

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, 14 July 2026 at 7.30 pm

Councillors:

Keith Martin (Chair)
Christopher Alley
Aidan Bentley
Ian Campbell
Anaika Chopra
Oliver Cooper
Stephen Cox
Harry Davies
Steve Drury
Vicky Edwards
Andrea Fraser
Elinor Gazzard
Stephen Giles-Medhurst OBE
Shelley Gormley
Lisa Hudson
Tony Humphreys
Matthew Hunt
Raj Khiroya
Joan King
Chris Lloyd

Reena Ranger OBE(Vice-Chair)
David Major
Kerry Milliken
Chris Mitchell
Debbie Morris
Ian Morris
Krutika Patel
Louise Price
Kevin Raeburn
Paul Rainbow
Ciaran Reed
Andrew Scarth
Narinder Sian
Mike Sims
Tom Smith
Cheryl Stungo
Jon Tankard
Kavan Trivedi
Chris Whately-Smith

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. MINUTES OF PREVIOUS MEETING

(Pages 7
- 18)

To confirm as being a correct record the minutes of the meeting of Annual Council on 19 May 2026 and Full Council held on 01 June 2026 and for them to be signed by the Chair.

3. DECLARATIONS OF INTEREST

To receive any Declarations of Interest.

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

(Pages
19 - 22)

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

7. APPOINTMENT TO COMMITTEES

(Pages
23 - 26)

To approve the changes to Committee Appointments.

8. MINOR AMENDMENTS TO CHORLEYWOOD NEIGHBOURHOOD PLAN

(Pages
27 - 156)

That:

- The council agrees the minor amendments and adopts the updated Chorleywood Neighbourhood Plan in Appendix 2

9. COMMUNITY GOVERNANCE REVIEW MILL END, MAPLE CROSS, WEST HYDE

(Pages
157 -
162)

That:

- The current Community Governance Review commenced following the decision of the Policy and Resources Committee on 17 November 2025 be discontinued.
- That no further work be undertaken in relation to draft or final proposals arising from the current review.
- That officers be requested to develop proposals and terms of reference for a future district-wide Community Governance Review covering all parish and unparished areas of the district for consideration by Members at a future meeting.

10. COMMUNITY GOVERNANCE REVIEW

(Pages
163 -
172)

That:

- This Committee to proceed with a Community Governance Review as set out in the terms of reference.
- Should Full Council agree to undertake a Community Governance Review, to agree to the terms of reference attached to appendix A.

10.1 RIGHT TO BUY CAPITAL RECEIPT

(Pages
173 -
180)

That:

Full Council give delegated authority to the Director of Finance in consultation with the Deputy Leader (as Lead Member for Resources) to enter into a Deed of Variation to the original stock transfer agreement:

- a) To transfer future RTB receipts, originally paid to Three Rivers District Council directly into Three Rivers Homes Limited.
- b) To require these receipts to be used for the provision of housing within the area covered by Three Rivers District Council.

- c) That the council receive an equivalent, non-voting, equity stake in Three Rivers Homes.
- d) To make any associated changes to Three Rivers Homes Articles of Association or shareholder arrangements to put the deed of variation into effect.

11. POLICY AND RESOURCES COMMITTEE RECOMMENDATIONS

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

- 19 May 2026
- 01 June 2026

11.1 BUDGET OUTTURN REPORT 2025/26

(Pages
181 -
208)

That Council approves the following:

- That the revenue year end variance after carry forwards of £0.461m be noted.
- That the capital year end position as summarised in paragraph 3.12 and Appendix 3 be noted.
- To approve to carry forward the unspent service budgets from 2025/26 to 2026/27 which total £0.580m to enable completion of projects as detailed at Appendix 2.
- To approve the rephasing of capital projects from 2025/26 to 2026/27 as detailed at Appendix 4.

11.2 CALENDAR OF MEETINGS 2027-2028

(Pages
209 -
226)

That:

- Full Council adopts the committee timetable for the 2027 to 2028 municipal year.

11.3 CIL SPENDING APPLICATIONS – JANUARY 2026 APPLICATIONS

(Pages
227 -
346)

- That Members approve CIL funding for the following schemes detailed in Table 1 of this report and summarised in the table below for 2026/2027:

Applicant & Project Name	Infrastructure	CIL Amount
Croxley Guild Bowls Club, Croxley Guild of Sport, The Green, Croxley Green, Rickmansworth. WD3 3HT	Improvements to Clubhouse and access to Bowling Green and provision of a shelter	£47,298

Chorleywood Common Youth Football Club (CCYFC) Lady Ela Drive, Chorleywood, WD3 5SL	Refurbishment of Current Pavilion	£363,000
One YMCA Woodlands Community Hub in Leavesden Country Park College Road Abbots Langley Hertfordshire WD5 0GU	MUGA and 3G Pitch Refurbishment	£47,050

- The final funding and implementation of the 3 agreed projects is delegated to the Director of Finance, in consultation with the Lead Members for Resources and Planning Policy and Infrastructure, to determine to enable the agreed projects to be progressed and implemented.

11.4 PRIMATE LICENSING

(Pages
347 -
354)

That:

- Members note the introduction of the Regulations and the Council's duties as the licensing authority.
- Approve the adoption of a primate licensing scheme in accordance with the Regulations
- Approve the proposed fee structure set out in 3.7 of this report, which will then form part of the annual fees and charges process.

11.5 COUNCIL PLAN DELIVERY PLAN

(Pages
355 -
368)

That:

- Full Council to review and agree the adoption of the Council Plan 2026 - 2029 Delivery Plan
- Full Council to agree the Delivery Plan will be presented to the Policy and Resources committee every 6 months.

12. LEAD MEMBER REPORTS

(Pages
369 -
394)

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

13. QUESTIONS TO THE LEADER AND LEAD MEMBERS

(Pages
395 -
406)

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

14. MOTIONS

(Pages
407 -
414)

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
Monday 06 July 2026

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THREE RIVERS DISTRICT COUNCIL

At a meeting of the Annual Council held in the Penn Chamber, Three Rivers House, Rickmansworth, on Tuesday, 19 May 2026 from 19:30.

Present: Councillors Keith Martin and Reena Ranger,

Christopher Alley, Oliver Cooper, Ian Campbell, Anaika Chopra, Stephen Cox, Harry Davies, Steve Drury, Vicky Edwards, Andrea Fraser, Elinor Gazzard, Stephen Giles-Medhurst OBE, Shelley Gormley, Lisa Hudson, Tony Humphreys, Matthew Hunt, Joan King, Chris Lloyd, David Major, Keith Martin, Kerry Milliken, Chris Mitchell, Debbie Morris, Ian Morris, Krutika Patel, Louise Price, Kevin Raeburn, Reena Ranger, Ciaran Reed, Andrew Scarth, Narinder Sian, Mike Sims, Tom Smith, Cheryl Stungo, Jon Tankard, Kavan Trivedi and Chris Whately-Smith

Officers in Attendance:

Joanne Wagstaffe – Chief Executive Officer

Kimberley Grout – Associate Director for Corporate, Customer and Community

Jon Boyle – Deputy Monitoring Officer

Lucy Smith – Committee and Electoral Services Manager

CL19/23 APPOINTMENT OF THE CHAIR OF THE COUNCIL

Councillor Keith Martin was nominated by Councillor Andrew Scarth and seconded by Councillor Tom Smith.

There being no further nominations, it was RESOLVED by general assent that Councillor Keith Martin be appointed Chair of the Council for the 2026/27 municipal year.

CL20/23 CHAIR ELECT

Councillor Keith Martin received the Chain of Office from the retiring Chair, past Councillor Stephen King, and signed the Declaration of Acceptance of Office.

CL21/23 VOTE OF THANKS TO RETIRING CHAIR

The Council recorded its thanks and appreciation to Councillor Stephen King for his service as Chair during the 2025/26 municipal year. Tributes were paid by Councillors Cox, Giles-Medhurst, Lloyd, Mitchell and Cooper.

CL22/23 APPOINTMENT OF THE VICE-CHAIR OF COUNCIL

Councillor Reena Ranger OBE was nominated by Councillor Oliver Cooper and seconded by Councillor Debbie Morris.

There being no further nominations, it was RESOLVED by general assent that Councillor Reena Ranger OBE be appointed Vice-Chair of the Council for the 2026/27 municipal year.

CL23/23 VICE-CHAIR ELECT

Councillor Reena Ranger OBE received the Vice-Chair Chain of Office and signed the Declaration of Acceptance of Office.

The Chair also recorded the Council's thanks to Councillor Tony Humphreys for his service as Vice-Chair.

CL24/23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bentley and Khiroya.

CL25/23 DECLARATIONS OF INTEREST

No Declarations of Interest were made.

CL26/23 MINUTES OF THE PREVIOUS MEETING

The minutes of the meetings held on 27 January 2026, 24 February and 24 April be approved as a correct record and signed by the Chair.

CL27/23 CHAIR'S ANNOUNCEMENTS

The Chair thanked officers, polling station staff and count staff for their work in delivering the District Elections. The Chair announced that his chosen charity for the year would be the UK Sepsis Trust and encouraged Members to work constructively with officers in relation to amendments to Council reports.

CL28/23 APPOINTMENT OF LEADER OF THE COUNCIL

Councillor Stephen Giles-Medhurst was nominated by Councillor Chris Lloyd and seconded by Councillor Louise Price.

Councillor Oliver Cooper was nominated by Councillor Vicky Edwards and seconded by Councillor Kerry Milliken.

A recorded vote was called for by Councillor Oliver Cooper and supported by Councillors Edwards, Reed, D Morris, Trivedi and Fraser.

For Councillor Giles-Medhurst,
Councillors, Stephen Cox, Harry Davies, Elinor Gazzard, Stephen Giles-Medhurst, Shelley Gormley, Tony Humphreys, Joan King, Chris Lloyd, David Major, Keith Martin, Chris Mitchell, Louise Price, Kevin Raeburn, Paul Rainbow, Andrew Scarth, Narinder Sian, Tom Smith, Cheryl Stungo, Jon Tankard, Chris Whately-Smith. (21)

For Councillor Oliver Cooper,
Councillors, Chris Alley, Ian Campbell, Anaika Chopra, Oliver Cooper, Vicky Edwards, Andrea Fraser, Lisa Hudson, Matthew Hunt, Kerry Milliken, Debbie Morris, Krutika Patel, Reena Ranger, Ciaran Reed, Kavan Trivedi. (14)

Abstentions
Councillors Ian Morris and Mike Sims.

RESOLVED

That Councillor Stephen Giles-Medhurst OBE be appointed as Leader of the Council for the 2026/27 municipal year.

CL29/23 TO APPOINT THE DEPUTY LEADER AND LEAD MEMBERS

The Leader paid tribute to former Deputy Leader Sarah Nemes following her departure from the Council.

Councillor Louise Price was nominated as Deputy Leader by Councillor Stephen Giles-Medhurst and was seconded by Councillor Chris Lloyd.

On being put to the vote, the voting being 21 votes For, 0 votes against and 16 Abstentions. It was RESOLVED that Councillor Louise Price be appointed as Deputy Leader of the Council.

Councillor Stephen Giles-Medhurst proposed Lead Members and to take a vote encompassing all appointments. Councillor Louise Price seconded.

On being put to the vote, the voting being 21 votes For, 0 Against and 16 Abstentions. It was RESOLVED:

That the following be appointed as Lead Members for the 2026/2027 municipal year:

- Councillor Louise Price as Lead Member for Resources, Regeneration and Economic Development
- Councillor Aidan Bentley as Lead Member for Sustainability and Climate Change.
- Councillor Chris Lloyd as Lead Member for Leisure
- Councillor Steve Drury as Lead Member for Community Engagement, Public Safety and Housing
- Councillor Paul Rainbow as Lead Member for General Public Services.

CL30/23 REVIEW OF POLITICAL PROPORTIONALITY AND APPOINTMENT OF COMMITTEES

The Council considered a report setting out the proposed committee structure for the 2026/27 municipal year together with the allocation of seats and the consequential political proportionality calculations.

The Chair advised that the item would be considered in stages comprising the establishment of committees, establishment of sub-committees, approval of committee sizes and approval of the political proportionality arrangements.

Each Stage was agreed by general assent.

RESOLVED:

That:

- (a) The Committees of the council for the 2026/27 Municipal Year be established;
- (b) The Local plan Sub Committee and Shareholder and Commercial Ventures Scrutiny Panel be established;
- (c) The number of seats on each committee be approved; and
- (d) The political proportionality be approved.

CL31/23 APPOINTMENT OF THE CHAIRS AND VICE-CHAIRS OF COMMITTEES

The Council considered the nominations received for the positions of Chair and Vice Chair of the Committees for the 2026/27 municipal year.

Councillor Stephen Giles-Medhurst proposed the appointments as set out in the circulated schedule. The proposal was seconded by Councillor Louise Price.

On being put to the vote, the voting being for 23 votes For, 0 votes Against and 14 Abstentions, it was RESOLVED:

That:

- Councillor Stephen Giles-Medhurst be appointed as Policy and Resources Chair
- Councillor Louise Price be appointed as Policy and Resources Vice-Chair

- Councillor Steve Drury be appointed as General Public Services and Community Engagement Chair
- Councillor Paul Rainbow be appointed as General Public Services and Community Engagement Vice-Chair.
- Councillor Chris Whately-Smith be appointed as Planning Chair
- Councillor Elinor Gazzard be appointed as Planning Vice-Chair
- Councillor Chris Lloyd be appointed as Climate Change and Leisure Chair
- Councillor Aidan Bentley be appointed as Climate Change and Leisure Vice-Chair
- Councillor Harry Davies be appointed as Licensing Chair
- Councillor Raj Khiroya be appointed as Licensing Vice-Chair
- Councillor Tony Humphreys be appointed as Audit Chair
- Councillor Keith Martin be appointed as Audit Vice-Chair
- Councillor Stephen Giles-Medhurst be appointed as Council Tax Setting Committee Chair
- Councillor Louise Price be appointed as Council Tax Setting Committee Vice-Chair
- Councillor Stephen Giles-Medhurst be appointed as Local Plan Sub-Committee Chair
- Councillor Louise Price be appointed as Local Plan Sub-Committee Vice-Chair
- Councillor Stephen Giles-Medhurst be appointed as Shareholder and Commercial Ventures Scrutiny Panel Chair
- Councillor Louise Price be appointed as Shareholder and Commercial Ventures Scrutiny Panel Vice-Chair

CL32/23 APPOINTMENT OF MEMBERS TO COMMITTEES

The Council considered the noominations received from the political groups for membership of Committees for the 2026/27 Municipal Year.

Councillor Stephen Cox proposed that Councillor Mike Sims be appointed to the vacancy on the Audit Committee. The proposal was accepted by the Council.

Councillor Stephen Giles-Medhurst proposed that the committee memberships be approved as circulated and amended by the appointment of Councillor Mike Sims to the Audit Committee. The proposal was seconded by Councillor Cooper.

Upon being put to the vote, the appointments were agreed by General Assent.

RESOLVED that:

The membership of the standing committees of the Council for 2026/27 be as follows:

Policy and Resources Committee

Oliver Cooper, Chris Alley, Vicky Edwards, Andrea Fraser, Kavan Trivedi, Narinder Sian, Stephen Cox, Steve Drury, Stephen Giles-Medhurst, Chris Lloyd, Paul Rainbow, Louise Price and Aidan Bentley. (13)

Planning Committee

Debbie Morris, Oliver Cooper, Reena Ranger, Chris Mitchell, Stephen Cox, Raj Khiroya, Tom Smith, Elinor Gazzard and Chris Whately-Smith (9)

Planning Committee (Named Substitutes)

Vicky Edwards, Andrea Fraser, Krutika Patel, Stephen Giles-Medhurst, Andrew Scarth, Louise Price, Chris Lloyd and Steve Drury

Licensing Committee

Ciaran Reed, Anaika Chopra, Debbie Morris, Narinder Sian, Harry Davies, Raj Khiroya, Keith Martin and Andrew Scarth (9)

Regulatory Services Committee

Ciaran Reed, Anaika Chopra, Debbie Morris, Narinder Sian, Stephen Cox, Harry Davies, Raj Khiroya, Andrew Scarth, Keith Martin (9)

General Public Services and Community Engagement Committee

Chris Alley, Ian Campbell, Krutika Patel, Cheryl Stungo, Joan King, Steve Drury, Paul Rainbow, Kevin Raeburn, Shelley Gormley (9)

Climate Change and Leisure Committee

Andrea Fraser, Kerry Milliken, Kavan Trivedi, Chris Mitchell, Raj Khiroya, Chris Lloyd, Aidan Bentley, Jon Tankard (9)

Audit Committee

Ciaran Reed, Lisa Hudson, Matthew Hunt, Chris Mitchell, Tony Humphreys, Keith Martin, Shelley Gormley, David Major, Mike Sims (9)

Council Tax Setting Committee

Oliver Cooper, Matthew Hunt, Kavan Trivedi, Chris Mitchell, Stephen Giles-Medhurst, Chris Lloyd, Louise Price (7)

CL33/23 APPOINTMENTS TO OUTSIDE BODIES

The Council considered the appointments to Outside Bodies for the 2026/27 Municipal Year.

Members considered the nominations set out in the circulated schedule. During consideration of the report, Members agreed that the role of Seniors Champion should be shared between Councillors Lisa Hudson and Cheryl Stungo and that the role of Young Person Champion should be shared between Councillors Tom Smith and Ciaran Reed.

Upon being put to the vote, the voting being by General Assent, it was RESOLVED that the Council appoints representatives to outside bodies as set out below:

East of England Local Government Association

Stephen Giles-Medhurst

Chilterns Conservation Board

Louise Price

Denham Aerodrome Consultative Committee

Raj Khiroya

Herts Waste Partnership

Paul Rainbow, Substitute Stephen Giles-Medhurst

LGA General Assembly

Stephen Giles-Medhurst, Substitute Louise Price

Hertfordshire Building Preservation Trust Ltd

Elinor Gazzard

Herts County Council Health Scrutiny Committee

Tony Humphreys, Substitute Steve Drury

Three Rivers Museum Trust

Steve Drury

Moor Park Mansion Heritage Trust

Andrew Scarth, Cheryl Stungo, Reena Ranger

**New Agreement Traffic Management Act 2004 Adjudication Joint Committee
PATROLAJC**

Paul Rainbow, Substitute Stephen Giles-Medhurst

Abbots Langley Community Centre Management Committee

David Major

Hertfordshire Police and Crime Scrutiny Panel

Andrew Scarth, Substitute Tony Humphreys

Hertfordshire Armed Forces Covenant

Jon Tankard

Herts Climate Change and Sustainability Partnership (HCCSP)

Chris Mitchell, Jon Tankard, Substitute Chris Lloyd

Herts Growth Board

Stephen Giles-Medhurst, Substitute Louise Price

South West Herts Strategic Planning Members Group (SPMG)

Stephen Giles-Medhurst, Substitute Louise Price

Watford and Three Rivers Trust (Observer)

Narinder Sian

Seniors Champion

Cheryl Stungo and Lisa Hudson Co-Chair

Young Persons Champion

Tom Smith and Ciaran Reed Co-Chair

Member Training Champion

Louise Price

CL34/23 APPOINTMENT OF SUB-COMMITTEES AND OTHER BODIES OF COUNCIL

The Council considered the proposed Memberships of the Local Plan Sub Committee, Shareholder and Commercial Ventures Scrutiny Panel and the other bodies of the Council.

Members noted that the Environmental Forum remained open to attendance by all councillors.

On being put to the vote, the voting being by General Assent, the appointments were RESOLVED as follows:

Local Plan Sub Committee

Oliver Cooper, Vicky Edwards, Krutika Patel, Chris Mitchell, Stephen Cox, Stephen Giles-Medhurst, Louise Price, Steve Drury and Kevin Raeburn (9)

Shareholder and Commercial Ventures

Oliver Cooper, Matthew Hunt, Kavan Trivedi, Narinder Sian, Stephen Cox, Stephen Giles-Medhurst, Louise Price, Steve Drury and Chris Lloyd (9)

Appointments and Appeals Committees

To be constituted as 7 members, being 3 Liberal Democrat, 2 Conservative, 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

Other organisations and bodies:

Connecting Three Rivers
Louise Price and Narinder Sian

Community Safety Board (Police and Crime Commissioner Board)
Andrew Scarth

Environmental Forum Chair
Jon Tankard

Environmental Forum Vice-Chair
Chris Mitchell

Equalities Forum Chair
Narinder Sian
Equalities Forum Vice-Chair
Kevin Raeburn

Seniors Forum
Lisa Hudson and Cheryl Stungo

Youth Council
Cheryl Stungo, Ciaran Reed, Tom Smith and Stephen Cox.

Internal Complaints Panel
To be notified on as required basis

Staff Employer Forum
To be notified on as required basis

CL35/23 APPOINTMENT OF THE CHAIRS AND VICE-CHAIRS OF THE LOCAL AREA FORUMS

The Council considered nominations for the positions of Chair and Vice Chair of the Local Area Forums.

For Chorleywood and Sarratt Local Area Forum, Councillors Giles-Medhurst advised that the Liberal Democrat Group would withdraw its nomination for Vice Chair, allowing Councillor Matthew Hunt to be appointed unopposed.

On being put to the vote, the appointments were agreed by General Assent.

For Rickmansworth Local Area Forum, nominations were received for Councillor Mike Sims and Councillor Kerry Milliken for the position of Chair.

On being put to the vote, Councillor Sims was appointed Chair, the voting being 23 votes For, 14 votes Against. Councillor Milliken was subsequently appointed Vice-Chair.

For Abbots Langley Local Area Forum, Councillor Gazzard was appointed Chair. Nominations were received for the position of Vice-Chair, with Councillor Jon Tankard and Councillor Ian Campbell being nominated.

On being put to the vote, Councillor Jon Tankard was appointed Vice-Chair, the voting being 22 votes For, 14 votes Against and 1 Abstention.

For Croxley Green Local Area Forum, Councillors Chris Mitchell and Steve Drury were nominated for Chair and Vice-Chair Respectively. Councillor Chris Mitchell was appointed Chair and Councillor Steve Drury was appointed Vice-Chair by General Assent.

For Watford Rural Local Area Forum, Councillor Andrew Scarth was appointed Chair by General Assent. Nominations were received for the position of Vice-Chair for Councillor Joan King and Councillor Chris Alley.

On being put to the vote, Councillor Joan King was appointed Vice-Chair, the voting being 19 For, 15 Against and 3 Absentions.

RESOLVED:

That the Chairs and Vice-Chairs of the Local Area Forums for the 2026/27 Municipa Year be appointed as below:

Chorleywood and Sarratt
Chair: Louise Price
Vice- Chair: Matthew Hunt

Rickmansworth
Chair: Mike Sims
Vice-Chair: Kerry Milliken

Abbots Langley
Chair: Elinor Gazzard
Vice-Chair: Jon Tankard

Croxley Green
Chair: Chris Mitchell
Vice-Chair: Steve Drury

Watford Rural
Chair: Andrew Scarth
Vice-Chair: Joan King

CL36/23 SUMMARY OF DISTRICT COUNCIL ELECTION RESULTS

The Council received a report summarizing the results of the District Council Elections held on 07 May 2026.

The Chair thanked all candidates who had stood for election and acknowledged the work undertaken by officers and election staff in delivering the election process.

On being put to the vote, the recommendations were approved by General Assent

RESOLVED:

That the summary of District Council Election Results be noted.

CHAIRMAN

THREE RIVERS DISTRICT COUNCIL

At a meeting of the Full Council held in the Penn Chamber, Three Rivers House, Rickmansworth, on Monday, 1 June 2026 from 7pm.

Present: Councillors Keith Martin, Councillor Reena Ranger,

Aidan Bentley, Ian Campbell, Anaika Chopra, Oliver Cooper, Stephen Cox, Harry Davies, Steve Drury, Vicky Edwards, Andrea Fraser, Elinor Gazzard, Stephen Giles-Medhurst OBE, Shelley Gormley, Lisa Hudson, Tony Humphreys, Matthew Hunt, Raj Khiroya, Chris Lloyd, David Major, Keith Martin, Kerry Milliken, Debbie Morris, Ian Morris, Louise Price, Kevin Raeburn, Paul Rainbow, Reena Ranger, Ciaran Reed, Narinder Sian, Mike Sims, Tom Smith, Jon Tankard, Kavan Trivedi and Chris Whately-Smith

Officers in Attendance:

Joanne Wagstaffe – Chief Executive Officer

Kimberley Grout – Associate Director for Corporate, Customer and Community

Jon Boyle – Deputy Monitoring Officer

Lucy Smith – Committee and Electoral Services Manager

130 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Joan King, Andrew Scarth, Chris Mitchell, Cheryl Stungo and Krutika Patel.

131 DECLARATIONS OF INTEREST

Councillors Stephen Giles-Medhurst, David Major, Aidan Bentley, Elinor Gazzard and Jon Tankard declared non-pecuniary interests in Agenda Item 6A (Abbots Langley Neighbourhood Development Plan) by virtue of being Members of Abbots Langley Parish Council.

Members had been advised that they were permitted to remain in the meeting, participate in the debate and vote on the item.

132 REVIEW OF POLITICAL PROPORTIONALITY

Council considered the supplementary report setting out the revised political proportionality arrangements following the formation of the Independent Group.

Councillor Giles-Medhurst moved the recommendation as set out in the report. The motion was seconded by Councillor Louise Price.

During the debate, members raised that strict proportionality would result in one seat being transferred from the Green Group to the Conservative Group. However, following discussions with the Green Group Leader, the Conservative Group would not object to the proposed arrangements as they support Green representation on the Audit Committee.

There being no further debate, the motion as put to the vote and declared CARRIED by the Chair, the voting being by General Assent.

RESOLVED:

That the revised political proportionality arrangements, as set out in the report be approved.

133 APPOINTMENT OF MEMBERS TO COMMITTEES

Council considered the appointments to Committees for the 2026/27 Municipal Year following the revised political proportionality arrangements,

Councillor Giles-Medhurst moved the recommendations which were seconded by councillor Price.

Members were advised of a correction to the committee appointments schedule. Namely, that the Planning Committee membership should comprise nine members rather than eleven, in accordance with the decision taken at Annual Council.

There being no further discussion, the recommendations were put to the vote and declared CARRIED by the Chair, the voting being by General Assent.

RESOLVED:

Policy and Resources

Oliver Cooper, Chris Alley, Vicky Edwards, Andrea Fraser, Kavan Trivedi, Narinder Sian, Stephen Cox, Steve Drury, Stephen Giles-Medhurst, Chris Lloyd, Paul Rainbow, Louise Price, Aidan Bentley, Raj Khuroya and a split seat between Mike Sims and Ian Morris (13)

Licensing Committee

Ciaran Reed, Anaika Chopra, Debbie Morris, Narinder Sian, Harry Davies, Raj Khuroya, Andrew Scarth and Ian Morris (9)

Climate Change and Leisure Committee

Andrea Fraser, Kerry Milliken, Kavan Trivedi, Chris Mitchell, Raj Khuroya, Chris Lloyd, Aidan Bentley, Jon Tankard and Mike Sims (9)

134 APPOINTMENT TO WEST HERTS CREMATORIUM

Council considered the appointment of a representative to the West Herts Crematorium Joint Committee.

Councillor Giles-Medhurst nominated Councillor David Major for the appointment and this was seconded by Councillor Price.

With no further nominations, the nomination was put to the vote and declared CARRIED by the Chair, the voting being by General Assent.

RESOLVED:

That Councillor David Major be appointed as the Council's representative on the West Herts Crematorium Joint Committee for a three year term.

135 URGENT BUSINESS

135a ABBOTS LANGLEY NEIGHBOURHOOD DEVELOPMENT PLAN: RESULT OF REFERENDUM

Councillor Giles-Medhurst introduced the report and moved both recommendations set out in the report. The motion was seconded by Councillor Lloyd.

Members paid tribute to the work of Abbots Langley resident Peter Warman for his work on the Neighbourhood Plan. Members welcomed the successful outcome of the referendum and noted that 82.7% of those voting had supported the plan. During discussion, Members recognized the significant amount of work undertaken over a number of years by the parish council, steering group members and local residents in preparing the plan and engaging with the local community throughout the process.

Members noted that the Neighbourhood Development Plan would become a material consideration in the determination of planning applications and would provide greater local influence over future development and infrastructure investment within the Parish.

Reference was also made to the extensive consultation undertaken during the preparation of the Plan and to the importance of ensuring that local communities were able to influence planning policies affecting their area. Members acknowledged that some confusion had arisen during the referendum period between the Neighbourhood Development Plan and the emerging Local Plan but agreed that the referendum result represented a clear endorsement of the Neighbourhood Development Plan.

On being put to the vote, the chair declared the motion CARRIED, the voting being by General Assent.

RESOLVED:

That:

The results of the referendum, where 82.7% voted "Yes" to the question "Do you want Three Rivers District Council to use the Neighbourhood Plan for Abbots Langley to help it decide planning applications in the neighbourhood area?", be acknowledged; and

The Abbots Langley Neighbourhood Development Plan be made in accordance with Section 38(4)(a) of the Planning and Compulsory Purchase Act 2004.

CHAIRMAN

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Questions from the public 14/07/2026

Questions from the public

Question to the Leader of the Council Stephen Giles-Medhurst from Jon Bishop

It is disappointing that this meeting will not be considering the proposed minor change to the Chorleywood Neighbourhood Plan to align the language in it to the changes introduced in the December 2024 NPPF and Green Belt PPG with regard to the term “village”. In line with the Settlement Analysis agreed by the Council in January of this year, which categorises Chorleywood as a “town”, this removes the description of Chorleywood as being a village so as to avoid confusion. The change was discussed with officers at TRDC through the second half of 2025, agreed by Chorleywood Parish Council in October 2025 and submitted to TRDC in February 2026 for final approval by the District.

Can I ask that the Executive of the District confirms that it is fully supportive of the proposed changes and that the Council will bring forward these changes for agreement by the Full Council without further delay?

I understand the concern, Jon, and thank you for discussing it with me. Unfortunately, due to the Minister’s directives and intervention on the Local Plan, officer resource had to be concentrated on dealing with that work and the very strict timelines he set, having imposed seven additional sites on Three Rivers.

However, I can confirm that I — and this Council — fully support, as does our emerging Local Plan (subject to the Minister’s Direction), the classification of Chorleywood and indeed other areas as “Towns” for planning considerations.

I have discussed with officers ways of bringing this forward as a priority and whether we can avoid waiting for the October Council meeting to make these changes. If we can, we will. I understand the Planning Inspector considers this a minor change, so I hope it can be completed soon.

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Appointment of Members to Committees 14/07/2026

**Full Council
14 July 2026**

PART I

Appointment of Members to Committees

Group Leaders have nominated the following members to sit on Committees for 2026/27:

Committee	Seats	Conservative	Green	Labour	Liberal Democrat	Independent Group
Policy and Resources Conservative (5) Green (1) Labour (1) Lib Dems (7) Independent (1)	15	Oliver Cooper Chris Alley Vicky Edwards Andrea Fraser Kavan Trivedi	Narinder Sian	Stephen Cox	Steve Drury Stephen Giles-Medhurst Chris Lloyd Paul Rainbow Louise Price Aidan Bentley Raj Khroya	Mike Sims
Audit Conservative (3) Green (1) Labour (1) Lib Dems (4)	9	Ciaran Reed Lisa Hudson Matthew Hunt	Chris Mitchell		Tony Humphreys Keith Martin Shelley Gormley David Major	Ian Morris

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Chorleywood Neighbourhood Plan

14/07/2026

PART I

**Minor Amendments to Chorleywood Neighbourhood Plan
(DoF)**

1 Summary

- 1.1 The Chorleywood Neighbourhood Plan has been updated with minor amendments removing reference to Chorleywood as a village to bring the Neighbourhood Plan in line with Three Rivers' latest Local Plan evidence where the [Settlement Appraisal \(2025\)](#) categorises Chorleywood as a small town in the settlement hierarchy.

2 Recommendation

- 2.1 That:

The council agrees the minor amendments and adopts the updated Chorleywood Neighbourhood Plan in Appendix 2

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

3 Details

- 3.1 The Chorleywood Neighbourhood Plan was adopted at Full Council on 25 May 2021, forming part of the Development Plan for the district.
- 3.2 Within the Neighbourhood Plan there are multiple references to Chorleywood as a village. These are all in the supporting text to the document rather than within the Neighbourhood Plan policies themselves. The Parish Council, and many residents refer to Chorleywood colloquially as a village and it is for this reason that the plan contains reference to a Chorleywood being a village.
- 3.3 It is not the role of a Neighbourhood Plan to categorise settlements, this done through the Local Plan and its supporting evidence such as the Settlement Appraisal.
- 3.4 The current adopted Local Plan categorises Chorleywood as a 'Key Centre' in its Settlement Hierarchy. The Settlement Hierarchy clearly differentiates between villages and other levels of settlement within the district with Sarratt and Bedmond being the only villages in the district.
- 3.5 The [Settlement Appraisal \(2025\)](#) provides an updated Settlement Hierarchy in support of the emerging new Local Plan. This places Chorleywood under the hierarchy as a 'small town'. Chorleywood was given a 'Very Good' sustainability score noting it is one of the most sustainable settlements in the district.
- 3.6 The sustainability score is assessed mainly considering access to key services and facilities as well as public transport provision. Within Chorleywood there are multiple primary schools, a secondary school, GP surgeries, local shops, open space, sports/leisure facilities, a library and community halls. It also has a mainline train station / TFL Metropolitan Underground station. This level of

services and facilities are much more characteristic of a town than a village (which would be expected to have a more limited range of services).

- 3.7 On this basis officers reviewed the suggested minor amendments provided by the Parish Council, coming to the conclusion that these amendments were reasonable.
- 3.8 Consideration was given to whether the amendments were all minor amendments. These comprise small, non-material amendments to the Neighbourhood Plan that do not fundamentally alter the plan's policies or objectives. The proposed changes do not make any alterations to the policies themselves, rather only to supporting text. As such, officers are satisfied that these are indeed only minor amendments and therefore no public consultation is required on the changes to the plan as set out in Planning Practice Guidance.
- 3.9 The following minor amendments have been made to the Chorleywood Neighbourhood Plan (actions taken by officers in **red text**):

Introduction: paragraph 1

Throughout this document to refer interchangeably to the Parish area of Chorleywood as "the Parish", "the Village" or "Chorleywood", and Chorleywood Parish Council as "the Parish Council". The different terms are used depending on the context.

Removed reference to "the Village".

The Special Characteristics of Chorleywood: paragraph 2

Designs should reflect the local village vernacular and structural landscaping could bring the countryside into the development, such as providing routes for footpaths and cycle ways.

Removed the word "village".

The Special Characteristics of Chorleywood: paragraph 4

Chorleywood still observes the tradition of Rogation Sunday, when villagers take their children around Chorleywood Common to check on the boundaries.

Changed the word "villagers" to "residents".

What will the Chorleywood NDP do? Bullet 3

Ensures that the Parish is safe, accessible and attractive to all, including the young and very old. People should be able to walk around and access the central areas, village stores and other community facilities including the outdoor areas.

Changed the word "village" to "local".

Policy 1: paragraph 5

As Chorleywood Common lies on one the highest points in the Parish some parts are visible to areas of the village that are outside of the Conservation Area. These areas in turn are visible from parts of the Common

Changed the words "the village" to "Chorleywood".

