools could use to complete the coursework without causing significant damage to the river.

Play Area Capital Programme –

Eastbury Play Area:

The toddler swing seat and basket swing seat have been installed; bark mulch was added prior to the VE Day celebrations. Planting has been monitored and seems to be growing in line with expectations. 6-month defect inspection was carried out with no issues – the project is now completed.

2025/26 Capital Programme

Barton Way Play Area refurbishment – Consultation due to be underway for local residents, local schools, key stakeholders, Ward Cllrs and Parish Council for mid – end June. Croxley Green Parish Council Clerk very keen to be involved in the whole process following initial meeting. Initial plans are:

- Produce three design option ideas through July for community consultation online
- During July consult on community wants and needs for one month from mid-June at Playscheme, York Mead School and two consultation sessions in the play area
- Tender works during August and through to mid-September
- Submit planning application for permitted development with the aim of the October Planning committee meeting .
- Works to commence once approved, likely early 2026

Watersmeet for Full Council July 2025

Panto:

- Beauty and the Beast panto 2025 has 4934 reserved tickets and 569 sold tickets.
- Eddie the Eagle is confirmed as the is the panto star. He is playing Professor Crack Pot

Other Cast Include

Ash Stevenson as Count and Beast, Charlotte Rowney as Belle, Bunny Galore in her 3 time return as the Dame. Stevie Ritchie as Gaston, Natilie Law as Mauvais and finally Steve Best as Comic.

All cast have now been announced on social media.

- Panto civic night will be Friday 5 December after the 18.00 performance.

Box office/Marketing:

- The membership scheme has 118 members.

Capital works:

- The electrical works were rephased to this financial year due to limited market interest from prospective contractors.
    - Electrical works tender closes on the 7th July
    - Works will then commence in August and run through to October.
- Fire doors replacement tender closes on 7th July with works to take place in August. Replace 30 and repair 25 doors.

- Both Tenders are live on the council’s procurement system.

My wife and I have been to 3 Tribute Bands – Elton John, Simon and Garfunkel and Fleetwood Mac. There were all excellent.

Tomorrow night we are going to Salt Path based on the book.

Report from the Lead Member for Resources, Regeneration and Economic Development, Councillor Louise Price

Finance

I can report to you that Three Rivers District Council spent £14.180 million in the financial year to 31st March 2025 compared to its original budget of £14.159 million. The Council's reserves, which are held against risks and unforeseen expenditure, stand at £6 million.

The Budget Outturn Report was presented and discussed at the councils Policy and Resources Committee on 9th June 2025.

These are excellent results and show that sensible investments and sound financial management have cushioned Three Rivers District Council against significant economic pressures. We will continue to deliver for our residents and ensure that every penny of our taxpayers' money is well spent on services that our residents and business rightly expect and deserve.

We are waiting for the Government to produce exemplifications about Fair Funding and the Business Rate reset. However, we have taken a prudent view of the impact this is likely to have on our future finance.

Our Director of Finance recently represented Three Rivers in a workshop at the Chartered Institute of Public Finance and Accountancy's (CIPFA) annual conference. Three Rivers is working with CIPFA and the Health Foundation on a project to identify ways local government can contribute to early disease prevention. This is a national project, and we are one of only three local authorities involved. It highlighted the excellent work our community partnerships team does in shaping our residents' future health and well-being.

Projects and Property Update

South Oxhey Phase 3

Now that the development of Phase 3 at South Oxhey is concluded, Officers are about to commission a post-development parking review to determine the potential additional measures required to address any localised parking pressures.

Local Authority Housing Fund (LAHF) – Rounds 1–3

Progress continues on three garage sites. The lease of the sites at The Queens Drive and Pollards has recently been completed and works are due to begin on site imminently. The Ministry of Housing Communities and Local Government (MHCLG) has allocated funding for four additional units under LAHF3, bringing the total to £3.24M for 12 properties; a report will be discussed at Full Council on 8th July 2025.

Barton Way Building, Croxley Green

Heads of Terms with Croxley Green Parish Council are nearing completion. A planning pre-application was recently submitted, and feedback has been very positive. The Council will be hosting a joint public engagement event with Croxley Green Parish Council at the Library in Croxley Green on 14th July 2025 between 3 – 6pm. This will be the first opportunity for the public to review the proposed scheme, prior to a full planning application being submitted.

Sir James Altham and Oxhey Jets FC (OJFC)

TRDC's lease has now expired, and the site has been returned to Hertfordshire County Council. Oxhey Jets FC have now signed their new lease with HCC, and this marks the last pre-condition required to be satisfied before CIL funding can be released. Officers continue to support the OJFC's upgrade plans and will review the works over the coming weeks.

Three Rivers Museum Trust – Basing House

A report will be discussed at Full Council on 8th July 2025 regarding the proposed grant of a new lease to the Three Rivers Museum Trust. The lease proposes to support the Museum's application for the UK Museum Accreditation Scheme which will provide a benchmark in recognition of the standards required by the Arts Council. The new lease recognises the request for concessionary terms, reflecting the Museum's important role in the District and the limited income-producing nature of its operation.

Three Rivers House – Ground Floor

Draft heads of terms have been agreed with an NHS provider to occupy the vacant Ground Floor at Three Rivers House. The proposed lease will secure the space for the long term and provide access to residents with health services provided within the District. There is still some way to go in the process, but Officers are optimistic that the letting will be completed.

Finally, my thanks got to Officers for their assistance in compiling this report.

Lead Members Report – General Public Services July 2025 Sarah Nelmes

Waste Services

TRDC Officers are working with colleagues across the Hertfordshire Waste Partnership to assess options on the future provision of the sale of our dry recycling material once our current contact comes to an end in 2027. A possible scenario being investigated alongside full tender is that we extend our current contract up to 2030 – taking us through the LGR process without disruption.

Fleet and Fleet Maintenance

The councils current Fleet Maintenance provider has indicated that they do not want to continue to provide vehicle maintenance to the Councils fleet past July 2026. Market engagement has taken place with 5 Expressions of Interest, 3 of which are being pursued to the next stage of procurement.

A new RCV (Refuse Collection Vehicle) for food waste was due for delivery in April however delivery has been delayed until end of June. This has not affected the introduction of the new service collection requirement nor the implementation of commercial food waste collections

Grounds Maintenance

Officers had temporarily postponed grass cutting due to the heat to protect machines. Operators are instead focusing their work on watering trying to keep plant / trees / bowling greens alive in this heat. Normal service has now been resumed. Officers are working closely with our contractors and independent specialist advisors to plan and implement a remediation plan for the Japanese Knot Weed that was unfortunately introduced at the Ebury Playground site (it having not previously been present at this location). Treatment of JKW at other preexisting locations continues to be treated under normal regimes .

Environment Protection, Animal Inspection and Licensing

Following a training programme to support new and redeployed staff, the team have increased capacity for work on Abandoned vehicles and the issuing of Fixed Penalty Notices. A report, as has been requested by members, on FPNs is drafted and will come through the next committee cycle.

Bereavement Services

The team are working with the Leisure and Natural Infrastructure team to produce an interpretation board for the woodland area at Woodcock Hill

Our Public Health Funeral Policy and Cemetery Rules and Regulations are being reviewed and will come to a future committee for discussion, hopefully in the next Committee cycle.

Following vandalism at Carpenders Park Cemetery, officers visited the Woodcock Hill Cemetery with the police to assess it for safety. With CCTV and

an officer resident on site, it was deemed that no extra security is required on that site but this will be kept under review.

Staffing

We are allowing all staff to start a little earlier and providing additional resource to ensure that all crews complete as close to midday as possible given the recent high temperatures and are ensuring that suitable PPE is issued and worn and sun cream and iced water is available to front line staff. .

Parking

The TRO (Traffic Regulation Order) Consultations are now live on the Chorleywood, High Elms Lane and School Mead schemes. These will conclude in July, and the council will review responses before deciding on implementing the TRO.

The Gosforth Lane Traffic Regulation Order is being reviewed by Traffic Engineers before launching this as our next consultation.

Ferry Car Park in Chorleywood was consulted on earlier in the year and subject to an agreement on implementing the TRO, we expect this to come into effect in Autumn 2025.

A report for a new parking app is currently progressing through the Committee Cycle.

Primrose Hill was consulted on earlier in the year and subject to an agreement on implementing the TRO, we expect this to come into effect by the end of the year.

New schemes have begun initial investigations including Community Way, Rickmansworth review and a Various schemes project including the Silk Mill Road petition.

Transport

The LCWIP (Local Cycling and Walking Infrastructure Plan) is currently progressing through the Committee Cycle for adoption by the district council before it is adopted by Hertfordshire County Council.

Our EV charging points are installed and are in the process of being connected to the grid, some of those connections may take longer than others, but we will advertise when they are made.

We are in discussion with Beryl with a view to looking to expand the current network of Beryl Bikes – watch this space!

Report from Lead Member for Licensing

There has not been a meeting of the Licensing Committee since the last Full council Meeting. There has been one meeting of the Regulatory Services Committee that

Reviewed the Hackney Carriage and Prive Hire Policy 2022. The Officers were authorised to commence public consultation on proposed changes to this policy, and following the expiry of the consultation the policy will be brought back to the Regulatory Services Committee for agreement before adoption at full Council.

Lead Member for Climate Change and Sustainability.- July Council Report

Stop Whining (as stated by Mr Schwarzenegger, "Wingeing," as we Northerners say!)

Yes, the UK Parliament declared a **climate and ecological emergency** back in May 2019. While not a separate declaration for a "nature emergency," it did recognise the inextricable link between climate breakdown and ecological decline.

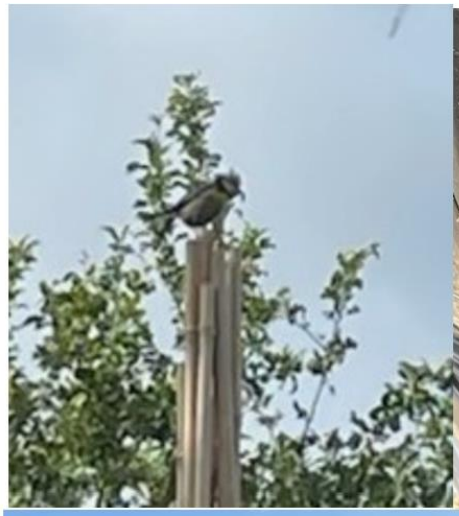
Here in Hertfordshire, we're not standing still. The **Hertfordshire County Council** is progressing its **Local Nature Recovery Strategy (LNRS)**, coordinated by the **Hertfordshire Nature Recovery Partnership (HNRP)**. That said, real implementation won't begin until **Autumn 2025**—a familiar story of slow policy rollouts.

Tempting as it may be to throw our hands up and say, *"What's the point?"*—we didn't.

Several years ago, councillors **Lloyd, Michaels, Williams** and I were reflecting on the stark decline in biodiversity. One memory that stuck with us was the **absence of insects splattered on windscreens**—a once-common sight during our 1970s childhood summers. It was a vivid indicator of what we were losing. And with little visible action two years on from the government's emergency declaration, we knew we had to act.

So, **four years ago**, we introduced a policy to **reduce grass cutting in selected areas across Three Rivers** to support biodiversity. We encouraged local partners responsible for land management to follow suit.

Now, the **results are beginning to show—and we've captured them**:



1. **Top-left photo**: An adult bird returning to a nest built within a birdbox set within th the roof of my house, caterpillar in beak—evidence of active foraging and feeding.
2. **Top-right**: Insects once again accumulating on a locally driven car—small, messy proof that nature is stirring.
3. **Bottom-right**: A burst of wildflower colour in a managed meadow, alive with pollinators.
4. **Bottom-left**: A peaceful coexistence of people and wildlife in a Leavesden housing estate—nature woven into the everyday.

These images offer more than nice visuals. They **demonstrate success**—real, local recovery in motion. **Insects are the foundation of biodiversity**, feeding birds, bats, and many other species. And by stepping back—**cutting less, interfering less, and letting nature breathe**—we're not starting from scratch. We're simply giving dormant ecosystems the space to reawaken.

This is a **real-time example of action**, not delay. Of **doing**, not "wingeing." And it's a message we should be sharing with **every resident, every group, every partner**:
The emergency is real. But **individual action matters**—and when we make space for nature, it returns.

The **next step** must be about **homes**—not just for people, but for wildlife too. The bird box built into the extension of my own home, is a simple example. It shows how we can **design nature back in**—restoring the nooks and crannies modern construction has sealed off over the years. These missing features have quietly displaced many native species.

As the insects return, **so must the habitats**. And we must look at biodiversity not as separate from our housing crisis—but as **part of the solution**.

Let's build homes for people *and* nature—because **we can only grow if we grow together**.

<u>What have we also been doing this month?</u>

- Actively took part in the Earth watch Water Blitz by taking samples of the river Colne at the Withy Beds, samples were extremely high in Nitrates and high in phosphates, not great results. Following up with the Earth Watch team I found that in Hertfordshire volunteers took 121 samples and 93% were found to be unacceptably high. I am looking for further information to ascertain the exact locations of testing.

The next test roll out will be the 19-22nd September, look to the Earth watch web site to get a testing kit and help increase the test data, this year over 8,000 tests were carried out increasing on the circa 4,000 in 2024.

