

# LOCAL PLAN SUB-COMMITTEE

## NOTICE AND AGENDA

For a meeting to be held on Monday, 12 May 2025 at 7.00 pm

Members of the Local Plan Sub-Committee:-

Councillors:

Stephen Giles-Medhurst (Chair)  
Christopher Alley  
Oliver Cooper  
Stephen Cox  
Steve Drury  
Vicky Edwards

Louise Price (Vice-Chair)  
Philip Hearn  
Chris Mitchell  
Sarah Nelmes  
Andrew Scarth

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*Joanne Wagstaffe, Chief Executive  
Thursday, 1 May 2025*

The Council welcomes contributions from members of the public on agenda items at Local Plan Sub-Committee meetings. Details of the procedure are provided below:

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 6.30pm. Please note that contributions will be limited to one person speaking for and one against each item for not more than three minutes.

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

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

### **1. Apologies for Absence**

To receive any apologies for absence.

### **2. Minutes**

(Pages 5 - 8)

To confirm, as a correct record, the minutes of the Local Plan Sub-Committee meeting held on 11 March 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 Chairman to rule on the admission of such items.

**4. Declaration of Interests**

To receive any declarations of interest.

**5. Local Plan - Further Regulation 18 Consultation**

(To Follow)

This report sets out Counsel's advice in regard to undertaking an additional Regulation 18 consultation on new sites and seeks Member agreement for the Council to conduct a Regulation 18 consultation in the summer.

**Recommendation:**

That the Local Plan Sub Committee agrees that an additional Regulation 18 consultation on newly submitted sites be completed prior to Regulation 19 publication of the Local Plan.

**6. Updated Draft Housing Policies for Regulation 19 and Removal of the Council's Policy Position Statement on First Homes**

(To Follow)

This report seeks member agreement of the updates to the draft Local Plan housing policies in response to changes to national planning policy, updated evidence base and consideration at previous Local Plan Sub-Committee meetings. More specifically, this report seeks updates to the Housing Mix and Affordable Housing Policy and the removal of the First Homes Policy.

This report also seeks member agreement to withdraw the Council's Policy Position Statement on First Homes and remove it from the website.

**Recommendations:**

1. That the Local Plan Sub-Committee notes the contents of this report, and recommends to the Policy & Resources Committee the following policy updates:
  - Housing Mix Policy (Appendix 2)
  - Affordable Housing Policy (Appendix 3)
  - Removal of First Homes Policy (Appendix 4)
2. That the Local Plan Sub-Committee recommends to the Policy & Resources Committee to withdraw the Council's Policy Position Statement on First Homes (Appendix 5) and remove it from the website, and the tenure mix for affordable housing under Policy CP4 of the Core Strategy (2011), which as a guide seeks 70% of the affordable housing provided to be social rented and 30% to be intermediate is re-instated until the adoption of the emerging Local Plan.

## **7. Updated Draft Sustainability Policies for Regulation 19**

(To Follow)

This report sets out the issues which the new Local Plan will need to address in relation to sustainability and sets out the policy wording to be contained within the new Local Plan.

There are five separate sustainability policies referenced within this report and are set out within Appendices 1, 2, 3, 4 and 5. Appendix 6 provides background and details of why and how these policies have been produced which is further summarised within this report.

### **Recommendation:**

1. That the Local Plan Sub-Committee notes the contents of this report and recommends to the Policy and Resources Committee the following draft policies:
  - X A - Net Zero Operational Carbon in New Residential Development
  - X B - Net Zero Operational Carbon in New Build Non-Residential Development
  - X C - Climate-adapted Design and Construction
  - X D - Embodied Carbon and Waste
  - X E - Reducing Carbon Emissions in Existing Buildings
2. That the Local Plan Sub-Committee recommends to the Policy and Resources Committee that delegated authority be granted to the Head of Planning Policy & Conservation in consultation with the portfolio holder to make minor changes to the draft policies.