Policy 2: paragraph 4

In the context of semi-rural villages, this places a requirement upon planners and developers to utilise appropriate timelines for staged growth of interdependent development, namely, housing, school's capacity, employment, community facilities and infrastructure

This is a quote from another document so remains unchanged.

Policy 2: paragraph 6

Chorleywood, with its varied gradients, is particularly known for its leafiness and rural village feel that provides an inspiring setting for its residents.

Deleted the word "village" so that it reads "..... and rural feel that....",

Policy 3: paragraph 2

Availability of 'clear' sites for development are rare in the Village.

Changed "the Village" to "Chorleywood".

Policy 3: paragraph 3

Planning applications should account for: the increase in density of housing, the impact on the Special Characteristics of the Village, the utility and amenity space that such development demands.

Changed "the Village" to "Chorleywood".

Policy 6: paragraph 2

The range of retail outlets in the Village is relatively small, the majority are public houses followed by coffee shops and charity shops in close second and third respectively.

Changed "the Village" to "Chorleywood".

Policy 6: paragraph 3

It is hoped that a greater variety of retail outlets would attract more visitors and dissuade residents from venturing outside the Village for their shopping trip or social occasion.

Changed "Village" to "community".

Policy 10: Objective bullet 1

To provide the option of travelling to neighbouring villages by bike and ensure public transport is available, encouraging a good transport network.

No change necessary as it does not refer to Chorleywood itself.

Policy 11: paragraph 1

The Village is also host to privately-run exercise classes and team sports held at the Council-owned Village Halls, Chorleywood House Estate, on the Common and in other privately-run facilities such as at the local schools.

Changed "The Village" to "Chorleywood" and delete the reference to "Village" in "Village

Halls" so that it reads "Council-owned Halls".

Policy 11: paragraph 4

Local Green Spaces may be designated where those spaces are demonstrably special to the local community, whether in a village or in a neighbourhood in a town or city.

No change necessary as it does not refer to Chorleywood specifically.

Policy 12: paragraph 4

During the early 1990s the Village was twice affected by serious flooding, primarily along Lotor Road and Chorleywood Bottom. As a result, Chorleywood Parish Council carried out remedial work to minimise water 'run off' from the Common, which is higher than the parts of the Village nearby. Thames Water also carried out significant improvements to the rainwater drainage system in that part of the Village, including installing a large tank under the lotost part of the Common where excess water could be collected.

Changed references to "the Village" to "Chorleywood".

Policy 15: paragraph 2

This policy seeks to preserve such characteristics, as toll as the amenity value of the public access that the footpaths provide to the community both within the Village and surrounding landscape.

Changed "the Village" to "Chorleywood".

Policy 16: paragraph 1

*They all contribute to the **Special Characteristics of Chorleywood** and enhance the Village and all it has to offer both its residents and those of neighbouring Parishes and beyond.*

Changed "Village" to "Parish".

4 Options and Reasons for Recommendations

- 4.1 The council is proposing to update the Chorleywood Neighbourhood Plan with minor amendments to bring it in line with the Local Plan. Failing to make these changes will leave the Neighbourhood Plan unaligned with the Local Plan.

5 Policy/Budget Reference and Implications

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

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

None specific.

6 Risk and Health & Safety Implications

- 6.1 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.
- 6.2 The subject of this report is covered by the Planning Policy & 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)
Neighbourhood Plan could be perceived to not be in accordance with the Local Plan	Plan could have reduced weight in planning decisions	Adopt plan	Tolerate	4

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

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

Impact Score

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

Likelihood Score

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

- 6.4 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.

Background Papers

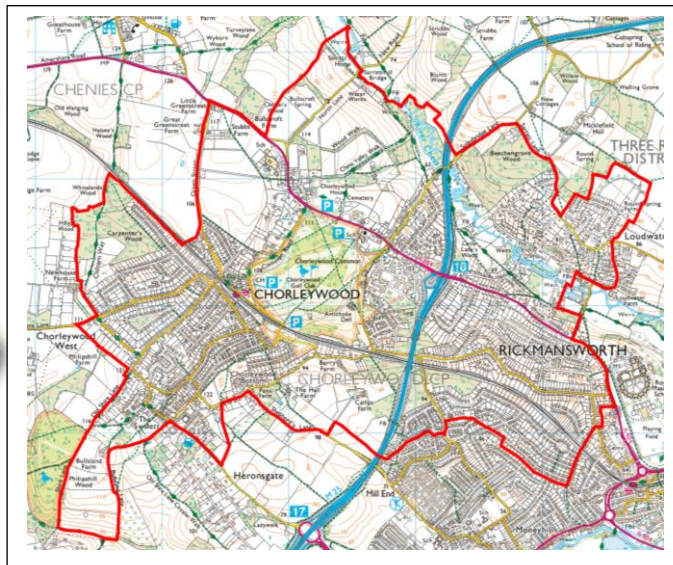
Planning Practice Guidance
Three Rivers Settlement Appraisal (2025)
Three Rivers Core Strategy (2011)

APPENDICES

Appendix 1 Chorleywood Neighbourhood Plan Referendum Version (2021)
Appendix 2 Updated Chorleywood Neighbourhood Plan (2026)



Chorleywood Neighbourhood Development Plan 2020-2035



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Foreword

Neighbourhood Development Plans come out of the Government's determination to ensure that local communities are closely involved in the decisions which affect them. The Chorleywood Neighbourhood Development Plan has been developed to establish a vision for the Parish and to help deliver the local community's aspirations and needs for the foreseeable future.

Our Neighbourhood Development Plan is a statutory document that will be incorporated into the district planning frameworks and must be used by Three Rivers District Council to determine planning applications.

Our Plan has been produced by local residents, with the support of the Parish Council, using the views of the residents of Chorleywood. The Neighbourhood Development Plan Steering Committee has consulted and listened to the community and local organisations on a wide range of issues that will influence the well-being, sustainability and long-term preservation of our semi-rural community.

Every effort has been made to ensure that the views and policies contained in this document reflect those of the majority of Chorleywood residents.

A Neighbourhood Development Plan has many benefits. The Chorleywood Neighbourhood Plan has been developed by volunteers from the Parish to:

- protect the Parish from uncontrolled, large scale, or poorly placed development;
- ensure development is sympathetic to, and improves, the look and feel of the Parish;
- minimise the loss of greenfield sites by, where possible, using previously developed sites;
- give the Parish the potential to access Community Infrastructure Levy funding to improve facilities; and
- identify additional actions to improve Chorleywood's facilities, services and local environment .

The Parish Council would like to thank the members of the Steering Committee for their hard work and time to get this completed. The Parish Council is also grateful for the help and the engagement of Three Rivers District Council in guiding us through the process to successfully conclude this Plan.

Vivien Lantree

Chair of the Neighbourhood Development Plan
Steering Committee

Stephen Watkins

Chairman of Chorleywood Parish Council

Introduction

Throughout this document we refer interchangeably to the Parish area of Chorleywood as “the Parish”, “the Village” or “Chorleywood”, and Chorleywood Parish Council as “the Parish Council”. The different terms are used depending on the context.

The Chorleywood Neighbourhood Development Plan sets the policies that any development activity, large or small, within the Parish of Chorleywood must comply with so as to enhance the characteristics of the area in a sustainable way. This policy-led approach takes into account the Special Characteristics of Chorleywood and is underpinned by reasoned evidence

What is a Neighbourhood Development Plan?

The Localism Act 2011 gave communities a greater say in the development of their area, including the right for communities to develop a Neighbourhood Development Plan (NDP).

An NDP is a community-led framework for guiding the future development and growth of an area. It may contain visions, aims, planning policies, proposals for improving the area or providing new facilities, or allocation of key sites for specific kinds of development. A neighbourhood plan may relate to the use and development of land and associated social, economic and environmental issues. It may deal with a wide range of issues (like housing, employment, heritage and transport) or it may focus on one or two issues that are of particular importance in a local area.

All NDPs must meet **Basic Conditions**¹, these include not conflicting with Three Rivers District Council’s (TRDC) Local Development Plan, and must encourage sustainable development.

Neighbourhood Plans can include other ideas to improve the neighbourhood other than development and land use issues, but these have to be clearly defined and delineated and separate from the land use issues in the plan.

This Plan is different to the Local Plan. It is more ambitious, and aims to ensure Chorleywood remains a good place to live, work and play and supports the principles of sustainable development.

In developing this NDP, the Neighbourhood Development Plan Steering Committee has had regard to:

- Achieving sustainable development;
- Protecting biodiversity and the natural environment;
- Conserving the historic environment and the rural characteristic of Chorleywood;
- Facilitating a vibrant local economy; and
- Protecting and improving infrastructure and community facilities.

¹ [The Basic Conditions](#) for Neighbourhood Plans are specified by law:

- must be appropriate having regard to national policy
- must contribute to the achievement of sustainable development
- must be in general conformity with the strategic policies in the development plan for the local area
- must be compatible with human rights requirements
- must be compatible with EU obligations (corrected time of writing).

A NDP will be subject to examination and referendum and then form part of the Development Plan, giving it statutory status once passed.

How have we developed the Chorleywood NDP?

In October 2013, Chorleywood Parish Council decided to use the powers of the Localism Act and invited local community interest groups and associations to form a Community Planning Steering Group.

In November 2014 the Group issued a questionnaire to all households in the Chorleywood Parish covering matters of interest and concern to the local area (the 'Questionnaire'); from transport and security to education and housing.

The results were analysed by the Group and they formed the basis of the Chorleywood Community Plan (published May 2016). Those from the Group that were interested in the Planning aspects of the Community Plan formed the Neighbourhood Development Plan Steering Committee together with other volunteers. This included representatives from the Royal Institute of Chartered Surveyors, Councillors, Chorleywood Residents Association, and interested residents. The Committee were also supported by the Parish Council Officers. A full list of members can be found under Annex I.

The Committee took the planning and development results from the Questionnaire to draft an NDP that fits with Chorleywood's residents' wishes whilst meeting the Basic Conditions (as set out above). TRDC reviewed the draft NDP and their feedback was reflected in draft NDP put to the public for consultation.

Public consultation

The consultation period ran for six weeks, from Monday 12 November to Sunday 23 December 2018. As part of the consultation, the Committee welcomed feedback on the policies as drafted.

After the public consultation

Feedback from the consultation was considered and reflected in a further draft which was then put to an independent reviewer, as appointed by TRDC.

We also sought and received TRDC's confirmation that the NDP policies, as drafted, were not "*likely to have significant environmental effects*", thus ruling out the need for a Strategic Environmental Assessment (SEA) and a Habitats Regulation Assessment² (confirmation received August 2019). Further review was sought from statutory bodies (the Environment Agency, Historic England and Natural England). A further public consultation was undertaken following the Parish Council's formal submission of the Neighbourhood Plan to TRDC and this was carried out from 17 February to 30 March 2020. TRDC then arranged for an independent examination of the NDP which took place in summer 2020. The Independent Examiner concluded that the Plan should proceed to referendum subject to recommended modifications. TRDC have accepted those modifications and updated the Plan accordingly.

What did we find when formulating the Chorleywood Neighbourhood Development Plan?

The results of the research and consultancy undertaken of the local area and its residents are included within the NDP, but in summary:

The Parish is well-positioned on the outskirts of London, with good transport links being placed near two airports, its own train station served by both London Underground and the Chiltern Main Line, and two junctions of the M25 one within and one very close to its border. The variety of housing and quality of schools coupled with the beautiful features of the Common, fields and farmland, both within and surrounding the Parish, make it a very desirable and sought-after place to live.

² Regulation 9 of the Environmental Assessment of Plans and Programmes Regulations 2004.

The Special Characteristics of Chorleywood:

The design and layout of Chorleywood can be neatly summarised into three characteristics, namely its: *rural character, certain assets of local significance and variety* (the ‘**Special Characteristics**’).

Any development, particularly major developments, must take these into account in a positive way and not rely on mitigations such as screen planting to ensure these are not detrimentally impacted in their design, scale and location choice within the Parish. Designs should reflect the local village vernacular and structural landscaping could bring the countryside into the development, such as providing routes for footpaths and cycle ways. A design guide will be developed to guide further on this, but until such time as this is available, the Special Characteristics are as set out below and further described with in the NDP.

The Special Characteristics of Chorleywood are:

1. The ‘rural character’

The Parish’s key feature is its ‘rural feel’. Sitting on the Hertfordshire-Buckinghamshire border, nestled between the Chilterns and the surrounding parishes of Chenies, Sarratt, Rickmansworth, and Croxley Green; however you enter or leave the Parish you cannot fail to appreciate the ‘rural character’ Chorleywood has. Whether travelling by road, railway or footpath, this ‘rural character’ is evident: the Common, the woods (Whitelands and Carpenters), farmland (Bullisland, Stubbs, Hall, Catlips and Hill Farm), hedgerows (Homefield Road, Quickley Lane and Shire Lane treelines) and fields (Clement Danes School playing fields, the fields between Chess Valley and the A404) all contribute to this. This ‘rural character’ is what makes Chorleywood distinct and provides environmental, leisure and aesthetic benefits to the Parish and its community.

Chorleywood still observes the tradition of Rogation Sunday, when villagers take their children around Chorleywood Common to check on the boundaries. The procession is known as 'beating the bounds'. Chorleywood Common has five Commoners which all have the right of grazing and Estover.

2. Assets of local value

Chorleywood has a number of assets which are of ‘local significance’. These assets are included for a variety of reasons, be they:

- Environmental;
- Historical;
- Architectural;
- Conservation Area;
- Cultural; or
- Listed value.

But they all contribute to the make-up of Chorleywood. These assets of local significance are listed under Annex C.

3. Variety

The variety within the Parish contributes to its character. This variety comes from the demands of the demographic that live in the Parish – from schools and housing, to retail and infrastructure.



What will the Chorleywood NDP do?

The NDP takes a policy-led approach to ensuring that any development within the Parish takes into account, enhances and maintains the **Special Characteristics of Chorleywood** to achieve sustainable growth. The NDP covers the period from 2020 – 2035.

These Special Characteristics are central to Chorleywood. The policies set out in this NDP seek to enhance and maintain these characteristics and to help manage change so that it:

- Complements and enhances the Parish's Special Characteristics, including its mix of building styles and uses, their setting alongside verges with mature trees, hedges, planting and their relationship with the roads, paths and surrounding countryside.
- Helps integrate the character in all parts of the Parish by extending these characteristics throughout.
- Ensures that the Parish is safe, accessible and attractive to all, including the young and very old. People should be able to walk around and access the central areas, village stores and other community facilities including the outdoor areas.
- Aims to maintain and improve social, economic and environmental sustainability by embedding them in all proposals.

The NDP does not seek to allocate or identify sites for development.

The Committee asked TRDC, as the local planning authority for the Parish, to organise a screening of the draft plan to assess whether Strategic Environmental and Habitats Regulations Assessments are needed. The screening was carried out by Place Services at Essex County Council. They agreed that no further action would be required. The document forms part of this plan and was considered by the three statutory consultees: the Environment Agency, Historic England and Natural England.

How the NDP will be applied:

For all applications:

- No single policy stands alone;
- All applications must take the Special Characteristics into account;
- Any development application should have regard to all relevant policies in the NDP and demonstrate compliance with them; and
- The cumulative effect of development proposals will be considered in the context of any resulting adverse impacts on social and physical infrastructure, the environment and residential amenity.

The Policies – an overview

The policies that form the NDP for Chorleywood are:

1. Development within Conservation Areas and other elements of the historic environment
2. Characteristics of development in the Parish (including Conservation Areas)
3. The efficient use of land
4. Housing to meet the needs of local people
5. The location and design of higher density developments including flats
6. Variety of hospitality and retail
7. Community facilities
8. Development affecting the Chilterns Area of Outstanding Natural Beauty (AONB)
9. Nature Conservation Sites
10. Transport
11. Community leisure facilities
12. Flood risk
13. Secured by Design
14. Street furniture and phone masts
15. Public rights of way
16. Assets of local value

The Policies – in detail

Policy 1 – Development within Conservation Areas and other elements of the historic environment

Background

There are four Conservation Areas in the Parish:

1. Chorleywood Common
2. Chorleywood Station Estate
3. Loudwater Estate
4. Outer Loudwater Estate

Each Conservation Area has a Conservation Area Appraisal Document which establishes the area, characteristics, and restrictions to which all planning applications falling within these areas have to comply, these are set out in Annex C1.

The Chorleywood Common Conservation Area is of both historic and architectural interest. The open rural nature of the Common and the integration of the built form surrounding the Common creates an area of architectural interest. The variation in character of the buildings located around the Common, ranging from 16th and 17th Century to 19th Century buildings demonstrates the growth of the area throughout history. The built form located along the fringes of the Common is considered to be subservient to the vast expanse of the Common, thus, maintaining the open and rural character of the Conservation Area. The open and rural integrity of the Common has been maintained by the informal drives and minimal front boundary treatments which generally consist of low brick walls, picket fencing or soft vegetation boundaries.

The Conservation Area is broken into five Character Zones A to E, and any application for development needs to take into account the characteristics of the relevant zone. Details of each zone can be found in *Annex C1 – The Chorleywood Common Conservation Appraisal Document*.

As Chorleywood Common lies on one of the highest points in the Parish some parts are visible to areas of the village that are outside of the Conservation Area. These areas in turn are visible from parts of the Common.

Three Rivers District Council has applied an Article 4(2) Direction, which means that residents of the Chorleywood Common Conservation Area will have to apply for planning permission for certain alterations that were previously permitted development. This means that Planning Permission will be required to carry out any alterations to windows, chimneys, front boundary treatments and/or hardstanding (including those using permeable materials) to any property within the Chorleywood Common Conservation Area.

The Chorleywood Station Estate Conservation Area is an excellent example of late Victorian and Edwardian buildings which give the estate its unique character dominated by large detached houses and substantial rear gardens. The area is very hilly and undulating and topographical features of note include splendid views all around the area and particularly across to Chorleywood Common and the Station. Emphasis is on the fact that this was a planned estate on previously completely undeveloped land.

The Conservation Area is broken into six Character Zones, each one concentrating on a specific road, and any application for development needs to take into account the characteristics of the relevant zone. Details of each zone can be found in *Annex C1 – The Chorleywood Station Estate Conservation Area Appraisal Document*.

The Loudwater Estate Conservation Area is concentrated on the land that surrounds Loudwater House. By 1939 the House had been converted into flats, and approximately one half of the building plots defined around it had been sold off and developed with houses. The estate is characterised by a carefully laid out

arrangement of dwellings, most with Arts & Crafts features in a variety of styles, designs and materials but with each dwelling usually being set within generous plots with plentiful vegetation and landscaping, including mature trees. The area is well-wooded and undulating and is served by an informal network of narrow roads with grass verges.

Although a number of architects were responsible for the emergence of the Loudwater Estate, the McNamara family were undoubtedly the frontrunners. Ethel Clara McNamara was an architect and indeed one of the first women to be recognised as such in England in the 1920s, and it was her husband, Sidney Belkinga McNamara who was the builder. Gertrude Fransiska McNamara was Sidney's sister and probably the legal administrator, which would explain why she is often the witness signatory to Cameron Jeffs on deeds of Land & Estates Ltd. Gertrude Fransiska McNamara bought the house known as the Rose Garden from Cameron Jeffs in 1930.

The Conservation Area includes three regions, but they are all characterised by the existence of open boundary treatments, with some comprising mature hedging and open driveways. Despite this, some gates are present, and most are of a rural farm-like style, with wooden five-bar gates. Any application for development needs to take into account the characteristics of the relevant region and details can be found in *Annex C1 – Loudwater Estate Conservation Area Appraisal Document*.

The Outer Loudwater Conservation Area forms the attractive and distinctive setting for Loudwater Estate based on the well-wooded valley bordering the River Chess and incorporating low density residential development. The original settlement of large detached houses in spacious plots developed along the banks of the river, taking advantage of the 'breath taking' views across the valley. The area is a wooded, undulating part of the Chess Valley with narrow lanes and leafy tracks.

The Conservation Area includes eight sub-areas of individual character which include some distinctive pre- and post-war homes (a number of which are thatched) and other significant buildings. The area is characterised by pavement-free roadways, wide grass verges and maturely landscaped frontages which contribute to Loudwater's rural and individual character. Any application for development needs to take into account the characteristics of the relevant sub-area and details can be found in *Annex C1 – Loudwater Estate Conservation Area Appraisal Document*.

The Heronsgate Conservation Area, which immediately borders onto Chorleywood to the south and therefore could be impacted by development within the Parish, was founded in 1846 by the Chartist Cooperative Land Society. The society was launched by the National Charter Association in 1845 with the aim of resettling industrial workers from the cities on smallholdings, making them independent of factory employers and potentially qualifying them for the vote. The boundaries of the Conservation Area are, essentially, those of Heronsgate Farm, first mentioned as Herringsgate Farm in the 16th century, Heryngarste in the 17th century and Herring Gate in the 18th/19th century.

As Heronsgate borders so closely with Chorleywood, reference is made to it here as development within this area will impact the outlook from Chorleywood.

Policies

- 1.1 Development proposals in conservation areas should preserve or enhance the character or appearance of the conservation area and use materials that are appropriate as defined in the relevant conservation area appraisal document.*
- 1.2 Development proposals in the Conservation Areas should seek to maintain local distinctiveness through the built environment, in terms of buildings and public spaces and take every available opportunity to enhance the relationships and linkages between the built and natural environment as outlined in the TRDC Appraisals for the Conservation Areas (as set out in Annex C1).*
- 1.3 Development proposals which enhance a heritage asset will be supported where this is clearly and convincingly demonstrated by way of an assessment of the significance of the asset or its setting.*
- 1.4 Permission will not be granted for development outside but near to a Conservation Area if it adversely affects the setting, character, appearance of or views in to or out of that Conservation Area.*
- 1.5 The historic heritage within the Plan Area will also be conserved, and wherever possible, enhanced through positive action. The significance of designated heritage assets, including nationally-protected listed buildings and their settings, archaeological sites and conservation areas and their settings, as well as undesignated heritage assets (including locally listed buildings), will be recognised and they will be given the requisite level of protection.*

Policy 2 – Characteristics of developments in the Parish (including Conservation Areas)

Background

It is important to enhance and maintain the Special Characteristics of Chorleywood through any development, whether for residential or non-residential use. The design and the quality of materials used, whilst sympathetic to the present 'street scene', should also seek to enhance the Parish in line with its Special Characteristics. This will ensure that development is not detrimental to the overall character, appearance, and landscape setting of Chorleywood, whilst also being sustainable.

Design and quality of materials for sustainable development

Scale of development is contextually relevant to sustainable growth. This is especially significant in semi-rural locations such as the Parish where the ability to absorb larger development is more constrained than in more urban locations.

Planning policy and guidance recognises the principle of appropriate community facilities and infrastructure provision and encourages growth in a sustainable and sensitive manner. This requires comparative growth in community facilities, infrastructure and local employment opportunity.

In the context of semi-rural villages, this places a requirement upon planners and developers to utilise appropriate timelines for staged growth of interdependent development, namely, housing, school's capacity, employment, community facilities and infrastructure.

The NDP believes consideration of such stepped and progressive development in a semi-rural area is reasonable so as to ensure sustainable development.

Chorleywood has distinct rural characteristics and benefits considerably from the amenity provided by open landscapes and woodland. Chorleywood, with its varied gradients, is particularly known for its leafiness and rural village feel that provides an inspiring setting for its residents.

Chorleywood is renowned for the exceptional quality of its natural, built and historic environment which is supported by a wide range of policy guidance and initiatives. The Parish includes AONB, the Metropolitan Green Belt and Common Land. There are numerous important wildlife habitats, sites and species, and many buildings, structures and settlements of architectural or historic interest. The Special Characteristics of Chorleywood are key to the area's 'sense of place', its local distinctiveness and the quality of life of residents and visitors. The value of these assets to the area is evident in providing a strong local identity, enhancing the overall quality of life and contributing to the area's economy.

Individual heritage assets, both designated and undesignated are set in a wider historic environment or landscape. It is vital that this wider resource is also conserved, enhanced and better revealed. Although this designation refers primarily to "natural beauty", that natural beauty is very closely tied to the historic value of the landscape. Those linkages include the landscape archaeology of the area, such as:

- field patterns and the ancient roadways;
- use of local materials for building;
- historic structures from historic hedges, arts and crafts cottages;
- setting of settlements; and
- the landscape itself which is as much a man-made construct as a natural one.

This Policy reflects the fact that there is a considerable inter-relationship between the built, natural and historic environment. These environmental elements are in some respects indivisible - what affects one part may well affect another. It follows from this that one of the key pressures facing the Parish is planning

positively to meet the objectively assessed need for growth, whilst safeguarding the sensitive built, natural and historic environment from the less positive aspects of development and simultaneously seeking enhancements where possible.

Trees and open spaces, both privately and publicly owned, are immensely important to the character of Chorleywood. While Chorleywood is both surrounded by and dotted with woods and open spaces, its green areas are nevertheless still under an increasing threat from a variety of factors, both environmental and man-made. Its leafy inheritance is no longer something that can be taken for granted. Protection of the green and leafy character of our Parish from inappropriate development is a high priority for the local community.

Some aspects of landscape quality, such as the tranquillity of an area, are difficult to define but important to protect as a key element of the character of the parish. The National Planning Practice Guidance ('NPPG') says that tranquil areas are those that are *"relatively undisturbed by noise from human sources that undermine the intrinsic character of the area"*.

Lighting

Lighting can also have major impacts on landscape quality, particularly in areas of 'Dark Skies' where there currently is little artificial light pollution. NPPG provides that artificial light provides valuable benefits to society, including through extending opportunities for sport and recreation, and can be essential to a new development. Equally, artificial light is not always necessary, has the potential to become what is termed 'light pollution' or 'obtrusive light' and not all modern lighting is suitable in all locations. It can be a source of annoyance to people, harmful to wildlife and detract from the enjoyment of the night sky. For major developments, a Landscape and Visual Impact Assessment (LVIA) should include reference to tranquillity, lighting and Dark Skies.

Policies

- 2.1 All developments must demonstrate how they are in keeping with, and where possible enhance, the Special Characteristics of Chorleywood, based on a proportionate site and contextual analysis which includes details of the suitability of the site and its location for the development.*
- i) The location being a sustainable site for development, as defined elsewhere within this Plan, the Three Rivers Local Plan and the National Planning Policy Framework (NPPF).*
- 2.2 All development should seek to make a positive contribution to the 'street scene' by way of frontage, building line, scale and design.*
- 2.3 Development proposals should seek to maintain local distinctiveness through the built environment, in terms of buildings and public spaces, and enhance the relationships and linkages between the built and natural environment.*
- 2.4 Developments must incorporate high quality landscape design and maximise opportunities for greening through planting of trees or hedging and other soft landscaping that contribute to the streetscape and character of the area.*
- 2.5 Major applications shall submit a proportionate landscape strategy where necessary which will incorporate the following details:*
- i) existing and proposed hard and soft landscaping;*
- ii) a condition survey of all existing trees and hedgerows;*
- iii) an outline of the measures to be taken to protect existing trees and hedgerows during construction;*
- iv) consideration of both near and distant views of the development from the principal public vantage points showing existing landscaping and that proposed to be established after 10 years; and*
- v) details, where appropriate, of how those areas to be retained for open space and/or woodland will be managed in the future.*
- 2.6 Developments must demonstrate how they have minimised light pollution created.*

Evidence

These policies incorporate key principles of the NPPF and underpin the approach that Chorleywood Parish Council will adopt for the consideration of planning applications for development in the Chorleywood Neighbourhood Plan Area. There are examples in the Parish of developments which are both in keeping and contrary to these principles. Some of these have been included below to demonstrate the importance of these policies.

This NDP seeks to guide future development in a positive way and on a sustainable, phased basis deterring which otherwise will be regarded by the Parish Council as being inappropriate for reasons of location, scale, design, layout and mix of housing type. Regard should be paid to the design aspirations for the Parish.

The contextual analysis of the site should consider how the development positively contributes to local character, including the landscape setting where appropriate. There is a need to manage new development within the Parish sensitively in recognition of its Special Characteristics.

Below are examples where a new property might not be considered in keeping with the street scene in which it is located. In both cases due to design, materials and colouration.



Policy 3 – The efficient use of land

Background

'**Brownfield**' land is an area of land or premises that has been previously developed. This term is derived from its opposite, undeveloped or 'greenfield' land.

Availability of 'clear' sites for development are rare in the Village. As a result, there has been a move to increase the density of development, often by replacing a single house with multiple dwellings, be it flats or multiple houses. For example: Beulah House (Old Common Road), Homefield Road, Quickley Lane, Sunrise on Rickmansworth Road.

The use of brownfield land is preferred over the development of greenfield land. The approach to housing delivery in Chorleywood is based on the views expressed by its residents during the Neighbourhood Plan consultation process that a 'brownfield-first' strategy is the most appropriate before greenfield sites can be considered. Planning applications should account for: the increase in density of housing, the impact on the Special Characteristics of the Village, the utility and amenity space that such development demands.

The restrictive approach under policy 3.3 reflects the direct and indirect value of gardens which contribute to local character, provide safe and secure amenity and play space, support biodiversity, help to reduce flood risk and mitigate the effects of climate change.

We will promote the most efficient use of Chorleywood's brownfield land and buildings while also seeking to improve the quality of our environment, protect the amenity of occupiers and neighbours and meet its other planning objectives. It is important that development delivers not only homes, but also employment space together with the services and facilities that are needed to maintain and create a healthy and sustainable Parish where nobody gets left behind and everyone has a chance to succeed.

Policies

3.1 Applications for development on brownfield land will be encouraged.

3.2 Development proposals resulting in a net increase in housing density on an accessible site will be encouraged only if they include the necessary infrastructure to support the development, including utilities, parking and amenity space, to create a sustainable development.

3.3 In exceptional cases a limited scale of backland development may be acceptable, subject to the following criteria:

- i) neighbouring residential amenity and privacy of existing homes and gardens must be maintained and unacceptable light spillage avoided;*
- ii) vehicular access or car parking should not have an adverse impact on neighbours in terms of noise or light. Access roads between dwellings and unnecessarily long access roads will not normally be acceptable;*
- iii) development on backland sites must be more intimate in mass and scale and lower than frontage properties; and*
- iv) features such as trees, shrubs and wildlife habitat must be retained or re-provided.*

3.4 There is a presumption against the loss of gardens due to the need to maintain local character, amenity space and biodiversity.

Evidence

Question 9 of the Community Plan questionnaire asked: If there are to be more homes provided in and around Chorleywood, where would you prefer them to be built? The responses were:

Brownfield: 97%

Infill land: 29%

Greenfield sites (meaning previously undeveloped as opposed to Green Belt) 7%

Within Chorleywood's Conservation Areas: 5%

Policy 4 - Housing to meet the needs of local people

Background

Over the period from 2001 - 2011 (Census years), there was an 18% increase in the population older than 60 years of age in Chorleywood, as compared to an increase of 5% in the overall population of the area. Population estimates indicate that the trend of the increase in population in the higher age segments has and will continue to increase in future years.

Over recent years there has been a trend of replacing smaller properties with significantly larger ones and, in particular, the replacement and conversion of bungalows suitable for elderly and disabled residents with larger multi-level residences.

To protect the retention of bungalows, the policy will both maintain the character of these areas and ensure that the stock of dwellings for older and disabled persons is maintained. The current list of roads that have been identified to meet this criteria are:

- | | |
|---|------------------|
| • Wyatts Close | • Bullsland Lane |
| • Brierly Field | • Rendlesham Way |
| • Greenbury Close | • Furze View |
| • Whitelands Avenue, beyond Carpenters Wood Drive | • Clements Road |
| • Bullsland Gardens | • Quickley Lane |
| | • Orchard Close |

From the Questionnaire, there was a clear desire for more small / affordable homes and, to a lesser extent, homes for the elderly.

Under CP12 of the Local Plan Core Strategy *"In seeking a high standard of design, the Council will expect all development proposals to:*

- a) Have regard to the local context and conserve or enhance the character, amenities and quality of an area*
- b) Conserve and enhance natural and heritage assets*
- c) Protect residential amenities by taking into account the need for adequate levels and disposition of privacy, prospect, amenity and garden space*
- d) Make efficient use of land whilst respecting the distinctiveness of the surrounding area in terms of density, character, layout and spacing, amenity, scale, height, massing and use of materials".*

It is noted that CP12 limits the scope to develop flats in the Parish (particularly a) and d)). Furthermore, only 11% of respondents to the Questionnaire stated that flats were a suitable type of new property. Please see Policy 5 of the NDP for further guidance on flatted developments.

In order to address particular identified needs, the large majority of these must be suitable for older persons and first-time buyers. Principally these should be a mix of one-, two- and three-bed units, ensuring that schemes cannot provide just a single unit size – this prevents the development of, for example, a solely three-bed scheme. Developments should either be built specifically to address the needs of older persons or to Lifetime Homes standards or M4(2) and M4(3) standards whereby they are capable of being adapted for older persons' needs.

It is important to be clear that, in seeking homes that are appropriate for older persons' needs, this does not mean that they must only be appropriate for the needs of older people. They can be designed such that they provide housing to address the needs of all types of people, old and young, but they must be capable of serving the needs of older people if such people choose to live in them.

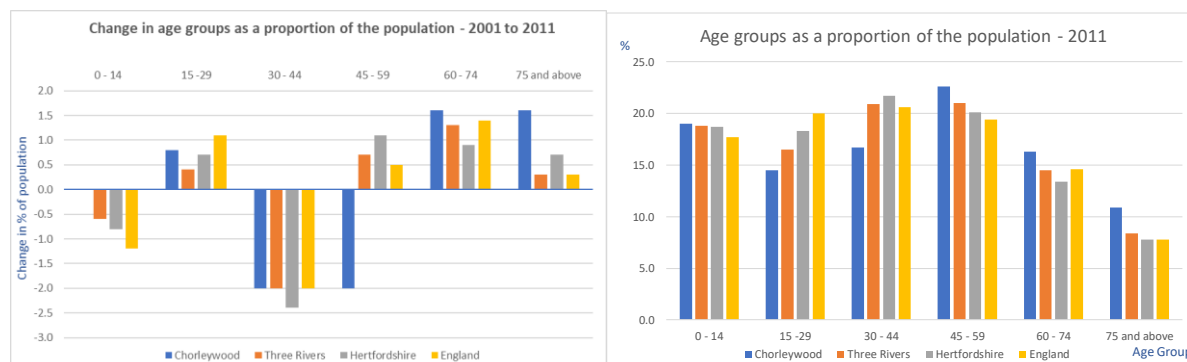
Policies

- 4.1 It is recognised that various alterations can be made to properties without the need to apply for planning permission, commonly referred to as 'permitted development'. In areas characterised by groups of bungalows those developments which require the submission of a planning application will be carefully assessed to ensure that the supply of housing suitable for older and disabled people is not diminished. This will usually mean that suitable bungalows will not be able to be converted into multi-level dwellings.*
- 4.2 Planning applications for the construction of units for elderly and disabled persons including specialist housing and /or housing meeting lifetime home standards will be supported.*
- 4.3 Sites of 10 or more dwellings should include dwellings suitable for elderly / disabled persons or smaller dwellings suitable for first time buyers / downsizers.*
- 4.4 Sites for 50 or more dwellings must include at least 40% of dwellings suitable for elderly / disabled persons and smaller dwellings suitable for first time buyers / downsizers.*

Evidence

Age Distribution of Population

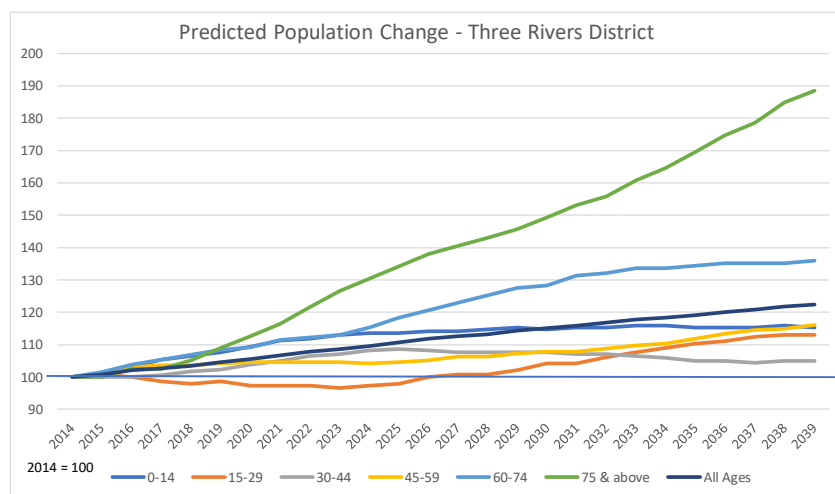
Over the period from 2001 to 2011, the age distribution of the area has significantly changed with a reduction in the middle aged cohorts whilst the higher age cohorts have increased as a proportion of the overall population. Whilst this is a similar pattern to that seen in the district, county and country as a whole, the change is significantly more marked in Chorleywood than generally. As a result of this, Chorleywood has a higher proportion of residents in the older age cohorts than other areas. This is most noticeable in the over 75 age group.