- Attended the Oceans film screening in Watersmeet to a packed house.
- Met with the Friends of Withy Beds to talk thru the proposed walkway amendments and management of the park.
- Ongoing discussions with GUCE regarding a number of potential solutions for Community Heating.
- Been passing thru a number of the managed lands within Three Rivers to note the changing seasons and the Biodiversity improvements.
- Progressing the Sustainability element to benefit future generations with lower impact construction and positive biodiversity implementations.
- Resumed the 'in place' Environmental Forum to discuss how the group could progress.
- Attended Friends of the earth pollinator sessions and met a host of passionate volunteers all making a positive difference to the landscape around us.

WHAT THE TEAM HAS BEEN DOING

<u>Biodiversity Duty Reporting & Updating of the Biodiversity Policy</u>

When: The reporting window for the first Bio Duty report is Jan 2026 – 26th March 2026

Where: National requirement - National Government Legislation and our Biodiversity Duty.

What is it: The Environment Act requires Local Planning Authorities to undertake strengthened biodiversity duty. In Dec 2023 TRDC completed its "First Consideration" shortly followed by the new Biodiversity Policy (adopted at Full Council July 2024). This report would be a review of our Biodiversity Policy with inclusion of the Local Nature Recovery Strategy (led by HCC) which should be published this Autumn/Winter.

What it's doing: Meets obligations of the Environment Act as agreed in the adopted TRDC Biodiversity Policy

Next Steps::

- Multi-disciplinary approach between Planning Policy, Development Management and Leisure & Natural Infrastructure to write the report between now and January.
- Early drafts of the report to go to JLT in December 2025
- January, officers add the detail in relation to BNG ahead of report being discussed at P&R 26th January 2026
- Adoption at Full Council 24th February 2026

- Publication early March (ahead of 26th March 2026 deadline).

Stones Orchard/The Green Management Plan

When: Engagement due to commence soon on the draft management plan.

Where: The Green & Stones Orchard, The Green

What is it: Creation of a new greenspace management plan, including an action plan

What it's doing: It will set out the maintenance and management of the two sites for the coming years; including which organisation is responsible for various tasks.

What we're doing about it: Engagement will be to the following in this order:

1. Cllr Lloyd, Cllr Giles-Medhurst and Cllr Tankard
2. Croxley Green Ward District Councillors
3. Croxley Green Parish Council Officers
4. Wider Public

Sustainability, climate change and energy efficiency

Carbon Offsetting Principles for Hertfordshire:

When and Where?

HSOG have approved the draft principles, went to HCCSP (Councillors) approved on the 3rd July 2025.

Why?

This emerged as a need both due to the lack of government-issued guidance for local authorities, and the looming net-zero targets for many local authorities which is making them consider how they can best reduce their emissions and offset any hard-to-treat emissions. If Herts LAs choose to unanimously adopt these principles, it would also align us well in preparation for Local Government Reorganisation.

What? Background paper and Offsetting Principles Framework shared between interested

parties

- HSOG (including TRDC officers) developed at instruction of HCCSP a draft set of principles

- TRDC officers are happy with the principles which are quite generic principles e.g. ensuring additionality, transparency of reporting, and the longevity of the offset, which are seen as best practise in the industry.
- Adoption is optional with no expectation that Councils adopting them must offset any of their emissions, they simply provide a common framework of understanding of how we will approach offsetting (the ethics of our approach, rather than the detailed mechanisms) if we find ourselves wanting to offset.

Next Steps:

- Councillor Tankard and Mitchell voted to approve the Carbon Offsetting principles on behalf of TRDC at HCCSP on 3rd July.
- Officers would use these as a foundation for a TRDC approach to offsetting but add locally specific information in a report that would be taken in due course through CMT, JLT, and the Climate Change and Leisure Committee.
- HSOG/HCCSP will be attempting to create a methodology for calculating the carbon offset value of green assets owned by Herts councils in Autumn/Winter 2025. This is a separate piece of work, that will be undertaken in consultation with Hertfordshire's Local Authority Leisure and Biodiversity officers.

Warm Homes Local Grant (2025-2028):

When: Scheme is officially open to applications now.

What are we doing: 17 applications from Three Rivers residents so far, without any concerted marketing. Focusing on processing the leads already in the pipeline before publicising wider, to ensure a smooth customer journey to minimise delays and complaints.

Fast Followers project(s):

When: Fast Followers project officially ends 30th June 2025 when the funding ceases.

What is being done:

- Transition Streets: Moor Park and Dove Park group completed, finalising the pilot project.
- A staff "Sustainable Living" workshop series modelled on Transition Streets is being trialled, with three out of seven sessions complete. This entails a group of 5-7 officers meeting for one hour during lunch break every 3-4 weeks.
- Community Energy: Maple Cross School potentially viable for community-funded solar; GUCE have finalised modelling and calculations and officers have discussed the proposal for the school with HCC as a test case for community-funded solar panels for schools as they (HCC) are hesitant. HCC have agreed to take reports to relevant committees internally to gain formal approval of the county council's

position on community-funded solar panels for schools. This is expected to take up to 4 months. Update meeting with HCC booked for 25th June.

- The Retrofit One Stop Shop (ROSS): NEF (delivery partner) presented their proposed service model to HCCSP and TRDC officers in May – next steps to be determined at meeting later in July.
- Involve "Community Conversations": feedback from the community conversations will inform revisions of the Climate Action Plan update whcih will come to October's Climate Change and Leisure Committee. The "vision" created by the residents as part of the initiative has been fed into the officers leading development of the new/updated Corporate Framework.

Local Area Retrofit Accelerator (LARA)

What is it: The Commitment document and Retrofit Strategy for Hertfordshire which was approved at HCCSP on 27/03/25 with TRDC abstaining from voting (due to needing to go through required governance processes). CMT and JLT approval now obtained.

Next Steps: Climate Change and Leisure Committee on 2nd July for formal endorsement.

If approved 8th July public launch of strategy - TRDC press release.

Investment Readiness Service (IRS) Grant – Business Case Creation for the Solar Car Park Canopies

When: In March 2025 the council were awarded a £75k grant from the Greater South East Net Zero Hub as part of their Investment Readiness Service. The project will complete in March 2026

What are we doing:

- The grant will be used to create detailed business cases for solar canopy installation at William Penn, South Oxhey and Rose Garden car parks.
- The grant will no longer be used to create a business case for installing a ground source heat pump and solar canopy at William Penn Leisure Centre because this was reliant on Public Sector Decarbonisation Funding which has been withdrawn indefinitely by Salix following the government's budget announcements.

SOLC Roof Top Solar:

When: The business case for rooftop solar PV at South Oxhey Leisure Centre is going to CCLC on 2nd July.

Energy Strategy (aka Local Area Energy Plan - LAEP):

When: currently and in the coming 6 months

What: Officers are developing an Energy Strategy with associated Action Plan (previously references as a LAEP). The change in name will make it easier for lay people to understand, be more action focused and will only include information relevant to TRDC rather than following a more prescriptive 'LAEP' format.

What are we doing:

- Climate Officers have met with UK Power networks and the TRDC Local Plan team. When sites are released to the public they will be shared with UKPN to inform their infrastructure investment plans and assess capacity.
- Officers have met with Warner Brothers to discuss their future energy requirements, and meeting are being arranged with other large businesses (eg Skanska/ASOS).
- Officers, supported by REGEN and The Carbon Trust, are developing a communication and engagement plan for SMEs in the district to obtain a picture of the current and future electrical demand, and to establish a network of businesses who may want to be part of a network in driving district to net zero. This will include an energy survey for SMEs in the Industrial Clusters and include opportunities for networking and collaboration.
- Officers are sharing learnings and information on this work with Watford, St.Albans and HCC.

Proposed Data Centre

Officers have been undertaking extensive research to establish the opportunities for waste heat from the Abbots Langley data centre that recently had its appeal approved by the Planning Inspectorate.

A 90MW data centre has the potential to power 70,000 homes. It is in the interest of the data centre operator to use their waste heat, to reduce their cooling costs. The ideal solution is to create a Heat Network Zone surrounding the plant. It would need stable "anchor loads" from high end users to build the network around. Warner Brothers and Woodside Leisure Centre in Watford have potential to serve as anchor loads.

We are aiming to position the council to apply for Heat Network Feasibility Funding in the Autumn. Our partners, GUCE, have been given provisional approval for a £40,000 Community Energy Fund award to undertake an initial feasibility study.

Environmental Forum - 18th June.

When: 18th June 2025

What happened: Around 20 people attended. It was a very successful and engaging evening with a talk on Air Quality followed by discussions on where the Forum should go next to ensure officers and attendees find it of value and it helps progress the district towards our climate targets.

Next steps:

- Officers will prepare a course of action to share with you.
- Informal notes of the meeting will be circulated to the attendees.
- Cllr Lloyd has requested a change to the November Forum date as he is away.

Tree and Woodlands (inc Tree Protection)

TRDC Tree management

- Ash Die Back – The annual inspection of high priority areas will take place during July 2025.
- Oak Processionary Moth – Officers are starting to receive reports of OPM nests on trees. These will be inspected and assessed, as to whether they are in a high-risk area and require removal.
- Tree safety inspection of higher risk areas (for inspection on an 18-month cycle) – The tenders received are currently being assessed. Inspections by consultants will commence from July, for completion by February 2026.
- Tree Officers will also be starting the inspection of trees for safety, on lower risk areas of TRDC land (inspected on 36-month cycle) this financial year. A third of areas will be inspected each year to complete the cycle.

Withey Beds

- Management plan going to CCL committee on 2 July for adoption
- A meeting was held with the Friends of the Withey Beds – 24.6.25 – it was agreed that flexibility would be considered with the boardwalk creation, so that the length of the boardwalk would be at the length funding allows.

Grazing

Location	Date grazing to start	Date grazing to end	Number and type of cattle to be grazed
CWHE	Started on 6th May	Week ending 14th September	24 cows (Angus Cross and Hereford Cross)
Croxley Common Moor	27th May (Starting with 26 cows)	Week ending 30th November	30 cows (Sussex or Sussex Cross Aberdeen Angus)
Horses Field	17th/18th May (starting with 10 cows)	Week ending 7th September	20 cows (Sussex native cattle)
The Withey Beds	W/C TBC (fence to be fixed first)	Week ending 28th September	6/7 cows (Dexter)

River Restoration and Management

Hydrological Survey:

When: Modelling data for the River Colne is now estimated date for release by the EA in August.

Where: For Rickmansworth Aquadrome.

What it is: The hydrological study helps us understand the movement of water in, across and out of the site. It is dependent on the release of the EA modelling of the lower Colne. The study will feed into the detailed design and next steps of the Aquadrome project, ensuring the right action is taken.

What it's doing: The EA provided an update with "confidence" that the modelling would be available in August. Until then TRDC work is on hold.

What we're doing about it: Officers continue to request updates from the EA and liaise with our specialist contractor who will use the data upon release to complete the study.

Chorleywood House Estate – River Chess:

When: This summer and ongoing

Where: Along the river Chess within Chorleywood House Estate

What it is: A potential river restoration project, in partnership with the Chilterns Society. This would constitute a very early-stage engagement opportunity.

What it's doing: Approximately 15 years ago, previous attempts to restore a small section of the river Chess here failed due to vandalism. A new plan is being put together.

What we're doing about it: Officers will be leading an engagement exercise over the coming months with site users and stakeholders to begin putting ideas together for the best steps to take. It will be reiterated that these plans will be subject to consultation, permissions and funding.

Scotsbridge – River Chess:

When: Commenced May and will continue long term.

Where: River Chess alongside Scotsbridge

What it is: Officers contacted all schools within Hertfordshire, local organisations and schools we are aware who previously visited the site to notify them that the council are unable to grant permission for students to enter the water due to a number of reasons including: landownership; health and safety, the deteriorating condition of the river banks and the vulnerability of the works recently completed.

What it's doing: Approximately 10 schools have contacted us, with varying levels of concern – most have been understanding of the reasoning and have been asking if we can recommend elsewhere, others have been more upset about this.

What we're doing about it: Officers have met with a geography lead from one of the school trusts to gain greater understanding. Officers are now putting a plan in place to safely collect the raw data that the students need to complete their course work with hope that the schools can still visit the area without going into the water.

Air pollution and noise pollution

Noise Pollution – no update

Residential Environmental Health continue to see a significant amount of noise and smoke nuisance complaints made by residents to the council. Whilst Officers will always consider the use of formal enforcement powers, in the first instance, Officers will attempt to work with the parties involved to achieve an informal resolution.

The team has also recently received two applications for licensed HMO's within the district that are currently being reviewed by Officers.

Officers continue to plan for the introduction of the Renters Rights Bill (expected late 2025) that will see a significant change in the statutory obligations on the council in the private rented sector. The bill is currently at the review stage within the House of Lords and once it is returned to the Commons and received Royal Assent, a briefing paper will be presented to JLT outlining the key changes and expected implementation dates.

THREE RIVERS DISTRICT COUNCIL

This page is intentionally left blank

Questions from Councillors

08/07/2025

Questions to lead members and chairs, including responses

THREE RIVERS DISTRICT COUNCIL

The Questions received have been numbered and ordered as follows. The responses to the questions follows in order after the table of questions.