## **8. Other Business - If approved under item 3 above**

## **9. Exclusion of Press and Public**

If the Sub-Committee wishes to consider the remaining items 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(s) of business on the grounds that it involves the likely disclosure of exempt information as defined under Paragraphs 1 to 7 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](mailto:committeeteam@threerivers.gov.uk)

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## Local Plan Sub-Committee MINUTES

**Of a meeting held in the Penn Chamber, Three Rivers House, Rickmansworth, on Tuesday, 11 March 2025 from 7.00 - 9.05 pm**

**Present:** Councillors Stephen Giles-Medhurst (Chair), Louise Price, Christopher Alley, Oliver Cooper, Stephen Cox, Steve Drury, Vicky Edwards, Philip Hearn, Chris Mitchell, Sarah Nelmes and Andrew Scarth

**Also in Attendance:** Councillor Jon Tankard

### **Officers in Attendance:**

Michael Davey, Planning Officer (Policy)  
Marko Kalik, Head of Planning Policy and Conservation  
Emma Lund, Senior Committee Officer  
Aaron Roberts, Senior Planning Officer

### **LPSC55/25 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

### **LPSC56/25 MINUTES**

The minutes of the meeting held on 4 February 2025 were confirmed as a correct record and signed by the Chair.

### **LPSC57/25 NOTICE OF OTHER BUSINESS**

There was none.

### **LPSC58/25 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **LPSC59/25 GYPSY AND TRAVELLER ACCOMMODATION ASSESSMENT**

The Local Plan Sub-Committee received a report which provided an overview of the Gypsy and Traveller Accommodation Assessment (GTAA) which had been prepared to assist with the formulation of the emerging Local Plan.

The Senior Planning Officer summarised that the GTAA identified the current and future accommodation needs of Gypsies, Travellers and Travelling Showpeople within the district.

In terms of Gypsy and Traveller need, the GTAA showed a need for 41 pitches arising from households which met the planning definition. This would be met directly from site allocations, either by allocating new sites or expanding existing sites. Additionally, there was a need for 5 pitches arising from households from undetermined need, which would be met by criteria-

based policies. A need for 3 pitches from households which did not meet the planning definition would be met as part of general housing need through separate Local Plan policies.

In terms of Travelling Showpeople need, the GTAA showed a need for 6 plots arising from households which met the planning definition. These would be met directly from site allocations, either by allocating new sites or expanding existing sites. There was also a need for 10 plots arising from households with undetermined need, which would be met through criteria-based policies.

The Sub-Committee noted that during the final stages of the drafting of the GTAA in December 2024, the planning definition of a Traveller (as set out in Annex 1 of the Planning Policy for Traveller Sites document) was expanded to include 'all other persons with a cultural tradition of nomadism or living in a caravan.' The GTAA therefore included a note which set out that, following this amendment, an updated version of the GTAA report would be prepared in due course to reflect this change to the definition. The Senior Planning Officer reported that initial discussions had indicated that the overall assessed need of 49 Gypsy and Traveller pitches would not alter as a result: there would be a need for a further 3 pitches arising from households which previously did not meet the planning definition but would now do so. However, this would not result in any additional need, as the 3 pitches from households which did not meet the planning definition would no longer be required.

Members of the Sub-Committee sked questions on the detail of the report, which were responded to by officers. This included the following:

- The process through which sites would be identified would be either by allocating new sites (for example as part of a larger strategic site allocation), or by extending or re-developing existing sites.
- ORS was undertaking as assessment of the additional work which was required to update the report following the change to the definition. It was not envisaged that it would be too onerous, and so no adverse financial or resource implications were expected.
- There was no identified need to allocate a transit site: all of the need which had been identified in the GTAA arose from households within the Three Rivers district.
- Discussions with ORS and GATE Herts had indicated a general preference for expanding existing sites rather than allocating new sites. However, it was acknowledged that this may not always be possible, given the planning constraints.
- ORS had undertaken GTAA's for several neighbouring authorities, and these had been found to be sound at Examination. Officers therefore had confidence in the methodologies which had been used and the analysis provided.
- Figure 5 of the GTAA referred to 5 'Public Transit Sites', whilst paragraph 4.6 stated that no public transit site need was identified. It was noted that this was likely to be an error and that these 5 sites and 37 pitches should instead be reflected in the row below, as Travelling Showpeople yards. Officers undertook to seek a correction.

RESOLVED:

That the Local Plan Sub-Committee notes the contents of the report and, subject to correction to Figure 5 noted above, agrees to publish the Gypsy and Traveller Accommodation Assessment (December 2024) to the emerging Local Plan Evidence Base.

#### **LPSC60/25 EXCLUSION OF PRESS AND PUBLIC**

RESOLVED:

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 Schedule 12A to the Act. It has been decided by the Sub-Committee that in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**LPSC61/25 'CALL FOR SITES' SUBMISSIONS**

The Sub-Committee received a confidential presentation summarising the new sites which had been submitted during the call for sites.

The presentation was noted.

**CHAIR**

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