Source: ONS Census Data 2001 and 2011

It is forecast that this increase in the older age cohorts will continue over future years.

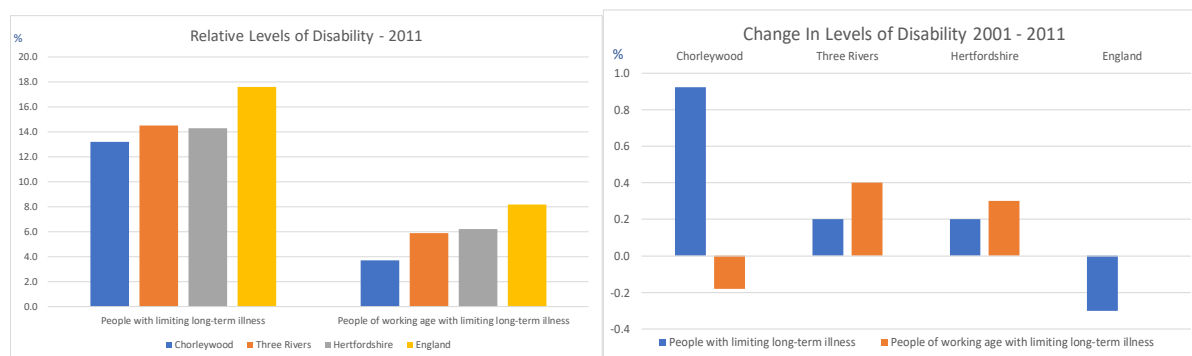
Source:



ONS Population Forecast, 2014 Base

Disability / Long Term Illness

Whilst the proportion of the population of Chorleywood that reported having a limiting long-term illness is lower than the general average of the district, county and country, it is noticeable that this proportion in Chorleywood has increased at a far faster rate between 2001 and 2011 than in other areas.

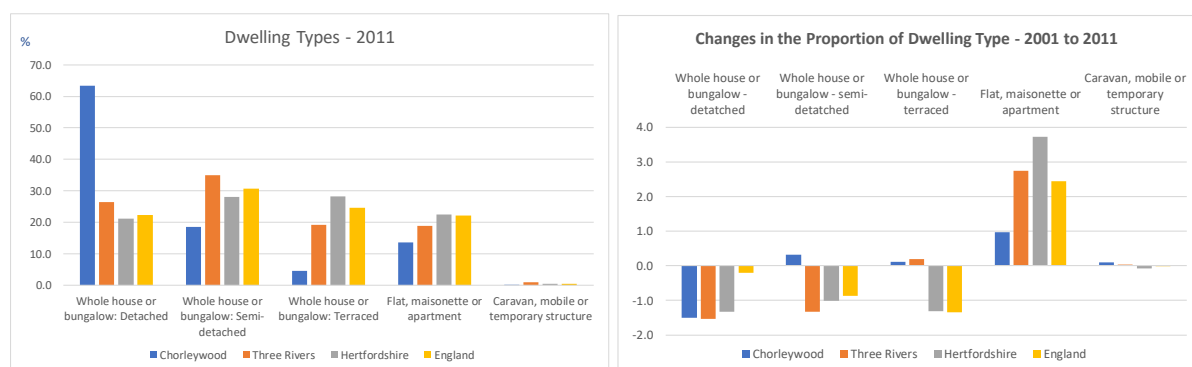


Source: ONS Census Data 2001 and 2011

If this trend continues, it is to be expected that Chorleywood will need more accommodation suitable to those with disability than other areas.

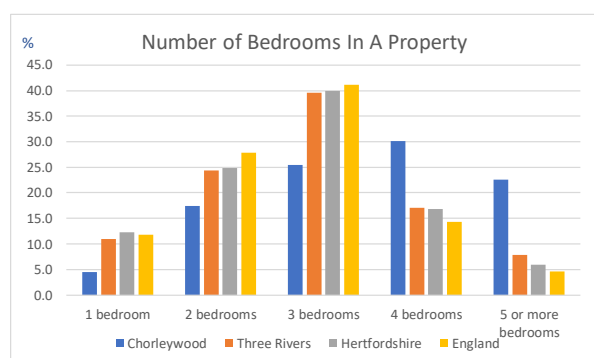
Housing Stock

Chorleywood has a significantly higher proportion of detached houses than the district, county or country, and whilst the trend in the changes in housing stock (based upon the change from 2001 to 2011) shows a reduction in the number of detached houses and an increase in flats, it is noticeable that the growth in the proportion of flats and similar properties is lower than other areas.



Source: ONS Census Data 2001 and 2011

Property in Chorleywood has a significantly higher proportion of 4 and 5 bedroom properties than the national average. This reduces the potential for first time buyers to enter the market in the locality, and for residents to downsize whilst remaining in the area.



Source: ONS Census Data 2011

Planning Applications affecting stock of bungalows

An analysis of all approved planning applications for the five years covering 2013 to 2017 inclusive, shows that more than ten times as many bungalows have been lost over the period than have been created.

	2013	2014	2015	2016	2017	Total
Increases in Stock	-	-	2	-	-	2
Reductions in Stock	2	2	9	4	4	21
Net Change in Stock	-2	-2	-7	-4	-4	-19

Source: Analysis of planning applications by year of Validation from TRDC Planning Portal

Extracts from the Questionnaire relevant to Policy

- Question 7 of the Community Plan questionnaire asked: If there are to be more homes provided in Chorleywood, which types would you like to see? The responses were:
 - Smaller/Affordable Homes: 59%
 - Age Restricted/Homes for the Elderly: 44%
 - Bungalows 28%
- Question 8 of the Community Plan questionnaire asked: In your opinion, is there sufficient choice of living accommodation for the elderly within Chorleywood? The responses were:
 - Yes 16%
 - No 31%

Government support for the provision of bungalows for the elderly

On several occasions, the government and Parliamentary committees have made clear their understanding of the need for bungalows for the elderly, including Brandon Lewis speaking as Housing Minister in March 2015, who said:

"As we get older our housing needs change – I want to be sure that anyone in that situation has a range of options to choose from..... I want to see councils doing more and thinking about building more bungalows and other types of homes to meet the needs of their older residents, so if someone does choose to move the properties are there for them to choose from."

According to the Communities and Local Government Committee in a report issued in February 2018:

"Bungalows are popular among older people but are in short supply. Central Bedfordshire Council's survey of the housing needs of older people (600 short and 80 in-depth surveys) found that 61% of respondents wanted to move to a bungalow."

The Council said: 'There was a strong preference for bungalows with all other options trailing some way behind. This is not surprising as people are seeking to overcome the perceived disadvantages of their current home (difficulty managing stairs, costs associated with over-occupation) whilst retaining the advantages that caused them to choose that type of housing in the first place (personal space, privacy and control).'

This preference was shared by the contributors to our forum, many of whom wanted to move to a bungalow but found them either to be too expensive or not available in their area."

Images below, left to right: Hurstleigh Residential Homes for the elderly and the retirement bungalows at Bullsland Gardens.



Policy 5 – The location and design of higher density developments including flats

Background

Flatted developments

There is shortage of housing across the country and this is felt acutely in the south-east, especially desirable commuter areas such as Chorleywood. Significant areas of the Parish are Green Belt, protected Common or Conservation Areas where development is either barred or restricted: this puts greater pressure to deliver new housing on the small unprotected areas where development is more acceptable. If sufficient development isn't provided in those areas, it creates greater pressure, and makes it more likely that the 'protected' areas will be sacrificed.

Responses to the Questionnaire supported development of Brownfield land but reported that development of Conservation Areas should be avoided, and development of Green Belt should be prohibited.

Further, the Questionnaire responses in fact recorded a low demand for flats as compared to other forms of housing (11%). However that possibly reflects the fact most Chorleywood respondents will already reside in houses given the majority of dwellings in the Parish are houses, and therefore their desire/aspiration to remain in a house rather than a flat.

However, flats clearly provide the most 'efficient' use of developed land and would help satisfy the demand for housing for those moving into the Parish.

The concentration of housing units can cause issues with parking and traffic flows. Preferably they should therefore be close to public transport interchanges, and areas that meet other sustainability criteria such as proximity to bus stops, open space and play facilities, taking into account the impact of taller buildings on landscape and street scene. This is further supported by the evidence below supporting the protection of the Special Characteristics, Conservation Areas and local topography.

Flatted developments are often seen along main arterial routes where heavy traffic flows have made housing for family homes less desirable. Such sites are often suited for redevelopment as 'flats', particularly where they are large plots allowing the development to remain set-back from the road. There are a number of examples of these forms of development along the Chorleywood/Rickmansworth Road (A404). The change to electric and self-drive vehicles is likely to improve the environment around busy roads in the future.

Affordable housing for rent and intermediate affordable housing

The pressure on housing detailed above under Flatted Developments is obviously more acute for those requiring State assistance to meet their housing needs. However, there is also a need to support those working for the State in 'key' services necessary to the Community but often remunerated at a level which makes purchasing or renting in areas such as Chorleywood unviable.

Commuted payments in lieu of affordable housing for rent and intermediate affordable housing will be prioritised towards funding such housing for essential local workers that contribute to the Parish.

The term '*sustainable*' should be considered to be aligned to the definition of sustainable development provided in the National Planning Policy Framework. Section 2 - Achieving Sustainable Development. In particular, in relation to this policy, it requires that development of flatted and higher density developments take account of the existing historic, built and natural environment and be sited in locations that support a low carbon economy such that local facilities are easily and safely accessible by public transport, cycling and walking.

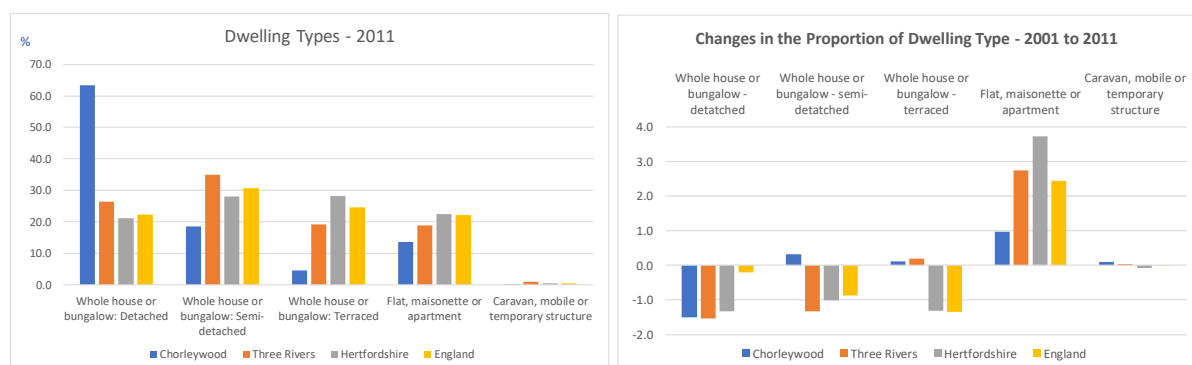
Policies

5.1 *Higher density developments are encouraged in locations close to public transport and other locations which are sustainable.*

5.2 *Flatted development will be accepted if built in close proximity to public transport and other locations that are sustainable and near arterial roads (where it can be demonstrated the living conditions of the occupiers will be satisfactory). Flatted development will usually be limited to three storeys in height unless it can be clearly demonstrated that the proposal would be visually satisfactory in its context taking account of the topography and character of the surrounding area.*

Evidence

Chorleywood has a significantly higher proportion of detached houses than the district, county or nationally, and whilst the trend in the changes in housing stock (based upon the change from 2001 to 2011) is a reduction in the number of detached houses and an increase in flats, it is noticeable that the growth in the proportion of flats and similar properties is lower than other areas.



Source: ONS Census Data 2001 and 2011

Policy 6 – Variety of hospitality and retail

Background

The main hospitality and retail area in the Parish is the 'high street' made up of Lower Road and Main Parade. There are also further clusters of consumer units in the Swillett and on the A404 as you enter the Parish from Rickmansworth. Public houses are also located around the Parish, such as on the Common.

The range of retail outlets in the Village is relatively small, the majority are public houses followed by coffee shops and charity shops in close second and third respectively. The Questionnaire demonstrated a demand for a greater variety of shops.

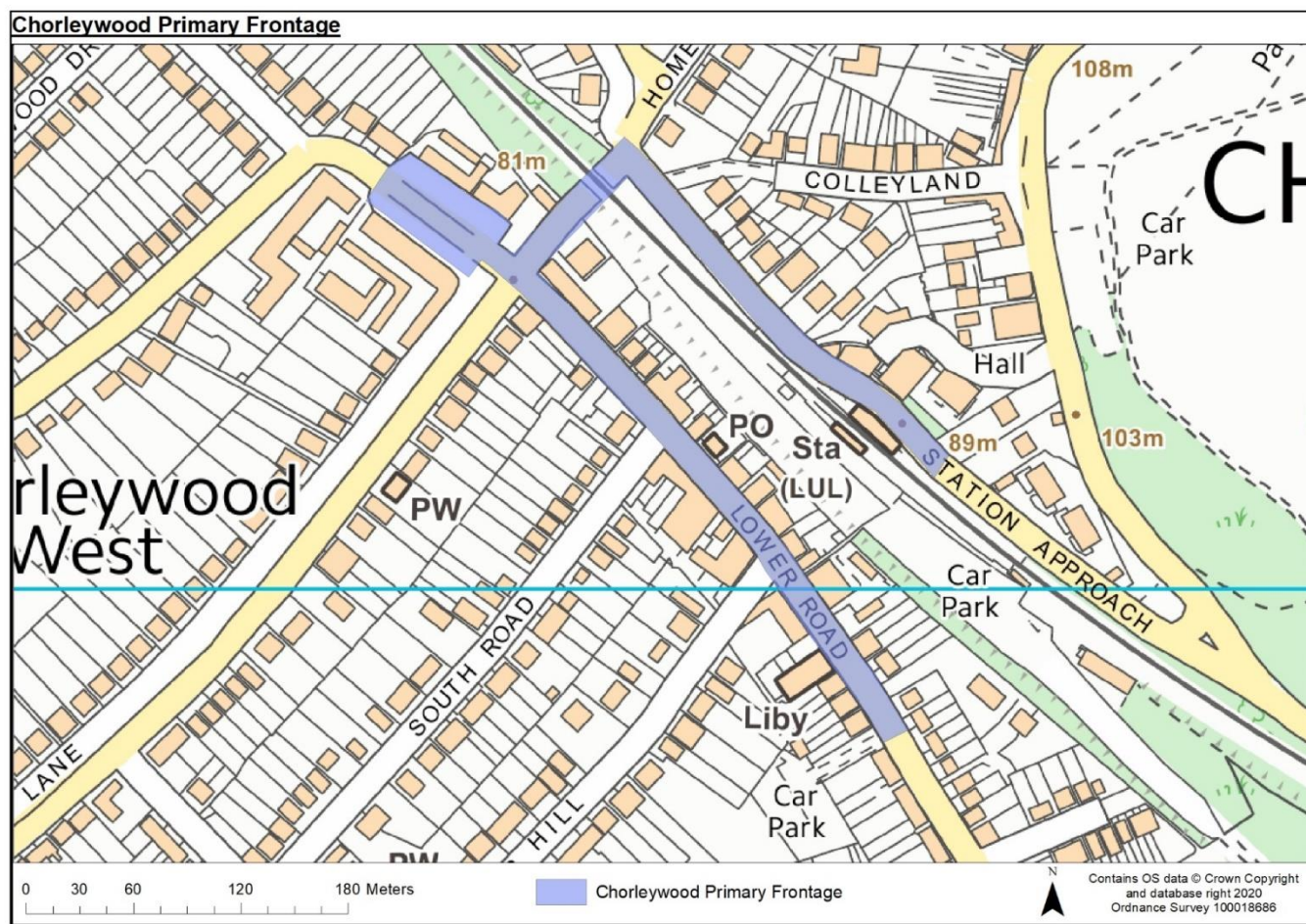
Demand is not out-stripping supply; the existing shops are seeing a downturn in footfall and it is questionable whether the variety of shops and their location serves the demographic of the community, for example there is no convenience store in the Swillett. It is hoped that a greater variety of retail outlets would attract more visitors and dissuade residents from venturing outside the Village for their shopping trip or social occasion.

Policy

6.1 Within the primary frontage identified for Chorleywood on Map A, the loss of retail units will be resisted. Applications for new retail and restaurants and café uses (Use Classes A1 and A3) will be encouraged subject to the mix of uses along any part of the frontage supporting the vitality and viability of the area.

Any schemes for redevelopment will be expected to include a range of retail and hospitality units to retain and enhance the vitality and viability of the area. Uses complementary to those retail and hospitality uses will be assessed on their impact on, and contribution to, the overall vitality and viability of the area.

Map A: Chorleywood Primary Frontage



Evidence

Question 11 of the Community Plan questionnaire asked: Which, if any, of the following would you like to see more of in Chorleywood?

59% responded 'A greater variety of shops' and 27% responded 'Pubs/restaurants'

A request for feedback was delivered to 75 organisations (including shops, public houses, churches and schools) in the Parish in December 2017/January 2018. No responses were received.

Images below, left to right: The Stag public house in the Swillet, and shops on New Parade.



Policy 7 – Community Facilities

Background

- Chorleywood has a population demographic where the older and younger age groups are increasing as a proportion of the population.
- Facilities for both young and older members of the community should be considered.

Objective

- To provide all age demographics with community facilities.

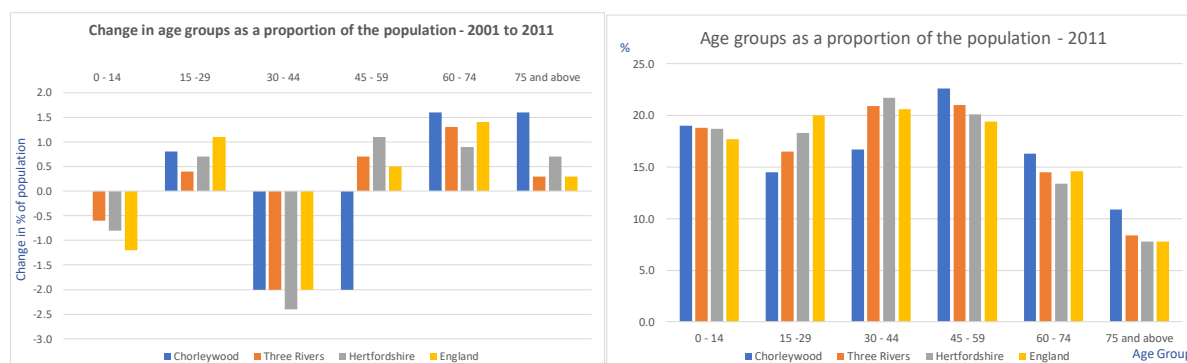
Policy

7.1 *In the case of any development or redevelopment that would result in the loss of a community facility, the developer must ensure that the community facility or service provided is relocated within the development itself or to another suitable location or in a way which is convenient to the local community or provide satisfactory evidence to demonstrate the proposal complies with DMP Policy DM12 (26 July 2013). Community facilities subject of this policy and particularly valued by the local community are listed in Annex C2.*

Evidence

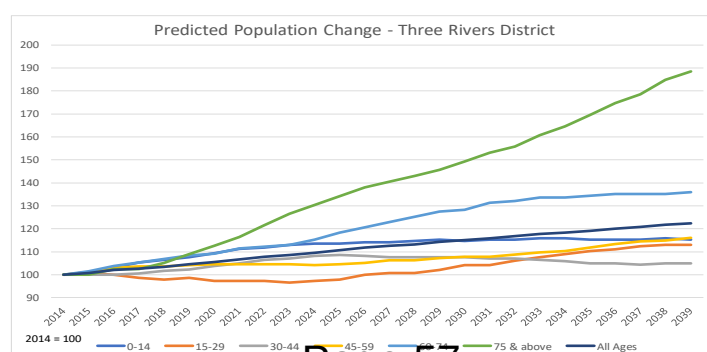
Age Distribution of Population

Over the period from 2001 to 2011, the age distribution of the area has significantly changed with a reduction in the middle age cohorts offset by increases in the older and younger cohorts, particularly noticeable in the older cohorts.



Source: ONS Census Data 2001 and 2011

This trend is forecast to continue through to 2035 with the greatest increases forecast in the 0 to 14 year and 60 and above cohorts.



Policy 8 – Development affecting the Chilterns Area of Outstanding Natural Beauty (AONB)

Background

The Parish is situated on the boundary of the Chilterns AONB. Although Chorleywood House Estate is within the AONB, there is an anomaly whereby Chorleywood Common is currently outside but treated as if it was inside the protected area. This is because Chorleywood Common is of high conservation value.

The Common is one of the most important wildlife sites in Hertfordshire, combining acid heathland, neutral grassland and chalk meadow all on one site, together with a series of ponds supporting rare plants and endangered amphibians. The Parish Council has successfully placed parts of the Common under the Natural England Higher Level Stewardship programme and is managing the ponds and unimproved grassland to enhance their biodiversity and conservation value. The local wildlife and landscape, accessible by footpaths, is considered to be a valuable resource and key to underpinning further development of tourism in the area. It would be desirable for the Common, together with surrounding land that affects its setting, to be managed within the Chilterns AONB, of which it is widely considered to be a part.

Like National Parks, AONBs are recognised as landscapes of exceptional beauty, which have been shaped by nature and the communities living in them. The Chilterns AONB Management Plan 2014-2019 provides information on the landscape character of the Area of Outstanding Natural Beauty.

Any development in the Neighbourhood Plan Area that lies adjacent to the Chilterns AONB shall be in accordance with the policies of the NDP, and compatible with the Chilterns Conservation Board's fundamental rules, and to ensure that the purposes of a proposed AONB designation are achieved. These purposes are set out in the Environment Act 1995 and the Countryside and Rights of Way Act 2000 and they are to:

- Conserve and enhance the natural beauty, wildlife and cultural heritage of the AONB.
- Promote opportunities for the understanding and enjoyment of the AONB's special qualities by the public.
- Seek to foster the economic and social well-being of local communities within the AONB.

Development should also have regard to emerging Chilterns Area of Outstanding Natural Beauty planning documents and strategies in the event of acceptance of parts of Chorleywood into the AONB. It is the duty of the Chilterns Conservation Board in the exercise of their functions to have regard for:

- The purpose of conserving and enhancing the natural beauty of the AONB.
- The purpose of increasing understanding and enjoyment by the public of the special qualities of the Area of Outstanding Natural Beauty.

Policy

8.1 Development on land adjoining the Chilterns Area of Outstanding Natural Beauty must ensure that it is not intrusive on landscape and protect views and access to the AONB asset.

Reasoned Justification

Please see Annex E.

Policy 9 - Nature Conservation Sites

Background

Hertfordshire has a 50-Year Vision for identifying key biodiversity areas in Three Rivers. Biodiversity is a key element of the Green Infrastructure which includes networks of green spaces, wildlife habitats, woodlands, green corridors and open countryside. TRDC Core Strategy Objective 9 is to conserve and improve the countryside and the diversity of wildlife and habitats.

Chorleywood Common, as the community's prime natural asset, is already designated as a Local Nature Reserve. The Common is also a designated Conservation Area and is under Natural England's Higher-Level Stewardship management programme and is subject to a Greenspace Action Plan (GAP).

The Hertfordshire Biodiversity Plan highlights the importance of linked habitats in allowing species to adapt and respond to changing circumstances. Development must not result in fragmentation or isolation of wildlife habitats and should seek opportunities for habitat connectivity with the wider landscape.

Objective

To ensure that the natural heritage within the Plan Area be conserved through positive action.

Policies

9.1 Applications should be required to undertake ecological surveys as applicable where species or habitat that require protection have been identified, and appropriate protection measures will be provided. Habitat mitigation should be considered a measure of last resort and should be conditional on proven success backed up by evidence of scientifically-recognised results at other similar natural sites of importance elsewhere.

Community Aspirations

There is an ambition to actively seek the designation of two new Local Nature Reserves (LNR) to conserve wildlife habitat at Waring's Field and Grove Wood. Local authorities can create LNR by making a declaration if the land is under their control. A formal application is then made to Natural England. It would be the intention to propose that LNR applications for each site be submitted by TRDC.

<https://www.gov.uk/guidance/create-and-manage-local-nature-reserves>

Waring's Field, an area of woodland and grassland situated between Furze View, Stag Lane and Copman's Wick Allotments, has remained undisturbed for a very long time; the field outline is clearly discernible on Ordnance Survey maps dating back to 1864. The land supports mature oak trees estimated to be at least 150 years old and it preserves important wildlife habitat for mammals, birds and reptiles, such as badgers, bats, red kites and slow worms, which are protected species under the Wildlife & Countryside Act 1981. Waring's Field has already been declared a Local Wildlife Site by TRDC.

Waring's Field is also currently designated by TRDC as Open Space, but it would be the intention of the Chorleywood NDP to seek further protection by applying for its formal designation as a Local Nature Reserve. The adjoining paddock is currently designated as Open Space. This land, which is crossed by a public footpath, also provides an important wildlife corridor from the wider countryside into Waring's Field and

further on into Chorleywood itself and so should remain as Open Space. Legally protected species use areas far beyond the boundary of the site and this may need to be taken into consideration.

Grove Wood, situated in the middle of Grovewood Close, is a remnant of ancient woodland owned by Chorleywood Parish Council. Grove Wood closely resembles a woodland nature reserve that is much enjoyed by the community and is subject to a management plan by the Parish Council. As the ancient woodland is of high ecological importance it should be given enhanced protection. The Parish Council would also propose to have Grove Wood formally designated as a Local Nature Reserve.

Image below: aerial shot of Waring's Field.



Evidence

Please see Annex F.

Policy 10 – Transport

Background

- Transport to our neighbouring towns of Rickmansworth and Little Chalfont relies heavily on railway or motor vehicle, be it bus or car.
- Travel to these neighbouring towns is a daily ritual for many, be it to go to school, work, shopping or social reasons.
- The southbound railway connection between Chorleywood and Rickmansworth, particularly during ‘peak’ times is heavily subscribed.
- The A404 running between Rickmansworth and Little Chalfont slows to a crawling pace during ‘peak’ times, and regularly slows on the weekend.
- Parking in Chorleywood is difficult, particularly around the parade of shops, and discourages vital foot-fall to our shops.
- Obesity is on the increase; our health and the encouragement to exercise is important to reduce health issues.

Whilst the Highways Authority is responsible for detailed design requirements of transport routes, it is expected that in considering safe routes under this policy, best practice is incorporated into designs such that:

- Safe pedestrian routes are those which separate pedestrians from vehicular traffic through the use of pavements, footpaths or pedestrian routes with clear separation, e.g. pathways along verges.
- Safe cycle routes are those which either:
 - provide routes that are separated from traffic; or
 - provide routes that are wide enough to accommodate both cyclists and vehicles simultaneously, i.e. when cars and cycles are passing each other.

Objective

- To provide the option of travelling to neighbouring villages by bike and ensure public transport is available, encouraging a good transport network.
- To encourage residents from neighbouring towns, and beyond, to visit us.
- To reduce congestion on our roads and trains and encourage exercise.
- To reduce carbon emissions by using ‘green’ and sustainable transport such as cycling or walking.

Community Aspirations

In compiling the NDP, the following aspiration has been identified: the development of a cycle path connecting Chorleywood with a) Little Chalfont and b) Rickmansworth, would be fully supported, subject to legal restrictions.

Image below: Station Approach

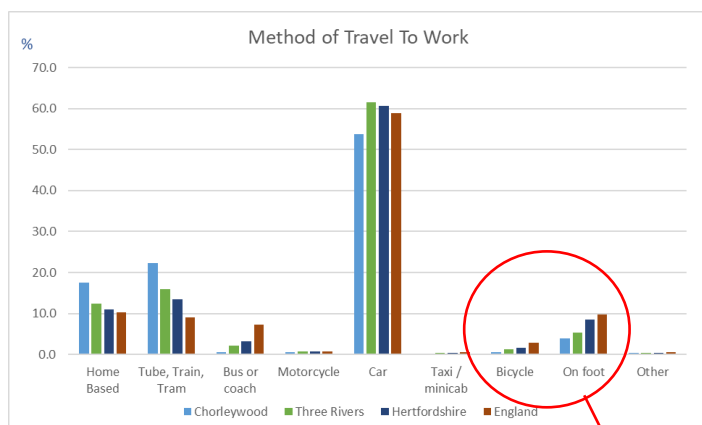


Policies

- 10.1 Developments of 10 or more dwellings must provide satisfactory information and proportionate evidence which demonstrates that the development is or could be practicably made accessible to Chorleywood station and environs around Lower Road or Rickmansworth Town centre by safe pedestrian and cycle routes.*
- 10.2 All planning applications for developments of 10 or more dwellings must include a proportionate statement as to how the development will incorporate cabling and electric charging points to cater for current and future electric vehicle usage.*

Evidence

According to the most recent Census evidence (2011), over 50% of people in Chorleywood travel to work by car whilst the number of people who travel to work either by bicycle or on foot are significantly lower than either the surrounding district, the county or the country as a whole.



Source: ONS Census Data 2011



HSE Guidance: Separating pedestrians and vehicles

“... you should provide separate routes or pavements for pedestrians to keep them away from vehicles. The most effective way to do this is to separate pedestrian from vehicle activity, by making routes entirely separate. Where possible, pedestrian traffic routes should represent the paths people would naturally follow (often known as ‘desire lines’), to encourage people to stay on them.”

Policy 11 - Community leisure facilities

Background

The Parish has a number of public recreational areas such as the open spaces including the Common, Chorleywood House Estate (including tennis courts and wood carvings), the Swillett recreational area, and allotments. The Village is also host to privately-run exercise classes and team sports held at the Council-owned Village Halls, Chorleywood House Estate, on the Common and in other privately-run facilities such as at the local schools. Further, outdoor pursuits such as horse-riding and rambling are popular in the Parish given the number of designated horse tracks and footpaths it has available. These serve both the residents of Chorleywood but also those from neighbouring Parishes and beyond.

Local Green Space

This Plan seeks to retain existing playing fields, recreational open space, allotments and children's play areas in the community. Any public open space to be provided as part of the site-specific policies in this plan shall be considered for designation as Local Green Space in a review of this plan if it meets the criteria in the National Planning Policy Framework (NPPF).

Reasoned Justification

Existing Local Green Space is a recognised essential requirement for the health and well-being of residents and its preservation is an important social benefit. This policy seeks to assist the management of development applications that may impact on Local Green Space.

Local Green Spaces may be designated where those spaces are demonstrably special to the local community, whether in a village or in a neighbourhood in a town or city.

(Ref: www.gov.uk. Open Space, Sports and Recreation Facilities, Public Rights of Way and Local Green Spaces Paragraph 10, 37-009-20140306).

Other leisure facilities in the Parish

Equestrian Facilities and activities are well-established in the Plan Area. Horse riding is very much part of the 'street scene' in the Parish as well as on designated bridleways. Otherwise the range of leisure facilities available to the public is limited and there is no public swimming pool within the Parish boundary.

Policies

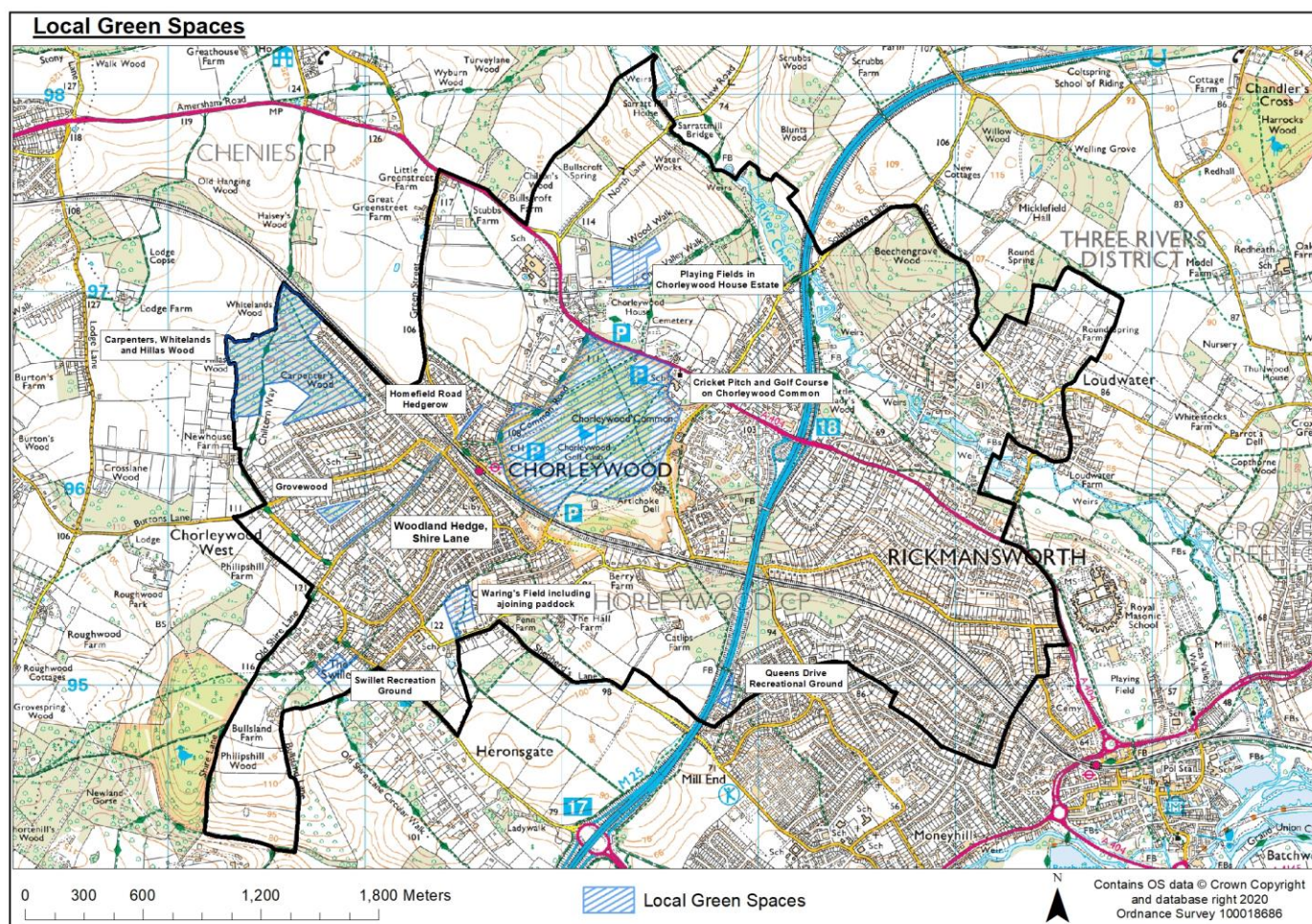
11.1 Subject to the provisions of the NPPF, the following land as identified in Map B and Annex G will be designated as 'Local Green Space' due to its mixture of community, recreational, historic or environmental value:

- Playing fields in Chorleywood House Estate
- Cricket pitch and golf course on Chorleywood Common
- Swillett Recreation Ground
- Carpenters, Whitelands and Hillas Wood
- Homefield Road hedgerow
- Woodland running parallel to the service road up Shire Lane
- Grovewood
- Waring's Field including adjoining paddock
- Queens Drive recreational ground

Development on Local Green Spaces will be managed in accordance with policies for managing development within the Green Belt. Any development should take into account the setting of the Local Green Space and conserve the Special Characteristics of the area.