Number	From	Topic
Questions to the Leader		
1	Sarah Nelmes	Local Plan Funding
2	Stephen Cox	328 Bus Route
3	Joan King	Local Plan Green Belt
4	Chris Mitchell	Red Cross Site
5	Philip Hearn	Extra Evidence for Local Plan
6	Christopher Alley	Carpenders Farm Development Consultation
7	Christopher Alley	Sites on the Green Belt in Carpenders Park
8	Vicky Edwards	Regulation 18 Consultations Green Belt
9	Vicky Edwards	Data Centre Appeal Grey Belt
10	Vicky Edwards	Grey Belt Assessment
11	Vicky Edwards	Brief to Council Local Plan Sub Committee
12	Vicky Edwards	Advice Given to Abbots Langley Parish Regulation 15
13	Vicky Edwards	Abbots Langley Neighbourhood Plan
14	Vicky Edwards	Batchworth and Abbots Langley Neighbourhood Plan
15	Vicky Edwards	M25 Grey Belt
16	Vicky Edwards	M25 Grey Belt Consultant Fees
17	Vicky Edwards	M25 Grey Belt Planning Practice Guidance
18	Ian Campbell	Breakspeare School Move
19	Ian Campbell	Breakspeare School CIL Funds
20	Ian Campbell	Breakspeare School Special Needs School
21	Oliver Cooper	Intersex Progress Flag
22	Oliver Cooper	Intersex Progress Flag
23	Oliver Cooper	Union Flag
24	Vicky Edwards	Street Cleaning
25	Oliver Cooper	Planning Training
26	Mike Sims	Petitions
27	Oliver Cooper	Shannon House
59	Rue Grewal	Carpenders Park Green Belt Review
66	Oliver Cooper	Convservation
Lead Member for Community Engagement, Public Safety and Housing		
28	Rue Grewal	Anti-Social Behaviour
29	Rue Grewal	Environmental Issues Carpenders Park

30	Christopher Alley	CCTV Carpenders Park
31	Vicky Edwards	PSPO Aerodrome Way and Dowding Way
32	Andrea Fraser	PSPO Rickmansworth High street and Moneyhill Parade
33	Christopher Alley	Holi Bonfire
Lead Member for General Public Services		
34	Stephen Giles-Medhurst	Abbots Langley Parking
35	Joan King	Verge Hardening
36	Stephen Cox	CCTV
37	Rue Grewal	Bus Service
38	Chris Mitchell	EV points Croxley Green
39	Narinder Sian	Beryl Bike Scheme
40	Narinder Sian	School Parking
41	Narinder Sian	PSPO
42	Philip Hearn	Ferry Car Park
43	Andrea Fraser	EV Parking Spaces
44	Vicky Edwards	Parking Primrose Hill
45	Vicky Edwards	Parking Primrose Hill
46	Vicky Edwards	High Elms Lane Parking
47	Vicky Edwards	Parking St Michael's School
48	Vicky Edwards	Parking at High Elms Lane
49	Ian Campbell	Parking Enforcement Income
50	Ian Campbell	Parking Enforcement
51	Ian Campbell	Parking Enforcement
52	Ian Campbell	Bedmond Village Parking Management Programme
53	Reena Ranger	Road Sweeping
54	Andrea Fraser	Signage
Lead Member for Sustainability and Climate Change		
55	Rue Grewal	Carpenders Park Climate Change
56	Cheryl Stungo	River Chess Water Quality
57	Cheryl Stungo	Carbon Emissions
58	Cheryl Stungo	Biodiversity Net Gain
Lead Member for Resources, Regeneration and Economic Development		
60	Chris Mitchell	Heating system
61	Chris Mitchell	Special Expenses Croxley Green
62	Narinder Sian	Sustainable Transport options

63	Philip Hearn	Cycle Lane A404
64	Philip Hearn	Cycle Lane A404
65	Andrea Fraser	Conservation Area Appraisals
67	Oliver Cooper	CIL Scoring Sheet
68	Christopher Alley	Community Infrastructure Levy
69	Reena Ranger	Bench Grove Green
Chair of Planning Committee		
70	Philip Hearn	Listed Building Enforcement Notice
71	Oliver Cooper	Probity in Planning
72	Vicky Edwards	Section 106 St Albans
73	Andrea Fraser	Conservation Signage
74	Oliver Cooper	Intersex Progress Pride Flag
75	Andrea Fraser	Enforcement
Chair of Licensing Committee		
76	Ciaran Reed	Licensing Enforcement
Chair of Audit Committee		
77	Ciaran Reed	Risk Management Strategy

Questions to the Leader of the Council

From Sarah Nelmes	
1	Can the Leader please re-confirm that the successful bid by Three Rivers Council for £70,000 towards our essential Green Belt review and £227,962 to enable additional work on finishing its revised Local Plan did NOT compel the Council to agreeing to any housing figures proposed under the NPPF?
	Correct. The funding received to assist timely completion of the Local Plan did not include any stipulation that the standard method housing need figures should be met in full. Only that the Council is considering an increase in housing numbers, which is the case when compared to the low housing growth option that was expected to be rejected by the Inspector at the Local Plan examination in public. It is misleading and fake news to suggest that council has agreed to the Labour Government housing target. The Council meeting of 7 January rejected that and all Councillors bar the Conservatives voted for the motion that rejected the former Conservative housing target.
From Stephen Cox	
2	Can the Lead Member confirm that this authority is paying a subsidy towards the 328 bus route serving South Oxhey and that this funding was sought and achieved by Labour councillors and that therefore no credit whatsoever is due to the Conservative Party or the Reform Party which has never done anything to help keep South Oxhey's bus service going?
	Correct. The Council provide funding for the 328 bus service to offer the diversion around Muirfield Green on Sundays, this is part of a wider contribution to bus services in the district as part of the Council's agreed Better Buses Programme contribution. Labour councillors in South Oxhey along with Liberal Democrat ones in Oxhey Hall and Hayling have always argued that this area must be supported with buses. The Council budget included this financial support. Conservative Councillors voted against the budget and the support.
From Joan King	
3	Can the Leader advise that throughout the Local Plan process that South Oxhey's Labour councillors have powerfully and successfully advocated retaining Green Belt space around South Oxhey and that persuasive arguments, not advanced by the Conservative Party or

	the Reform Party, have a achieved a far more favourable outcome than would otherwise have been the case?
	Correct. Cllr Cox made a strong case for protecting green spaces in the area. A site was promoted by the lease holders to develop part of it between South Oxhey (Hayling) and Oxhey Hall. As the site is actually owned by this Council it will not be released and is not available. My portal to confirm this was voted through at the Special Policy & Resources committee. Conservative Councillors voted against that.
From Chris Mitchell	
4	Following on from the question asked in the February Full Council meeting, I am pleased that the District and Parish Councils are collaborating on the future of the former Red Cross site on Barton Way in Croxley Green. I ask again that we commit to ensuring that the funding package for the new development will ensure best value for the council tax payers in Croxley Green and Three Rivers. This may be achieved by the use of different funds including CIL funds. This would aim are ensure that the lease terms for the community space is as reasonable as possible and aim at peppercorn rents along the lines of the lease for Tanners Wood hall in Abbots Langley. What is the latest plan and timetable going forward?
	As Councillor Mitchell will be aware, the Council must balance various needs and pressure on our financial resources. Both Three Rivers District Council and Croxley Green Parish Council are bound by the same best value principles, which govern how assets are managed. The Council is currently exploring sources of funding to support the scheme, including funding for the 8no. affordable homes. The Council is in the final stage of agreeing the Heads of Terms of the lease with Croxley Green Parish Council. My understanding, including from the Chair of the Parish, is that they are very happy with the proposed arrangement which is beneficial to all parties. The situation at Tanners Wood Hall differs from the circumstances here, but both Councils are currently reviewing options for capital investment and rental levels to support the scheme. A public engagement event will be held at Croxley Green Library on Monday, 14 July, from 3pm to 6pm, which will showcase the first images of the proposed scheme. We plan to submit a full planning

	application by late July/early August. Further updates will be available on the Council's website.
From Philip Hearn	
5	The Leader of the Council claimed in December 2024 that his delay to the Local Plan - so that it abides by the new Labour Government's NPPF - was merely to "gather extra evidence". However, the recommendations presented tonight show thousands of extra homes being potentially built on sites that have not yet ever been consulted on, let alone appeared in any previous draft Local Plan. Will he withdraw and apologise for his claim that it was to "gather extra evidence", when the delay clearly means thousands of homes being built on the Green Belt?
	Cllr Hearn again seeks to mislead, misinform the public and Council of the actual position and quotes items out of context which now appears to be the typical approach of the local Conservatives. The decision of Council, which he and the Conservatives did not support, was clear on the 7 January. It is to gather all the required evidence and additional information, including undertaking the further Green Belt review that will assess the whole area and understand that releasing areas of it will fundamentally undermine its purpose. Cllr Hearn and the Conservatives voted against doing this meaning the Council, if it had supported Cllr Hearn's view would had to have accepted 13,313 homes, mainly in the Green Belt. No matter how the Conservatives spin this and mislead the public that is the case. The Regulation 18 consultation document includes newly submitted sites to be considered in the Local Plan process. It does not in any way commit the Council to including these sites in the Regulation 19 publication version of the plan. Decisions on which sites will come forwards in the Local Plan will be made once evidence work such as the Green Belt Review and Transport assessment have been completed. The alternative to delaying the plan to do further work would have been to press ahead with a plan without all the supporting data and no ability to save areas of the Green Belt as allowed for above under the new NPPF. It would have resulted in my view, and that of others in being rejected at examination leaving the Council having to find sites for the13,000 homes mainly in the Green Belt. Given the previous Conservative government wanted 12,652 homes I am not

	surprised that Cllr Hearn would not support our attempt to save the Green Belt. It should be noted that only the Conservatives opposed this approach and that the Councils approach has been supported by independent groups such as the Can't Replace our Green Space and the 22 residents' groups of the Three Rivers Joint Residents Association.
From Christopher Alley	
6	The administration has proposed consulting on development at several sites that were previously not proposed or had been rejected, such as Carpenders Farm, east of Oxhey Lane (previously called CFS69, now called NCFS12). Will he explain why this has therefore been included, if it has already supposedly been rejected?
	Alternative versions of sites with new red line boundaries have been re-consulted on throughout the Regulation 18 stage in the plan-making process.
7	The administration has proposed consulting on development at several sites that were previously not proposed or had been rejected, such as Carpenders Farm, east of Oxhey Lane (previously called CFS69, now called NCFS12). Given the Leader of the Council said that the delay to the Local Plan was just to "gather extra evidence" will he confirm that no other sites on the Green Belt in Carpenders Park will be included in the Local Plan that the council submits?
	As per the answer to question 5, decisions on which sites will be included in the Local Plan have not yet been made. These will be informed by robust evidence that will support a Local Plan that realistically can be successful at examination.
From Vicky Edwards	
8	At the data centre appeal, the Planning Inspector said that Three Rivers "undermine[d] its case in relation to landscape and visual impact" (paragraph 239) by previously proposing in a Regulation 18 consultation that housing be built there. The site was then withdrawn only because the promoter wanted to build a data centre, without Three Rivers giving another reason. As such, does the Leader agree with the Planning Inspector that Three Rivers undermined the Green Belt by proposing sites for housing in Regulation 18 consultations and subsequently withdrawing its support for those allocations without giving reasons?

	The site was withdrawn by the promoter, so it was therefore no longer available. That was the reason the site was withdrawn. The site had been previously submitted for housing and assessed by them as a potentially suitable site for housing. This is specific to this individual site and circumstances would differ from site to site, so it is not possible to generalise in this manner.
9	Considering the outcome of the data centre appeal and in particular the findings of the Planning Inspector at that “the land constitutes Grey Belt” (paragraph 179), does the Leader of the Council now accept that he was wrong not to have proceeded with the Low Growth Local Plan, as proposed by Conservative councillors on 17th October 2024, 11th November 2024, 10th December 2024, and 7th January 2025?
	No. As clearly explained on multiple occasions and detailed in the answer to question 5, the low growth version of the local plan would be unsuccessful at examination following the changes in the NPPF. As such, the Council would be in a far worse position having pursued this option. Hundreds of thousands of pounds would have been spent on taking a plan to examination only to be rejected by the Inspector. This would have delayed the plan by a further year to 18 months resulting in more speculative applications potentially winning at appeal. It would have increased the risk of government intervention and almost certainly would have resulted in a government ruling to find sites for 13,313 homes and no opportunity to undertake the allowed for Green Belt review, and including funding for it, that could now show we can protect more of Green Belt. I remain shocked that Cllr Edwards despite being told this on multiple occasions not only does understand the issues but continues to repeat false information on this.
10	At the Local Plan Sub-Committee meeting of 12th May 2025, it was stated that both sites proposed in previous Regulation 18 consultations and those rejected before the Regulation 18 consultation would be subject to Grey Belt assessment. This means that sites that residents had never been asked to properly consider may be included in the Local Plan that the administration submits to the Planning Inspector without having been specifically proposed to be built on in a Regulation 18 consultation even once. Is this fair for residents, and is it accurate to describe this as "gathering extra evidence"?
	This has been answered in earlier questions. Assessing grey belt is a policy requirement set out in the NPPF and PPG. The Council must take a sequential approach to considering sites within the Green Belt, as such we are required to demonstrate that we have

	considered brownfield and grey belt land before any other Green Belt sites.
11	Will Three Rivers please disclose the Counsel's Opinion and the brief to Counsel as referred to in the report to the Local Plan Sub-Committee on 12 May 2025 to the members of the committee?
	Counsel advice is legally privileged and so not disclosable. Relevant excerpts were included in the report to Local Plan Sub-Committee.
12	Under the Planning and Compulsory Purchase Act 2004, Section 3, Three Rivers has a duty to give advice or assistance to qualifying bodies for the purposes, or in connection with, facilitating the making of proposals for neighbourhood development orders, Did Three Rivers advise Abbots Langley Parish Council of the disadvantages of submitting the Abbots Langley Neighbourhood Plan to Three Rivers under Regulation 15 after the 12th March 2025, and as such having to comply with the December 2024 version of the NPPF?
	Yes, the Parish Council were advised that the Neighbourhood Plan would be considered under the new NPPF if submitted after the 12 March. It is unclear which disadvantages are being referred to.
13	When did Abbots Langley Parish Council make Three Rivers aware that it was looking to submit the Abbots Langley Neighbourhood Plan under the December 2024 version of the NPPF?
	11 February 2025
14	Three Rivers' responsibilities with respect to the making of Neighbourhood Plans are underpinned by Town and Country Planning Act 1990, Schedule 4B and include duties to provide advice and assistance (Reg 3) and to submit the draft Neighbourhood Development Order for independent examination (Reg 7). As such, why were councillors prevented from asking questions about Three Rivers' role and responsibilities in respect of the proposal and implementation of the Batchworth and Abbots Langley Neighbourhood Plans at the Policy & Resource committee meetings on 10th March and 9th June 2025?
	The committee was only deciding on whether to agree the Regulation 16 consultation. The questions that were being asked were not within the remit of the Committee and as such could not be asked or answered.

