

# POLICY AND RESOURCES COMMITTEE

## NOTICE AND AGENDA

For a meeting to be held in the Penn Chamber, Three Rivers House, Northway, Rickmansworth on Monday, 8 September 2025 at 7.30 pm

Members of the Policy and Resources Committee:-

Councillors:

Stephen Giles-Medhurst OBE (Chair)  
Oliver Cooper  
Stephen Cox  
Steve Drury  
Vicky Edwards  
Rue Grewal  
Philip Hearn

Sarah Nelmes (Vice-Chair)  
Chris Lloyd  
Chris Mitchell  
Louise Price  
Reena Ranger  
Jon Tankard

---

*Joanne Wagstaffe, Chief Executive  
Friday, 29 August 2025*

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

For those wishing to speak:

Members of the public are entitled to register and identify which item(s) they wish to speak on from the published agenda for the meeting. Those who wish to register to speak are asked to register on the night of the meeting from 7pm. Please note that contributions will be limited to one person speaking for and one against each item for not more than three minutes.

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

Those wishing to observe the meeting are requested to arrive from 7pm.

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

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

**1. APOLOGIES FOR ABSENCE**

To note any apologies for absence.

**2. MINUTES**

(Pages 5  
- 16)

To approve the minutes of the meeting held on 21 July 2025.

**3. NOTICE OF OTHER BUSINESS**

Items of other business notified under Council Procedure Rule 30 to be announced, together with the special circumstances that justify their consideration as a matter of urgency. The Chair to rule on the admission of such items.

**4. DECLARATIONS OF INTEREST**

**To receive any declarations of interest.**

**5. THREE RIVERS HOUSE SOLAR PANELS ARRAY EXTENSION**

(Pages  
17 - 58)

That:

Policy and Resources Committee instruct officers to install the proposed PV Solar Array on Three Rivers House, to be installed by Chiltern Solar who were the successful bidder from the competitive tender process.

The Policy & Resources Committee provide delegated authority to the Assistant Director For Environment to appoint the recommended solar PV installer at a cost of £50,813 (excl. VAT).

**6. THREE RIVERS EQUALITY FORUM**

(Pages  
59 - 76)

That:

Council provide any feedback or suggestions for membership to the Forum.

Council agree the draft Terms of Reference for the Equalities Forum.

That public access to the report be immediate.

That public access to the decision be immediate.

**7. BUDGET MONITORING REPORT TO 30 JUNE 2025**

(Pages  
77 - 126)

To Council:

That the revenue budget virements as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.

That the revenue budget supplementary estimates as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.

That the revenue variances to be managed as set out in appendices 1 to 3 be noted.

That the capital variances as set out in appendices 1 to 3 be approved and incorporated into the three-year medium-term financial plan.

**8. SARRATT NEIGHBOURHOOD PLAN DECISION NOTICE**

(Pages  
127 -  
370)

That:

The Policy & Resources Committee agree the Decision Notice for the Sarratt Neighbourhood Plan (subject to ongoing work), which would allow the Sarratt Neighbourhood Development Plan to proceed to public referendum.

**9. AV SYSTEM PROCUREMENT EXEMPTION**

(Pages  
371 -  
374)

That:

Members note the action taken regarding the procurement exemption and agree to enter into a contract with Auditel.

**11. WORK PROGRAMME**

(Pages  
375 -  
378)

To note the Work Programme.

**12. Other business - if approved under item 3 above**

**13. EXCLUSION OF PRESS AND PUBLIC**

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

“that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined under paragraph X of Part I of Schedule 12A to the Act. It has been decided by the Council that in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

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

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

**To receive any declarations of interest.**

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