11.2 Otherwise acceptable new public leisure facilities will be supported.

Map B: Composite map of Local Green Spaces



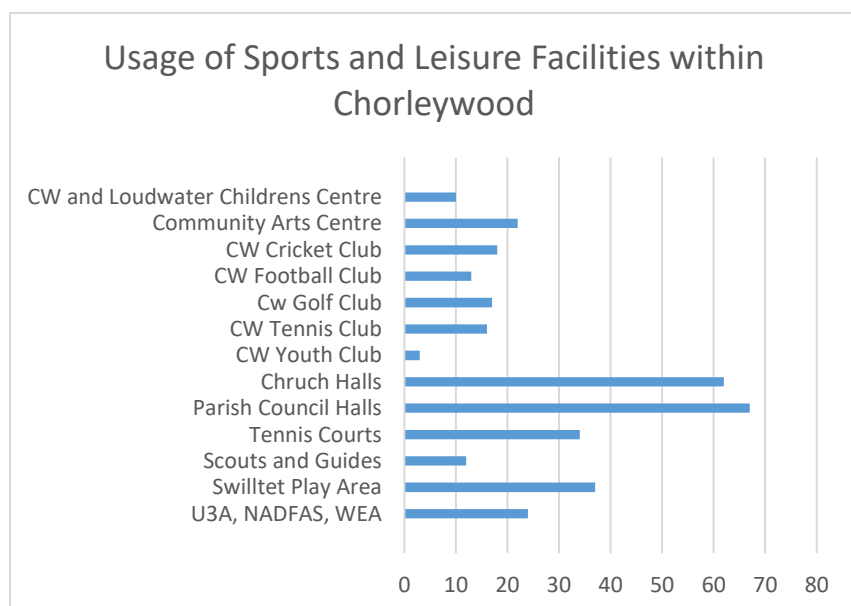
Individual maps of the Local Green Spaces are in Annex G.

Evidence

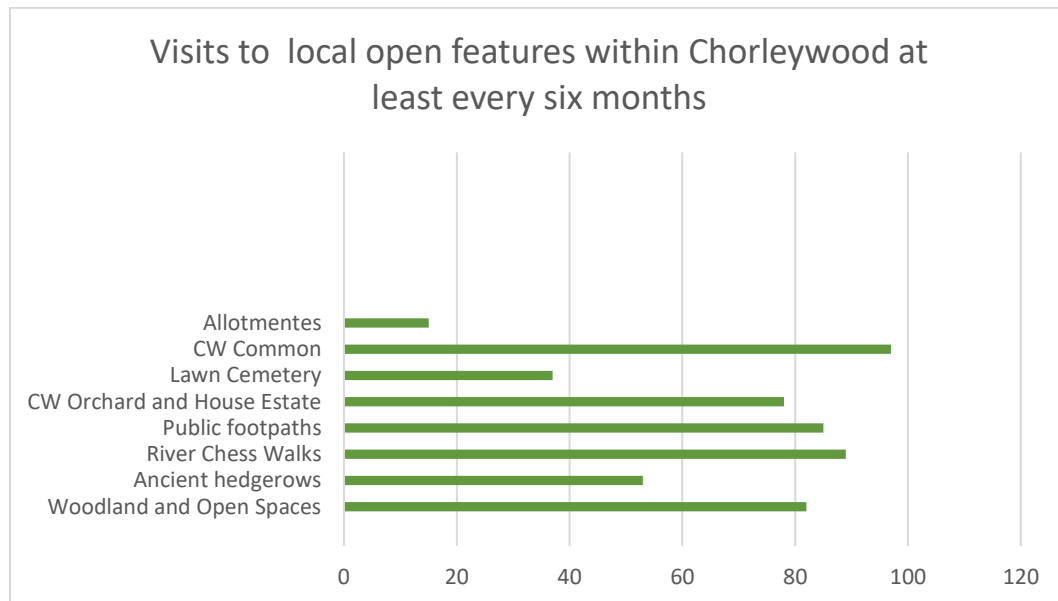
Images below, clockwise from top left: Swillet Allotments, Chorleywood Youth Football Club, active shot on Chorleywood cricket pitch and the dog show at Chorleywood Village Day.



The Community Plan Questionnaire asked: *How often, if ever do you use these facilities in Chorleywood?* The chart below summarises the responses, which shows a vibrant community with good sports and leisure clubs.



Evidence from the Community plan demonstrates that the local open space features within Chorleywood are widely used and greatly appreciated. The chart below shows the regularity of ‘visits’ to the local open features listed.



Policy 12 - Flood risk

Background

A national map has been produced to aid developers in understanding which areas of the country are at risk from flooding. The risks are classified as two types: Risk from Surface Water, and Risk from Rivers and the Sea. More information can be found here: <https://flood-warning-information.service.gov.uk>.

The lead Local Flood Authority for the Parish is Hertfordshire County Council.

The flood warning map shows that due to the topography of Chorleywood, the main risk is from Surface Water. However, flooding is difficult to predict as rainfall location and volume cannot easily be forecast. A number of areas across the Parish are shown to be at 'high risk' and developers should include in their plans how they intend to minimise the risk of ingress of water into properties e.g. pervious hard standing.

During the early 1990s the Village was twice affected by serious flooding, primarily along Lower Road and Chorleywood Bottom. As a result, Chorleywood Parish Council carried out remedial work to minimise water 'run off' from the Common, which is higher than the parts of the Village nearby. Thames Water also carried out significant improvements to the rainwater drainage system in that part of the Village, including installing a large tank under the lowest part of the Common where excess water could be collected.

Policy

12.1 Plans for development in areas at high risk of flooding must include details of how water ingress to the property and drainage of surface water will be mitigated.

Evidence

Image below: view from Commongate Road down to Clements Road. Beneath grass triangle there is giant soak-away which is an integral part of the flood alleviation scheme.



Policy 13 – Secured by design

Background

‘Secured by design’ (SBD) is an official Police initiative to assist property developers and private individuals to design and build with crime prevention as a high priority from an early planning stage. Help is given to those making a planning application via consultations with Architectural Liaison Officers and Crime Prevention Design Advisors to ensure SBD principles are built into their design.

SBD awards are given to developers when projects are built to guidelines set by the police. Security advice is given for the following: houses, hospitals, schools, youth hostels, rail stations, sport facilities and commercial properties.

Further detail of the Hertfordshire Constabulary’s SBD initiative can be found here: <https://www.securedbydesign.com/about-us/news/hertfordshire-constabulary-have-clearly-recognised-the-value-of-having-more-staff-trained-to-prevent-crime-and-anti-social-behaviour>

Policy

13.1 The Police’s Secured by Design specifications and design features should be included in applications for development and their implementation be secured by planning condition.

Evidence

Question 13 of the Community Plan questionnaire asked: Which, if any, of the following issues concern you most about living in Chorleywood?

43% answered Burglary and Bogus callers / scams was 35%.

Whilst Chorleywood has a relatively low crime rate, the relatively aging population and proximity to the M25 makes it vulnerable to burglaries committed by persons outside the Parish, hence ensuring properties have high levels of protection helps prevent attempted burglaries and ultimately acts as a deterrent.

Policy 14 – Street furniture and phone masts

Background

The volume, design and location of street furniture impacts on the overall character of Chorleywood. Street signs, phone masts and other street furniture come in a variety of designs; there is ample opportunity to choose a design and materials that are sympathetic to the designated setting.

Further, proliferation of phone masts across the country has already led to Councils taking action to reduce the number of masts and their accompanying cabinets by asking the various service providers to share equipment where possible and in places, such as Epping Forest, disguising the masts as trees.

Policies

- 14.1 Applications which include the need for additional street furniture, including phone masts in conservation areas, must demonstrate that the possibility of ‘sharing’ with existing provision has been exhausted.*
- 14.2 Street furniture and signage must be of a design and materials that respects and enhances the ‘rural character’ of the Parish and its local street scene.*
- 14.3 Restraint should be shown in the excessive use of signage and duplication should be avoided.*
- 14.4 The siting of phone masts and antennae should be as unobtrusive as possible and, if necessary, camouflaged to blend in with the natural surroundings.*
- 14.5 In cases where “prior approval” applications and permitted development rights that rest with the Highway Authority and statutory undertakers are concerned, where planning permission is required it is required that equipment is sited in places that will not harm the appearance and character of the surroundings and that it is suitably landscaped.*

Note: the reference to ‘street furniture’ in this policy does not include traffic signage and other highway-related street furniture under the control of the Highways Authority.

Evidence

There are examples in the Parish of street furniture which are both in keeping and contrary to these policies. Some of these have been included below to demonstrate the importance of these policies.

In the case below, multiple cupboards should be merged into a single unit if at all possible and the siting of the mast could possibly have been better considered to better merge into surroundings.

Images below: both Station Approach.



Images below: power unit next to Shepherds Bridge does not fit in well with the ‘rural character’ of the area. A different design and/or materials could have resulted in less impact on the scene.



Image below: telecommunications street cabinet in Chorleywood Bottom. The colour allows the unit to fit well within the hedge.



Policy 15 - Public rights of way

Background

The NDP has an objective of maintaining and improving the connectivity of the footpath network within the Plan Area for the benefit of residents and visitors alike.

Public Rights of Way are an established means of providing access to the countryside. Major footpaths in the Parish form part of the Chess Valley Walk, the Chiltern Way and link to the Colne Valley Way. Local footpaths have historically evolved and are considered an intrinsic part of the area's rural characteristics. This policy seeks to preserve such characteristics, as well as the amenity value of the public access that the footpaths provide to the community both within the Village and surrounding landscape.

Note: The responsibility for defining, recording, maintaining and protecting public rights of way remains the duty of the local Highway Authority (HCC).

Policies

15.1 Within the Plan Area, existing public rights of way and means of public access provide a high level of amenity value and will be protected, and where possible enhanced, by any development.

15.2 Where land includes a Public Right of Way (PROW) development proposals must demonstrate that the existing course of the PROW can be retained and improved, or that any diversion is fully justified and does not adversely impact public access or enjoyment of the PROW.

Image below: footpath sign in the Parish.



Policy 16 - Assets of local value

Background

The Parish is privileged to be home to a number of assets which are of significant local value, detailed at Annex C2, which vary from architectural and historical to community and environmental value. They all contribute to the **Special Characteristics of Chorleywood** and enhance the Village and all it has to offer both its residents and those of neighbouring Parishes and beyond.

In the TRDC Chorleywood Station Estate Conservation Area Appraisal (2005) it was recommended that in a review of the Conservation Area boundary (6.0) two ancient hedges in Shire Lane and Quickley Lane should be considered for inclusion into the Conservation Area:

- The substantial bank of trees in the middle of Shire Lane from Lower Road to Chalfont Lane is an extension of the hedge in Homefield Road, which formed the boundary between the ancient kingdoms of Wessex and Mercia and they are a significant feature of Chorleywood's historic heritage.
- The substantial bank of trees in Quickley Lane is also much cherished and is a prominent feature that contributes to the rural character of Chorleywood.

In agreement with the earlier TRDC appraisal, these hedges have now been identified in this plan as assets of local value.

Policy

16.1 Development proposals which affect an asset of local value listed in Annex C must demonstrate that the asset will be conserved according to its significance and take every available opportunity to enhance it.

Community Aspiration

The Parish Council will also undertake, as a community action, to seek the inclusion of these assets of local value into the Chorleywood Estate Conservation Area.

Evidence

As detailed in Annex C2, the NDP identifies these assets as being of local value as a result of their acknowledged importance to the Special Characteristics of Chorleywood and to the life and enjoyment of the community it serves.

C – Assets of local value

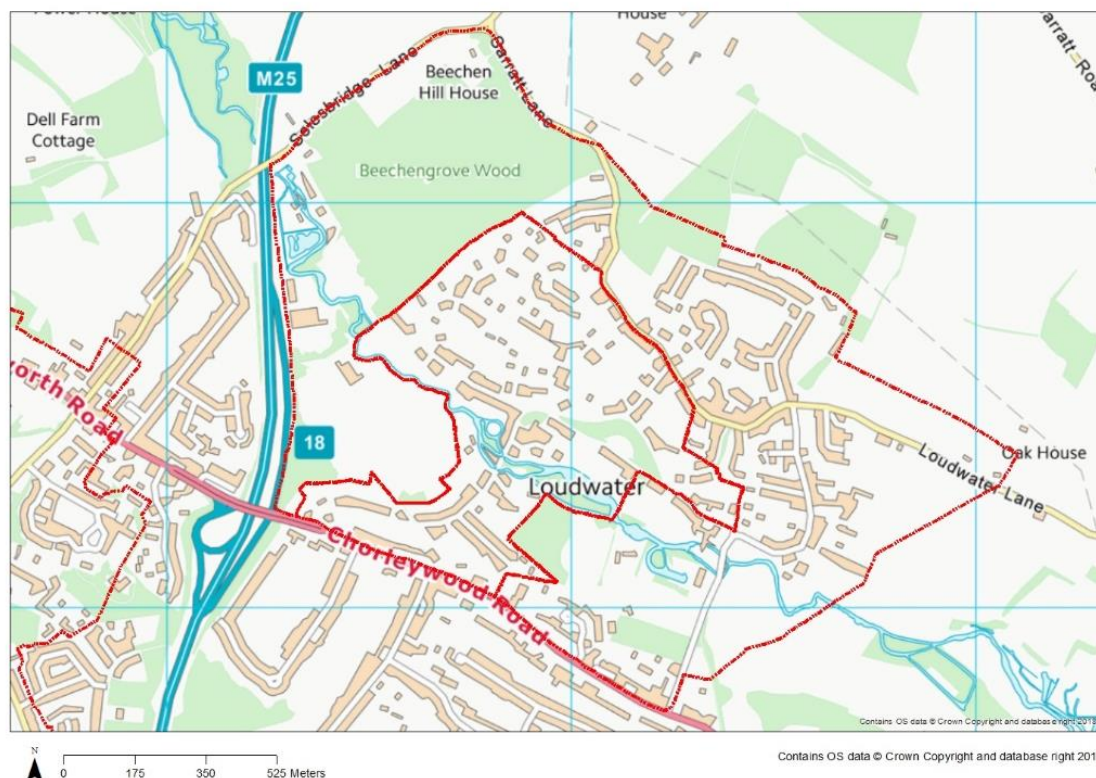
C1 – Nationally important statutory assets

Conservation Areas

The Conservation Areas in the Parish are:

1. Chorleywood Common
2. Chorleywood Station Estate
3. Loudwater Estate
4. Outer Loudwater Estate





Documentation relating to the Conservation Areas can be found here <http://www.threerivers.gov.uk/egcl-page/conservation-areas>.

Chorleywood Common Conservation Area

Grade II listed buildings -

Christ Church
The Cedars, Cedars Village, Dog Kennel Lane
Pond Cottage, Common Road
The Old Cottage, Common Road
4, 5, 6 and 7 Chorleywood Bottom
Berkley House, Old Common Road
Constables Cottage, Dog Kennel Lane
Appletree Farm House, The Paddocks, Dog Kennel Lane
Barn Range, The Paddocks, Dog Kennel Lane
Barn and Stable Range, The Paddocks, Dog Kennel Lane

The Granary, The Paddocks, Dog Kennel Lane
Cobwebs, Dog Kennel Lane
The Manor House, Rickmansworth Road
K6 Telephone Kiosk, Rickmansworth Road (opposite The Gate)
The Court, Rickmansworth Road
West Lodge, Rickmansworth Road
East Lodge, Rickmansworth Road
The White Horse Public House, Rickmansworth Road
Well House, Rickmansworth Road

Loudwater Estate Conservation Area

Grade II listed Buildings

The Dell, Loudwater Drive
Flint Cottage, Troutstream Way

Article 4 Direction

Jordans, on the corner of Whisperwood & Trout Rise

Outer Loudwater Estate Conservation Area

Grade II listed buildings

Glen Chess, Loudwater Lane
The Old Mill House, Loudwater Lane
Old Mill House, Solesbridge Lane
Old Mill Barn, Solesbridge Lane

Article 4 Direction

Chess Rise, Chess Hill
Willow End, Chess Hill
End House, Chess Lane
Oakdene, Chess Lane
Pheena, Chess Lane
Dykewood, Chorleywood Road
Lowlands, Chorleywood Road
Merlewood, Chorleywood Road
Mont-Au-Source, Loudwater Drive
Chess Cottage, Loudwater Lane
Dolphin Lodge, Loudwater Lane
Long Ridge, Loudwater Lane
Loudwater Cottage, Loudwater Lane
Loudwater Farm, Loudwater Lane
Mansard Cottage, Loudwater Lane

Oak House, Loudwater Lane
The Brambles, Loudwater Lane
The Coach House, Loudwater Lane
Willow Cottage, Loudwater Lane
Rasehill, Rasehill Close
Arlesey House, Rooks Hill
Cherry Tree Cottage, Rooks Hill
Cobblers, Rooks Hill
Jasmine Cottage, Rooks Hill
Rooks Corner, Rooks Hill
Rosemary Cottage, Rooks Hill
Laundry Cottage, Solesbridge Lane
Solesbridge Water, Solesbridge Lane
Emmanuel House Timber Ridge

Chorleywood Station Estate Conservation Area

Grade II listed buildings

Hillside Free Church and Hall, Hillside Road
St John Fisher Catholic Church, Shire Lane
Hill Cottage, Shire Lane

Hollybank, Shire Lane
King Edward VIII post box on the corner of
Hillside Road and Shire Lane

Outside a Conservation Area

Grade I Listed building

The Orchard, Shire Lane

Grade II listed buildings

The Retreat Chorleywood Bottom
Boot scraper NW of the Orchard Shire Lane

Article 4 Directions

Article 4(2) Direction – Chorleywood
Common Conservation Area
Article 4 Direction – Loudwater Estate
Conservation Area

Article 4(1) Direction – Outer Loudwater
Conservation Area

C2 – Assets for the purposes of Policy 16

Chorleywood Common Conservation Area

Locally Listed

Chorleywood House
Cedars Alms Houses
The Cottage Common Road
The Rose and Crown Public House

Brick and flint retaining wall alongside the north side of Station Approach (*note: application pending at time of writing*)

Unlisted Buildings of architectural and historic interest

Tollgate Cottage
Wyatts House (Peter Robson)
Apple Tree Farm Lodge, Dog Kennel Lane
The Gate Public House
North Lodge House, Chorleywood House Estate
1 & 2 Cedars Cottages, Dog Kennel Lane
Flint wall as part of Childs Farm House
Drill Hall and Chapel, Chorleywood House Estate (WWI former prisoner of war camp)

South Lodge, Dog Kennel Lane
Clements Farm, Clements Road
Old Shepherd Pub
Station building
Apple Tree Dell
Artichoke Dell
Cherry Tree Dell

Loudwater Estate Conservation Area

Locally Listed

Loudwater House, Loudwater Drive
Greensleeves, Loudwater Drive

Blandings, Loudwater Drive

Unlisted Buildings of Architectural and historic interest

Trout Cottage, Troutstream Way
Sub Station adjacent to Trout Cottage
Chiltern Cottage – McNamara house in Arts & Crafts Style
Watersmead, Troutstream Way
The Warren, Cherry Hill
Ice-house within Cherry Hill Grounds
Jordans, on the corner of Whisperwood & Trout Rise (has an Article 4 Direction)

Surviving Thatched Houses

*McNamara Houses which have original surviving plans

Troutstream Way

*Chiltern Cottage

Cherry Hill

Pine Cottage

* Thatch Tower

* Watermead

Trout Rise

Lilac Cottage

*Glen Cottage

*Brae Cottage

*Broadeves

*Greenbanks

Cottage

*Stepping Stones

*The Cottage

*Chaumineffe

Woodcroft

Little Thatch

*Kingfisher

Cottage

*Tree tops

Whisperwood

*Strawhat

*Wood End

*Whisperwood

Outer Loudwater Estate Conservation Area

Thatched

April Cottage, Bridle Lane

Bois Cottage, Bridle Lane

Chenies, Bridle Lane

Faraway Cottage, Bridle Lane

Nakuru, Bridle Lane

Random Cottage, Bridle Lane

Thatchways, Bridle Lane

The Round House, Loudwater Drive

Thatches, Loudwater Lane

Bower Cottage, Rooks Hill

Oak End, Wagon Way

Chorleywood Station Estate Conservation Area

Locally Listed

Village Stores, Lower Road

2 Berks Hill

White Cottage, 6 Berks Hill

Valais, 10 Berks Hill

Oak Lodge, 12 Berks Hill

The Brambles, 14 Berks Hill

16 Berks Hill

16a Berks Hill

The Gables, 18 Berks Hill

Eastgate, 20 Berks Hill

Ohe, 1 Hillside Road

Glenisla, 3 Hillside Road

Shelley Cottage, 5 Hillside Road

Belmount, 7 Hillside Road

Pentwyn, 9 Hillside Road

Glenview, Hillside Road

Kirkney, 15 Hillside Road

Rogart, 17 Hillside Road

The Hawthornes, Shire Lane

Sands, Shire Lane

Kelshall, Shire Lane

Kelshall Cottage, Shire Lane

Wood Grange, Shire Lane

Glen Wood, Shire Lane

Rosemount, Shire Lane

Woodside, Shire Lane

Warren House, Shire Lane

The Wood Cottage, Shire Lane

The Hensol, Shire Lane

The Corner House, Shire Lane

Wincot, Shire Lane

Russellings, Shire Lane

Blackets Wood Cottage, Shire Lane

Blair Atholl, Shire Lane

Hamara, Shire Lane

The Old Manse, Shire Lane

Fairlight, Shire Lane

Hartfield, Shire Lane

Woodlands, Shire Lane

Bringe Wood, Shire Lane

Corner Cottage, 50 South Road

Holmwood, 37 South Road

Middlemount, 35 South Road

33 South Road

Cadeleight, 35 South Road
Cranbrook, 31 South Road
Top of the Hill 29+ South Road
Panhelle, 27 South Road
Glengary, 25 South Road
Playtime, 23 South Road
High Marl, 21 South Road
Norwich House, 19 South Road
White Barn, 17 South Road
Cotswold, 11 South Road
Doverhay, 13 South Road
Huntergate, 9 South Road
Roseheath, 5 South Road
Primrose Cottage, 3 South Road
Kingswear, 2 South Road
Winsford, 4 South Road

Therfield, 14 South Road
18 South Road
Rosebay, 20 South Road
Radcliffe, 24 South Road
South Mozat, 26 South Road
The Birches, 28 South Road
Grassmere, 30 South Road
Shalom, 32 South Road
The Chine, 34 South Road
Iona, 36 South Road
Thornleigh, 38 South Road
Roxton Dene, 46 South Road
48 South Road
Station Signal Box, Chorleywood Station
Chorleywood Station

Areas of Local Importance

Bank of trees along Shire Lane
Bank of trees which run along the south side of Quickley Lane and the north side of Quickley Lane
Bank of trees / hedge which runs between Orchard Road and Homefield Road

Community Facilities valued by the local community (Policy 7)

Chorleywood Library
The Village halls – the Memorial Hall, Bullsland Hall, and the British Legion Hall
The Parish Council Offices

D - Chorleywood – today and in the future

Hertfordshire has a 50-Year Vision for identifying key biodiversity areas in Three Rivers. Biodiversity is a key element of the Green Infrastructure which includes networks of green spaces, wildlife habitats, woodlands, green corridors and open countryside. Three Rivers Core Strategy Objective 9 is to conserve and improve the countryside and the diversity of wildlife and habitats.

(Ref: <http://www.planvu.co.uk/trdc/written/dmp/cpt8.htm>)

It is anticipated that further urbanisation, spreading down the Metropolitan Line, will put increasing pressure on the Parish in terms of development. This NDP is an opportunity to influence the demand that will come, including ensuring the development is sustainable and accounts for the increased demands on existing infrastructure, such as transport, amenities and schools. Encouraging alternative means of transport, such as footpaths and cycle ways, are essential to ensuring development is sustainable.

E – Reasoned justification for Chilterns AONB (Policy 8)

Development, including rural exception sites within land adjoining the AONB that contributes to the setting of the AONB, will only be permitted where it enhances and does not detract from the visual qualities and essential characteristics of the AONB, and in particular should not adversely affect the views into and out of the AONB by virtue of its location or design. Assessment of such development proposals should have regard to the Chilterns AONB Management Plan 2014-2019 and emerging AONB planning strategies.

Outside the AONB boundaries, light pollution, noise and development could have a harmful impact. Chorleywood Common and the area of the Parish adjacent to the Chilterns Area of Outstanding Natural Beauty make an important contribution to the setting of the AONB and enjoyment of its special qualities by the public.

[HTTP://WWW.CHILTERNSAONB.ORG/UPLOADS/FILES/CONSERVATIONBOARD/MANAGEMENTPLAN/MANAGEMENT%20PLAN%202014-19/CHILTERN MANAGEMENT PLAN 2014-19 FINAL.PDF](http://www.chilternsaonb.org/uploads/files/conservationboard/managementplan/management%20plan%202014-19/chilterns%20management%20plan%202014-19%20final.pdf)

Note: At the time of writing, an application has been made to the Chilterns Conservation Board for a Variation Order for a change in the boundary of the Chilterns Area of Outstanding Natural Beauty to include the whole of Chorleywood Common.

Images below, clockwise from left top: a spot along the River Chess, woodland scene on Chorleywood Common, and the cricket pitch looking down to Christ Church.



F – Evidence for Nature and Conservation Sites (Policy 9)

Evidence

Extract from: TRDC Planning Policy 8.0 Biodiversity, Trees, Woodlands, Watercourses and Landscaping³

National Context

8.1 Biodiversity encompasses the whole variety of plant and animal life on Earth including all species of plants and animals and the complex ecosystems of which they are part. The world is losing biodiversity at an ever-increasing rate as a result of human activity. In the UK over 100 species were lost during the last century.

8.2 Woodlands, trees and hedgerows are important contributors to biodiversity and may be protected by wildlife or conservation designations, Tree Preservation Orders or the Hedgerow Regulations. It is important that those not covered by designations are retained, protected and wherever possible, added to, since pressure for development will increasingly threaten trees, woodlands, hedgerows watercourses and their surrounding habitat. Authorities are obliged to conserve and enhance wildlife and landscape under the Natural Environment and Rural Communities Act 2006, the Water Framework Directive and the Natural Environment White Paper.

8.3 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 where possible. The National Planning Policy Framework requires local authorities to identify and map the locations of designated sites of biodiversity and geological importance and identify any areas or sites for the restoration or creation of new priority habitats. Appropriate weight should be attached to designated sites of international, national and local importance, protected species and to biodiversity and geological interests in the wider environment.

Local Context

8.4 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, heath and urban gardens. Conserving and enhancing the diversity of wildlife and habitats in Three Rivers is a strategic objective for the Core Strategy.

8.5 The Hertfordshire Local Nature Partnership has been established in response to the Natural Environment White Paper and will take a strategic lead on how the natural environment can be taken into account in decision-making within the local area. The Local Nature Partnership may identify or endorse priority areas for habitat conservation and restoration.

8.6 Three Rivers has a number of important wildlife sites, ranging from nationally designated Sites of Special Scientific Interest (SSSIs) to Local Nature Reserves (LNRs) and sites of local wildlife importance referred to as Local Wildlife Sites

8.7 These represent priority areas for conserving existing biodiversity resource and also provide the best opportunity for maintaining and creating large areas of quality habitat. The Council will give

³ <http://www.planvu.co.uk/trdc/written/dmp/pt8.htm>

particular weight to impacts of development on biodiversity and ecological connectivity within Key Biodiversity Areas as defined in the BAP and future revisions thereof.

8.8 Biodiversity is 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 Core Strategy identifies key assets for Green Infrastructure and the existing and potential linkages. It also sets out policy to seek a net gain in the quality and quantity of Green Infrastructure through the protection and enhancement of assets and the provision of new green spaces.

TRDC POLICY DM6: Biodiversity, Trees, Woodlands, Watercourses and Landscaping

c) In the first instance development should seek to avoid impacts on designated sites and important habitats/species through sensitive design and consideration of alternatives. Proposals should seek to incorporate measures for biodiversity enhancement and Green Infrastructure delivery wherever possible.

d) Development must conserve, enhance and, where appropriate, restore biodiversity through:

- i. Protecting habitats and species identified for retention*
- ii. Providing compensation for the loss of any habitats*
- iii. Providing for the management of habitats and species*
- iv. Maintaining the integrity of important networks of natural habitats, and*
- v. Enhancing existing habitats and networks of habitats and providing roosting, nesting and feeding opportunities for rare and protected species.*

e) Linked habitats are important in allowing species to adapt and respond to circumstances. Development must not result in fragmentation or isolation of wildlife habitats and should seek opportunities for habitat connectivity with the wider landscape.

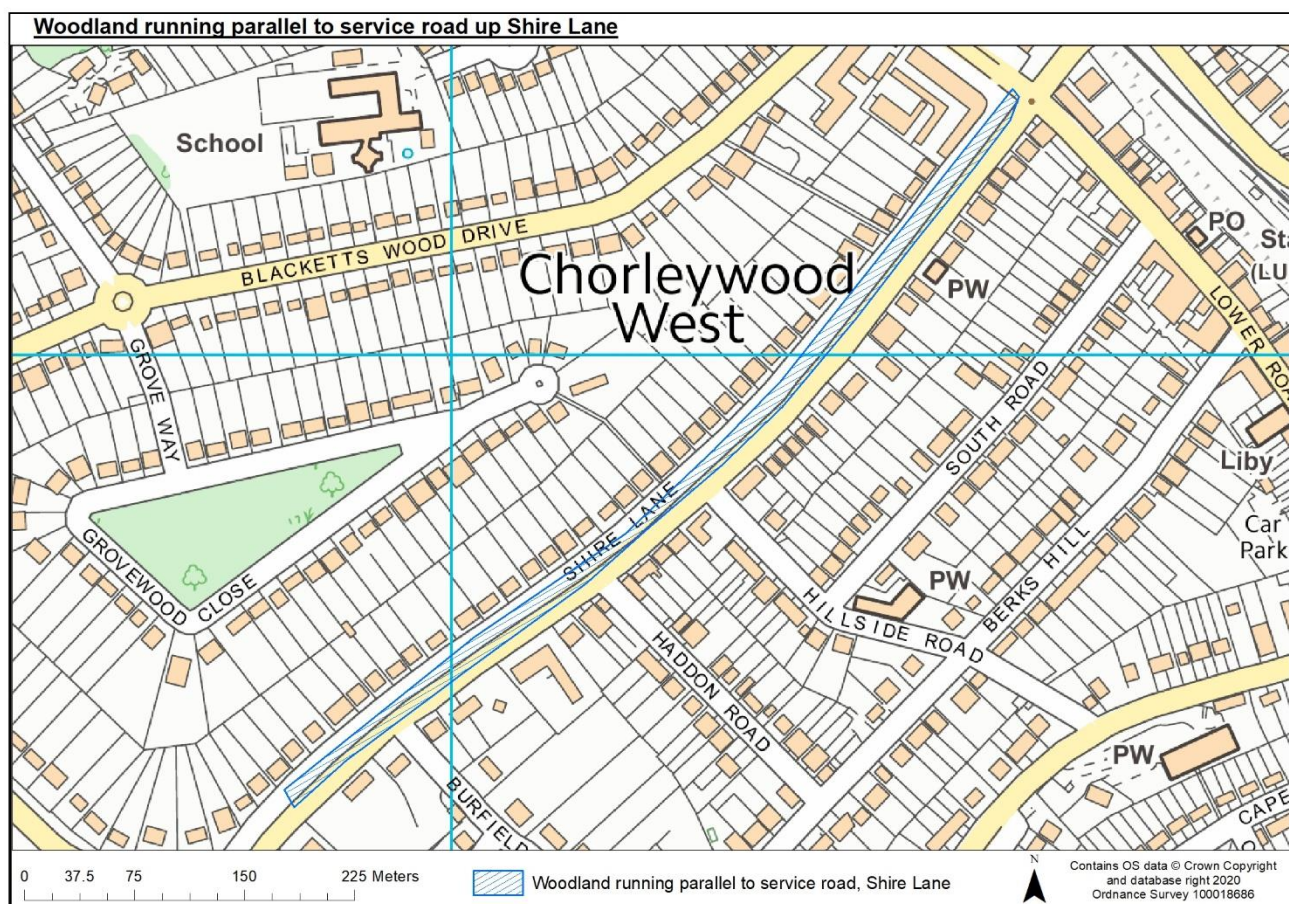
8.18 Policy DM6 demonstrates the Council's commitment to meet the relevant national requirements to conserve and enhance biodiversity, trees and woodland. It also recognises that where development is necessary it should not be at the expense of irreplaceable natural assets.

8.19 The policy will contribute directly to the achievement of Core Strategy Objective 9, which is to conserve and improve the countryside and the diversity of wildlife and habitats.