15	I noted in February that land up to the M25 was at risk of being classed as “Grey Belt” by the Planning Inspector under the new National Planning Policy Framework and Planning Practice Guidance. In response, the Leader of the Council claimed that was “incorrect and not borne out either by government policy or expert planning professionals.” His statement was sadly incorrect, as that is exactly what the Planning Inspector decided in the case of the Abbots Langley data centre. Does the realisation that he was incorrect about how Green Belt law works change his view that it is a good idea to choose to abide by the new Government’s NPPF instead of the old one?
	The M25 may be considered a contributing factor to grey belt in site specific circumstances, however this is not the case in all M25 locations.
16	I noted in February that land up to the M25 was at risk of being classed as “Grey Belt” by the Planning Inspector under the new National Planning Policy Framework and Planning Practice Guidance. In response, the Leader of the Council claimed that was “incorrect and not borne out either by government policy or expert planning professionals.” However, Three Rivers’ own planning consultant – paid for by taxpayers’ money to fight the data centre appeal – disagreed with him, admitting in a response to the Planning Inspector on 25th March 2025: “The presence of the M25 to the north and the small areas of previously development land on the appeal site reduce the contribution of the site to Green Belt purpose (a) to ‘moderate’ rather than ‘strong’.” This was accepted by the Planning Inspector at paragraph 176 and the Secretary of State at paragraph 38 as a key reason why the appeal was allowed. Does the Leader regret paying a planning consultant to agree with a developer that our Green Belt is Grey Belt, given that he himself claimed it was “incorrect and not borne out by either government policy or expert planning professionals”?
	That is not correct, Cllr Edwards own question clearly shows with the statement “the small areas of previously development land on the

	appeal site reduce the contribution of the site to Green Belt purpose" i.e. not the whole site. I now note that Cllr Edwards questions why this council employed and funded expert planning consultants to defend this Councils refusal of the planning permission. I am more than happy this council fought to defend its decision and the rejection of this site supported by residents. I am surprised Cllr Edwards no longer supports that view.
17	I noted in February that land up to the M25 was at risk of being classed as "Grey Belt" by the Planning Inspector under the new National Planning Policy Framework and Planning Practice Guidance. In response, the Leader of the Council claimed that was "incorrect and not borne out either by government policy or expert planning professionals." Now that he realises, he was wrong, what representations if any has Three Rivers made to the Government about changing this Planning Practice Guidance?
	As Cllr Edwards is aware this Council made considerable representations on the NPPF.
From Ian Campbell	
18	On 23rd May 2025, Cllr Edwards and I were honoured to visit Breakspeare School in Abbots Langley to meet the wonderful staff and children and to understand more about the challenges faced by the school. During our visit, we were struck by the extraordinary provision of education and care provided by the staff but also appreciated that the move to the new site in Croxley is now desperately needed to provide 21st century facilities and to expand the number of spaces available. Will the Leader confirm Three Rivers' support for the move of Breakspeare School to the new purpose-built site at the former Durrants School Playing Field?
	Three Rivers District Council were consulted on the Hertfordshire County Council planning application for the relocation of the school. No objection was raised in April 2024 to the principle of the relocation although HCC were asked to carefully consider the benefits of the scheme in the Green Belt and the highway implications.
19	On 22nd February 2022, Three Rivers District Council approved a funding request from Hertfordshire County Council for the sum of £901,574 towards the cost of permanently enlarging Breakspeare School. The project proposal was for the permanent enlargement of Breaksphere School from 97 to 210 places by relocating the school to a new purpose-built site at the former Durrants School Playing Field. The Approved Infrastructure Projects Report provided at the

	Policy & Resources Committee meeting on 9th June 2025 confirmed that these funds have not yet been released. Although planning permission was granted in October 2024, construction of the school has not yet commenced with groundwater surveys having recently been undertaken at the site. Accordingly, could the Lead Member please confirm that these CIL funds will remain available until such time they are required by the county council to build the new purpose-built site in Croxley?
	A CIL grant agreement is still being finalised for the CIL funding for HCC. In the agreed CIL governance arrangements it advises that if an applicant does not spend CIL money within five years of receipt or does not spend it as agreed, then the Council may require the applicant to repay some or all of those funds. However, this is discretionary and would be determined on the individual merits of each application. This Council remains committed to the CIL allocation for this site and school.
20	On 24th October 2024, Hertfordshire County Council granted planning permission for an expansion of Breakspeare School at a modern, purpose-built site in Croxley Green. Will Three Rivers allocate the site as an education allocation for a special needs school in its draft Local Plan, to ensure it is used for that purpose?
	Decisions on what will be included in the Regulation 19 publication version of the plan have not yet been made. In preparing the local plan a range of uses are considered, however it cannot be confirmed at this stage whether a particular site will be included in the local plan.
From Oliver Cooper	
21	The council decided to fly the “Intersex Progress Flag” – a controversial American flag invented in 2021 that includes reference to Black Lives Matter and transgenderism and intersexuality. The Intersex Progress Flag does not benefit from deemed consent under Schedule 3 of the Town and Country Planning (Control of Advertisement) (England) Regulations 2007. No advertisement consent has been sought by the council, as was required due to the flag clearly being visible from the public realm. Will the council apologise for breaching advertisement consent by unlawfully flying a flag that is not permitted, and commit to not flying the controversial flag again?
	The Progress Pride Flag does not benefit from deemed consent, advertisement consent is required but not planning permission. The

	Pride Flag is deemed consent and does not require advertisement consent. However, it is the Officers view that the Progress Pride Flag is not considered to impact amenity or public safety and thus in accordance with paragraph 141 of the NPPF 2024 it would not be expedient to remove. The Pride flag was created in 1978 as a symbol for the LBGT community at the time. The original design had 8 stripes (it included pink and purple), however a version with 6 stripes is most commonly seen. Over the years, amendments have been made by different people to be more reflective of the wider LGBTQIA+ community. In 2017, Philadelphia's Office of LGBT Affairs added black and brown stripes to recognise people of colour. In 2018, Daniel Quasar released a version that included black, brown, pink, blue and white stripes in the shape of an arrow, to recognise people of colour and trans people. The arrow represents moving forwards, and it's placement on the left of the flag shows progress still needs to be made. In 2021, Valentino Vecchietti of Intersex Equality Rights UK shared a version that included a yellow triangle with a purple circle, to recognise the intersex community. The progress flag doesn't replace the original flag, but new designs have recognised marginalised communities. The aim of the different versions is to promote inclusion and recognition of intersectionality.
22	Why did the Council choose to fly the "Intersex Progress Flag" – a controversial American flag invented in 2021 that includes reference to Black Lives Matter and transgenderism and intersexuality – from Three Rivers House, and not the Union Flag, on D-Day?
	The Union Flag was flying at Three Rivers House on 6 June 2025.
23	Will the Council commit to routinely flying the Union Flag at Three Rivers House?
	The Council flies the Union Flag at Three Rivers House daily, it is flown at the front of the building. I am surprised that Cllr Copper has not seen this. The Council also recognises a range of commemorative days throughout the year and flies a number of different flags, which are flown at the side of the building.

From Vicky Edwards	
24	The Leader of the Council claimed on 24th April 2025 that the Abbotswood Park estate in Leavesden ward had not had its streets cleaned because Three Rivers had never been informed that the roads had been adopted. However, Three Rivers was told on 3rd January at the latest. Furthermore, the map of roads is available online, which officers have confirmed is considered the definitive map, per Fortune v Wiltshire [2012] EWCA Civ 334. Can the Lead Member please confirm whether he still maintains that Three Rivers did not have knowledge on 24th April 2025 that the roads had been adopted, or does he withdraw his statement?
	Environmental Protection were made aware of the adoption of Abbotswood Park in April 2025 following confirmation from colleagues in Land Registry and my intervention with the County Council who only then confirmed the position. At this point it was added to the cleansing schedule.
From Oliver Cooper	
25	The planning training on 6th and 13th May highlighted Probity in Planning, the Local Government Association guide to how to make good planning decisions. At page 8, that document says, “Serving councillors must not act as agents for people pursuing planning matters within their authority, even if they are not involved in the decision making on them.” Despite this, Cllr Jon Tankard – not just a councillor, but a Lead Member who is involved in the making of planning policy – continues to act as agent for applications in the district. Will the councillor be advised to cease acting as agent for applications within the district, which is in defiance of guidance issued by the Local Government Association and part of mandatory planning training for councillors and on which he has a clear conflict of interests?
	Page 2 of the stated document also confirms that **c**ouncillors and officers should be familiar with, and adhere to, their own local authority codes of conduct and guidance. The advice set out in the LGA document is not intended to be prescriptive and local circumstances may necessitate local variations of policy and practice. Every council should regularly review the way in which it conducts its planning business.

	Cllr Tankard does not sit on any of the planning committees. The Council had allowed Cllr Tankard to submit planning applications where he acts as an agent while serving as a Councillor. While this has been allowed for a number of years now, we have always implemented strict controls and procedures in place to ensure that an application received by an agent who also serves as a councillor is automatically flagged up to the relevant team and for it to be automatically referred to a committee hearing for further scrutiny.
From Mike Sims	
26	Rule 18(8) of Three Rivers' constitution says that a decision is to be made on how to respond to petitions. This has been interpreted by the council's administration as decided by the administration, without any input or response from any other councillors. Will the Leader commit to amend Three Rivers' constitution to allow responses to petitions by councillors from political groups other than the administration?
	A revision to Rule 18 is on the Council agenda.
From Oliver Cooper	
27	Given Three Rivers spent £2,500 getting Counsel's Opinion to try – and fail – to justify refusing my request for a Regulation 18 consultation on any additional sites it proposed building on the Green Belt, will it get Counsel's Opinion on whether that Shannon House can be subject to an Enforcement Notice ceasing its unlawful use as residential accommodation for reasons provided to Three Rivers in October 2024?
	Officers have previously sought legal advice from the Council's Legal team. Officers are satisfied with this advice. The Council is clear a valid planning permission has been implemented and there is no further action that it can take.
	From Rue Grewal
59	As the Leader will know, I work closely with the Carpenders Park Residents' Association and serve as co-chair of the Can't Replace Green Space group, which has been actively lobbying to protect local green spaces from development for nearly four years. The current Green Belt Review, conducted as part of the emerging Local Plan, is widely expected to identify a number of sites across the district that may fall under the category of 'grey belt'—land within the Green Belt considered to be underperforming or potentially suitable for future release. In Carpenders Park, this has become a prominent topic of resident concern, particularly with regard to local

	sites, like on Oxhey Lane and the surrounding landscape buffer zones. While the technical process is understood, it is essential that public engagement on this issue is proactive, clear, and ward-specific—especially given the scale of interest and the implications for local character, amenity space, and infrastructure capacity. Could the Portfolio Holder please: 1. Confirm whether the Green Belt Review will identify and classify land that may be considered 'grey belt', and if so, whether this classification is likely to inform future site allocations for development? 2. Set out when and how the full Green Belt Review findings will be published in a format that is accessible to residents, including ward-level implications? 3. Detail what communication and engagement strategy is in place to ensure that Carpenders Park residents are properly informed of any proposals affecting their area prior to Regulation 19 consultation? 4. Confirm the current timeline for the next stages of the Local Plan, including anticipated dates for the publication of the Regulation 19 version, submission to the Planning Inspectorate, and likely timeframes for public hearings? This information is of significant public interest and will be key to maintaining trust in the process and clarity for residents as we move towards finalising the Local Plan.
	The new Green Belt Review will identify grey belt land at the settlement edge. This will inform potential site allocations are expected to take a sequential approach to releasing Green Belt land. Firstly, consider brownfield land, then grey belt then other Green Belt land. Not all brownfield or grey belt sites will be appropriate for development however as they will need to be in sustainable locations and there may be other planning reasons why they are not suitable. The Green Belt Review will be published as a report supported by mapping. It is prepared as supporting evidence for the local plan and considers needs across the District. It will not be broken down to ward-level. The role of the Green Belt review will be to consider what land constitutes grey belt and whether potential development in the local plan would undermine the function of the Green Belt as a whole. It does not consider where sites should go but is part of the evidence that informs decisions on sites. A Regulation 18 consultation on newly submitted sites and policies that have not previously consulted on will be taking place over the summer. Members have requested that officers endeavour to prepare the Regulation 19 Local Plan for November, however it is

	recognised this is an ambitious timetable and the Regulation 18 consultation increases the pressure on achieving this. Submission is currently planned for the spring, then the Council is at the mercy of the inspectorate and their availability for public hearings.
From Oliver Cooper	
66	The Leader of the Council told the Local Plan Sub-Committee on 12th May that he doesn't think it's possible to define which buildings make a negative contribution to a Conservation Area. However, the national Planning Practice Guidance says, "A good appraisal will consider what features make a positive or negative contribution to the significance of the conservation area, thereby identifying opportunities for beneficial change or the need for planning protection." Will the newly-written Conservation Area appraisals not state which features make a negative contribution? If not, why is the council ignoring statutory guidance on what constitutes a good appraisal and missing the opportunity to raise the standard of our Conservation Area appraisals to the best-in-class seen elsewhere?
	This is again misquoting and out of context. New Conservation Area Appraisals do note which buildings make a negative contribution, and this will be included in the new conservation area appraisals.