Map 5: Homefield Road Hedgerow



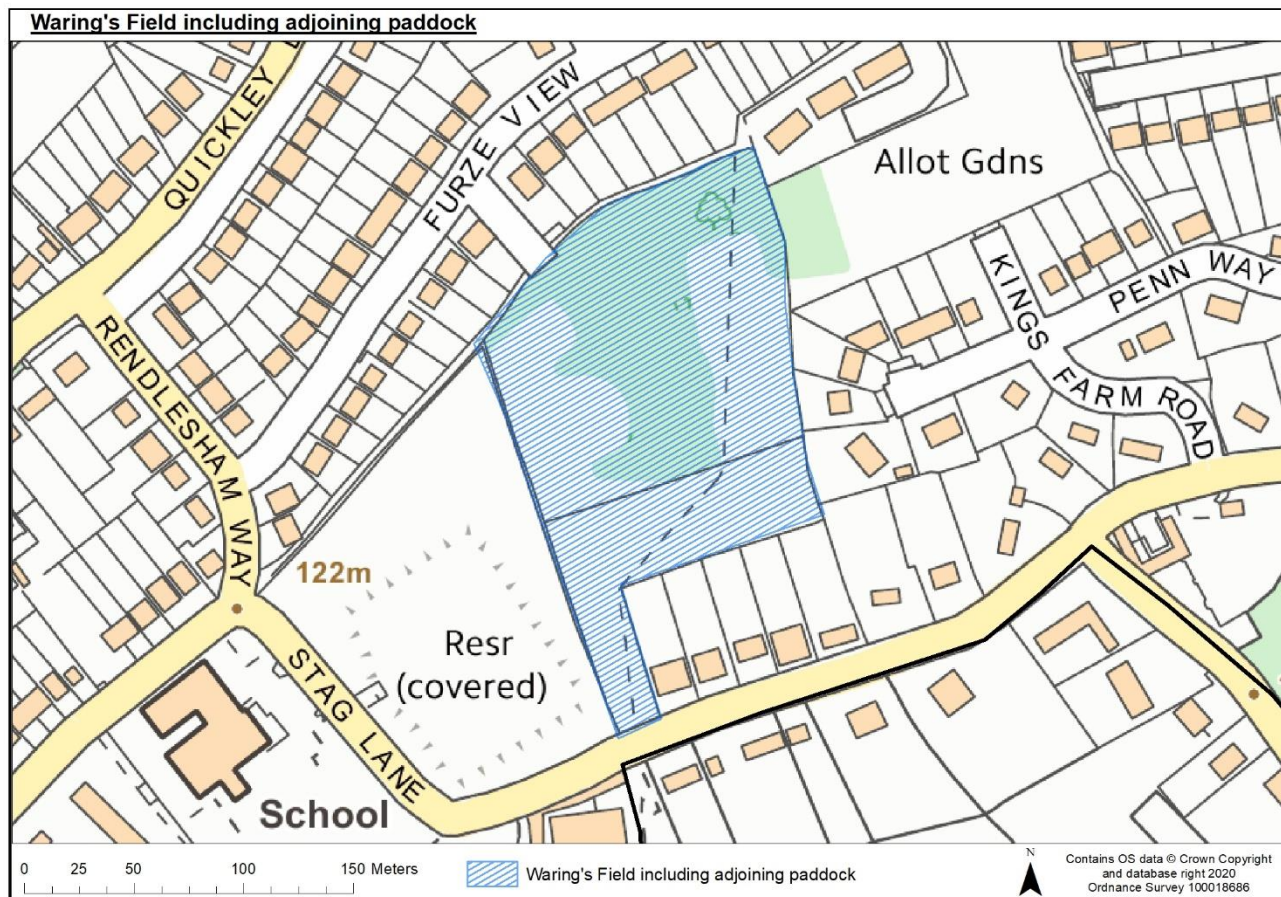
Map 6: Woodland running parallel to service road up Shire Lane



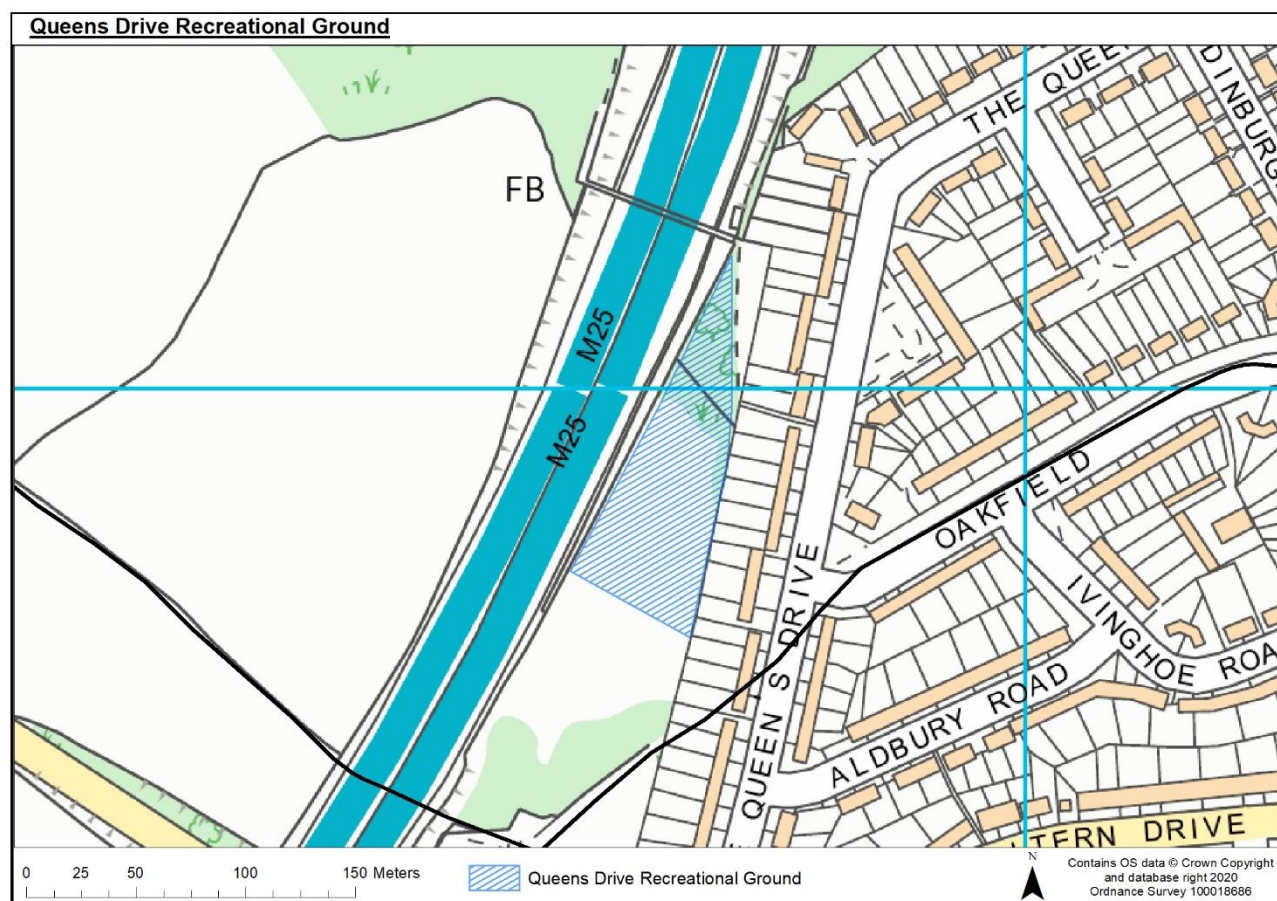
Map 7: Grovewood



Map 8: Waring's Field including adjoining paddock



Map 9: Queens Drive Recreational Ground



H - Glossary

Article 4 Direction is made by the local planning authority (for Chorleywood this is Three Rivers District Council). It restricts the scope of permitted development rights either in relation to a particular area or site, or a particular type of development anywhere in the authority's area. Where an article 4 direction is in effect, a planning application may be required for development that would otherwise have been permitted development. Article 4 directions are used to control works that could threaten the character of an area of acknowledged importance, such as a conservation area. For more information, please see:

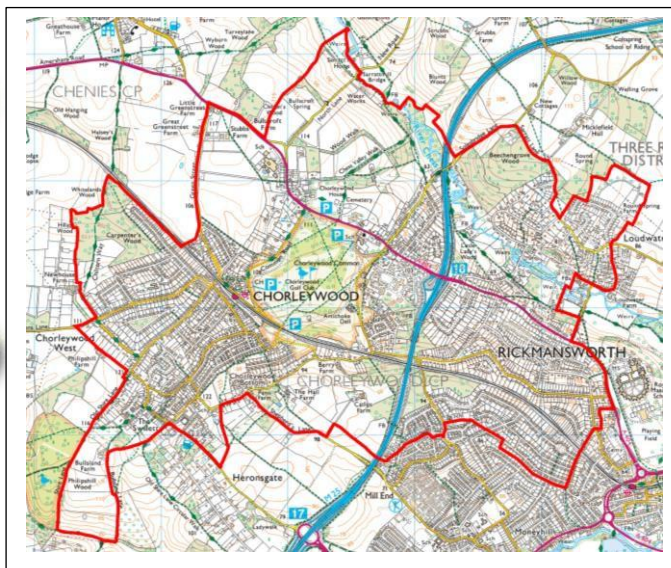
<https://historicengland.org.uk/advice/hpg/historic-environment/article4directions/>

I – The members of the Neighbourhood Development Plan Steering Committee

Vivien Lantree (Chair)
Yvonne Merritt (Clerk to the Council)
Jon Bishop
Richard Dwyer
Gareth Hunt
Robert Mann
Cllr Jackie Worrall
Cllr Stephen Watkins
Alan Manson
Cllr Zenab Haji-Ismail



Chorleywood Neighbourhood Development Plan 2020-2035



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Foreword

Neighbourhood Development Plans come out of the Government's determination to ensure that local communities are closely involved in the decisions which affect them. The Chorleywood Neighbourhood Development Plan has been developed to establish a vision for the Parish and to help deliver the local community's aspirations and needs for the foreseeable future.

Our Neighbourhood Development Plan is a statutory document that will be incorporated into the district planning frameworks and must be used by Three Rivers District Council to determine planning applications.

Our Plan has been produced by local residents, with the support of the Parish Council, using the views of the residents of Chorleywood. The Neighbourhood Development Plan Steering Committee has consulted and listened to the community and local organisations on a wide range of issues that will influence the well-being, sustainability and long-term preservation of our semi-rural community.

Every effort has been made to ensure that the views and policies contained in this document reflect those of the majority of Chorleywood residents.

A Neighbourhood Development Plan has many benefits. The Chorleywood Neighbourhood Plan has been developed by volunteers from the Parish to:

- protect the Parish from uncontrolled, large scale, or poorly placed development;
- ensure development is sympathetic to, and improves, the look and feel of the Parish;
- minimise the loss of greenfield sites by, where possible, using previously developed sites;
- give the Parish the potential to access Community Infrastructure Levy funding to improve facilities; and
- identify additional actions to improve Chorleywood's facilities, services and local environment .

The Parish Council would like to thank the members of the Steering Committee for their hard work and time to get this completed. The Parish Council is also grateful for the help and the engagement of Three Rivers District Council in guiding us through the process to successfully conclude this Plan.

Vivien Lantree
Chair of the Neighbourhood Development Plan
Steering Committee

Stephen Watkins
Chairman of Chorleywood Parish Council

Introduction

Throughout this document we refer interchangeably to the Parish area of Chorleywood as “the Parish”, or “Chorleywood”, and Chorleywood Parish Council as “the Parish Council”. The different terms are used depending on the context.

The Chorleywood Neighbourhood Development Plan sets the policies that any development activity, large or small, within the Parish of Chorleywood must comply with so as to enhance the characteristics of the area in a sustainable way. This policy-led approach takes into account the Special Characteristics of Chorleywood and is underpinned by reasoned evidence

What is a Neighbourhood Development Plan?

The Localism Act 2011 gave communities a greater say in the development of their area, including the right for communities to develop a Neighbourhood Development Plan (NDP).

An NDP is a community-led framework for guiding the future development and growth of an area. It may contain visions, aims, planning policies, proposals for improving the area or providing new facilities, or allocation of key sites for specific kinds of development. A neighbourhood plan may relate to the use and development of land and associated social, economic and environmental issues. It may deal with a wide range of issues (like housing, employment, heritage and transport) or it may focus on one or two issues that are of particular importance in a local area.

All NDPs must meet **Basic Conditions**¹, these include not conflicting with Three Rivers District Council’s (TRDC) Local Development Plan, and must encourage sustainable development.

Neighbourhood Plans can include other ideas to improve the neighbourhood other than development and land use issues, but these have to be clearly defined and delineated and separate from the land use issues in the plan.

This Plan is different to the Local Plan. It is more ambitious, and aims to ensure Chorleywood remains a good place to live, work and play and supports the principles of sustainable development.

In developing this NDP, the Neighbourhood Development Plan Steering Committee has had regard to:

- Achieving sustainable development;
- Protecting biodiversity and the natural environment;
- Conserving the historic environment and the rural characteristic of Chorleywood;
- Facilitating a vibrant local economy; and
- Protecting and improving infrastructure and community facilities.

¹ [The Basic Conditions](#) for Neighbourhood Plans are specified by law:

- must be appropriate having regard to national policy
- must contribute to the achievement of sustainable development
- must be in general conformity with the strategic policies in the development plan for the local area
- must be compatible with human rights requirements
- must be compatible with EU obligations (correct at time of writing).

A NDP will be subject to examination and referendum and then form part of the Development Plan, giving it statutory status once passed.

How have we developed the Chorleywood NDP?

In October 2013, Chorleywood Parish Council decided to use the powers of the Localism Act and invited local community interest groups and associations to form a Community Planning Steering Group.

In November 2014 the Group issued a questionnaire to all households in the Chorleywood Parish covering matters of interest and concern to the local area (the 'Questionnaire'); from transport and security to education and housing.

The results were analysed by the Group and they formed the basis of the Chorleywood Community Plan (published May 2016). Those from the Group that were interested in the Planning aspects of the Community Plan formed the Neighbourhood Development Plan Steering Committee together with other volunteers. This included representatives from the Royal Institute of Chartered Surveyors, Councillors, Chorleywood Residents Association, and interested residents. The Committee were also supported by the Parish Council Officers. A full list of members can be found under Annex I.

The Committee took the planning and development results from the Questionnaire to draft an NDP that fits with Chorleywood's residents' wishes whilst meeting the Basic Conditions (as set out above). TRDC reviewed the draft NDP and their feedback was reflected in draft NDP put to the public for consultation.

Public consultation

The consultation period ran for six weeks, from Monday 12 November to Sunday 23 December 2018. As part of the consultation, the Committee welcomed feedback on the policies as drafted.

After the public consultation

Feedback from the consultation was considered and reflected in a further draft which was then put to an independent reviewer, as appointed by TRDC.

We also sought and received TRDC's confirmation that the NDP policies, as drafted, were not "*likely to have significant environmental effects*", thus ruling out the need for a Strategic Environmental Assessment (SEA) and a Habitats Regulation Assessment² (confirmation received August 2019). Further review was sought from statutory bodies (the Environment Agency, Historic England and Natural England). A further public consultation was undertaken following the Parish Council's formal submission of the Neighbourhood Plan to TRDC and this was carried out from 17 February to 30 March 2020. TRDC then arranged for an independent examination of the NDP which took place in summer 2020. The Independent Examiner concluded that the Plan should proceed to referendum subject to recommended modifications. TRDC have accepted those modifications and updated the Plan accordingly.

What did we find when formulating the Chorleywood Neighbourhood Development Plan?

The results of the research and consultancy undertaken of the local area and its residents are included within the NDP, but in summary:

The Parish is well-positioned on the outskirts of London, with good transport links being placed near two airports, its own train station served by both London Underground and the Chiltern Main Line, and two junctions of the M25 one within and one very close to its border. The variety of housing and quality of schools coupled with the beautiful features of the Common, fields and farmland, both within and surrounding the Parish, make it a very desirable and sought-after place to live.

² Regulation 9 of the Environmental Assessment of Plans and Programmes Regulations 2004.

The Special Characteristics of Chorleywood:

The design and layout of Chorleywood can be neatly summarised into three characteristics, namely its: *rural character, certain assets of local significance and variety* (the ‘**Special Characteristics**’).

Any development, particularly major developments, must take these into account in a positive way and not rely on mitigations such as screen planting to ensure these are not detrimentally impacted in their design, scale and location choice within the Parish. Designs should reflect the local vernacular and structural landscaping could bring the countryside into the development, such as providing routes for footpaths and cycle ways. A design guide will be developed to guide further on this, but until such time as this is available, the Special Characteristics are as set out below and further described with in the NDP.

The Special Characteristics of Chorleywood are:

1. The ‘rural character’

The Parish’s key feature is its ‘rural feel’. Sitting on the Hertfordshire-Buckinghamshire border, nestled between the Chilterns and the surrounding parishes of Chenies, Sarratt, Rickmansworth, and Croxley Green; however you enter or leave the Parish you cannot fail to appreciate the ‘rural character’ Chorleywood has. Whether travelling by road, railway or footpath, this ‘rural character’ is evident: the Common, the woods (Whitelands and Carpenters), farmland (Bullisland, Stubbs, Hall, Catlips and Hill Farm), hedgerows (Homefield Road, Quickley Lane and Shire Lane treelines) and fields (Clement Danes School playing fields, the fields between Chess Valley and the A404) all contribute to this. This ‘rural character’ is what makes Chorleywood distinct and provides environmental, leisure and aesthetic benefits to the Parish and its community.

Chorleywood still observes the tradition of Rogation Sunday, when residents take their children around Chorleywood Common to check on the boundaries. The procession is known as 'beating the bounds'. Chorleywood Common has five Commoners which all have the right of grazing and Estover.

2. Assets of local value

Chorleywood has a number of assets which are of ‘local significance’. These assets are included for a variety of reasons, be they:

- Environmental;
- Historical;
- Architectural;
- Conservation Area;
- Cultural; or
- Listed value.

But they all contribute to the make-up of Chorleywood. These assets of local significance are listed under Annex C.

3. Variety

The variety within the Parish contributes to its character. This variety comes from the demands of the demographic that live in the Parish – from schools and housing, to retail and infrastructure.



What will the Chorleywood NDP do?

The NDP takes a policy-led approach to ensuring that any development within the Parish takes into account, enhances and maintains the **Special Characteristics of Chorleywood** to achieve sustainable growth. The NDP covers the period from 2020 – 2035.

These Special Characteristics are central to Chorleywood. The policies set out in this NDP seek to enhance and maintain these characteristics and to help manage change so that it:

- Complements and enhances the Parish's Special Characteristics, including its mix of building styles and uses, their setting alongside verges with mature trees, hedges, planting and their relationship with the roads, paths and surrounding countryside.
- Helps integrate the character in all parts of the Parish by extending these characteristics throughout.
- Ensures that the Parish is safe, accessible and attractive to all, including the young and very old. People should be able to walk around and access the central areas, local stores and other community facilities including the outdoor areas.
- Aims to maintain and improve social, economic and environmental sustainability by embedding them in all proposals.

The NDP does not seek to allocate or identify sites for development.

The Committee asked TRDC, as the local planning authority for the Parish, to organise a screening of the draft plan to assess whether Strategic Environmental and Habitats Regulations Assessments are needed. The screening was carried out by Place Services at Essex County Council. They agreed that no further action would be required. The document forms part of this plan and was considered by the three statutory consultees: the Environment Agency, Historic England and Natural England.

How the NDP will be applied:

For all applications:

- No single policy stands alone;
- All applications must take the Special Characteristics into account;
- Any development application should have regard to all relevant policies in the NDP and demonstrate compliance with them; and
- The cumulative effect of development proposals will be considered in the context of any resulting adverse impacts on social and physical infrastructure, the environment and residential amenity.

The Policies – an overview

The policies that form the NDP for Chorleywood are:

1. Development within Conservation Areas and other elements of the historic environment
2. Characteristics of development in the Parish (including Conservation Areas)
3. The efficient use of land
4. Housing to meet the needs of local people
5. The location and design of higher density developments including flats
6. Variety of hospitality and retail
7. Community facilities
8. Development affecting the Chilterns Area of Outstanding Natural Beauty (AONB)
9. Nature Conservation Sites
10. Transport
11. Community leisure facilities
12. Flood risk
13. Secured by Design
14. Street furniture and phone masts
15. Public rights of way
16. Assets of local value

The Policies – in detail

Policy 1 – Development within Conservation Areas and other elements of the historic environment

Background

There are four Conservation Areas in the Parish:

1. Chorleywood Common
2. Chorleywood Station Estate
3. Loudwater Estate
4. Outer Loudwater Estate

Each Conservation Area has a Conservation Area Appraisal Document which establishes the area, characteristics, and restrictions to which all planning applications falling within these areas have to comply, these are set out in Annex C1.

The Chorleywood Common Conservation Area is of both historic and architectural interest. The open rural nature of the Common and the integration of the built form surrounding the Common creates an area of architectural interest. The variation in character of the buildings located around the Common, ranging from 16th and 17th Century to 19th Century buildings demonstrates the growth of the area throughout history. The built form located along the fringes of the Common is considered to be subservient to the vast expanse of the Common, thus, maintaining the open and rural character of the Conservation Area. The open and rural integrity of the Common has been maintained by the informal drives and minimal front boundary treatments which generally consist of low brick walls, picket fencing or soft vegetation boundaries.

The Conservation Area is broken into five Character Zones A to E, and any application for development needs to take into account the characteristics of the relevant zone. Details of each zone can be found in *Annex C1 – The Chorleywood Common Conservation Appraisal Document*.

As Chorleywood Common lies on one the highest points in the Parish some parts are visible to areas of Chorleywood that are outside of the Conservation Area. These areas in turn are visible from parts of the Common.

Three Rivers District Council has applied an Article 4(2) Direction, which means that residents of the Chorleywood Common Conservation Area will have to apply for planning permission for certain alterations that were previously permitted development. This means that Planning Permission will be required to carry out any alterations to windows, chimneys, front boundary treatments and/or hardstanding (including those using permeable materials) to any property within the Chorleywood Common Conservation Area.

The Chorleywood Station Estate Conservation Area is an excellent example of late Victorian and Edwardian buildings which give the estate its unique character dominated by large detached houses and substantial rear gardens. The area is very hilly and undulating and topographical features of note include splendid views all around the area and particularly across to Chorleywood Common and the Station. Emphasis is on the fact that this was a planned estate on previously completely undeveloped land.

The Conservation Area is broken into six Character Zones, each one concentrating on a specific road, and any application for development needs to take into account the characteristics of the relevant zone. Details of each zone can be found in *Annex C1 – The Chorleywood Station Estate Conservation Area Appraisal Document*.

The Loudwater Estate Conservation Area is concentrated on the land that surrounds Loudwater House. By 1939 the House had been converted into flats and approximately one half of the building plots defined

around it had been sold off and developed with houses. The estate is characterised by a carefully laid out

arrangement of dwellings, most with Arts & Crafts features in a variety of styles, designs and materials but with each dwelling usually being set within generous plots with plentiful vegetation and landscaping, including mature trees. The area is well-wooded and undulating and is served by an informal network of narrow roads with grass verges.

Although a number of architects were responsible for the emergence of the Loudwater Estate, the McNamara family were undoubtedly the frontrunners. Ethel Clara McNamara was an architect and indeed one of the first women to be recognised as such in England in the 1920s, and it was her husband, Sidney Belkinga McNamara who was the builder. Gertrude Fransiska McNamara was Sidney's sister and probably the legal administrator, which would explain why she is often the witness signatory to Cameron Jeffs on deeds of Land & Estates Ltd. Gertrude Fransiska McNamara bought the house known as the Rose Garden from Cameron Jeffs in 1930.

The Conservation Area includes three regions, but they are all characterised by the existence of open boundary treatments, with some comprising mature hedging and open driveways. Despite this, some gates are present, and most are of a rural farm-like style, with wooden five-bar gates. Any application for development needs to take into account the characteristics of the relevant region and details can be found in *Annex C1 – Loudwater Estate Conservation Area Appraisal Document*.

The Outer Loudwater Conservation Area forms the attractive and distinctive setting for Loudwater Estate based on the well-wooded valley bordering the River Chess and incorporating low density residential development. The original settlement of large detached houses in spacious plots developed along the banks of the river, taking advantage of the 'breath taking' views across the valley. The area is a wooded, undulating part of the Chess Valley with narrow lanes and leafy tracks.

The Conservation Area includes eight sub-areas of individual character which include some distinctive pre- and post-war homes (a number of which are thatched) and other significant buildings. The area is characterised by pavement-free roadways, wide grass verges and maturely landscaped frontages which contribute to Loudwater's rural and individual character. Any application for development needs to take into account the characteristics of the relevant sub-area and details can be found in *Annex C1 – Loudwater Estate Conservation Area Appraisal Document*.

The Heronsgate Conservation Area, which immediately borders onto Chorleywood to the south and therefore could be impacted by development within the Parish, was founded in 1846 by the Chartist Cooperative Land Society. The society was launched by the National Charter Association in 1845 with the aim of resettling industrial workers from the cities on smallholdings, making them independent of factory employers and potentially qualifying them for the vote. The boundaries of the Conservation Area are, essentially, those of Heronsgate Farm, first mentioned as Herringsgate Farm in the 16th century, Heryngarste in the 17th century and Herring Gate in the 18th/19th century.

As Heronsgate borders so closely with Chorleywood, reference is made to it here as development within this area will impact the outlook from Chorleywood.

Policies

- 1.1 Development proposals in conservation areas should preserve or enhance the character or appearance of the conservation area and use materials that are appropriate as defined in the relevant conservation area appraisal document.*
- 1.2 Development proposals in the Conservation Areas should seek to maintain local distinctiveness through the built environment, in terms of buildings and public spaces and take every available opportunity to enhance the relationships and linkages between the built and natural environment as outlined in the TRDC Appraisals for the Conservation Areas (as set out in Annex C1).*
- 1.3 Development proposals which enhance a heritage asset will be supported where this is clearly and convincingly demonstrated by way of an assessment of the significance of the asset or its setting.*
- 1.4 Permission will not be granted for development outside but near to a Conservation Area if it adversely affects the setting, character, appearance of or views in to or out of that Conservation Area.*
- 1.5 The historic heritage within the Plan Area will also be conserved, and wherever possible, enhanced through positive action. The significance of designated heritage assets, including nationally-protected listed buildings and their settings, archaeological sites and conservation areas and their settings, as well as undesignated heritage assets (including locally listed buildings), will be recognised and they will be given the requisite level of protection.*

Policy 2 – Characteristics of developments in the Parish (including Conservation Areas)

Background

It is important to enhance and maintain the Special Characteristics of Chorleywood through any development, whether for residential or non-residential use. The design and the quality of materials used, whilst sympathetic to the present ‘street scene’, should also seek to enhance the Parish in line with its Special Characteristics. This will ensure that development is not detrimental to the overall character, appearance, and landscape setting of Chorleywood, whilst also being sustainable.

Design and quality of materials for sustainable development

Scale of development is contextually relevant to sustainable growth. This is especially significant in semi-rural locations such as the Parish where the ability to absorb larger development is more constrained than in more urban locations.

Planning policy and guidance recognises the principle of appropriate community facilities and infrastructure provision and encourages growth in a sustainable and sensitive manner. This requires comparative growth in community facilities, infrastructure and local employment opportunity.

In the context of semi-rural villages, this places a requirement upon planners and developers to utilise appropriate timelines for staged growth of interdependent development, namely, housing, school’s capacity, employment, community facilities and infrastructure.

The NDP believes consideration of such stepped and progressive development in a semi-rural area is reasonable so as to ensure sustainable development.

Chorleywood has distinct rural characteristics and benefits considerably from the amenity provided by open landscapes and woodland. Chorleywood, with its varied gradients, is particularly known for its leafiness and rural feel that provides an inspiring setting for its residents.

Chorleywood is renowned for the exceptional quality of its natural, built and historic environment which is supported by a wide range of policy guidance and initiatives. The Parish includes AONB, the Metropolitan Green Belt and Common Land. There are numerous important wildlife habitats, sites and species, and many buildings, structures and settlements of architectural or historic interest. The Special Characteristics of Chorleywood are key to the area’s ‘sense of place’, its local distinctiveness and the quality of life of residents and visitors. The value of these assets to the area is evident in providing a strong local identity, enhancing the overall quality of life and contributing to the area's economy.

Individual heritage assets, both designated and undesignated are set in a wider historic environment or landscape. It is vital that this wider resource is also conserved, enhanced and better revealed. Although this designation refers primarily to “natural beauty”, that natural beauty is very closely tied to the historic value of the landscape. Those linkages include the landscape archaeology of the area, such as:

- field patterns and the ancient roadways;
- use of local materials for building;
- historic structures from historic hedges, arts and crafts cottages;
- setting of settlements; and
- the landscape itself which is as much a man-made construct as a natural one.

This Policy reflects the fact that there is a considerable inter-relationship between the built, natural and historic environment. These environmental elements are in some respects indivisible - what affects one part may well affect another. It follows from this that one of the key pressures facing the Parish is planning

positively to meet the objectively assessed need for growth, whilst safeguarding the sensitive built, natural and historic environment from the less positive aspects of development and simultaneously seeking enhancements where possible.

Trees and open spaces, both privately and publicly owned, are immensely important to the character of Chorleywood. While Chorleywood is both surrounded by and dotted with woods and open spaces, its green areas are nevertheless still under an increasing threat from a variety of factors, both environmental and man-made. Its leafy inheritance is no longer something that can be taken for granted. Protection of the green and leafy character of our Parish from inappropriate development is a high priority for the local community.

Some aspects of landscape quality, such as the tranquillity of an area, are difficult to define but important to protect as a key element of the character of the parish. The National Planning Practice Guidance ('NPPG') says that tranquil areas are those that are *"relatively undisturbed by noise from human sources that undermine the intrinsic character of the area"*.

Lighting

Lighting can also have major impacts on landscape quality, particularly in areas of 'Dark Skies' where there currently is little artificial light pollution. NPPG provides that artificial light provides valuable benefits to society, including through extending opportunities for sport and recreation, and can be essential to a new development. Equally, artificial light is not always necessary, has the potential to become what is termed 'light pollution' or 'obtrusive light' and not all modern lighting is suitable in all locations. It can be a source of annoyance to people, harmful to wildlife and detract from the enjoyment of the night sky. For major developments, a Landscape and Visual Impact Assessment (LVIA) should include reference to tranquillity, lighting and Dark Skies.

Policies

2.1 All developments must demonstrate how they are in keeping with, and where possible enhance, the Special Characteristics of Chorleywood, based on a proportionate site and contextual analysis which includes details of the suitability of the site and its location for the development.

i) The location being a sustainable site for development, as defined elsewhere within this Plan, the Three Rivers Local Plan and the National Planning Policy Framework (NPPF).

2.2 All development should seek to make a positive contribution to the 'street scene' by way of frontage, building line, scale and design.

2.3 Development proposals should seek to maintain local distinctiveness through the built environment, in terms of buildings and public spaces, and enhance the relationships and linkages between the built and natural environment.

2.4 Developments must incorporate high quality landscape design and maximise opportunities for greening through planting of trees or hedging and other soft landscaping that contribute to the streetscape and character of the area.

2.5 Major applications shall submit a proportionate landscape strategy where necessary which will incorporate the following details:

- i) existing and proposed hard and soft landscaping;*
- ii) a condition survey of all existing trees and hedgerows;*
- iii) an outline of the measures to be taken to protect existing trees and hedgerows during construction;*
- iv) consideration of both near and distant views of the development from the principal public vantage points showing existing landscaping and that proposed to be established after 10 years; and*
- v) details, where appropriate, of how those areas to be retained for open space and/or woodland will be managed in the future.*

2.6 Developments must demonstrate how they have minimised light pollution created.

Evidence

These policies incorporate key principles of the NPPF and underpin the approach that Chorleywood Parish Council will adopt for the consideration of planning applications for development in the Chorleywood Neighbourhood Plan Area. There are examples in the Parish of developments which are both in keeping and contrary to these principles. Some of these have been included below to demonstrate the importance of these policies.

This NDP seeks to guide future development in a positive way and on a sustainable, phased basis deterring which otherwise will be regarded by the Parish Council as being inappropriate for reasons of location, scale, design, layout and mix of housing type. Regard should be paid to the design aspirations for the Parish.

The contextual analysis of the site should consider how the development positively contributes to local character, including the landscape setting where appropriate. There is a need to manage new development within the Parish sensitively in recognition of its Special Characteristics.

Below are examples where a new property might not be considered in keeping with the street scene in which it is located. In both cases due to design, materials and colouration.



Policy 3 – The efficient use of land

Background

'**Brownfield**' land is an area of land or premises that has been previously developed. This term is derived from its opposite, undeveloped or 'greenfield' land.

Availability of 'clear' sites for development are rare in Chorleywood. As a result, there has been a move to increase the density of development, often by replacing a single house with multiple dwellings, be it flats or multiple houses. For example: Beulah House (Old Common Road), Homefield Road, Quickley Lane, Sunrise on Rickmansworth Road.

The use of brownfield land is preferred over the development of greenfield land. The approach to housing delivery in Chorleywood is based on the views expressed by its residents during the Neighbourhood Plan consultation process that a 'brownfield-first' strategy is the most appropriate before greenfield sites can be considered. Planning applications should account for: the increase in density of housing, the impact on the Special Characteristics of Chorleywood, the utility and amenity space that such development demands.

The restrictive approach under policy 3.3 reflects the direct and indirect value of gardens which contribute to local character, provide safe and secure amenity and play space, support biodiversity, help to reduce flood risk and mitigate the effects of climate change.

We will promote the most efficient use of Chorleywood's brownfield land and buildings while also seeking to improve the quality of our environment, protect the amenity of occupiers and neighbours and meet its other planning objectives. It is important that development delivers not only homes, but also employment space together with the services and facilities that are needed to maintain and create a healthy and sustainable Parish where nobody gets left behind and everyone has a chance to succeed.

Policies

3.1 Applications for development on brownfield land will be encouraged.

3.2 Development proposals resulting in a net increase in housing density on an accessible site will be encouraged only if they include the necessary infrastructure to support the development, including utilities, parking and amenity space, to create a sustainable development.

3.3 In exceptional cases a limited scale of backland development may be acceptable, subject to the following criteria:

- i) neighbouring residential amenity and privacy of existing homes and gardens must be maintained and unacceptable light spillage avoided;*
- ii) vehicular access or car parking should not have an adverse impact on neighbours in terms of noise or light. Access roads between dwellings and unnecessarily long access roads will not normally be acceptable;*
- iii) development on backland sites must be more intimate in mass and scale and lower than frontage properties; and*
- iv) features such as trees, shrubs and wildlife habitat must be retained or re-provided.*

3.4 There is a presumption against the loss of gardens due to the need to maintain local character, amenity space and biodiversity.

Evidence

Question 9 of the Community Plan questionnaire asked: If there are to be more homes provided in and around Chorleywood, where would you prefer them to be built? The responses were:

Brownfield: 97%

Infill land: 29%

Greenfield sites (meaning previously undeveloped as opposed to Green Belt) 7%

Within Chorleywood's Conservation Areas: 5%

Policy 4 - Housing to meet the needs of local people

Background

Over the period from 2001 - 2011 (Census years), there was an 18% increase in the population older than 60 years of age in Chorleywood, as compared to an increase of 5% in the overall population of the area. Population estimates indicate that the trend of the increase in population in the higher age segments has and will continue to increase in future years.

Over recent years there has been a trend of replacing smaller properties with significantly larger ones and, in particular, the replacement and conversion of bungalows suitable for elderly and disabled residents with larger multi-level residences.

To protect the retention of bungalows, the policy will both maintain the character of these areas and ensure that the stock of dwellings for older and disabled persons is maintained. The current list of roads that have been identified to meet this criteria are:

- Wyatts Close
- Brierly Field
- Greenbury Close
- Whitelands Avenue, beyond Carpenters Wood Drive
- Bullsland Gardens
- Bullsland Lane
- Rendlesham Way
- Furze View
- Clements Road
- Quickley Lane
- Orchard Close

From the Questionnaire, there was a clear desire for more small / affordable homes and, to a lesser extent, homes for the elderly.