Questions to the Lead Member for Community Engagement, Public Safety and Housing

From Rue Grewal	
28	Antisocial behaviour—particularly related to drug use and street-based disruption—is a growing concern for many residents in Carpenders Park. While I understand policing is Hertfordshire Police's responsibility, the District Council plays a key role through partnership working, shared intelligence, and enforcement support. 1. Could the Portfolio Holder outline what joint operations or initiatives TRDC has conducted with Hertfordshire Police in the past 12 months specifically within Carpenders Park—such as ASB sweeps, drug-related enforcement, or joint patrols? 2. How many incidents were targeted as part of these operations (for example, drug-related ASB hotspots or persistent nuisance sites), and what measurable results were achieved—such as community protection notices issued, arrests assisted, or intelligence-led interventions? 3. Crucially, how have residents—particularly vulnerable groups like families with children, older people, and those with mental health needs—been engaged before, during, and after these operations to report whether they genuinely feel safer, supported, or more confident in returning to public spaces?
	Anti-Social Behaviour (ASB) in Carpenders Park remains low, this includes drug related ASB and crime. The Community Safety Partnership (CSP), which is made up of Hertfordshire Constabulary, Three Rivers District Council, Housing Associations, Hertfordshire County Council, Probation, Voluntary Sector and Fire Service, work together to address issues in the area. Over the past 12 months a range of initiatives in Carpenders Park and surrounding areas have been delivered, including: • In May 2024 the 'Ad Van' was on Prestwick Road near Carpenders Park to undertake a Cuckooing Campaign to raise awareness around cuckooing and where to get support. • Three Rivers Council worked in partnership with the Police Crime Prevention Officer in October 2024 following reports of increased burglaries. This included door knocks and offering crime prevention advice. • Members of the Community Safety Team at TRDC formed part of a community engagement meeting in Carpenders Park with the Police and Crime Commissioner in February 2025. • The Community Safety Partnership have also carried out foot patrols with officers from the Neighbourhood Police Team at Delta Gain in September 2024 and February 2025 to address shoplifting as well as working with local shopkeepers to provide

	advice. • Two new CCTV cameras are due to be installed soon in Delta Gain and at Prestwick Road/Station Approach. Our Anti-Social Behaviour Action Group meet monthly to address cases and work in partnership to tackle ASB and we work with partners such as Hertfordshire Mind Network and Change, Grow, Live who support people with mental health and drug or alcohol problems. Through regular police patrols, the Community Safety Partnership is reassured that ASB is on a downward trend in that area. We want to ensure that residents continue to feel safe and therefore any ASB should be reported to the council or via 101.
29	Since May 2023, Carpenders Park has recorded 78 environmental issues via FixMyStreet. These include fly-tipping on Delta Gain, Harrow Way, and Prestwick Road to name a few, uncollected bins, blocked drains near the railway bridge and Oxhey Lane, and overgrown vegetation along key walking routes. While the Council continues to promote its environmental responsibilities, too many of our residents feel that their area is being neglected. Long-standing issues are left unresolved, and the visible deterioration is affecting community pride and public confidence. Despite this, the strength of local feeling remains clear. I recently helped organise a community litter pick with the Carpenders Park Residents Association and the Can't Replace Green Space group. Dozens of residents — including children — turned out. It was a reminder of how much people care and how hard they're willing to work to keep their streets clean. Could the Portfolio Holder please set out: 1. How many of the 78 reported environmental issues in Carpenders Park since May 2023 remain unresolved as of today, and what is the average response time? Does the Council have a formal 7-day resolution target, and how does performance in Carpenders Park compare? 2. For fly-tipping specifically in and around Delta Gain, Harrow Way, and Prestwick Road, can the Council provide a monthly breakdown of incidents and the total clean-up cost for the 2024–25 financial year? 3. What targeted interventions — including CCTV, signage, or patrols — have been deployed in these hotspot locations, and what impact have they had on repeat offences? 4. Will the Council commit to producing a Carpenders Park Environmental Action Plan, with ward-level performance tracking and a clear process for resident engagement and feedback?
	1. Fix my Street reports come in to CSC where they are triaged. Any jobs that are relevant to TRDC (across a range of departments) are then raised on the Granicus system to be

	passed to the correct officer/team. TRDC Environmental Protection officers have no jobs outstanding in this area. TRDC Environmental Protection cannot comment as to issues that sit with other agencies e.g. CSC may triage some jobs that may be HCC functions (and they advise residents accordingly if this is the case). The council has no formal resolution target. 2. The last major issue we had in Carpenders Park was August 2024 (bins at Delta Gain). Regular inspections were undertaken for two months, after which it was felt this issue was resolved. **Fly tip numbers**; • There were no reported fly tips in Harrow Way in 2024-25. • Prestwick Road – 8 November 2024, 4 February 2025, 26 February 2025 • Delta Gain – 26 February 2025 Individual cost details are not available as these were cleared by the council's street cleansing team. 3. As per sub-question 2, Environmental Enforcement Officers carried out regular inspections at Delta Gain for two months and reported issues to the managing agent who dealt with them. No further reports received. 4. The Council has just two Environmental Enforcement Officers to cover the whole of the district. They have a wide remit of investigational work, preparing legal cases, dealing with managing agents in relation to collections from flats etc. Within the current resource the Service cannot commit to this request. 5.
From Christopher Alley	
30	In November 2024, the council agreed to install CCTV in South Oxhey, Carpenders Park, Rickmansworth, and Abbots Langley, with the Leader promising that the cameras would be 'with Three Rivers by early February'. Several months later, which of those cameras have now been installed, and why have those that haven't been installed not been?
	After the locations were agreed by the Community Safety Coordinating Group a tender process took place and the contract was awarded to Hertfordshire CCTV Partnership. The Community Safety Partnership then undertook statutory public consultations regarding the camera locations and HCCTV undertook electrical testing all of which is now complete. All equipment has been purchased, including twin-camera models featuring two 360-degree cameras and a third downward-facing camera for enhanced coverage. The contractor is awaiting confirmation of installation dates from Hertfordshire County Council, as road closures and temporary traffic lights are required to ensure safe completion. Given the complexity of this task, careful coordination is essential to maintain safety standards

	for both the installation team and the public. We are in the final stages now of the process and hope that this will be as soon as possible.
From Vicky Edwards	
31	Will Three Rivers look to introduce a Public Space Protection Order prohibiting congregation of private hire vehicle drivers and antisocial behaviour by them at the junction of Aerodrome Way and Dowding Way?
	The Council have not received any recent reports directly concerning anti-social behaviour, noise nuisance or licensing issues in this area. We will continue to work closely and explore any issues arising in the area with Hertfordshire Constabulary. Residential Environmental Health will continue to monitor any reports from these areas and investigate these, should any be received.
From Andrea Fraser	
32	Will the council look to introduce a Public Space Protection Order to tackle excessive loitering and antisocial behaviour by delivery drivers in and around Rickmansworth High Street and Moneyhill Parade, due to the high prevalence of venues served by take-away delivery drivers and significant harm to residents caused by them?
	The Council have not received any recent reports directly concerning anti-social behaviour or licensing issues in this area. We have received a low number of noise complaints on Rickmansworth High Street due to deliveries but none on Moneyhill Parade. We will continue to work closely and explore any issues arising in the area with Hertfordshire Constabulary. Residential Environmental Health will continue to monitor any reports from these areas and investigate these, should any be received.
From Christopher Alley	
33	This year, the council prohibited Holi commemorations in South Oxhey Playing Fields that several hundred members of the local Hindu community had been expected to participate in. Will the council reverse this decision and work with the local Hindu community to allow a safe and celebratory Holi bonfire in time for March 2026?
	The plans for the Holi commemorations were supported by the Council and a request was made for the applicant to submit a Hire of Grounds form to discuss this further. However, when the bonfire aspect of the proposal was considered the applicant was advised that fires would not be permitted. This information was shared with and explained to the applicants and assistance was offered in finding suitable alternative locations. The

	Applicant was referred to Watford and Three Rivers Trust for additional support. Planning for a bonfire as part of the Holi commemorations for 2026 will incur the same difficulties if looking at council owned land.

Questions to the Lead Member for General Public Services

From Stephen Giles-Medhurst	
34	It has been claimed that Abbots Langley and three named roads has the worst parking problem in Three Rivers. Is this true? Where did you think the so-called information came from?
	Officers are not aware of the data collection method used in this claim as its not from Official figures Official PCN data for 2025 (May 2025) only identifies one road in Abbots Langley in the top ten roads for PCNs issued. I do wish that the Conservatives would stop “inventing” figures that are not from official figures.
From Joan King	
35	Can the Lead member confirm that this authority’s intention to install more verge hardening in South Oxhey within the next 12 months and that funding for this was sought and achieved by Labour councillors and that no credit whatsoever is due to the Conservative Party which voted against it, or the Reform Party which also did nothing.
	Officers have been asked to review the Council’s verge hardening programme and the prioritisation programme with a committee report due later this year. Any requests including those in South Oxhey will be considered as part of this process. Additional funding was agreed in the 2025/26 budget for the South Oxhey parking study which may identify new verge hardening proposals. It is the case that Cllr Cox and others have argued for additional measures, and this is reason additional monies were included in the Council budget. It should be noted that Conservative councillors voted against the budget.
From Stephen Cox	
36	Can the Lead Member advise when the next CCTV camera is due to be installed in South Oxhey and that is an extra one that that was sought and will be achieved by Labour councillors and that no credit whatsoever is due to the Conservative Party which failed to advocate for it, or the Reform Party which also did nothing.
	I hope to have more information and date, if not installed by the time of the Council meeting. I can confirm that Cllr Cox raised this matter with the Leader and at Policy and Resources and as result an additional camera was included and its location discussed with Cllr Cox. The Conservatives played no part in that and indeed voted against the budget that included this. After the locations were agreed by the Community Safety Coordinating Group which included 3 cameras in South Oxhey, a tender process took place and the contract was awarded to Hertfordshire CCTV Partnership. The Community

	Safety Partnership then undertook statutory public consultations regarding the camera locations and HCCTV undertook electrical testing all of which is now complete. All equipment has been purchased, including twin-camera models featuring two 360-degree cameras and a third downward-facing camera for enhanced coverage. The contractor is awaiting confirmation of installation dates from Hertfordshire County Council, as road closures and temporary traffic lights are required to ensure safe completion. Given the complexity of this task, careful coordination is essential to maintain safety standards for both the installation team and the public. We are in the final stages now of the process and hope that this will be as soon as possible.
From Rue Grewal	
37	Carpenders Park suffers from limited and unreliable bus services, particularly for residents without access to a car who need to reach essential destinations such as Watford General Hospital, Hatch End, Harrow, or Northwood. As a ward with pockets of transport deprivation, this lack of connectivity has a direct and disproportionate impact on residents' ability to access healthcare, education, employment, and retail services. The consequences are especially severe for disabled residents, older people, young people, and carers, many of whom rely entirely on public transport for independence and quality of life. Could the Portfolio Holder please set out: 1. What formal actions the District Council has taken in the past 12 months to lobby Hertfordshire County Council and local bus operators to improve public transport connectivity for Carpenders Park residents. 2. Whether there is any intention to publish a ward-by-ward bus accessibility map or transport equity audit, as part of the District's Local Plan, Climate Strategy, or Health & Wellbeing responsibilities. 3. Whether Carpenders Park residents were consulted or included in the development of any recent transport-related strategies, and what specific criteria the Council uses to identify and address transport inequality in our most underserved communities.
	Hertfordshire County Council (HCC), as the Transport Authority, are responsible for bus services provision across the County. The Council make a small contribution to bus services under the Better Buses Programme but overall responsibility for coordinating services lies with HCC. The Council also support a shopper bus service, currently provided by Communities First, which serves the District. Through the site allocations process of the Local Plan proximity to local services is a consideration used to inform site selection. Future consultation on the Local Plan including a site access summary will occur later in 2025/26. HCC would consult on their transport related strategies including the Local Transport Plan.
From Chris Mitchell	
38	Hertfordshire County Council are carrying out the installation of street EV points across Hertfordshire. Please can you notify us of where these will be

	installed in Croxley Green.
	No details are currently available on specific locations although two target areas have been identified by HCC as a result of previous investigation; these are Croxley Green North (specifically Grove Crescent area) and the area around Community Way car park. These are based on indicative demand. Councillors will be notified of specific sites once they are known.
From Narinder Sian	
39	Following the trial of the Beryl Bike scheme in Croxley Green, how will lessons from the Croxley trial shape the roll-out and what engagement will take place with local communities during the expansion?
	Officers have commenced initial investigations into expanding the Beryl Bike scheme. Data from the Croxley Green pilot scheme will be utilised to inform these future proposals including lessons learnt around base locations and allocated space. Public consultation will occur but the details are still to be determined.
From Narinder Sian	
40	In line with efforts to encourage safe and active travel to school, what action is the Council taking to tackle dangerous parking near schools and improve air quality around school zones?
	All schools in the District with parking restrictions are visited as part of the Civil Enforcement deployment plan and Civil Enforcement Officers will take appropriate action. A School Restriction review is also taking place to ensure correct enforcement occurs. Dangerous parking would be within the remit of Hertfordshire County Council if it is causing a road safety issue and the Police if it is an emergency. The Council is pursuing the adoption of a Local Cycling and Walking Strategy and will seek to develop future schemes to encourage active travel opportunities for school journeys. Air quality around schools falls within the remit of HCC public health teams.
From Narinder Sian	
41	Effectiveness of Public Spaces Protection Order (PSPO) in Tackling Anti-Social Behaviour and Nuisance from Dogs Given the ongoing concerns from residents about irresponsible dog ownership, including dog fouling on pavements and wildlife being attacked in our nature reserves, can the Council explain what steps are being taken to ensure the Public Spaces Protection Order (PSPO) is effectively enforced? Data obtained via FOI reveals that only six Fixed Penalty Notices (FPNs) have been issued for breaches of the PSPO since 2017, with no further enforcement actions or prosecutions recorded. Does the Council believe this

	level of enforcement is adequate, and what measures will be introduced to strengthen the protection of our public spaces, particularly in light of new grazing initiatives in our nature reserves?
	The Council has recently consulted on an extension of and variations to the current PSPO relating to dog control in public. The PSPO was extended, as an urgent decision, and the variations are due to be discussed and considered at the forthcoming General Public Services and Community Engagement Committee. For the majority of dog owners the existence of the PSPO, supplemented by education is sufficient to achieve compliance and education over enforcement is our focus where possible. At present enforcement action is largely reactive rather than proactive as the council has limited resources in this area with just one Animal Welfare and Licensing Inspector, whose role covers a wide range of tasks, including statutory functions. The proposed amendments to the PSPO would introduce new controls to protect grazing stock.
From Philip Hearn	
42	The Lead Member had promised on 2nd December 2024 that commuters would be allowed to park in the council's Ferry Car Park from "early in the New Year" 2025 We're now in the second half of the year, car park prices at Chorleywood station have been increased yet again, and the scheme has not been introduced. The consultation on the Ferry Car Park closed on 25th April: two months ago. Every weekday's delay is hundreds of pounds lost to residents and the council. Why has there been a delay and when will the changes finally be made?
	The proposals for the Ferry Car Park were identified as a priority addition to the current work programme and Officers have worked hard to prioritise this scheme and take it through the relevant statutory processes as quickly as possible. Officers are considering the consultation responses and it is anticipated a Traffic Regulation Order will be advertised within the next 2 months. Implementation will be dependent on factors such as the lead times for the required physical infrastructure to deliver the project.
From Andrea Fraser	
43	What percentage of the time are the parking spaces for electric vehicles at the Rickmansworth High Street West car park – next to Marks & Spencer – occupied, and how does this compare to the spaces at the car park not reserved for electric vehicles?
	The EV bays in this car park are not currently in use/live and as such there is no data. We do not currently monitor the utilisation of individual parking bays.
From Vicky Edwards	
44	At the Policy & Resources Committee meeting on 9th June 2025, £25,000 of expenditure for parking management was rephased into 2025/26, including for Primrose Hill. Does this signify a further delay to Three Rivers' Parking Management Programme?

	£50,080 was requested as a revenue carry forward into the 25/26 financial year. Some of these monies are to allow additional parking enforcement in the District, whilst some is to be used for the Parking Management Programme. The Parking Management Programme is a rolling programme. TRO projects can take different lengths of time depending on several factors including complexity and public consultation responses. Officers continue to implement schemes from the previous and current Programmes. It is acknowledged that recent staffing challenges and competing priorities has affected the delivery of the previous programme.
45	The amended Primrose Hill parking scheme and draft Traffic Regulation Order that were consulted on in January-February 2025 were vastly different to the proposals consulted on two years ago. The previous proposals included residents' parking and several types of restrictions on different parts of the road. By contrast, the new proposals scrap the proposal for residents' parking and include a no waiting restriction on the western side of Primrose Hill and Railway Terrace. In light of the proposed reduction in available parking space, how can residents be confident that the scheme once adopted will alleviate the parking problems in the Primrose Hill area?
	The previous proposals were not supported locally as identified in the public consultations. Officers are working with Traffic Engineers to deliver a proposal that manages parking concerns and demands in the area. I am surprised that Cllr Edwards, who is not a ward councillor, now is questioning this scheme and suggesting it seems that the Council should ignore the wishes of residents who did not support the residents parking scheme. The Council still has a duty to address the road safety concerns here and there have been accidents here and is indeed doing that.
46	Three Rivers has been working on proposals for new parking restrictions in the Primrose Hill area for the last four to five years. Given the delay in introducing a scheme, is the Lead Member able to confirm the timeline for implementation of that scheme?
	Subject to the scheme being agreed for implementation, it is anticipated that it will be delivered by the end of the calendar year.
47	On 13th June 2025, Three Rivers published its formal consultation and draft Traffic Regulation Order for High Elms Lane. The proposals around the Crematorium and St Michael's School include the installation of time-limited parking bays and no waiting restrictions and appear to be very similar, or near on identical, to the proposals informally consulted on last summer. Considering that St Michael's School and many residents around Bucknalls Lane and Lemonfield Drive objected to the last set of proposals, how confident can they be that the Council will take their views into account this time round?

	All responses to a TRO public consultation are carefully considered before progressing to the next stage of the process. However, not every suggestion or objection will result in a change to the proposals. Not all the proposals were objected to as is claimed, by St Michaels School. They did have a concern about the removal of very short section of unrestricted parking between the A405 clearway the entrance to their coach pick up drop off and the zig zag markings. This was looked at from a safety aspect the clear advice was that is a safety issue, especially in therewith visibility and also where there have been accidents. I am surprised that Cllr Edwards who is not a ward councillor, has not spoken to ward members about this, is unaware of the long-standing safety concerns here and appears to want to ignore that and not make the area safer for pupils. It should be noted that other schools in the road support these proposals and other aspects are spurted by St Michaels School.
48	The proposal to time-limit the bays near St Michael's School may benefit visitors to the Garston Crematorium, but would negatively impact of both residents and people seeking to park close to the school. As such, do the current proposals show that the Council is unable to be even-handed when weighing up the interests of West Herts Crematorium – in respect of which it is the lead council – with the interests of residents and St Michael's School?
	That is not case, and additional grasscrete bays in places are being created. The bays are not reserved for the crematorium and can be used by anyone. The short stay proposals encourage churn and prevent all day parking in an area of high parking and loading demand. All consultation responses are considered.
From Ian Campbell	
49	At the Policy & Resources Committee meeting on 9th June 2025, it was confirmed that parking enforcement income, including penalty charge notices, exceeded the budget. Will any positive variance against the budget be used to fund additional parking enforcement and/or other measures to act as a deterrent to stop illegal parking on those roads that have the most enforcement issues?
	Whilst the income on the Parking Account exceeded the identified budgets in 2024/25 there remains a deficit on the Parking Account.
50	Given Three Rivers has data on how many parking enforcement patrols, vehicle inspections, and parking tickets are issued on each road each month, will Three Rivers proactively ensure that parking resources automatically get redirected to those places with the most parking breaches, rather than asking for anecdotal requests from councillors?
	Hertsmere BC are responsible for the enforcement of Traffic Regulation

	Orders in the District. They regularly review their deployment plan to ensure all areas of control are visited within their agreed working hours. This deployment plan is informed by monitoring including identified areas of concern. Officer and member requests are just part of the considerations to inform this plan.
51	Recent parking enforcement data shows that the area around Abbots Langley High Street has some of the worst parking problems in the district. As such, will the Lead Member commit to spending some of the surplus to fund projects around Abbots Langley High Street to discourage illegal parking including much better signage to Causeway car park and to explore increasing the number of short-term parking bays available?
	PCN data identifies a number of areas of high PCN issue which includes just one Abbots Langley road (within the top ten roads Jan to May 2025). However, additional out of hours parking enforcement is currently being trialled for two months in areas of identified concern including Abbots Langley High Street. The Council is currently reviewing signage to the Causeway House car park as part of the wider EV charging implementation in the car park at the request of the Leader and new larger signage are expected to be installed.
52	Please can the Lead Member confirm whether Bedmond village centre has been added to the parking scheme request list for consideration into the Parking Management Programme, and if not, why not?
	Roads in Bedmond, specifically High Street, Toms Lane, Bluebell Drive and Chapel Way and Bell Close, are on the Parking Management Programme request list following request from the Bedmond Parish Councillor.
From Reena Ranger	
53	In 2024, the Lead Member agreed to look into sweeping leaves where there was risk of flooding more often and removing the debris. Could the Lead Member please list the areas that have prioritised for this reason, as well as those which experience more footfall from vulnerable residents so not to pose a risk for residents safe passage?
	Currently the streets team do not have any areas specifically prioritised due to flood risk. In the past there have been issues in Batchworth Lane and Westbury Ave Moor Park where officers were having to clear every two weeks, however following Highway gully work this problem was resolved. Locations across the district are dynamically reviewed by the street teams and undertake additional clearing as and when necessary. Railway Terrace in Kings Langley experiences issues which are caused by the lanes being on a gradient and the development of land that previously provided natural drainage. At this location the streets team also experience issues with parked vehicles which can cause obstruction to the sweepers. Such locations are dealt with advance notices and leaflets outlining parking restrictions which are used to ensure the sweeping can take place.

	The streets crews have a rolling schedule regarding leaf fall, as with regular street cleansing this is dynamically reviewed and if a particular area needs an extra attention this is accommodated as soon as possible with the available resource, with individual streets reprioritised as needed. It should be noted that leaf fall is not a TRDC responsibility until the leaves have broken down and become detritus – prior to this it is technically a county Highways' responsibility, however, to assist our residents officers of this council do undertake leaf clearance.
From Andrea Fraser	
54	Will the Lead Member please explain why, in spite of meetings being held with various local groups, parish councils and ward councillors over the past two years asking for various signage improvements, nothing has been done to improve the Three Rivers-owned signage on and around Rickmansworth High Street?
	Officers continue to work to provide new signage around the station and near Three Rivers House. An Officer vacancy and other work priorities has resulted in some delays to the signage. Wayfinding signage and car parking signage is also to be considered as part of the work programme later this year. It should be noted that the Conservatives voted against the budget that included additional monies for items such as this.

Questions to the Lead Member for Sustainability and Climate Change

	From Rue Grewal
55	Carpenders Park, like many wards, is facing increasing pressure on its green spaces while also feeling the effects of rising living costs and environmental decline. As part of the Council's climate strategy and community investment commitments, residents are increasingly asking whether our ward is receiving a fair share of support and sustainable development. This issue is frequently raised at my councillor surgeries, particularly by residents who feel their area is overlooked when it comes to environmental funding, green space maintenance, and access to sustainability grants. Could the Portfolio Holder please: 1. Confirm what direct investment has been made into Carpenders Park parks and open spaces in the 2024–25 financial year, and how much was allocated to our ward through the capital budget for environmental or green infrastructure projects? 2. Provide data on how many Carpenders Park households have received support from TRDC's energy efficiency grant schemes, insulation programmes, or other climate-related home improvements since April 2024? 3. Publish a ward-by-ward breakdown of new trees planted, biodiversity schemes funded, or other measurable outcomes delivered as part of the Council's Climate Action Plan? Ensuring transparency around environmental investment is essential to build trust, promote equitable outcomes across the district, and demonstrate that the Council's green ambitions are benefitting every community — including those like Carpenders Park, where green space is limited and resident needs are high.
	. 1. No capital budget has been used. However, UK Shared Prosperity Fund grant funding was used to restore approximately 100m of hedgerow at Romily Drive open space, completing an action of the Biodiversity Opportunities Audit. The hedgerow was restored to boost biodiversity value. The former hedgerow was overgrown, and had gaps, reducing its effectiveness of acting as a habitat and windbreaker. The restoration project included traditional hedge-laying, dead hedging, tree works and scrub control. Traditional hedgelaying creates a dense form and stable structure. This now restored hedgerow will provide nesting sites, food sources and shelter for birds, hedgehogs and many other species. Healthy hedges provide wildlife corridors for a variety of fauna, allowing them to pass through and forage along the way (generally in the form of berries or flowers). It will also help with storing carbon, combatting soil erosion and therefore