Under CP12 of the Local Plan Core Strategy *"In seeking a high standard of design, the Council will expect all development proposals to:*

- a) Have regard to the local context and conserve or enhance the character, amenities and quality of an area*
- b) Conserve and enhance natural and heritage assets*
- c) Protect residential amenities by taking into account the need for adequate levels and disposition of privacy, prospect, amenity and garden space*
- d) Make efficient use of land whilst respecting the distinctiveness of the surrounding area in terms of density, character, layout and spacing, amenity, scale, height, massing and use of materials".*

It is noted that CP12 limits the scope to develop flats in the Parish (particularly a) and d)). Furthermore, only 11% of respondents to the Questionnaire stated that flats were a suitable type of new property. Please see Policy 5 of the NDP for further guidance on flatted developments.

In order to address particular identified needs, the large majority of these must be suitable for older persons and first-time buyers. Principally these should be a mix of one-, two- and three-bed units, ensuring that schemes cannot provide just a single unit size – this prevents the development of, for example, a solely three-bed scheme. Developments should either be built specifically to address the needs of older persons or to Lifetime Homes standards or M4(2) and M4(3) standards whereby they are capable of being adapted for older persons' needs.

It is important to be clear that, in seeking homes that are appropriate for older persons' needs, this does not mean that they must only be appropriate for the needs of older people. They can be designed such that they provide housing to address the needs of all types of people, old and young, but they must be capable of serving the needs of older people if such people choose to live in them.

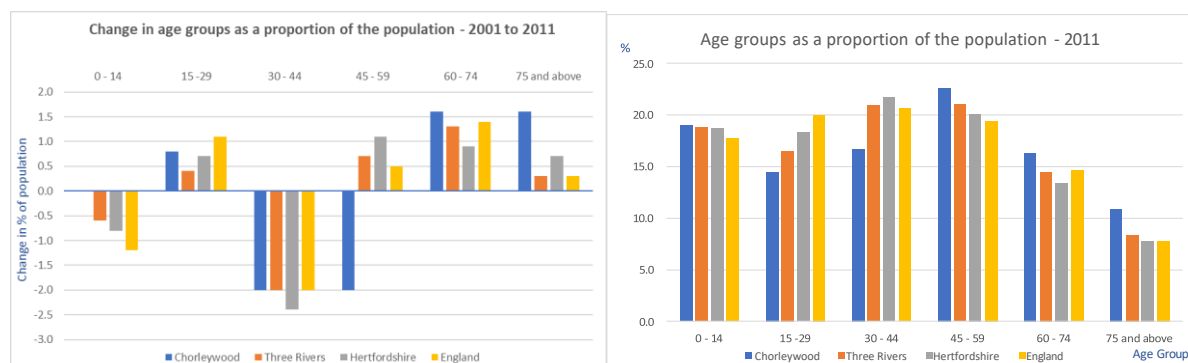
Policies

- 4.1 It is recognised that various alterations can be made to properties without the need to apply for planning permission, commonly referred to as 'permitted development'. In areas characterised by groups of bungalows those developments which require the submission of a planning application will be carefully assessed to ensure that the supply of housing suitable for older and disabled people is not diminished. This will usually mean that suitable bungalows will not be able to be converted into multi-level dwellings.*
- 4.2 Planning applications for the construction of units for elderly and disabled persons including specialist housing and /or housing meeting lifetime home standards will be supported.*
- 4.3 Sites of 10 or more dwellings should include dwellings suitable for elderly / disabled persons or smaller dwellings suitable for first time buyers / downsizers.*
- 4.4 Sites for 50 or more dwellings must include at least 40% of dwellings suitable for elderly / disabled persons and smaller dwellings suitable for first time buyers / downsizers.*

Evidence

Age Distribution of Population

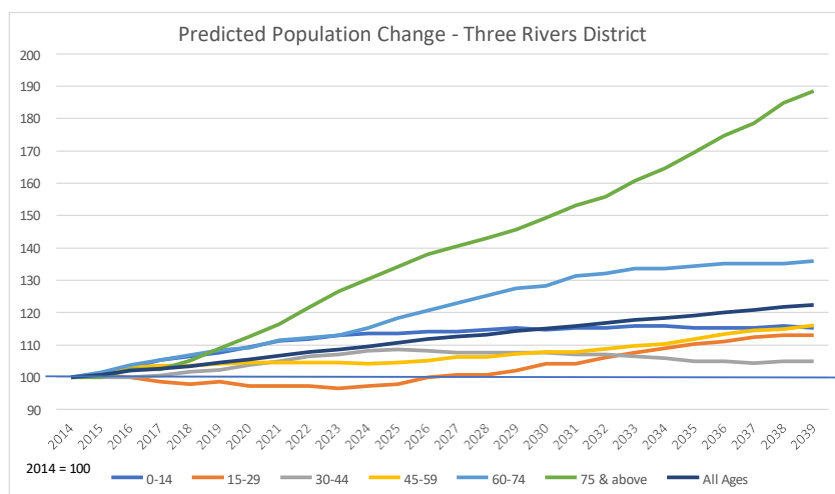
Over the period from 2001 to 2011, the age distribution of the area has significantly changed with a reduction in the middle aged cohorts whilst the higher age cohorts have increased as a proportion of the overall population. Whilst this is a similar pattern to that seen in the district, county and country as a whole, the change is significantly more marked in Chorleywood than generally. As a result of this, Chorleywood has a higher proportion of residents in the older age cohorts than other areas. This is most noticeable in the over 75 age group.



Source: ONS Census Data 2001 and 2011

It is forecast that this increase in the older age cohorts will continue over future years.

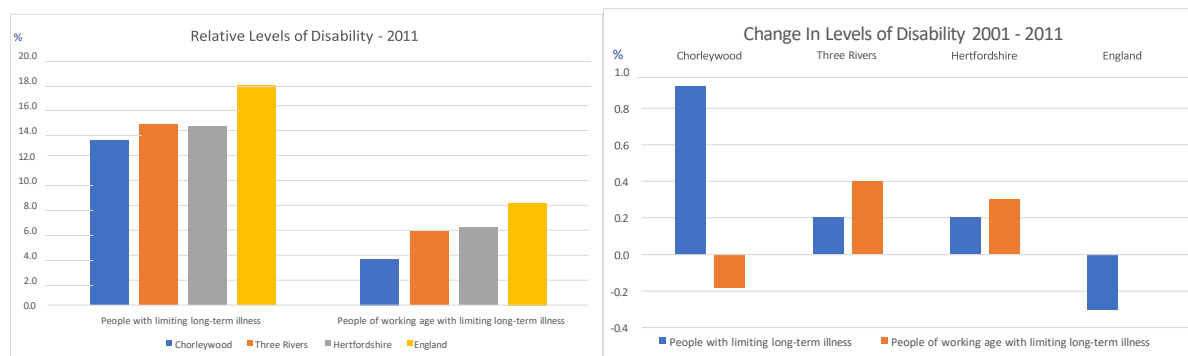
Source:



ONS Population Forecast, 2014 Base

Disability / Long Term Illness

Whilst the proportion of the population of Chorleywood that reported having a limiting long-term illness is lower than the general average of the district, county and country, it is noticeable that this proportion in Chorleywood has increased at a far faster rate between 2001 and 2011 than in other areas.

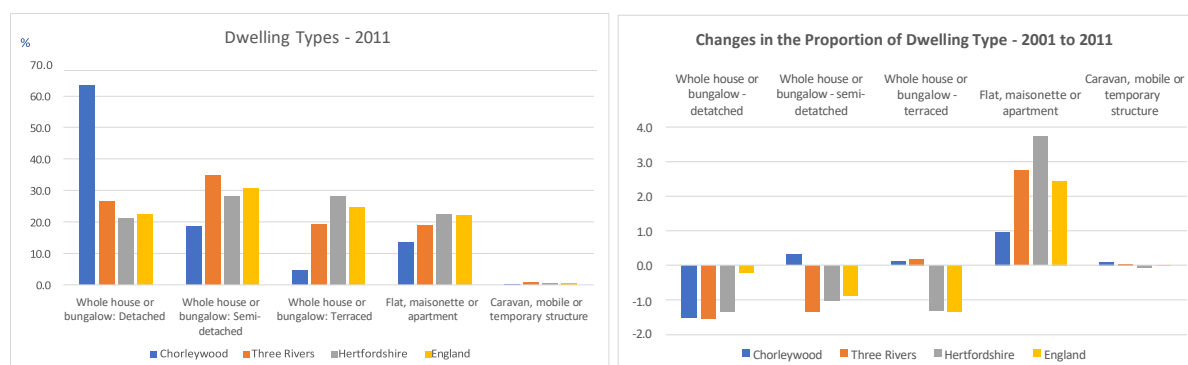


Source: ONS Census Data 2001 and 2011

If this trend continues, it is to be expected that Chorleywood will need more accommodation suitable to those with disability than other areas.

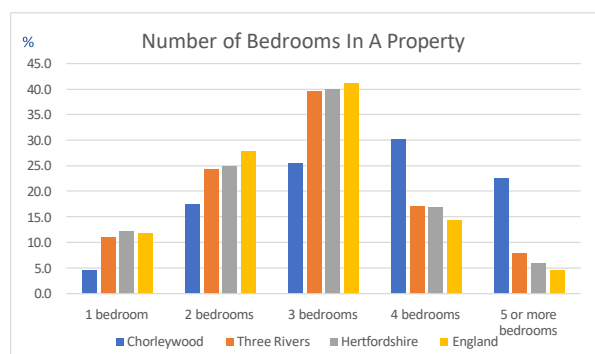
Housing Stock

Chorleywood has a significantly higher proportion of detached houses than the district, county or country, and whilst the trend in the changes in housing stock (based upon the change from 2001 to 2011) shows a reduction in the number of detached houses and an increase in flats, it is noticeable that the growth in the proportion of flats and similar properties is lower than other areas.



Source: ONS Census Data 2001 and 2011

Property in Chorleywood has a significantly higher proportion of 4 and 5 bedroom properties than the national average. This reduces the potential for first time buyers to enter the market in the locality, and for residents to downsize whilst remaining in the area.



Source: ONS Census Data 2011

Planning Applications affecting stock of bungalows

An analysis of all approved planning applications for the five years covering 2013 to 2017 inclusive, shows that more than ten times as many bungalows have been lost over the period than have been created.

	2013	2014	2015	2016	2017	Total
Increases in Stock	-	-	2	-	-	2
Reductions in Stock	2	2	9	4	4	21
Net Change in Stock	-2	-2	-7	-4	-4	-19

Source: Analysis of planning applications by year of Validation from TRDC Planning Portal

Extracts from the Questionnaire relevant to Policy

- Question 7 of the Community Plan questionnaire asked: If there are to be more homes provided in Chorleywood, which types would you like to see? The responses were:
 - Smaller/Affordable Homes: 59%
 - Age Restricted/Homes for the Elderly: 44%
 - Bungalows 28%
- Question 8 of the Community Plan questionnaire asked: In your opinion, is there sufficient choice of living accommodation for the elderly within Chorleywood? The responses were:
 - Yes 16%
 - No 31%

Government support for the provision of bungalows for the elderly

On several occasions, the government and Parliamentary committees have made clear their understanding of the need for bungalows for the elderly, including Brandon Lewis speaking as Housing Minister in March 2015, who said:

"As we get older our housing needs change – I want to be sure that anyone in that situation has a range of options to choose from. I want to see councils doing more and thinking about building more bungalows and other types of homes to meet the needs of their older residents, so if someone does choose to move the properties are there for them to choose from."

According to the Communities and Local Government Committee in a report issued in February 2018:

"Bungalows are popular among older people but are in short supply. Central Bedfordshire Council's survey of the housing needs of older people (600 short and 80 in-depth surveys) found that 61% of respondents wanted to move to a bungalow."

The Council said: 'There was a strong preference for bungalows with all other options trailing some way behind. This is not surprising as people are seeking to overcome the perceived disadvantages of their current home (difficulty managing stairs, costs associated with over-occupation) whilst retaining the advantages that caused them to choose that type of housing in the first place (personal space, privacy and control).'

This preference was shared by the contributors to our forum, many of whom wanted to move to a bungalow but found them either to be too expensive or not available in their area."

Images below, left to right: Hurstleigh Residential Homes for the elderly and the retirement bungalows at Bullsland Gardens.



Policy 5 – The location and design of higher density developments including flats

Background

Flatted developments

There is shortage of housing across the country and this is felt acutely in the south-east, especially desirable commuter areas such as Chorleywood. Significant areas of the Parish are Green Belt, protected Common or Conservation Areas where development is either barred or restricted: this puts greater pressure to deliver new housing on the small unprotected areas where development is more acceptable. If sufficient development isn't provided in those areas, it creates greater pressure, and makes it more likely that the 'protected' areas will be sacrificed.

Responses to the Questionnaire supported development of Brownfield land but reported that development of Conservation Areas should be avoided, and development of Green Belt should be prohibited.

Further, the Questionnaire responses in fact recorded a low demand for flats as compared to other forms of housing (11%). However that possibly reflects the fact most Chorleywood respondents will already reside in houses given the majority of dwellings in the Parish are houses, and therefore their desire/aspiration to remain in a house rather than a flat.

However, flats clearly provide the most 'efficient' use of developed land and would help satisfy the demand for housing for those moving into the Parish.

The concentration of housing units can cause issues with parking and traffic flows. Preferably they should therefore be close to public transport interchanges, and areas that meet other sustainability criteria such as proximity to bus stops, open space and play facilities, taking into account the impact of taller buildings on landscape and street scene. This is further supported by the evidence below supporting the protection of the Special Characteristics, Conservation Areas and local topography.

Flatted developments are often seen along main arterial routes where heavy traffic flows have made housing for family homes less desirable. Such sites are often suited for redevelopment as 'flats', particularly where they are large plots allowing the development to remain set-back from the road. There are a number of examples of these forms of development along the Chorleywood/Rickmansworth Road (A404). The change to electric and self-drive vehicles is likely to improve the environment around busy roads in the future.

Affordable housing for rent and intermediate affordable housing

The pressure on housing detailed above under Flatted Developments is obviously more acute for those requiring State assistance to meet their housing needs. However, there is also a need to support those working for the State in 'key' services necessary to the Community but often remunerated at a level which makes purchasing or renting in areas such as Chorleywood unviable.

Commuted payments in lieu of affordable housing for rent and intermediate affordable housing will be prioritised towards funding such housing for essential local workers that contribute to the Parish.

The term '*sustainable*' should be considered to be aligned to the definition of sustainable development provided in the National Planning Policy Framework. Section 2 - Achieving Sustainable Development. In particular, in relation to this policy, it requires that development of flatted and higher density developments take account of the existing historic, built and natural environment and be sited in locations that support a low carbon economy such that local facilities are easily and safely accessible by public transport, cycling and walking.

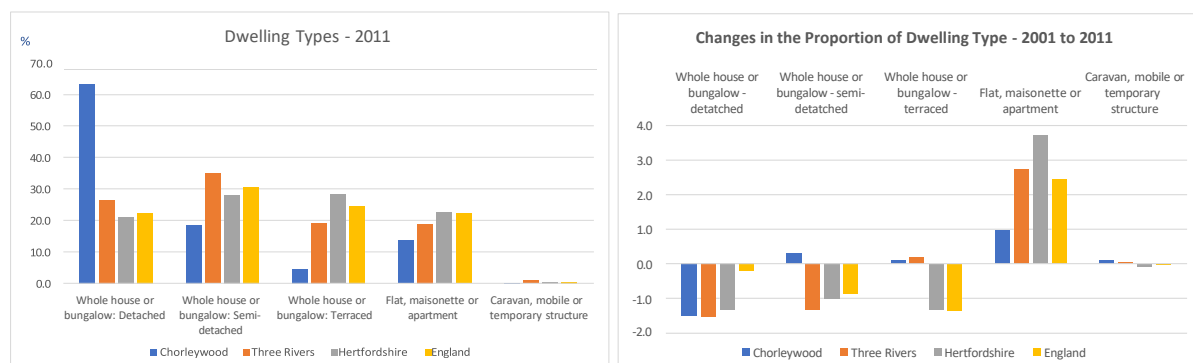
Policies

5.1 Higher density developments are encouraged in locations close to public transport and other locations which are sustainable.

5.2 Flatted development will be accepted if built in close proximity to public transport and other locations that are sustainable and near arterial roads (where it can be demonstrated the living conditions of the occupiers will be satisfactory). Flatted development will usually be limited to three storeys in height unless it can be clearly demonstrated that the proposal would be visually satisfactory in its context taking account of the topography and character of the surrounding area.

Evidence

Chorleywood has a significantly higher proportion of detached houses than the district, county or nationally, and whilst the trend in the changes in housing stock (based upon the change from 2001 to 2011) is a reduction in the number of detached houses and an increase in flats, it is noticeable that the growth in the proportion of flats and similar properties is lower than other areas.



Source: ONS Census Data 2001 and 2011

Policy 6 – Variety of hospitality and retail

Background

The main hospitality and retail area in the Parish is the 'high street' made up of Lower Road and Main Parade. There are also further clusters of consumer units in the Swillett and on the A404 as you enter the Parish from Rickmansworth. Public houses are also located around the Parish, such as on the Common.

The range of retail outlets in Chorleywood is relatively small, the majority are public houses followed by coffee shops and charity shops in close second and third respectively. The Questionnaire demonstrated a demand for a greater variety of shops.

Demand is not out-stripping supply; the existing shops are seeing a downturn in footfall and it is questionable whether the variety of shops and their location serves the demographic of the community, for example there is no convenience store in the Swillett. It is hoped that a greater variety of retail outlets would attract more visitors and dissuade residents from venturing outside the community for their shopping trip or social occasion.

Policy

6.1 Within the primary frontage identified for Chorleywood on Map A, the loss of retail units will be resisted. Applications for new retail and restaurants and café uses (Use Classes A1 and A3) will be encouraged subject to the mix of uses along any part of the frontage supporting the vitality and viability of the area.

Any schemes for redevelopment will be expected to include a range of retail and hospitality units to retain and enhance the vitality and viability of the area. Uses complementary to those retail and hospitality uses will be assessed on their impact on, and contribution to, the overall vitality and viability of the area.

Map A: Chorleywood Primary Frontage



Evidence

Question 11 of the Community Plan questionnaire asked: Which, if any, of the following would you like to see more of in Chorleywood?

59% responded 'A greater variety of shops' and 27% responded 'Pubs/restaurants'

A request for feedback was delivered to 75 organisations (including shops, public houses, churches and schools) in the Parish in December 2017/January 2018. No responses were received.

Images below, left to right: The Stag public house in the Swillet, and shops on New Parade.



Policy 7 – Community Facilities

Background

- Chorleywood has a population demographic where the older and younger age groups are increasing as a proportion of the population.
- Facilities for both young and older members of the community should be considered.

Objective

- To provide all age demographics with community facilities.

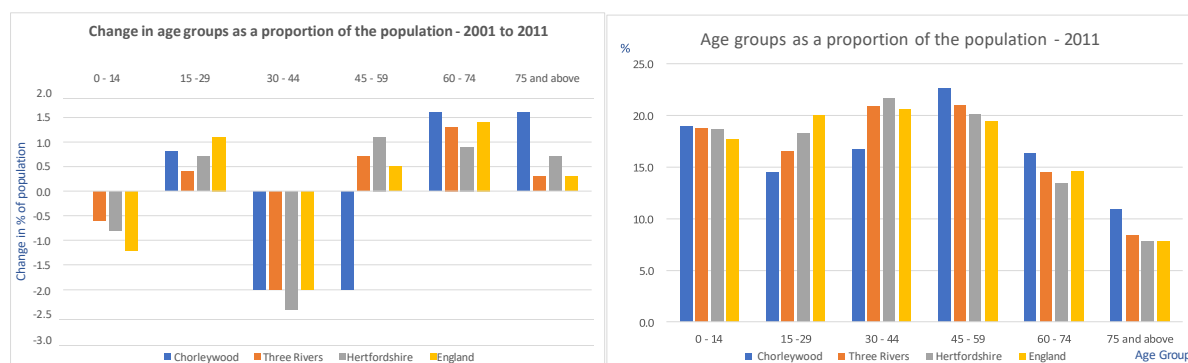
Policy

7.1 *In the case of any development or redevelopment that would result in the loss of a community facility, the developer must ensure that the community facility or service provided is relocated within the development itself or to another suitable location or in a way which is convenient to the local community or provide satisfactory evidence to demonstrate the proposal complies with DMP Policy DM12 (26 July 2013). Community facilities subject of this policy and particularly valued by the local community are listed in Annex C2.*

Evidence

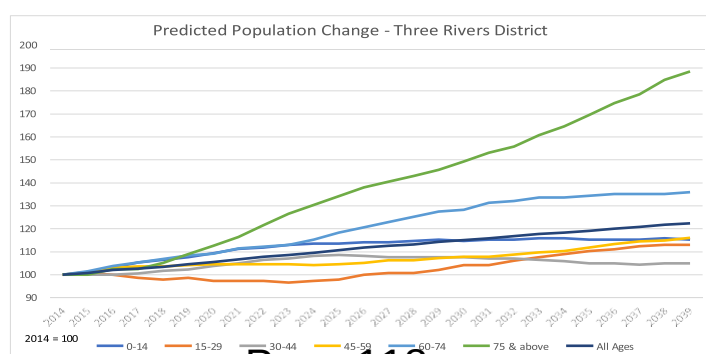
Age Distribution of Population

Over the period from 2001 to 2011, the age distribution of the area has significantly changed with a reduction in the middle age cohorts offset by increases in the older and younger cohorts, particularly noticeable in the older cohorts.



Source: ONS Census Data 2001 and 2011

This trend is forecast to continue through to 2035 with the greatest increases forecast in the 0 to 14 year and 60 and above cohorts.



Policy 8 – Development affecting the Chilterns Area of Outstanding Natural Beauty (AONB)

Background

The Parish is situated on the boundary of the Chilterns AONB. Although Chorleywood House Estate is within the AONB, there is an anomaly whereby Chorleywood Common is currently outside but treated as if it was inside the protected area. This is because Chorleywood Common is of high conservation value.

The Common is one of the most important wildlife sites in Hertfordshire, combining acid heathland, neutral grassland and chalk meadow all on one site, together with a series of ponds supporting rare plants and endangered amphibians. The Parish Council has successfully placed parts of the Common under the Natural England Higher Level Stewardship programme and is managing the ponds and unimproved grassland to enhance their biodiversity and conservation value. The local wildlife and landscape, accessible by footpaths, is considered to be a valuable resource and key to underpinning further development of tourism in the area. It would be desirable for the Common, together with surrounding land that affects its setting, to be managed within the Chilterns AONB, of which it is widely considered to be a part.

Like National Parks, AONBs are recognised as landscapes of exceptional beauty, which have been shaped by nature and the communities living in them. The Chilterns AONB Management Plan 2014-2019 provides information on the landscape character of the Area of Outstanding Natural Beauty.

Any development in the Neighbourhood Plan Area that lies adjacent to the Chilterns AONB shall be in accordance with the policies of the NDP, and compatible with the Chilterns Conservation Board's fundamental rules, and to ensure that the purposes of a proposed AONB designation are achieved. These purposes are set out in the Environment Act 1995 and the Countryside and Rights of Way Act 2000 and they are to:

- Conserve and enhance the natural beauty, wildlife and cultural heritage of the AONB.
- Promote opportunities for the understanding and enjoyment of the AONB's special qualities by the public.
- Seek to foster the economic and social well-being of local communities within the AONB.

Development should also have regard to emerging Chilterns Area of Outstanding Natural Beauty planning documents and strategies in the event of acceptance of parts of Chorleywood into the AONB. It is the duty of the Chilterns Conservation Board in the exercise of their functions to have regard for:

- The purpose of conserving and enhancing the natural beauty of the AONB.
- The purpose of increasing understanding and enjoyment by the public of the special qualities of the Area of Outstanding Natural Beauty.

Policy

8.1 Development on land adjoining the Chilterns Area of Outstanding Natural Beauty must ensure that it is not intrusive on landscape and protect views and access to the AONB asset.

Reasoned Justification

Please see Annex E.

Policy 9 - Nature Conservation Sites

Background

Hertfordshire has a 50-Year Vision for identifying key biodiversity areas in Three Rivers. Biodiversity is a key element of the Green Infrastructure which includes networks of green spaces, wildlife habitats, woodlands, green corridors and open countryside. TRDC Core Strategy Objective 9 is to conserve and improve the countryside and the diversity of wildlife and habitats.

Chorleywood Common, as the community's prime natural asset, is already designated as a Local Nature Reserve. The Common is also a designated Conservation Area and is under Natural England's Higher-Level Stewardship management programme and is subject to a Greenspace Action Plan (GAP).

The Hertfordshire Biodiversity Plan highlights the importance of linked habitats in allowing species to adapt and respond to changing circumstances. Development must not result in fragmentation or isolation of wildlife habitats and should seek opportunities for habitat connectivity with the wider landscape.

Objective

To ensure that the natural heritage within the Plan Area be conserved through positive action.

Policies

9.1 Applications should be required to undertake ecological surveys as applicable where species or habitat that require protection have been identified, and appropriate protection measures will be provided. Habitat mitigation should be considered a measure of last resort and should be conditional on proven success backed up by evidence of scientifically-recognised results at other similar natural sites of importance elsewhere.

Community Aspirations

There is an ambition to actively seek the designation of two new Local Nature Reserves (LNR) to conserve wildlife habitat at Waring's Field and Grove Wood. Local authorities can create LNR by making a declaration if the land is under their control. A formal application is then made to Natural England. It would be the intention to propose that LNR applications for each site be submitted by TRDC.

<https://www.gov.uk/guidance/create-and-manage-local-nature-reserves>

Waring's Field, an area of woodland and grassland situated between Furze View, Stag Lane and Copman's Wick Allotments, has remained undisturbed for a very long time; the field outline is clearly discernible on Ordnance Survey maps dating back to 1864. The land supports mature oak trees estimated to be at least 150 years old and it preserves important wildlife habitat for mammals, birds and reptiles, such as badgers, bats, red kites and slow worms, which are protected species under the Wildlife & Countryside Act 1981. Waring's Field has already been declared a Local Wildlife Site by TRDC.

Waring's Field is also currently designated by TRDC as Open Space, but it would be the intention of the Chorleywood NDP to seek further protection by applying for its formal designation as a Local Nature Reserve. The adjoining paddock is currently designated as Open Space. This land, which is crossed by a public footpath, also provides an important wildlife corridor from the wider countryside into Waring's Field and

further on into Chorleywood itself and so should remain as Open Space. Legally protected species use areas far beyond the boundary of the site and this may need to be taken into consideration.

Grove Wood, situated in the middle of Grovewood Close, is a remnant of ancient woodland owned by Chorleywood Parish Council. Grove Wood closely resembles a woodland nature reserve that is much enjoyed by the community and is subject to a management plan by the Parish Council. As the ancient woodland is of high ecological importance it should be given enhanced protection. The Parish Council would also propose to have Grove Wood formally designated as a Local Nature Reserve.

Image below: aerial shot of Waring's Field.



Evidence

Please see Annex F.

Policy 10 – Transport

Background

- Transport to our neighbouring towns of Rickmansworth and Little Chalfont relies heavily on railway or motor vehicle, be it bus or car.
- Travel to these neighbouring towns is a daily ritual for many, be it to go to school, work, shopping or social reasons.
- The southbound railway connection between Chorleywood and Rickmansworth, particularly during ‘peak’ times is heavily subscribed.
- The A404 running between Rickmansworth and Little Chalfont slows to a crawling pace during ‘peak’ times, and regularly slows on the weekend.
- Parking in Chorleywood is difficult, particularly around the parade of shops, and discourages vital foot-fall to our shops.
- Obesity is on the increase; our health and the encouragement to exercise is important to reduce health issues.

Whilst the Highways Authority is responsible for detailed design requirements of transport routes, it is expected that in considering safe routes under this policy, best practice is incorporated into designs such that:

- Safe pedestrian routes are those which separate pedestrians from vehicular traffic through the use of pavements, footpaths or pedestrian routes with clear separation, e.g. pathways along verges.
- Safe cycle routes are those which either:
 - provide routes that are separated from traffic; or
 - provide routes that are wide enough to accommodate both cyclists and vehicles simultaneously, i.e. when cars and cycles are passing each other.

Objective

- To provide the option of travelling to neighbouring villages by bike and ensure public transport is available, encouraging a good transport network.
- To encourage residents from neighbouring towns, and beyond, to visit us.
- To reduce congestion on our roads and trains and encourage exercise.
- To reduce carbon emissions by using ‘green’ and sustainable transport such as cycling or walking.

Community Aspirations

In compiling the NDP, the following aspiration has been identified: the development of a cycle path connecting Chorleywood with a) Little Chalfont and b) Rickmansworth, would be fully supported, subject to legal restrictions.

Image below: Station Approach

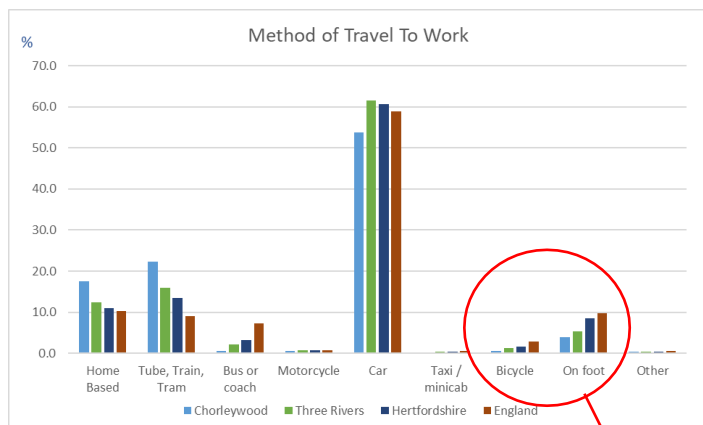


Policies

- 10.1 Developments of 10 or more dwellings must provide satisfactory information and proportionate evidence which demonstrates that the development is or could be practicably made accessible to Chorleywood station and environs around Lower Road or Rickmansworth Town centre by safe pedestrian and cycle routes.*
- 10.2 All planning applications for developments of 10 or more dwellings must include a proportionate statement as to how the development will incorporate cabling and electric charging points to cater for current and future electric vehicle usage.*

Evidence

According to the most recent Census evidence (2011), over 50% of people in Chorleywood travel to work by car whilst the number of people who travel to work either by bicycle or on foot are significantly lower than either the surrounding district, the county or the country as a whole.



Source: ONS Census Data 2011



HSE Guidance: Separating pedestrians and vehicles

“... you should provide separate routes or pavements for pedestrians to keep them away from vehicles. The most effective way to do this is to separate pedestrian from vehicle activity, by making routes entirely separate. Where possible, pedestrian traffic routes should represent the paths people would naturally follow (often known as ‘desire lines’), to encourage people to stay on them.”

Policy 11 - Community leisure facilities

Background

The Parish has a number of public recreational areas such as the open spaces including the Common, Chorleywood House Estate (including tennis courts and wood carvings), the Swillett recreational area, and allotments. Chorleywood is also host to privately-run exercise classes and team sports held at the Council-owned Halls, Chorleywood House Estate, on the Common and in other privately-run facilities such as at the local schools. Further, outdoor pursuits such as horse-riding and rambling are popular in the Parish given the number of designated horse tracks and footpaths it has available. These serve both the residents of Chorleywood but also those from neighbouring Parishes and beyond.

Local Green Space

This Plan seeks to retain existing playing fields, recreational open space, allotments and children's play areas in the community. Any public open space to be provided as part of the site-specific policies in this plan shall be considered for designation as Local Green Space in a review of this plan if it meets the criteria in the National Planning Policy Framework (NPPF).

Reasoned Justification

Existing Local Green Space is a recognised essential requirement for the health and well-being of residents and its preservation is an important social benefit. This policy seeks to assist the management of development applications that may impact on Local Green Space.

Local Green Spaces may be designated where those spaces are demonstrably special to the local community, whether in a village or in a neighbourhood in a town or city.

(Ref: www.gov.uk. Open Space, Sports and Recreation Facilities, Public Rights of Way and Local Green Spaces Paragraph 10, 37-009-20140306).

Other leisure facilities in the Parish

Equestrian Facilities and activities are well-established in the Plan Area. Horse riding is very much part of the 'street scene' in the Parish as well as on designated bridleways. Otherwise the range of leisure facilities available to the public is limited and there is no public swimming pool within the Parish boundary.

Policies

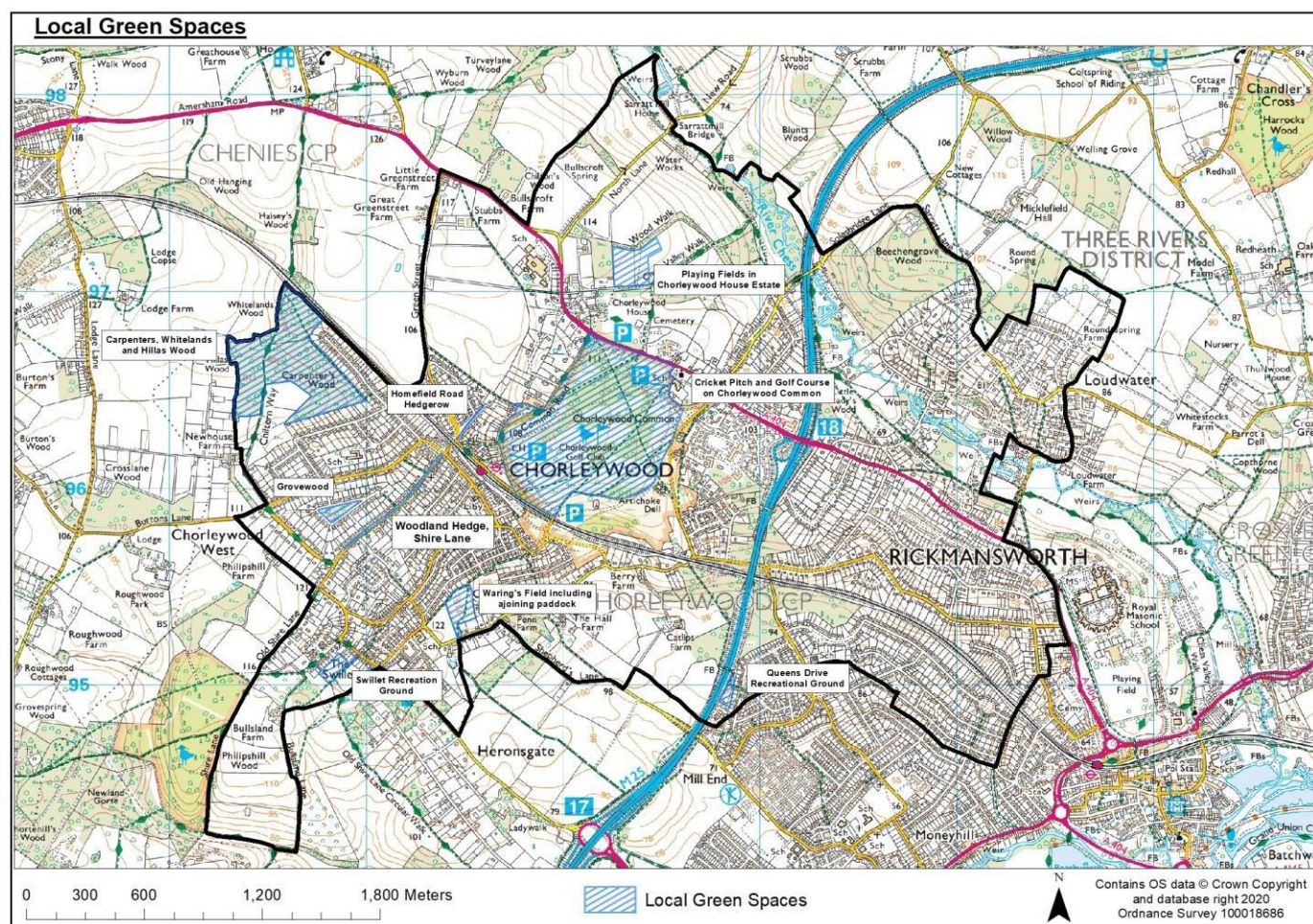
11.1 Subject to the provisions of the NPPF, the following land as identified in Map B and Annex G will be designated as 'Local Green Space' due to its mixture of community, recreational, historic or environmental value:

- Playing fields in Chorleywood House Estate
- Cricket pitch and golf course on Chorleywood Common
- Swillett Recreation Ground
- Carpenters, Whitelands and Hillas Wood
- Homefield Road hedgerow
- Woodland running parallel to the service road up Shire Lane
- Grovewood
- Waring's Field including adjoining paddock
- Queens Drive recreational ground

Development on Local Green Spaces will be managed in accordance with policies for managing development within the Green Belt. Any development should take into account the setting of the Local Green Space and conserve the Special Characteristics of the area.