	improving water retention, all which helps with mitigating the effects of climate change. Now that the restoration is complete, the hedgerow will begin to bounce back, with increased resilience, providing a thicker boundary for years to come. 2. Under the pilot SuperHomes Three Rivers technical retrofit advice service, a total of 15 homes in Carpenders Park benefitted from a free Home Energy Retrofit Options (HERO) plan conducted by a qualified Retrofit Coordinator which helps residents identify the measures they could take to improve their home's energy efficiency, with estimated energy, bill, and carbon savings associated with each intervention. This was funded by Innovate UK under our Fast Followers project which ends 30th June 2025. 1 home in Carpenders Park was supported by the Three Rivers District Council Fuel Poverty Grant, administered by the National Energy Foundation, and another property in Carpenders Park is due to be supported via this grant soon. (2 homes total for TRDC grant). We anticipate additional owner-occupied and privately rented homes in Carpenders Park benefitting from the newly launched Warm Homes Local Grant scheme which will run from now until 2028. The grant funding and energy efficiency support available to residents of Carpenders Park is scheduled to be publicised in the next (Autumn) edition of the Carpenders Park Residents Association newsletter. Before April 2024: 5 homes in Carpenders Park under LAD3 scheme and 29 homes in Carpenders Park under LAD1B schemes (34 homes total for Green Homes Grants pre-2024). I would urge residents in Carpenders Park to sign up to our Greener Living e-newsletter to ensure they are aware of all the initiatives we have, e.g. Solar Together, Your Tree Our Future, Warmer Homes Local Grant. 3 Progress against the Climate Change and Sustainability action plan is reported to Committee biannually with the most recent report on 12 March 2025. Many of the actions are councils and/or district wide and as such ward level reporting is often not possible or not within the capacity of officer resource. The following data outlines the tree planting that has taken place on Three Rivers District Council managed and maintained land:(See table provided at the end of this section) Regarding the ward of Carpenders Park there is very little suitable land for tree planting. There will be tree planting taking place within Romilly Drive open space during the 2025/26 tree planting season.
From Cheryl Stungo	
56	I have an ongoing real concern about the quality of the River chess due to the Thames water discharges of raw sewage. I am aware that we are

	members of the Colne Can. What progress is being made to help clear up the dreadful state of the water quality in the River Chess?
	The Council as a local authority is limited in its ability to influence Thames Water. The Environment Agency is the principal water quality and ecological protection body (https://engageenvironmentagency.uk.engagementhq.com/data-publications-water); however, Ofwat also contributes by driving the water sector to protect and enhance the environment (https://www.ofwat.gov.uk/about-us/). As an active member of Colne CAN (Catchment Action Network), the council is frequently involved in discussions around the local sewage treatment plants, most notably Chesham and Maple Lodge. As a local authority the council has received funding from water companies (Affinity Water & Thames Water) for ecological improvement projects; this often contributes to the water company meeting their WINEP (water industry national environment programme) targets as set by the Environment Agency, Department for Environment, Food and Rural Affairs (Defra), and Water Services Regulation Authority (Ofwat). These projects aim to mitigate the effects of the water company's activities (including abstraction and discharge).
57	How are you ensuring that carbon emissions from outsourced services (e.g. waste collection, leisure services) are properly tracked and reduced?
	The council monitors the emissions of its waste collection service, which is delivered in-house and is not outsourced, and our leisure provider SLM's emissions in our annual carbon accounting. Records dating back to 2018 can be found on the council's website. Climate Strategy and Actions | Three Rivers District Council. The council is actively working with SLM to reduce carbon emissions from our leisure centres, having introduced solar panels on the roof of William Penn, and advanced in plans for a solar array at South Oxhey Leisure Centre. Emissions efficiency is considered when each vehicle within the fleet is replaced.
58	How is the Council monitoring and enforcing Biodiversity Net Gain from developments, particularly around sensitive areas like the River Gade and Grand Union Canal?
	As per the Environment Act 2021, and with the commencement of Biodiversity Net Gain (BNG) all applicable planning applications must now meet the requirements of BNG in order to be granted planning permission. When this impacts a watercourse, the River & Streams Metric is used to measure the baseline and set/record the required uplift for the scheme to be compliant with BNG within these specific habitat sites. Where permission is granted, the habitat creation and enhancement will be secured by condition and will be monitored in accordance with the

	Environment Act with any relevant fees outlined within the “Mandatory Biodiversity Net Gain in Planning – Fee schedule for monitoring habitat creation and enhancement” committee report which was discussed at Policy & Resources Committee on Monday 9th June 2025 (https://moderngov.threerivers.gov.uk/ieListDocuments.aspx?CId=1140&MId=1785)

Questions to the Lead Member for Resources, Regeneration and Economic Development

Question from Chris Mitchell	
60	Three Rivers property team changed the heating system form gas to air source heat pump system in 2023. The initial energy costs appeared to show almost a doubling. I did request this was looked into at the last Full council meeting and was told that "To ensure we fully respond to your question, I have asked that Officers make contact with you in order to provide you with necessary information and data that you seek. The Head of Property Services & Major Projects will contact you within the next 5 working days, so that you can discuss this matter in more detail." I have not had any contact since the last meeting. Can you now give us a full update.
	The Head of Property Services & Major Projects apologises for the oversight in responding to your initial enquiry. Following your original request, I can confirm that this information has been published, reported to and discussed by the Climate Change Leisure and Housing Committee on 12 March 2025. The details of energy costs and explanations for them can be found at paragraphs 2.4- 2.7 of the report which can be found on the council website at Climate Change, Leisure and Housing Committee Report Climate Emergency and Sustainbility Action Bi-Annual Update The Head of Property Services & Major Projects and the Climate Change and Sustainability Manager are happy to answer any additional questions you may have in connection with the link to the data provided.
Question from Chris Mitchell	
61	Please can you provide where the Special Expenses for Croxley Green has been spent in 2024/25. I know what the general categories which for Croxley Green seem to be the Woodlands (apportioned on the basis of acreage) and Playing fields and open spaces (excluding water-based activities and maintenance met from commuted sums); based on the Grounds Maintenance contract. The figure in the budget of that year was £145,558. It would be very helpful to know exactly how that was spent.
	The Special Expenses for Croxley Green in 2024/25 totalling £145,558 were allocated £138,987 towards the costs of playing fields and open spaces excluding water-based activities and £6,571 towards Woodlands.
Question from Narinder Sian	

62	How is the Council ensuring that new housing developments are properly integrated with sustainable transport options such as cycling infrastructure, public transport, and active travel routes?
	The emerging Local Plan policy "Sustainable Transport and Travel" aims to ensure that new housing developments are properly integrated with sustainable transport options such as cycling infrastructure, public transport, and active travel routes. Interconnection with wider infrastructure will also be considered as part of site allocation policies for strategic sites.
Question from Philip Hearn	
63	The Lead Member has expressed support for building a cycle lane on the A404, despite the public overwhelmingly opposing it by 15:1. Given her desire to dedicate road space on the A404 to cycle lanes, which does she want to do: narrow the lanes or remove the pavement?
	That is untrue, I have not said such a thing as the Councillor knows. The proposals detailed in the draft Local Cycling and Walking Plan are high level and further technical assessment of each part of the routes will be carried out if funding is identified. All cycle interventions will be designed having regard to national guidance. However, the intention is for a cycle path at pavement level and it is anticipated there will be shared provision at some points.
64	The Lead Member has expressed support for building a cycle lane on the A404, despite the public overwhelmingly opposing it by 15:1. This would require cycle lanes over Junction 18 of the M25. This can only be achieved by holding up traffic on the A404 – and thereby the M25 – or by requiring cyclists to intermingle with road traffic. What assessment would the Lead Member make of the impact on usage of the cycle lanes of requiring cyclists to intermingle with road traffic at the road's most dangerous point?
	As above. The indicative cycling interventions propose upgrading of an existing pedestrian crossing point and a cycle path at pavement level. However, the proposals detailed in the draft Local Cycling and Walking Plan are high level and further technical assessment of each part of the routes will be carried out if funding is identified. All cycle interventions will be designed having regard to national guidance.
From Andrea Fraser	
65	In March 2024, it was agreed that the update to the Rickmansworth and the Church End, Sarratt conservation area appraisals and character assessments would be completed in 2024/25. However, that

	year is now over, and drafts have still not been shared, let alone consulted on or adopted. The council last appraised the Rickmansworth Conservation Area in 1993 and the Church End, Sarratt Church End Conservation Area in 1994: making them the most out-of-date in Hertfordshire. When will they finally be completed?
	The Rickmansworth Conservation Area Appraisal will be brought to the July Policy and Resources Committee. The Sarratt Conservation Area Appraisal will be completed following the Rickmansworth Conservation Area Appraisal.
From Oliver Cooper	
67	On 10th March 2025, the Leader agreed to disclose the CIL Scoring Sheet to members of the Policy & Resources Committee. However, at the 9th June 2025 meeting, this was not disclosed, with only the CIL Working Party's assessed overall score stated: making it impossible for members of the Committee to know what the points were awarded for and impossible to scrutinise the Working Party's recommendations and impossible to make an informed decision. Because of this, the Working Party erroneously advised the committee that the Batchworth Bridge Crossing (in November 2024) and the Rickmansworth Sports Club & Cricket Club (in June 2025) had failed to reach the 73 points required to be advanced, when they had actually both scored over 73. Will the Lead Member agree to belatedly abide by the commitment made by the Leader at the 10th March Policy & Resources Committee meeting, and provide the scoring sheet to the Policy & Resources Committee for all future applications?
	The above is untrue. Both the applications mentioned did not reach the threshold score (73) for the reasons cited in the Committee reports. The Leader confirmed further information on scoring for each CIL application was to be provided and this was summarised in the CIL scoring sheet provided at the P&R Committee. The governance arrangements for CIL have been agreed and this delegated authority to the Officers and working party to assess each application, against the agreed critieria. There is a significant amount of supporting information with each application which forms part of the scoring process which could not be reviewed at each P&R Committee, as such it is reviewed by Officers and the Working Group and an overall score applied and justified.

	It seems that Cllr Copper wants to make a political decision of the scoring and assessment rather than leaving it to independent officers to assess the position based on all the evidence and submissions made against the legal framework and the policy agreed by council. This was self-evident at the last Policy & Resources where yet again Cllr Coper questioned the professionalism of officers and claimed he knew better than them and had evidence, not submitted to the Council. I can only see that Cllr Copper is doing this for political motives.
From Christopher Alley	
68	No Community Infrastructure Levy is imposed in Watford Rural, including Carpenders Park, South Oxhey, and Oxhey Hall. Given the council's emerging new Local Plan proposes shifting development in Watford Rural from the South Oxhey Central to the Green Belt, the exemption of from Community Infrastructure Levy is increasingly misplaced and will account for many millions of pounds of tax breaks for developers if not changed. Will the council commit to urgently propose for Examination a new Community Infrastructure Levy charging schedule that charges CIL in Watford Rural, so that infrastructure is funded in Carpenders Park and South Oxhey, rather than developers being subsidised?
	Either alongside the local plan examination or following immediately after. Sites in the new local plan will be subject to the new charging schedule. It should be noted that no sites are proposed in the local plan at this stage, and it would be misleading to claim otherwise. Decisions on sites are yet to be made prior to publication of the Regulation 19 local plan. Although there is no CIL charge in the area, infrastructure projects in Carpenders Park and South Oxhey can apply for CIL funds, as has already been the case with Oxhey Jets.
From Reena Ranger	
69	Will the council install a bench on Grove Green, on Batchworth Lane, so residents have somewhere to sit that is nearer than Northwood town centre?
	Officers are currently reviewing this request and available budgets.

Questions to the Chair of the Planning Committee

From Philip Hearn	
70	At the 25th February 2025 Council meeting, the Chairman of the Planning Committee said he could not comment on issuance of a Listed Building Enforcement Notice due to an ongoing police investigation into the destruction of The Court. However, Government's Best Practice Guide on Listed Buildings Prosecutions says that an Enforcement Notice can be issued on the landowner even where works were done by somebody else or somebody unknown. Given this, an ongoing investigation does not prevent issuing a Listed Building Enforcement Notice – so will Three Rivers issue an Listed Building Enforcement Notice requiring a brick-by-brick rebuilding of the Court?
	Until the police investigation has concluded and the full details are understood the council cannot commit to serving an Enforcement Notice. The current focus of officers is to work closely with the land owner to ensure the building is made safe to enable further inspections to ascertain the true damage of the building, and, importantly, to conserve as much of the building fabric as possible. Once this has taken place, officers will work closely with the landowner and Historic England about next steps.
From Oliver Cooper	
71	The planning training on 6th and 13th May highlighted Probity in Planning, the Local Government Association guide to how to make good planning decisions. A copy was subsequently circulated to all councillors on 16th May. Does Three Rivers District Council profess to follow this guide?
	The Probity in Planning document, published by the Local Government Association, clarifies how councillors can get involved in planning discussions on plan making and on applications, on behalf of their communities in a fair, impartial and transparent way. However, the document also confirms that councillors and officers should be familiar with, and adhere to, their own local authority codes of conduct and guidance. The advice set out in the document is not intended to be prescriptive and local circumstances may necessitate local variations of policy and practice. Every council should regularly review the way in which it conducts its planning business.

From Vicky Edwards	
72	In 2018, planning permission was granted by St Albans City & District Council to the British Research Establishment (BRE) for the construction of 100 homes on BRE land (5/2017/1550). As part of that permission, BRE entered into a Section 106 agreement with St Albans Council to prevent vehicular access via Bucknalls Drive, on the St Albans side, except in an emergency. Upon closure of the Bucknalls Drive gate, all BRE traffic would enter and exit the BRE site via Bucknalls Lane, which mostly falls within Three Rivers. Over five years have passed since the Section 106 agreement and the 100 homes have now been completed. The gate closure disrupts traffic flow and increases unnecessary mileage, as employees and visitors to BRE from the St Albans side are required to make a several mile round trip to access the BRE site. This also increases traffic on Bucknalls Lane, even though there is no good reason as to why the proportion of the traffic that originates from the St Albans side cannot access the BRE site via the St Albans side. Therefore, will this Council commit to writing to St Albans Council urging them to agree with BRE pursuant to Section 106A of the Town and Country Planning Act 1990 to amend or remove the Section 106 obligation that prevents vehicular access from the St Albans side?
	Any application to vary a planning permission and legal agreement for the access point to the BRE site has to be submitted by the applicant/site owner. This is a decision for the applicant to make and progress. Officers have not been made aware of any application currently with St Albans District Council. If any such application is submitted to St Albans City and District Council to determine, it is likely Three Rivers DC would be consulted for their views, but St Albans Council are the decision making authority. The original decision would have been made following a planning inquiry and inspectors' decision with having regard to local and national policies, and the views of statutory consultees, including Hertfordshire Highways, and this has to be a material consideration in any variation to the consent. On the 27 June the Leader as a ward councillor along with the Member of Parliament and the local residents met with senior BRE officials. The BRE made it clear, unlike Cllr Edwards question, that they have no

	intention of requesting any change to the legal agreement. They also pointed out that also bound the housing development which has access from Bucknalls Drive (Crest Nicholson). The BRE was of the view, I understand that the traffic survey undertaken by HCC last year showed no additional traffic over Bucknalls Lane and thus could not support a change in the arrangements. They did however agree to investigate the unsocial hours of some traffic entering their site for its occupants and see if anything can be done to cease and control that. I understand a further meeting is planned. I suggest if Cllr Edwards wants more information she discusses the matter with the ward councillor.
From Andrea Fraser	
73	Given the dominance of Rickmansworth High Street by ugly, heritage-inappropriate signage and Three Rivers' failure to issue a single discontinuance notice for advertisement consent in the last 18 years, will Three Rivers restrict deemed consent for advertisements in the Rickmansworth Conservation Area or make Rickmansworth Conservation Area an area of special control?
	The test to apply a discontinuance notice is a high bar and any advertisement must cause "substantial injury" to the amenity of the locality or danger to members of the public for one to be served. I am not aware of any advertisements previously or currently in the Rickmansworth Conservation Area which would cause such injury. An area of special control is not currently being considered as evidence would be required for this to be progressed, with approval by the Secretary of State. The priority for the team must be to focus on the delivery of the local plan, therefore, it is not considered an effective use of resources at this time.
From Oliver Cooper	
74	Can the Chair of the Planning Committee confirm that the Intersex Progress Pride Flag does not benefit from deemed consent under Schedule 3 of the Town and Country Planning (Control of Advertisement) (England) Regulations 2007, and therefore that it requires planning permission to be flown in public?
	The Progress Pride Flag does not benefit from deemed consent, advertisement consent is required, but not planning permission. The Pride Flag is deemed consent and does not require advertisement consent.

	However, it is the Officers view that the Progress Pride Flag is not considered to impact amenity or public safety and thus in accordance with paragraph 141 of the NPPF 2024 it would not be expedient to remove.
From Andrea Fraser	
75	Rickmansworth's former police station site on Rectory Road was granted only temporary permission for use as open-air storage for a year, until 6th October 2023 (22/1146/RSP). It has now been used for that purpose for several years, including the last almost two years unlawfully. I have requested enforcement action to end this harmful, unlawful use and to encourage the site owner to bring it into better use – proposed for housing by the council, but planned to be a supermarket by the owner – sooner, but Three Rivers refused to take enforcement action. Despite this breach, a new retrospective application has been submitted to extend this. If it is refused, will the council commit to taking enforcement action to end this unlawful use of the land?
	Officers have been in discussion with the site owner regarding the site's future redevelopment and a new pre-application is likely to be submitted in the next few months with a view of submitting a planning application in the second half of 2025. The current use of the site is subject to pending planning application 25/0928/RSP and this follows a previous expired temporary planning permission. The site owner has stated in the supporting planning documents that the future permanent use of the site will be addressed. If the current application is refused the council would consider issuing an enforcement notice; however, the planning assessment is on-going so determining any enforcement action is premature. Any enforcement proceedings could require cessation of the existing unauthorised use but would not prescribe or require a new use. Officers are also liaising with the site owner to improve the condition of the site hoardings.

Questions to the Chair of the Licensing Committee

From Ciaran Reed	
76	Ahead of the Women's Euros football tournament this year, the national Regulations extend licensed hours only for the semi-finals and the final, and only if premises are licensed up to 11pm or later. As a result, Three Rivers would have to act to ensure the quarter-finals can be watched in pubs in case they go to penalties, while most pubs locally have licensed hours that end too early to benefit from the national Regulations at all. Will the council commit to waive enforcement of licensing related to watching the quarter-final, semi-finals, and final in the event England are playing on those dates?
	Premises will be able to submit a Temporary Event Notice (TEN) to cover the quarter final and later stages if their licensable hours do not currently extend to 11pm. Officers will be providing some advice via the TRDC website and via social media platforms in the lead up to the tournament to encourage the TEN submissions in sufficient time to comply with the regulations. If complaints are received concerning a breach of a premises licence, officers would be required to investigate and consider any necessary proportionate action.

Questions to the Chair of the Audit Committee

From Ciaran Reed	
77	On 25th March 2025, the Audit Committee voted to amend officers' recommendations to add a Risk Category of harm to the Green Belt, and to refer this amended policy to the Policy & Resources Committee. This was based on the view that the current risk arrangement had not worked. However, the Policy & Resources Committee was not presented with that referral, and instead received the administration's recommendations, solely because the administration disagreed with the Audit Committee. The meeting had been told (to quote the minutes): "Officers reassured [the Committee] that the recommendation will be sent to the policy-making committee for approval", but this did not happen. The Leader of the Council instead insisted that opposition members again table it as an amendment, as he did not agree with the referral that had been passed. No members of the Audit Committee were asked their view on this, despite me being present and asking to talk on it. Can the Chair of the Audit Committee confirm he will formally object to his committee's recommendations being ignored?
	The report presented to Policy and Resources Committee on 9 June 2025 included the outcome of the Audit Committee that "'risk to green belt' is to be added to the risk register as a category as per the agreed amendment". As discussed during the meeting, it was Officers that disagreed with the outcome reached by Audit Committee. Therefore, full explanation was provided as to reasoning for this. A Member of Policy and Resources Committee raised a motion to alter the officer recommendation, however, when put to the vote this did not pass. It was then for the Policy and Resources Committee to reach their decision on the officer recommendation as listed in the report. This was agreed with the additional recommendation that Officers include risk to the green belt as an item on the risk register.

Additional information relating to question 55						
Ward	**2019 / 2020**	**2020 / 2021**	**2021 / 2022**	**2022 / 2023**	**2023 / 2024**	**2024 / 2025**
Abbots Langley & Bedmond	**No data**	**2**	**0**	**15 (372)***	**0 (686)***	**0 (218)***
Carpenders Park	**No data**	**2**	**3**	**3 (103)***	**0 (168)***	**0 (202)***
Chorleywood North & Sarratt	**No data**	**10**	**6**	**451 (365)***	**2 (853)**	**17 (206)***
Chorleywood South & Maple Cross	**No data**	**16**	**0**	**3 (256)***	**6 (441)***	**0 (574)***
Dickinsons	**No data**	**2**	**33**	**5 (171)***	**0 (471)***	**8 (403)***
Durrants	**No data**	**0**	**0**	**8 (77)***	**103 (377)***	**5 (213)***
Gade Valley	**No data**	**0**	**0**	**0 (313)***	**0 (365)***	**0 (123)***
Leavesden	**No data**	**9**	**3**	**450 (207)***	**112 (190)***	**17 (131)***
Moor Park & Eastbury	**No data**	**12**	**14**	**2 (28)***	**0 (339)***	**201 (180)***
Oxhey Hall & Hayling	**No data**	**4**	**25**	**14 (172)***	**8 (327)***	**0 (278)***
Penn & Mill End	**No data**	**2**	**8**	**335 (239)***	**9 (316)***	**14 (155)***
Rickmansworth Town	**No data**	**12**	**3**	**25 (475)***	**1 (566)***	**1265 (337)***
South Oxhey	**No data**	**0**	**13**	**8 (162)***	**2 (181)***	**8 (104)**
Southwest Herts Cemetery**				**600****		
Total		**71**	**108**	**1915 (2,940)***	**243 (5,280)***	**1,535 (3124)***
***Estimated no. planted in gardens, school grounds and other private land as part of the HCC Free tree giveaway**						
****Outside the district, on the boundary with Abbots Langley & Bedmond ward**						

*

THREE RIVERS DISTRICT COUNCIL

This page is intentionally left blank

Motions

08/07/2025

Submitted under procedure rule 11

THREE RIVERS DISTRICT COUNCIL

1. Oxhey Jets Football Club

Proposed by Cllr Stephen Giles-Medhurst, seconded by Cllr Chris Lloyd

Council recognises the importance and significance of Oxhey Jets Football Club (OJFC) not only for South Oxhey but the wider Three Rivers community. Council reaffirms its commitment to retain OJEC on its current site and the continued support from Three Rivers Council in that endeavour and thanks TRDC officers for their hard work in supporting OJFC.

Council agrees that TRDC will continue to press HCC for clarity on their future intentions for the now closed 3G pitch, grassed areas and woodland area which falls outside of the lease negotiations with Oxhey Jets.

Council is of the view strategic planning of this site should be for the benefit of South Oxhey residents by enhancing its leisure provision and notes that the emerging local plan protects that area for such use.

2. Vaping

Proposed by Cllr Chris Lloyd, seconded by Cllr Anne Winter

Council notes with concern:

1. The increased use of vaping products by children in the UK. Recent data from the ASH Smokefree GB Youth Survey 2022 found that the prevalence of vaping amongst 11–18-year-olds is increasing – from 4% in 2021 to 8.6% in 2022 – and a significant number of children buy these vaping products directly from newsagents or supermarkets.
2. The increased number of local authorities who have recently had to take enforcement activity against shops illegally selling vaping products to youngsters.
3. The marketing of certain vaping products – with bright coloured packaging and flavours such as bubble gum – that might appeal to children.
4. The significant increase in availability of disposable and single-use vaping products which are cheaper and easier for children to access.
5. The high volume of single use vapes being disposed of in general waste.
6. An increase in fires at UK waste plants due to damaged and highly flammable batteries and the increased costs this causes.
7. The delay in the Government bringing forward legislation to act on the outcomes of last year's consultation on smoking and vaping.

Council acknowledges the role vaping products may play in aiding adults to stop smoking, and that vaping products carry a small fraction of the risk, and exposure to toxins, that are associated with cigarettes. However, vaping is not risk-free; particularly for those who have never smoked.

Vaping products contain nicotine, and research shows that most children who use them have never smoked. Council recognises the Local Government Association has raised concerns about the sale of vaping products to children.

Council calls for vaping products to be regulated in a similar way as tobacco products, with plain packaging and a requirement for products to be kept out of sight behind shop counters. Council calls for legislation to be brought forward in the current parliamentary session to:

1. Ensure vaping products are in plain packaging and kept out of sight behind the counter.
2. Make age-of-sale signage on vaping products mandatory.
3. Ban free samples of vaping products being given out to people of any age.
4. Ban the sale of single-use vaping products in the UK.

Council commits to not allowing the sale of vaping products in any Three Rivers District Council run premises.

Council therefore instructs the Chief Executive to write to both the Secretary of State for Health and Social Care and Secretary of State for Environment, to express the Council's demand for the greater regulation of vaping products detailed in this motion and ban on the sale of single use vapes.

3. Roadbuilding

Proposed by Cllr Giles-Medhurst, seconded by Cllr Louise Price

Council notes the issues faced by residents on new housing developments, where unadopted roads leave residents at the mercy of residual landowners, especially as regards street lighting, signage and general maintenance, as well as additional service fees on top of Council Tax payments.

Council therefore calls upon Hertfordshire County Council alleviate this burden on local residents and ensure more roads built to adoptable standards are adopted across the District and instructs the Chief Executive to write to both the Chief Executive and Leader of Hert County Council. Council notes the issues faced by residents on new housing developments, where unadopted roads leave residents at the mercy of residual landowners, especially as regards street lighting, signage and general maintenance, as well as additional service fees on top of Council Tax payments.

Council therefore calls upon Hertfordshire County Council alleviate this extra “tax” burden on local residents and roads built to adoptable standards across the District and instructs the Chief Executive to write to both the Chief Executive and Leader of Hert County Council requesting that Herts County Council reviews its current policy that leaves some residents at a disadvantage and subject to the whims of residual landowners.

4. Sewage and Waterways

Proposed by Cllr Jon Tankard, seconded by Cllr Chris Lloyd

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 previous Secretary of State for Levelling Up, Housing and Communities of the then-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 then-Secretary of State for Levelling Up, Housing and Communities had brought forward this plan to amend the Levelling Up and Regeneration Bill, he had 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 Housing, Communities and Local Government, and the Secretary of State for the Environment, Food and Rural Affairs stating the council's views on these matters.

5. Expansion of Active Travel

Proposed by Cllr Cheryl Stungo, seconded by Cllr Narinder Sian

This Council recognises the success and potential of the Beryl Bike trial in Croxley Green and the need to accelerate the transition towards more sustainable modes of transport.
Council therefore resolves to:
1. Work with Hertfordshire County Council and neighbouring authorities to expand shared bike and e-bike schemes across the district.
2. Identify funding opportunities, including government grants and Section 106 agreements, to support active travel infrastructure.
3. Commit to the installation of secure cycle parking at all major community facilities, high streets, and transport hubs within the district by the end of 2026.
4. Work with local schools and communities to encourage walking, cycling, and scooting as primary modes of travel for short journeys.

THREE RIVERS DISTRICT COUNCIL

This page is intentionally left blank