11.2 Otherwise acceptable new public leisure facilities will be supported.

Map B: Composite map of Local Green Spaces



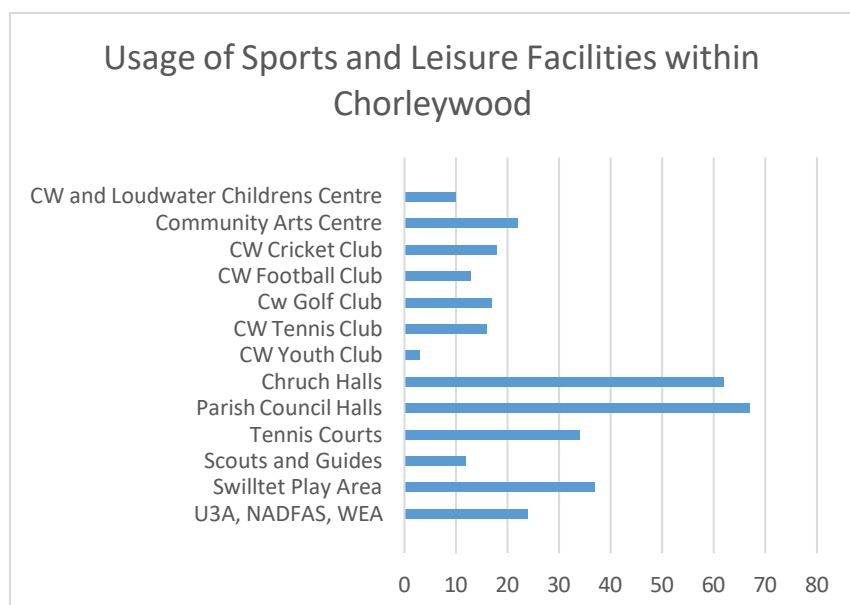
Individual maps of the Local Green Spaces are in Annex G.

Evidence

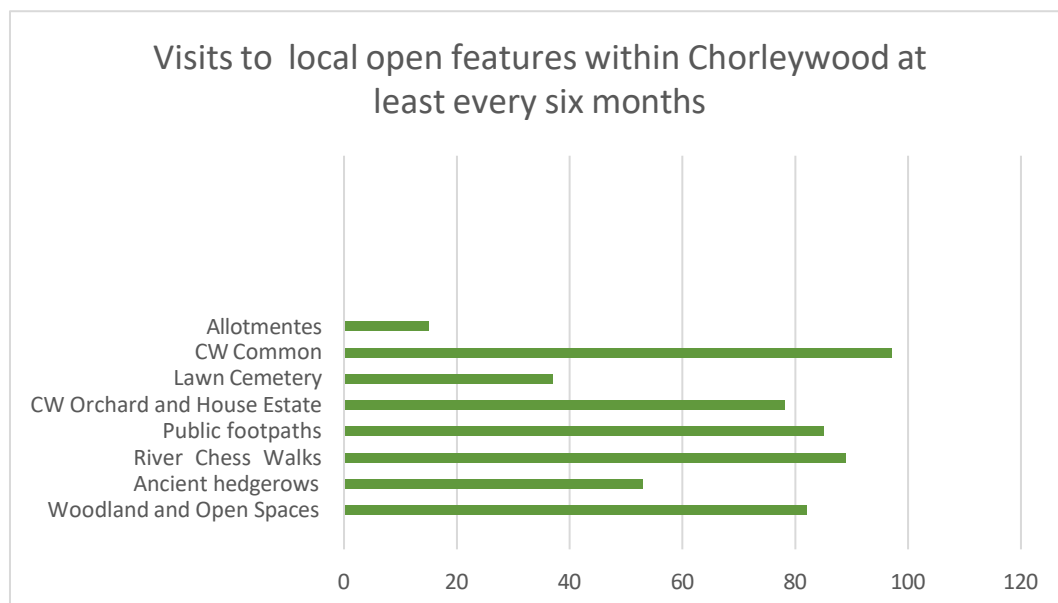
Images below, clockwise from top left: Swillet Allotments, Chorleywood Youth Football Club, active shot on Chorleywood cricket pitch and the dog show at Chorleywood Village Day.



The Community Plan Questionnaire asked: *How often, if ever do you use these facilities in Chorleywood?* The chart below summarises the responses, which shows a vibrant community with good sports and leisure clubs.



Evidence from the Community plan demonstrates that the local open space features within Chorleywood are widely used and greatly appreciated. The chart below shows the regularity of ‘visits’ to the local open features listed.



Policy 12 - Flood risk

Background

A national map has been produced to aid developers in understanding which areas of the country are at risk from flooding. The risks are classified as two types: Risk from Surface Water, and Risk from Rivers and the Sea. More information can be found here: <https://flood-warning-information.service.gov.uk>.

The lead Local Flood Authority for the Parish is Hertfordshire County Council.

The flood warning map shows that due to the topography of Chorleywood, the main risk is from Surface Water. However, flooding is difficult to predict as rainfall location and volume cannot easily be forecast. A number of areas across the Parish are shown to be at 'high risk' and developers should include in their plans how they intend to minimise the risk of ingress of water into properties e.g. pervious hard standing.

During the early 1990s the Chorleywood was twice affected by serious flooding, primarily along Lower Road and Chorleywood Bottom. As a result, Chorleywood Parish Council carried out remedial work to minimise water 'run off' from the Common, which is higher than the parts of the Chorleywood nearby. Thames Water also carried out significant improvements to the rainwater drainage system in that part of the Chorleywood, including installing a large tank under the lowest part of the Common where excess water could be collected.

Policy

12.1 Plans for development in areas at high risk of flooding must include details of how water ingress to the property and drainage of surface water will be mitigated.

Evidence

Image below: view from Commongate Road down to Clements Road. Beneath grass triangle there is giant soak-away which is an integral part of the flood alleviation scheme.



Policy 13 – Secured by design

Background

‘Secured by design’ (SBD) is an official Police initiative to assist property developers and private individuals to design and build with crime prevention as a high priority from an early planning stage. Help is given to those making a planning application via consultations with Architectural Liaison Officers and Crime Prevention Design Advisors to ensure SBD principles are built into their design.

SBD awards are given to developers when projects are built to guidelines set by the police. Security advice is given for the following: houses, hospitals, schools, youth hostels, rail stations, sport facilities and commercial properties.

Further detail of the Hertfordshire Constabulary’s SBD initiative can be found here: <https://www.securedbydesign.com/about-us/news/hertfordshire-constabulary-have-clearly-recognised-the-value-of-having-more-staff-trained-to-prevent-crime-and-anti-social-behaviour>

Policy

13.1 The Police’s Secured by Design specifications and design features should be included in applications for development and their implementation be secured by planning condition.

Evidence

Question 13 of the Community Plan questionnaire asked: Which, if any, of the following issues concern you most about living in Chorleywood?

43% answered Burglary and Bogus callers / scams was 35%.

Whilst Chorleywood has a relatively low crime rate, the relatively aging population and proximity to the M25 makes it vulnerable to burglaries committed by persons outside the Parish, hence ensuring properties have high levels of protection helps prevent attempted burglaries and ultimately acts as a deterrent.

Policy 14 – Street furniture and phone masts

Background

The volume, design and location of street furniture impacts on the overall character of Chorleywood. Street signs, phone masts and other street furniture come in a variety of designs; there is ample opportunity to choose a design and materials that are sympathetic to the designated setting.

Further, proliferation of phone masts across the country has already led to Councils taking action to reduce the number of masts and their accompanying cabinets by asking the various service providers to share equipment where possible and in places, such as Epping Forest, disguising the masts as trees.

Policies

- 14.1 Applications which include the need for additional street furniture, including phone masts in conservation areas, must demonstrate that the possibility of ‘sharing’ with existing provision has been exhausted.*
- 14.2 Street furniture and signage must be of a design and materials that respects and enhances the ‘rural character’ of the Parish and its local street scene.*
- 14.3 Restraint should be shown in the excessive use of signage and duplication should be avoided.*
- 14.4 The siting of phone masts and antennae should be as unobtrusive as possible and, if necessary, camouflaged to blend in with the natural surroundings.*
- 14.5 In cases where “prior approval” applications and permitted development rights that rest with the Highway Authority and statutory undertakers are concerned, where planning permission is required it is required that equipment is sited in places that will not harm the appearance and character of the surroundings and that it is suitably landscaped.*

Note: the reference to ‘street furniture’ in this policy does not include traffic signage and other highway-related street furniture under the control of the Highways Authority.

Evidence

There are examples in the Parish of street furniture which are both in keeping and contrary to these policies. Some of these have been included below to demonstrate the importance of these policies.

In the case below, multiple cupboards should be merged into a single unit if at all possible and the siting of the mast could possibly have been better considered to better merge into surroundings.

Images below: both Station Approach.



Images below: power unit next to Shepherds Bridge does not fit in well with the ‘rural character’ of the area. A different design and/or materials could have resulted in less impact on the scene.



Image below: telecommunications street cabinet in Chorleywood Bottom. The colour allows the unit to fit well within the hedge.



Policy 15 - Public rights of way

Background

The NDP has an objective of maintaining and improving the connectivity of the footpath network within the Plan Area for the benefit of residents and visitors alike.

Public Rights of Way are an established means of providing access to the countryside. Major footpaths in the Parish form part of the Chess Valley Walk, the Chiltern Way and link to the Colne Valley Way. Local footpaths have historically evolved and are considered an intrinsic part of the area's rural characteristics. This policy seeks to preserve such characteristics, as well as the amenity value of the public access that the footpaths provide to the community both within the Chorleywood and surrounding landscape.

Note: The responsibility for defining, recording, maintaining and protecting public rights of way remains the duty of the local Highway Authority (HCC).

Policies

15.1 Within the Plan Area, existing public rights of way and means of public access provide a high level of amenity value and will be protected, and where possible enhanced, by any development.

15.2 Where land includes a Public Right of Way (PROW) development proposals must demonstrate that the existing course of the PROW can be retained and improved, or that any diversion is fully justified and does not adversely impact public access or enjoyment of the PROW.

Image below: footpath sign in the Parish.



Policy 16 - Assets of local value

Background

The Parish is privileged to be home to a number of assets which are of significant local value, detailed at Annex C2, which vary from architectural and historical to community and environmental value. They all contribute to the **Special Characteristics of Chorleywood** and enhance the Parish and all it has to offer both its residents and those of neighbouring Parishes and beyond.

In the TRDC Chorleywood Station Estate Conservation Area Appraisal (2005) it was recommended that in a review of the Conservation Area boundary (6.0) two ancient hedges in Shire Lane and Quickley Lane should be considered for inclusion into the Conservation Area:

- The substantial bank of trees in the middle of Shire Lane from Lower Road to Chalfont Lane is an extension of the hedge in Homefield Road, which formed the boundary between the ancient kingdoms of Wessex and Mercia and they are a significant feature of Chorleywood's historic heritage.
- The substantial bank of trees in Quickley Lane is also much cherished and is a prominent feature that contributes to the rural character of Chorleywood.

In agreement with the earlier TRDC appraisal, these hedges have now been identified in this plan as assets of local value.

Policy

16.1 Development proposals which affect an asset of local value listed in Annex C must demonstrate that the asset will be conserved according to its significance and take every available opportunity to enhance it.

Community Aspiration

The Parish Council will also undertake, as a community action, to seek the inclusion of these assets of local value into the Chorleywood Estate Conservation Area.

Evidence

As detailed in Annex C2, the NDP identifies these assets as being of local value as a result of their acknowledged importance to the Special Characteristics of Chorleywood and to the life and enjoyment of the community it serves.

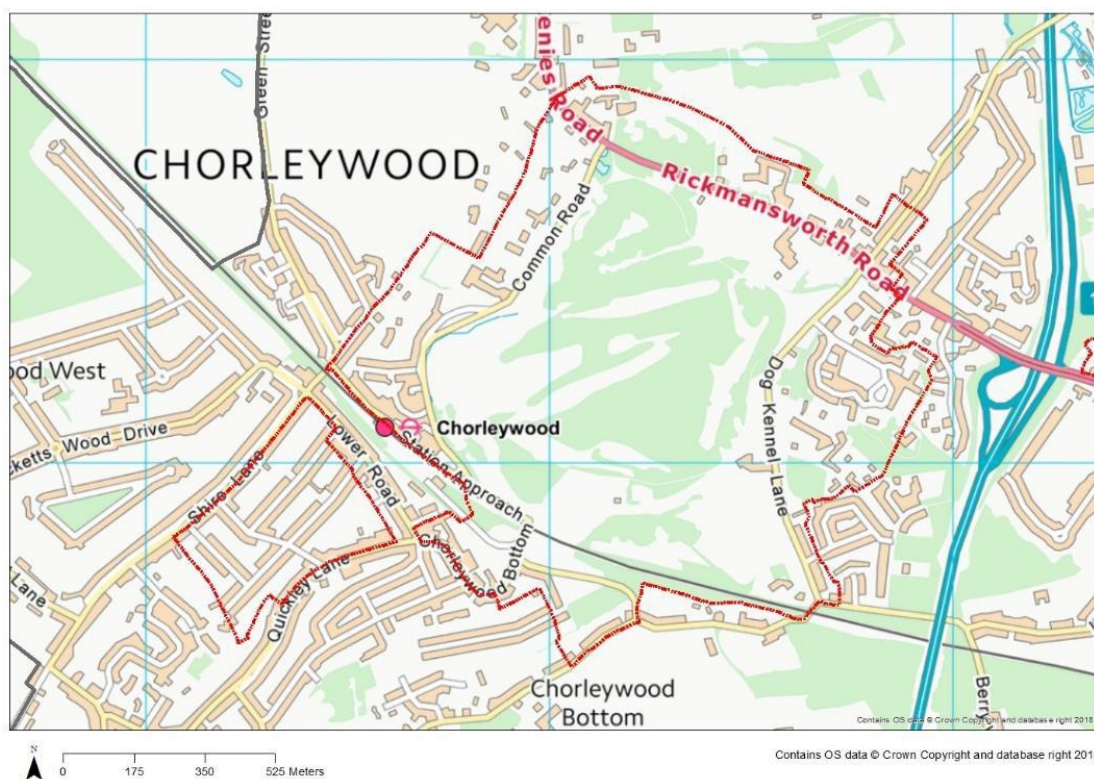
C – Assets of local value

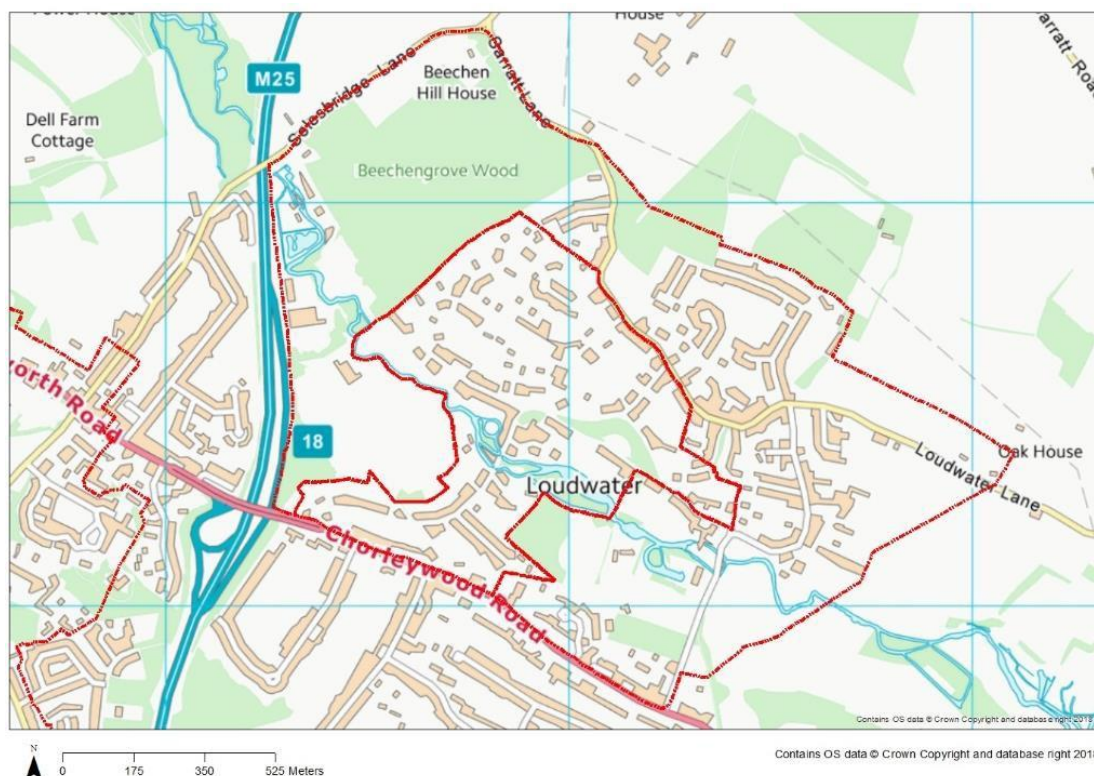
C1 – Nationally important statutory assets

Conservation Areas

The Conservation Areas in the Parish are:

1. Chorleywood Common
2. Chorleywood Station Estate
3. Loudwater Estate
4. Outer Loudwater Estate





Documentation relating to the Conservation Areas can be found here <http://www.threerivers.gov.uk/egcl-page/conservation-areas>.

Chorleywood Common Conservation Area

Grade II listed buildings -

Christ Church
The Cedars, Cedars Village, Dog Kennel Lane
Pond Cottage, Common Road
The Old Cottage, Common Road
4, 5, 6 and 7 Chorleywood Bottom
Berkley House, Old Common Road
Constables Cottage, Dog Kennel Lane
Appletree Farm House, The Paddocks, Dog Kennel Lane
Barn Range, The Paddocks, Dog Kennel Lane
Barn and Stable Range, The Paddocks, Dog Kennel Lane

The Granary, The Paddocks, Dog Kennel Lane
Cobwebs, Dog Kennel Lane
The Manor House, Rickmansworth Road
K6 Telephone Kiosk, Rickmansworth Road (opposite The Gate)
The Court, Rickmansworth Road
West Lodge, Rickmansworth Road
East Lodge, Rickmansworth Road
The White Horse Public House, Rickmansworth Road
Well House, Rickmansworth Road

Loudwater Estate Conservation Area

Grade II listed Buildings

The Dell, Loudwater Drive
Flint Cottage, Troutstream Way

Article 4 Direction

Jordans, on the corner of Whisperwood & Trout Rise

Outer Loudwater Estate Conservation Area

Grade II listed buildings

Glen Chess, Loudwater Lane
The Old Mill House, Loudwater Lane
Old Mill House, Solesbridge Lane
Old Mill Barn, Solesbridge Lane

Article 4 Direction

Chess Rise, Chess Hill
Willow End, Chess Hill
End House, Chess Lane
Oakdene, Chess Lane
Pheena, Chess Lane
Dykewood, Chorleywood Road
Lowlands, Chorleywood Road
Merlewood, Chorleywood Road
Mont-Au-Source, Loudwater Drive
Chess Cottage, Loudwater Lane
Dolphin Lodge, Loudwater Lane
Long Ridge, Loudwater Lane
Loudwater Cottage, Loudwater Lane
Loudwater Farm, Loudwater Lane
Mansard Cottage, Loudwater Lane

Oak House, Loudwater Lane
The Brambles, Loudwater Lane
The Coach House, Loudwater Lane
Willow Cottage, Loudwater Lane
Rasehill, Rasehill Close
Arlesey House, Rooks Hill
Cherry Tree Cottage, Rooks Hill
Cobblers, Rooks Hill
Jasmine Cottage, Rooks Hill
Rooks Corner, Rooks Hill
Rosemary Cottage, Rooks Hill
Laundry Cottage, Solesbridge Lane
Solesbridge Water, Solesbridge Lane
Emmanuel House Timber Ridge

Chorleywood Station Estate Conservation Area

Grade II listed buildings

Hillside Free Church and Hall, Hillside Road
St John Fisher Catholic Church, Shire Lane
Hill Cottage, Shire Lane

Hollybank, Shire Lane
King Edward VIII post box on the corner of
Hillside Road and Shire Lane

Outside a Conservation Area

Grade I Listed building

The Orchard, Shire Lane

Grade II listed buildings

The Retreat Chorleywood Bottom
Boot scraper NW of the Orchard Shire Lane

Article 4 Directions

Article 4(2) Direction – Chorleywood
Common Conservation Area
Article 4 Direction – Loudwater Estate
Conservation Area

Article 4(1) Direction – Outer Loudwater
Conservation Area

C2 – Assets for the purposes of Policy 16

Chorleywood Common Conservation Area

Locally Listed

Chorleywood House
Cedars Alms Houses
The Cottage Common Road
The Rose and Crown Public House

Brick and flint retaining wall alongside the north side of Station Approach (*note: application pending at time of writing*)

Unlisted Buildings of architectural and historic interest

Tollgate Cottage
Wyatts House (Peter Robson)
Apple Tree Farm Lodge, Dog Kennel Lane
The Gate Public House
North Lodge House, Chorleywood House Estate
1 & 2 Cedars Cottages, Dog Kennel Lane
Flint wall as part of Childs Farm House
Drill Hall and Chapel, Chorleywood House Estate (WWI former prisoner of war camp)

South Lodge, Dog Kennel Lane
Clements Farm, Clements Road
Old Shepherd Pub
Station building
Apple Tree Dell
Artichoke Dell
Cherry Tree Dell

Loudwater Estate Conservation Area

Locally Listed

Loudwater House, Loudwater Drive
Greensleeves, Loudwater Drive

Blandings, Loudwater Drive

Unlisted Buildings of Architectural and historic interest

Trout Cottage, Troutstream Way
Sub Station adjacent to Trout Cottage
Chiltern Cottage – McNamara house in Arts & Crafts Style
Watersmead, Troutstream Way
The Warren, Cherry Hill
Ice-house within Cherry Hill Grounds
Jordans, on the corner of Whisperwood & Trout Rise (has an Article 4 Direction)

Surviving Thatched Houses

*McNamara Houses which have original surviving plans

Troutstream Way

*Chiltern Cottage

Cherry Hill

Pine Cottage

* Thatch Tower

* Watermead

Trout Rise

Lilac Cottage

*Glen Cottage

*Brae Cottage

*Broadeves

*Greenbanks

Cottage

*Stepping Stones

*The Cottage

*Chaumineffe

Woodcroft

Little Thatch

*Kingfisher

Cottage

*Tree tops

Whisperwood

*Strawhat

*Wood End

*Whisperwood

Outer Loudwater Estate Conservation Area

Thatched

April Cottage, Bridle Lane

Bois Cottage, Bridle Lane

Chenies, Bridle Lane

Faraway Cottage, Bridle Lane

Nakuru, Bridle Lane

Random Cottage, Bridle Lane

Thatchways, Bridle Lane

The Round House, Loudwater Drive

Thatches, Loudwater Lane

Bower Cottage, Rooks Hill

Oak End, Wagon Way

Chorleywood Station Estate Conservation Area

Locally Listed

Village Stores, Lower Road

2 Berks Hill

White Cottage, 6 Berks Hill

Valais, 10 Berks Hill

Oak Lodge, 12 Berks Hill

The Brambles, 14 Berks Hill

16 Berks Hill

16a Berks Hill

The Gables, 18 Berks Hill

Eastgate, 20 Berks Hill

Ohe, 1 Hillside Road

Glenisla, 3 Hillside Road

Shelley Cottage, 5 Hillside Road

Belmount, 7 Hillside Road

Pentwyn, 9 Hillside Road

Glenview, Hillside Road

Kirkney, 15 Hillside Road

Rogart, 17 Hillside Road

The Hawthornes, Shire Lane

Sands, Shire Lane

Kelshall, Shire Lane

Kelshall Cottage, Shire Lane

Wood Grange, Shire Lane

Glen Wood, Shire Lane

Rosemount, Shire Lane

Woodside, Shire Lane

Warren House, Shire Lane

The Wood Cottage, Shire Lane

The Hensol, Shire Lane

The Corner House, Shire Lane

Wincot, Shire Lane

Russellings, Shire Lane

Blackets Wood Cottage, Shire Lane

Blair Atholl, Shire Lane

Hamara, Shire Lane

The Old Manse, Shire Lane

Fairlight, Shire Lane

Hartfield, Shire Lane

Woodlands, Shire Lane

Bringe Wood, Shire Lane

Corner Cottage, 50 South Road

Holmwood, 37 South Road

Middlemount, 35 South Road

33 South Road

Cadeleight, 35 South Road
Cranbrook, 31 South Road
Top of the Hill 29+ South Road
Panhelle, 27 South Road
Glengary, 25 South Road
Playtime, 23 South Road
High Marl, 21 South Road
Norwich House, 19 South Road
White Barn, 17 South Road
Cotswold, 11 South Road
Doverhay, 13 South Road
Huntergate, 9 South Road
Roseheath, 5 South Road
Primrose Cottage, 3 South Road
Kingswear, 2 South Road
Winsford, 4 South Road

Therfield, 14 South Road
18 South Road
Rosebay, 20 South Road
Radcliffe, 24 South Road
South Mozat, 26 South Road
The Birches, 28 South Road
Grassmere, 30 South Road
Shalom, 32 South Road
The Chine, 34 South Road
Iona, 36 South Road
Thornleigh, 38 South Road
Roxton Dene, 46 South Road
48 South Road
Station Signal Box, Chorleywood Station
Chorleywood Station

Areas of Local Importance

Bank of trees along Shire Lane
Bank of trees which run along the south side of Quickley Lane and the north side of Quickley Lane
Bank of trees / hedge which runs between Orchard Road and Homefield Road

Community Facilities valued by the local community (Policy 7)

Chorleywood Library
The Village halls – the Memorial Hall, Bullsland Hall, and the British Legion Hall
The Parish Council Offices

D - Chorleywood – today and in the future

Hertfordshire has a 50-Year Vision for identifying key biodiversity areas in Three Rivers. Biodiversity is a key element of the Green Infrastructure which includes networks of green spaces, wildlife habitats, woodlands, green corridors and open countryside. Three Rivers Core Strategy Objective 9 is to conserve and improve the countryside and the diversity of wildlife and habitats.

(Ref: <http://www.planvu.co.uk/trdc/written/dmp/cpt8.htm>)

It is anticipated that further urbanisation, spreading down the Metropolitan Line, will put increasing pressure on the Parish in terms of development. This NDP is an opportunity to influence the demand that will come, including ensuring the development is sustainable and accounts for the increased demands on existing infrastructure, such as transport, amenities and schools. Encouraging alternative means of transport, such as footpaths and cycle ways, are essential to ensuring development is sustainable.

E – Reasoned justification for Chilterns AONB (Policy 8)

Development, including rural exception sites within land adjoining the AONB that contributes to the setting of the AONB, will only be permitted where it enhances and does not detract from the visual qualities and essential characteristics of the AONB, and in particular should not adversely affect the views into and out of the AONB by virtue of its location or design. Assessment of such development proposals should have regard to the Chilterns AONB Management Plan 2014-2019 and emerging AONB planning strategies.

Outside the AONB boundaries, light pollution, noise and development could have a harmful impact. Chorleywood Common and the area of the Parish adjacent to the Chilterns Area of Outstanding Natural Beauty make an important contribution to the setting of the AONB and enjoyment of its special qualities by the public.

[HTTP://WWW.CHILTERNSAONB.ORG/UPLOADS/FILES/CONSERVATIONBOARD/MANAGEMENTPLAN/MANAGEMENT%20PLAN%202014-19/CHILTERNS_MANAGEMENT_PLAN_2014-19_FINAL.PDF](http://www.chilternsaonb.org/uploads/files/conservationboard/managementplan/management%20plan%202014-19/chilterns_management_plan_2014-19_final.pdf)

Note: At the time of writing, an application has been made to the Chilterns Conservation Board for a Variation Order for a change in the boundary of the Chilterns Area of Outstanding Natural Beauty to include the whole of Chorleywood Common.

Images below, clockwise from left top: a spot along the River Chess, woodland scene on Chorleywood Common, and the cricket pitch looking down to Christ Church.



F – Evidence for Nature and Conservation Sites (Policy 9)

Evidence

Extract from: TRDC Planning Policy 8.0 Biodiversity, Trees, Woodlands, Watercourses and Landscaping³

National Context

8.1 Biodiversity encompasses the whole variety of plant and animal life on Earth including all species of plants and animals and the complex ecosystems of which they are part. The world is losing biodiversity at an ever-increasing rate as a result of human activity. In the UK over 100 species were lost during the last century.

8.2 Woodlands, trees and hedgerows are important contributors to biodiversity and may be protected by wildlife or conservation designations, Tree Preservation Orders or the Hedgerow Regulations. It is important that those not covered by designations are retained, protected and wherever possible, added to, since pressure for development will increasingly threaten trees, woodlands, hedgerows watercourses and their surrounding habitat. Authorities are obliged to conserve and enhance wildlife and landscape under the Natural Environment and Rural Communities Act 2006, the Water Framework Directive and the Natural Environment White Paper.

8.3 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 where possible. The National Planning Policy Framework requires local authorities to identify and map the locations of designated sites of biodiversity and geological importance and identify any areas or sites for the restoration or creation of new priority habitats. Appropriate weight should be attached to designated sites of international, national and local importance, protected species and to biodiversity and geological interests in the wider environment.

Local Context

8.4 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, heath and urban gardens. Conserving and enhancing the diversity of wildlife and habitats in Three Rivers is a strategic objective for the Core Strategy.

8.5 The Hertfordshire Local Nature Partnership has been established in response to the Natural Environment White Paper and will take a strategic lead on how the natural environment can be taken into account in decision-making within the local area. The Local Nature Partnership may identify or endorse priority areas for habitat conservation and restoration.

8.6 Three Rivers has a number of important wildlife sites, ranging from nationally designated Sites of Special Scientific Interest (SSSIs) to Local Nature Reserves (LNRs) and sites of local wildlife importance referred to as Local Wildlife Sites

8.7 These represent priority areas for conserving existing biodiversity resource and also provide the best opportunity for maintaining and creating large areas of quality habitat. The Council will give

³ <http://www.planvu.co.uk/trdc/written/dmp/cpts.htm>

particular weight to impacts of development on biodiversity and ecological connectivity within Key Biodiversity Areas as defined in the BAP and future revisions thereof.

8.8 Biodiversity is 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 Core Strategy identifies key assets for Green Infrastructure and the existing and potential linkages. It also sets out policy to seek a net gain in the quality and quantity of Green Infrastructure through the protection and enhancement of assets and the provision of new green spaces.

TRDC POLICY DM6: Biodiversity, Trees, Woodlands, Watercourses and Landscaping

c) In the first instance development should seek to avoid impacts on designated sites and important habitats/species through sensitive design and consideration of alternatives. Proposals should seek to incorporate measures for biodiversity enhancement and Green Infrastructure delivery wherever possible.

d) Development must conserve, enhance and, where appropriate, restore biodiversity through:

- i. Protecting habitats and species identified for retention*
- ii. Providing compensation for the loss of any habitats*
- iii. Providing for the management of habitats and species*
- iv. Maintaining the integrity of important networks of natural habitats, and*
- v. Enhancing existing habitats and networks of habitats and providing roosting, nesting and feeding opportunities for rare and protected species.*

e) Linked habitats are important in allowing species to adapt and respond to circumstances. Development must not result in fragmentation or isolation of wildlife habitats and should seek opportunities for habitat connectivity with the wider landscape.

8.18 Policy DM6 demonstrates the Council's commitment to meet the relevant national requirements to conserve and enhance biodiversity, trees and woodland. It also recognises that where development is necessary it should not be at the expense of irreplaceable natural assets.

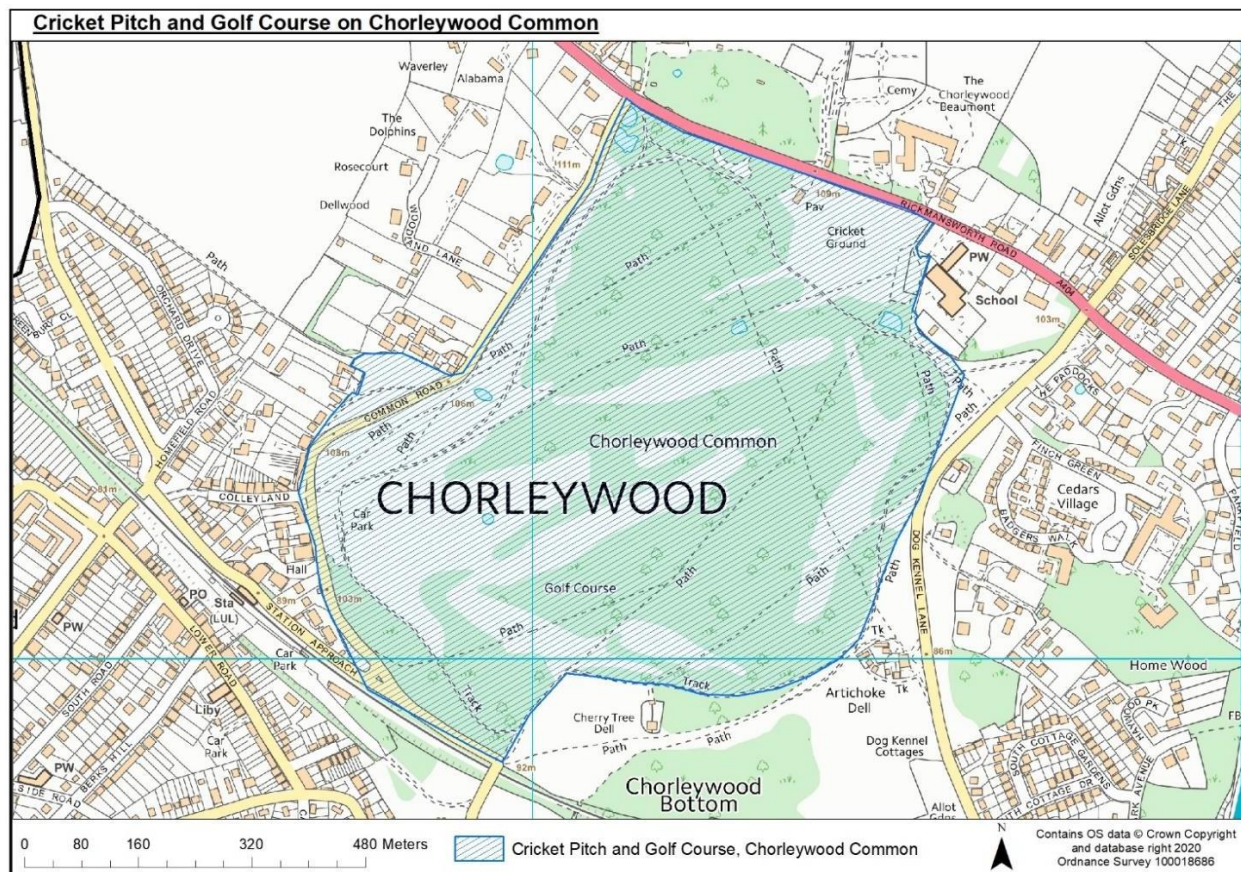
8.19 The policy will contribute directly to the achievement of Core Strategy Objective 9, which is to conserve and improve the countryside and the diversity of wildlife and habitats.

G – Local Green Spaces

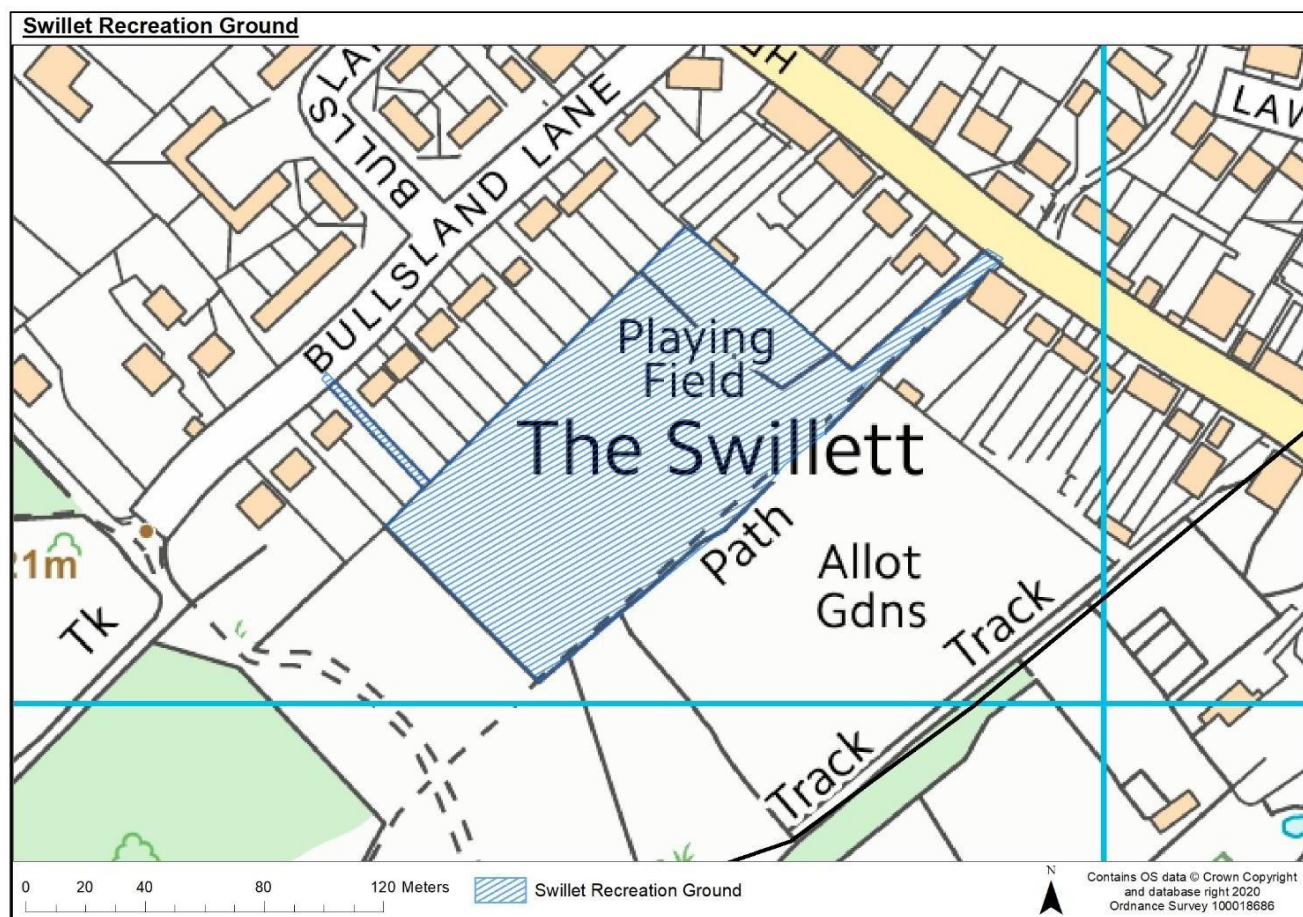
Map 1: Playing Fields in Chorleywood House Estate



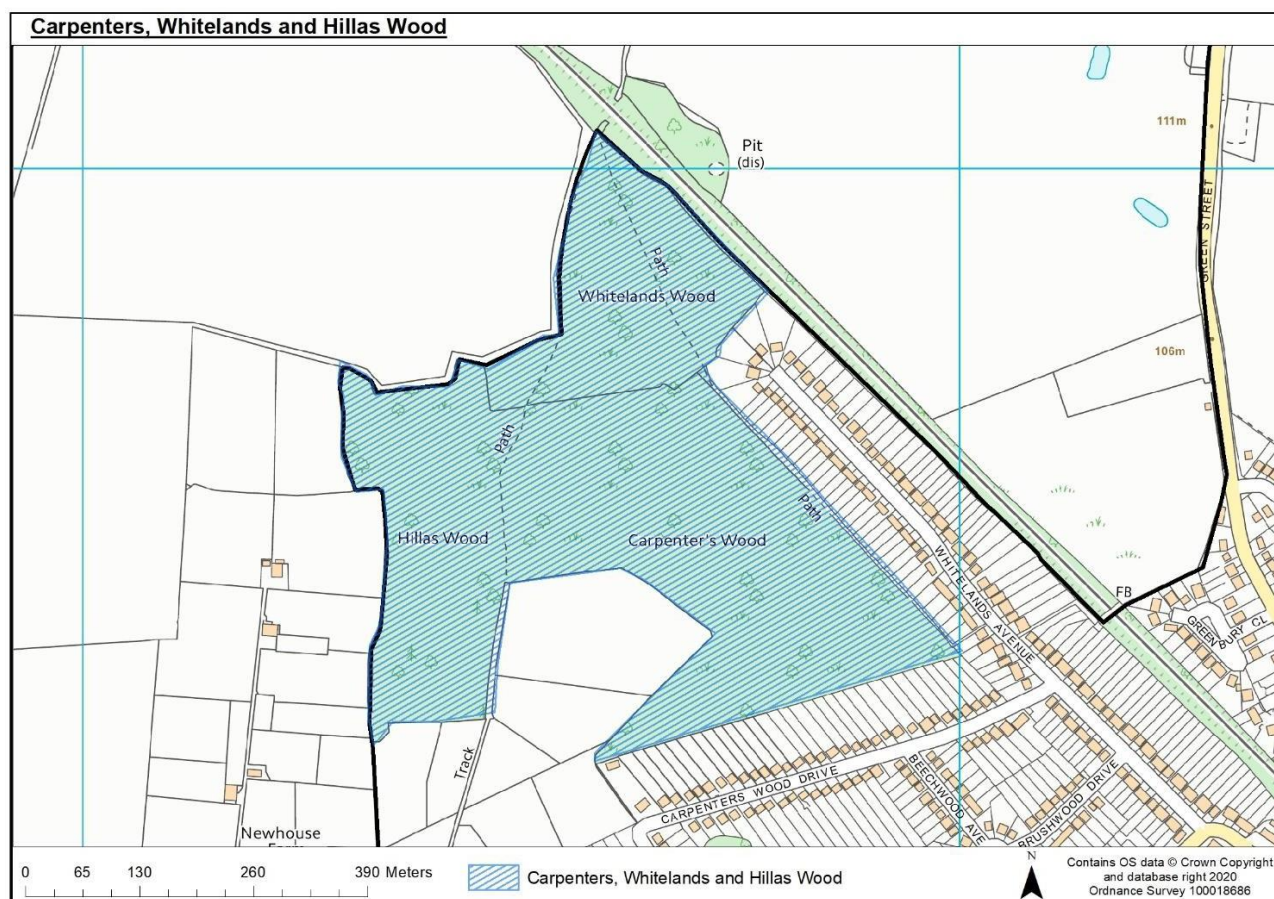
Map 2: Cricket pitch and golf course on Chorleywood Common



Map 3: Swillett Recreation Ground



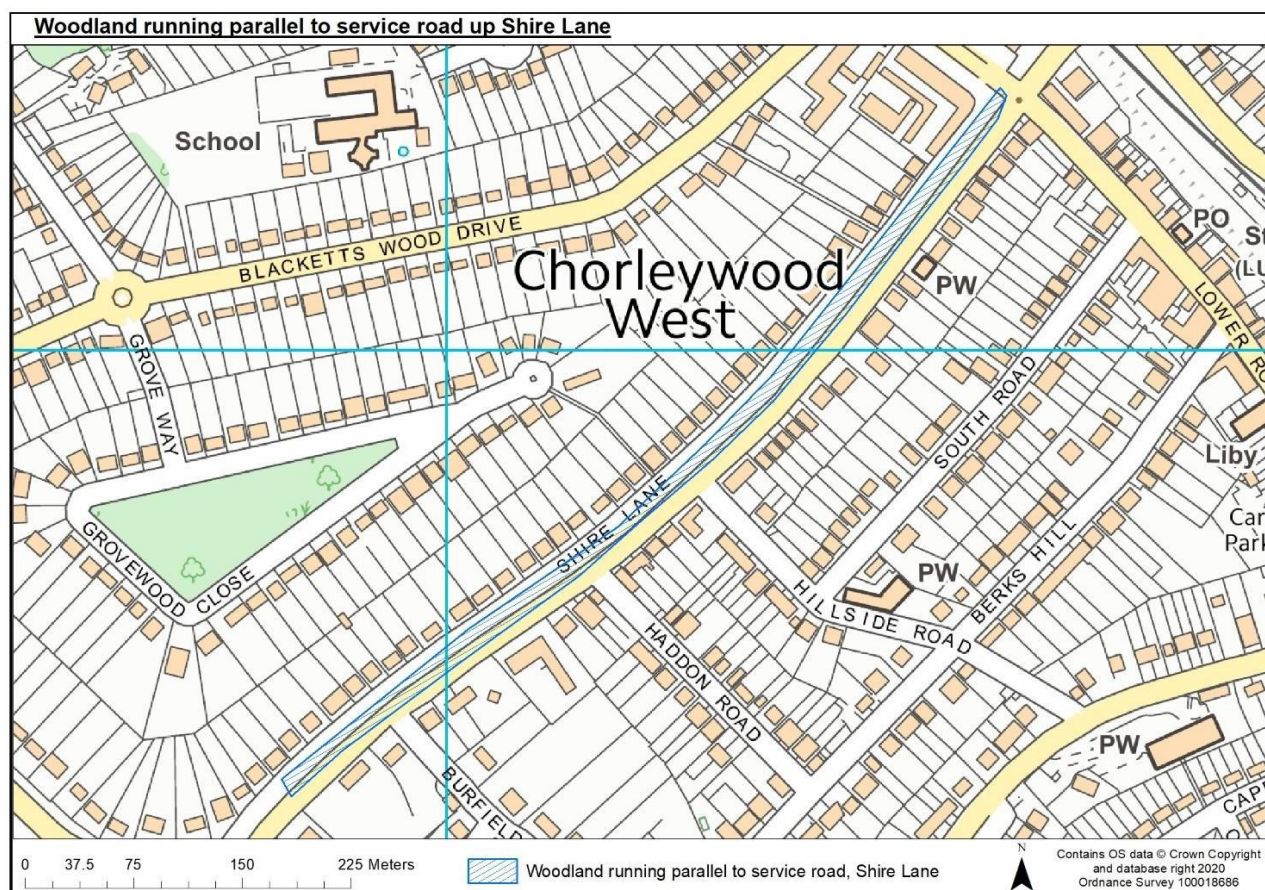
Map 4: Carpenters, Whitelands and Hillas Woods



Map 5: Homefield Road Hedgerow



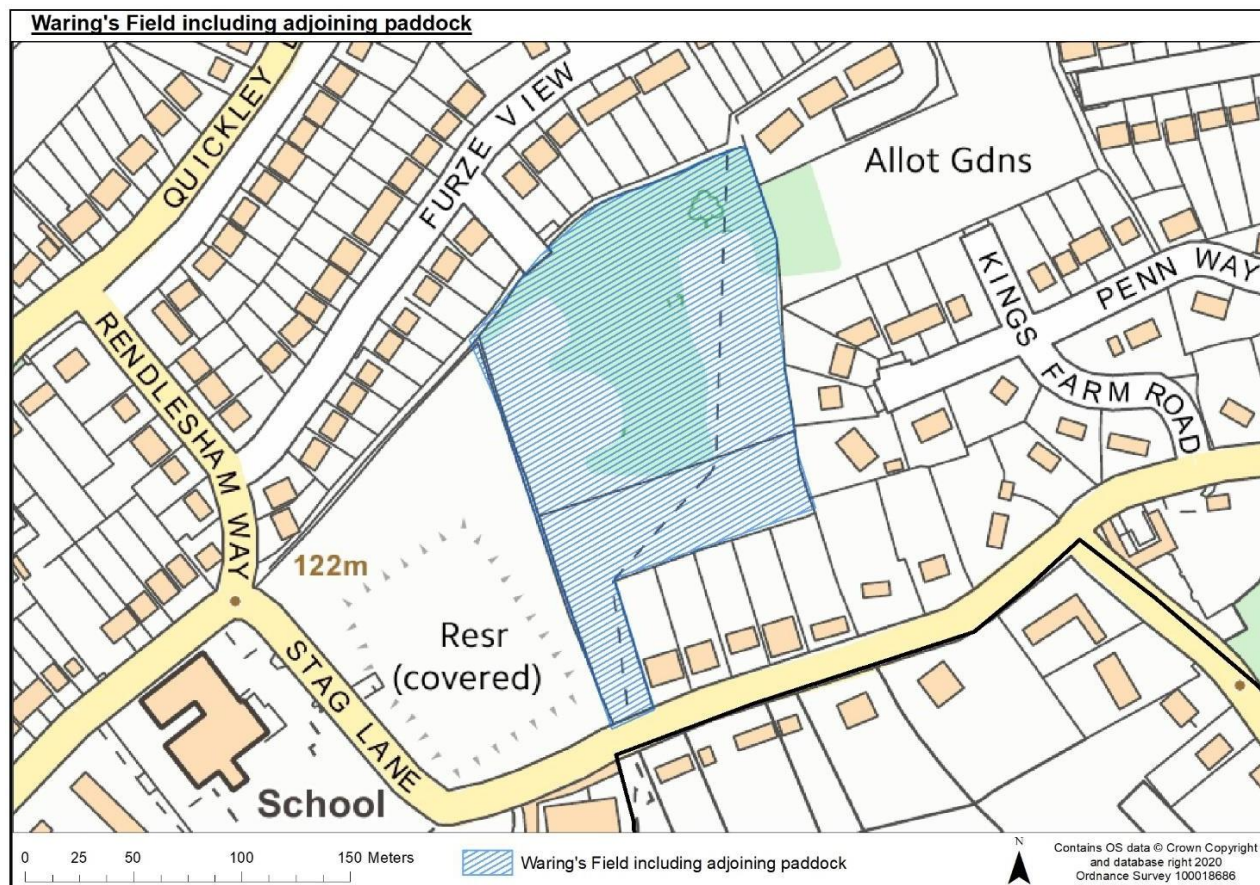
Map 6: Woodland running parallel to service road up Shire Lane



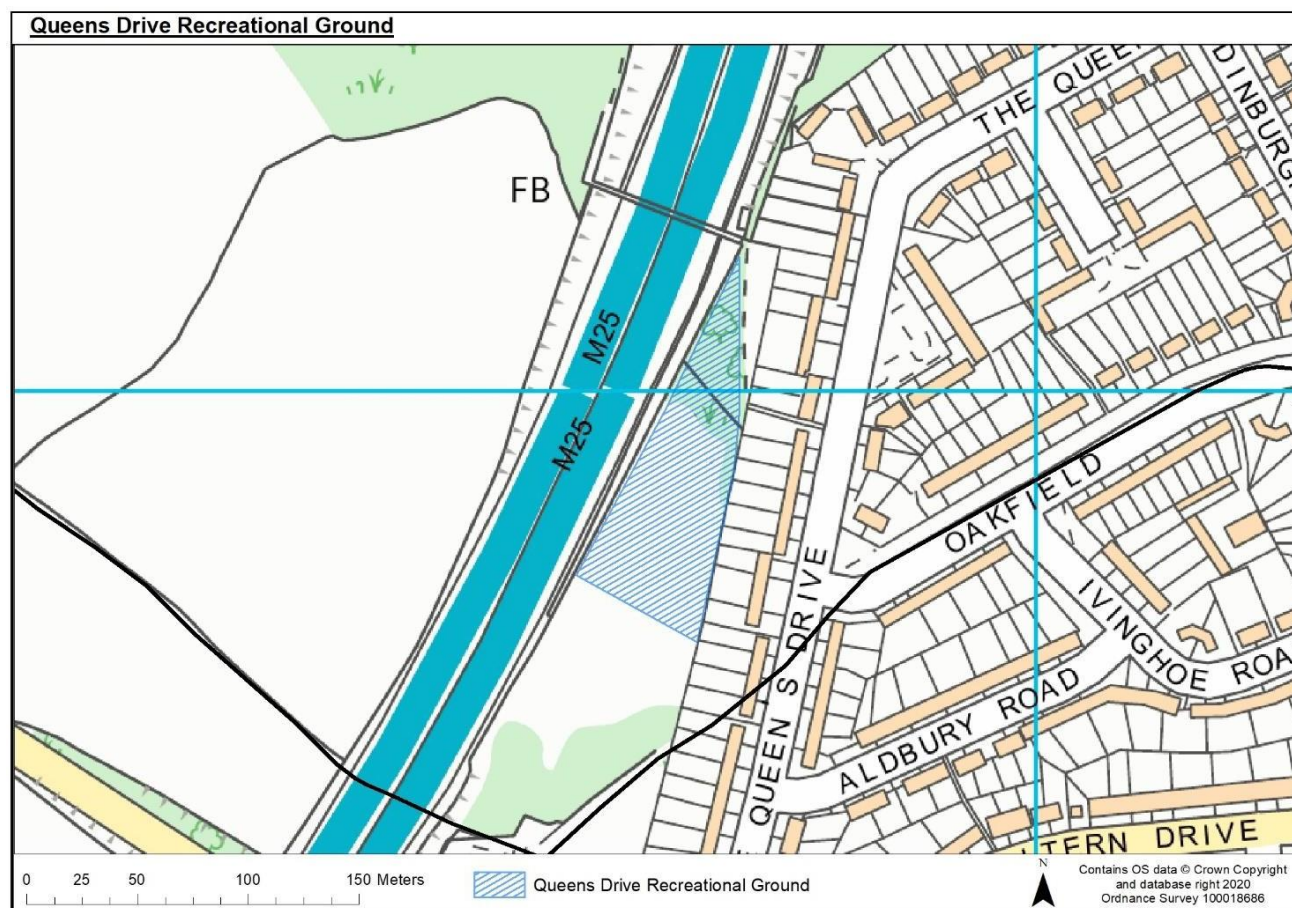
Map 7: Grovewood



Map 8: Waring's Field including adjoining paddock



Map 9: Queens Drive Recreational Ground



H - Glossary

Article 4 Direction is made by the local planning authority (for Chorleywood this is Three Rivers District Council). It restricts the scope of permitted development rights either in relation to a particular area or site, or a particular type of development anywhere in the authority's area. Where an article 4 direction is in effect, a planning application may be required for development that would otherwise have been permitted development. Article 4 directions are used to control works that could threaten the character of an area of acknowledged importance, such as a conservation area. For more information, please see:

<https://historicengland.org.uk/advice/hpg/historic-environment/article4directions/>

I – The members of the Neighbourhood Development Plan Steering Committee

Vivien Lantree (Chair)
Yvonne Merritt (Clerk to the Council)
Jon Bishop
Richard Dwyer
Gareth Hunt
Robert Mann
Cllr Jackie Worrall
Cllr Stephen Watkins
Alan Manson
Cllr Zenab Haji-Ismail

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Community Governance Review 14/07/2026

**Community Governance Review, Mill End, Maple Cross and West Hyde.
(ADCCC)**

1 Summary

- 1.1 This report provides Members with an update on the Community Governance Review (CGR) approved by the Policy and Resources Committee on 17 November 2025 and seeks a decision on the future of the review.
- 1.2 Following completion of the consultation process, the level of public participation has been significantly lower than anticipated. The response rate does not provide a sufficiently robust evidence base on which to formulate recommendations regarding future governance arrangements within the review area.
- 1.3 Officers have therefore considered whether it is appropriate to continue the current review. This report recommends that the current Community Governance Review be discontinued and that Members consider whether a future district-wide review of community governance arrangements would provide a more comprehensive and equitable approach.

2 Recommendation

That:

- 2.1 The current Community Governance Review commenced following the decision of the Policy and Resources Committee on 17 November 2025 be discontinued.
- 2.2 That no further work be undertaken in relation to draft or final proposals arising from the current review.
- 2.3 That officers be requested to develop proposals and terms of reference for a future district-wide Community Governance Review covering all parish and unparished areas of the district for consideration by Members at a future meeting.

3 Details

- 3.1 On 17 November 2025, the Policy and Resources Committee agreed to undertake a Community Governance Review of the remaining unparished areas of the district and approved the associated terms of reference.
- 3.2 The review was subsequently launched and consultation undertaken in accordance with the agreed timetable and statutory guidance.
- 3.3 The purpose of the consultation was to seek the views of local government electors and other interested parties on whether changes to community governance arrangements should be made within the review area.

- 3.4 While the consultation was publicised through the Council's usual communication channels, participation levels were significantly lower than anticipated. The number of responses received represents only a small proportion of those eligible to participate.
- 3.5 Community Governance Reviews should be informed by evidence of community identity, local representation and effective and convenient local government. Officers consider that the limited level of engagement achieved through the consultation process does not provide a sufficiently comprehensive evidence base to support recommendations for significant governance changes.
- 3.6 Furthermore, throughout the consultation process a number of respondents highlighted wider questions regarding parish governance arrangements across the district rather than solely within the current review area.
- 3.7 Officers consider that there would be merit in undertaking a comprehensive district-wide review of community governance arrangements. Such an approach would allow the Council to consider governance arrangements across the district as a whole, ensure consistency in approach and provide all communities with an opportunity to participate in the review process.
- 3.8 A district-wide review would also enable the Council to consider issues relating to parish boundaries, parish governance, electoral arrangements and unparished areas within a single coherent framework.
- 3.9 Having regard to the low level of participation in the current review and the benefits of a wider strategic review, officers recommend that the present Community Governance Review be discontinued.

4 Options and Reasons for Recommendation

- 4.1 Discontinue the Current Review and Undertake a Future District-Wide Review (Recommended)
- 4.2 This option would bring the current review to a close without making recommendations for changes to governance arrangements.
- 4.3 A future district-wide review would provide an opportunity to revisit community governance arrangements across the whole district, supported by a refreshed engagement strategy designed to maximise participation and ensure that recommendations are informed by a broader range of views.
- 4.4 Officers consider this option provides the most appropriate and proportionate way forward.

5 Legal Implications

- 5.1 Under the Local Government and Public Involvement in Health Act 2007, the Council has discretion to undertake a Community Governance Review and is not under a statutory obligation to complete a review once commenced.

- 5.2 The Council may determine to discontinue a review where it considers that doing so is appropriate.
- 5.3 Should Members wish to undertake a future district-wide review, a new set of terms of reference would need to be approved and published in accordance with the requirements of the Act.

6 Policy/Budget Reference and Implications

No implications to Three Rivers District Council.

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

None specific.

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Community Governance Review 14/07/2026

**Full Council
14 July 2026**

PART I

**Community Governance Review
(ADCCC)**

1 Summary

- 1.1 To begin a Community Governance Review for the District.

2 Recommendations

- 2.1 That:

This Committee to proceed with a Community Governance Review as set out in the terms of reference.

Should Full Council agree to undertake a Community Governance Review, to agree to the terms of reference attached to appendix A.

Report prepared by: (Lucy Smith, Committee and Electoral Services Manager)

3 Details

- 3.1 Three Rivers District Council has been reviewing Parish arrangements since July 2025.
- 3.2 Through the Local Government and Public Involvement in Health Act 2007, district councils were given the power to amend parish council boundaries within their area. This is known as a “community governance review” (CGR). There are two situations where this may occur: because the Council decides to do so, or it receives a petition with sufficient public support.
- 3.3 If the Council does elect to undertake a CGR, the first step is to agree terms of reference, which sets out how the review may be undertaken. A phase of consultation follows, after which the Council decides what to do. It could decide to make no changes; make changes to a parish boundary; create a new parish or change warding arrangements in a parish.
- 3.4 If changes are proposed, consideration then needs to be given to any consequential matters; this depends on the nature of the changes but can include matters such as division of assets, the number of councillors in each Parish and when the changes shall come into effect.
- 3.5 If it elects to undertake the review, the Council is required to have regard to the guidance issued by Secretary of State and Local Government Boundary Commission for England. This requires the Council to undertake consultation with local government electors in the area, and any other parties we consider interested in it.
- 3.6 The guidance, although primarily focused on the creation of new parishes, sets out the type of factors that should be taken into account in determining these factors. References in legislation to a ‘parish’ also include a parish which has an alternative style (such as ‘town’, ‘village’ or ‘community’ council) and parish meetings.

- 3.7 The timeframes involved in reviews can vary significantly. If the review is very straightforward, it can be concluded within a year; more complex reviews, usually those involving the division of existing parishes or creation of new parishes, can take upwards of two years. The process works as follows:
- 3.7.1 The District Council publishes terms of reference setting out how the review will occur and commences a period of consultation.
- 3.7.2 Once the consultation concludes, the District Council makes recommendations – this is often followed by a secondary consultation if the Council believes changes are required.
- 3.7.3 The District Council meets to make final recommendations and agree the reorganisation order (as the reorganisation order includes consequential amendments, in some cases this will come at a later date than the final recommendations).
- 3.8 Only the Full Council can agree the final recommendations.
- 3.9 The proposed terms of reference for the CGR are deliberately broad, allowing for a review of all aspects of community governance within the unparished council area. This includes, for example, the creation or naming of a parish, the establishment of a separate parish from an existing parish, alteration of parish boundaries, abolition or dissolution of a parish, change to parish electoral arrangements or parish grouping.
- 3.10 In the event that the Full Council agrees to commence a review, potential terms of reference are included at appendix A for approval. These have been developed in line with terms used by other councils, helping the public to understand what the review is and why it's being undertaken.
- 3.11 The overall recommended timescales for the CGR are as follows:

Full Council agree the CGR and the Terms of Reference	14 July 2026
Consultation begins	31 July 2026
Consultation ends	18 September 2026
Policy and Resources Committee agree draft proposals	05 October 2026
Consultation on draft proposals begin (if required)	16 October 2026
Consultation on draft proposals ends	15 January 2027
Final proposals considered by Policy and Resources Committee	08 February 2027
Final proposals agreed by Full Council	23 February 2027
Reorganisation order made	TBC
New boundaries come into effect	01 April 2027
First elections based on new boundaries	06 May 2027

4 Options and Reasons for Recommendations

There are two options available, to undertake CGR or not to undertake the review.

5 Policy/Budget Reference and Implications

No implications to Three Rivers District Council.

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

None specific.

Appendix A – Full responses received to all questions

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Terms of Reference Community Governance Review Three Rivers District Council

What is a community governance review and what can it do?

A community governance review (CGR) is an opportunity to explore the arrangements for parish councils in the area. It can only be undertaken by a Principal Authority, which in a two-tier area is the District Council.

A CGR can look at whether new parish councils should be created or disbanded, or whether the existing parish council arrangements should change. It can also agree any “consequential” matters, such as the number of parish councillors or whether assets should transfer between parishes.

In this case, the review will consider whether it is appropriate to parish some unparished areas. This will include whether to create new parish council(s) and/or alteration of parish boundaries and whether to change the parish electoral arrangements (the number of councillors to be elected to the council; the year when the ordinary election of parish councillors are held, whether the parish should be divided into wards etc). The potential outcomes of the review will be in accordance sections 87-92 of the Local Government and Public Involvement in Health Act 2007 Act.

Why are we doing the community governance review?

Chorleywood Parish Council formally requested that the District Council consider this matter. Nevertheless, it is good practice for District Councils to periodically look at parish boundaries. Over time, the natural boundaries that created parishes can change, and it may or may not be helpful to change the boundaries.

How will this impact me?

If Three Rivers District Council decides to introduce a new parish council or make changes to existing parish arrangements, it could mean that those living in the currently unparished areas become part of a new or existing parish council.

As far as possible, Three Rivers District Council will seek to work with the parishes concerned to ensure any potential consequences for local residents are minimised. For example, residents may have burial or allotment rights in one parish they may wish to ensure are preserved through the review.

Where are the unparished areas of Three Rivers District Council?

Attached to these terms of reference are two Maps. A map of the unparished area in the district and a map of the parish boundaries.

What is the process for this?

At this stage, Three Rivers District Council is consulting on whether or not to amend any boundary lines and/or create a new parish council. The feedback given during the consultation will be considered by the Council's Policy and Resources Committee in October 2026.

If the Committee feels that changes should be taken forward, it will develop formal recommendations and may undertake a secondary consultation on these during October 2026 and January 2027. A final decision will be made by the Council by February 2027.

The review will comply with the legislative and procedural requirements set out in the 2007 Act, as well as statutory guidance. This review will follow the approach set out in these terms of reference, including the indicative timetable as detailed below.

What do we take into account in making a decision?

Three Rivers District Council is obliged to ensure that local community governance is reflective of the identities and interests of the community in the area, and effective and convenient. It has to take into account the impact of community governance on community cohesion and the size, population and boundaries of the community or local parishes.

The sort of factors we will consider are how the community comes together – are there natural or artificial borders that distinguish the parish boundaries, or economic, social or cultural factors, and do the residents on the parish boundary more naturally look to one parish or another.

Factors such as the level of precept (council tax) in one parish over another are not as much of a consideration.

How can I have my say?

The consultation will open on 31 July 2026 on the Council's website until 18 September 2026 (*link to be included*) You can also e-mail enquiries@threerivers.gov.uk (please put CGR in the subject line of the e-mail) or writing to Three Rivers House, Northway, Rickmansworth, Hertfordshire, WD3 1RL.

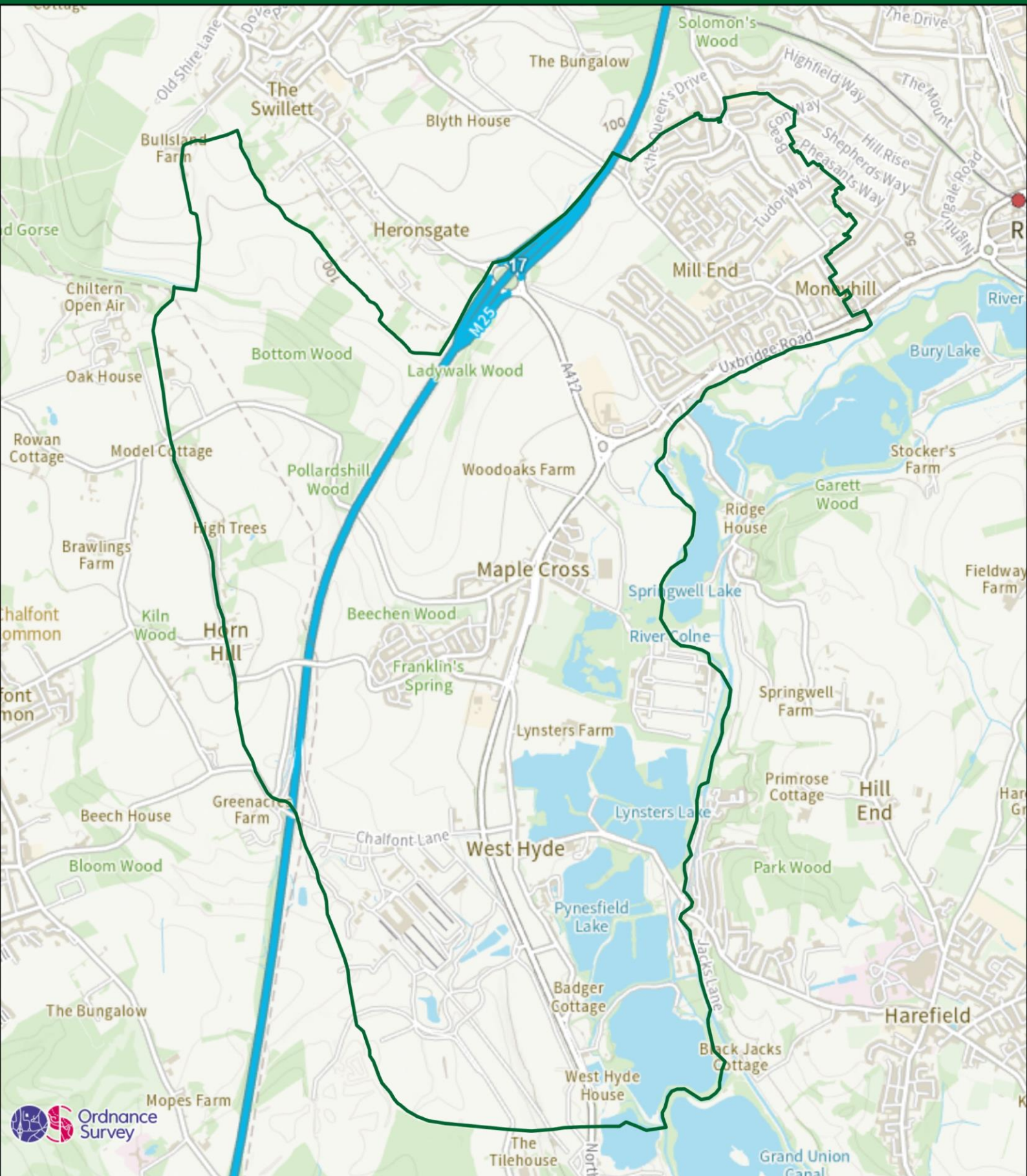
You are welcome to tell us your general thoughts about the review – for example, whether you have any concerns or feel there would be any benefits to making changes, as well as any thoughts you have on specific amendments to the boundary.

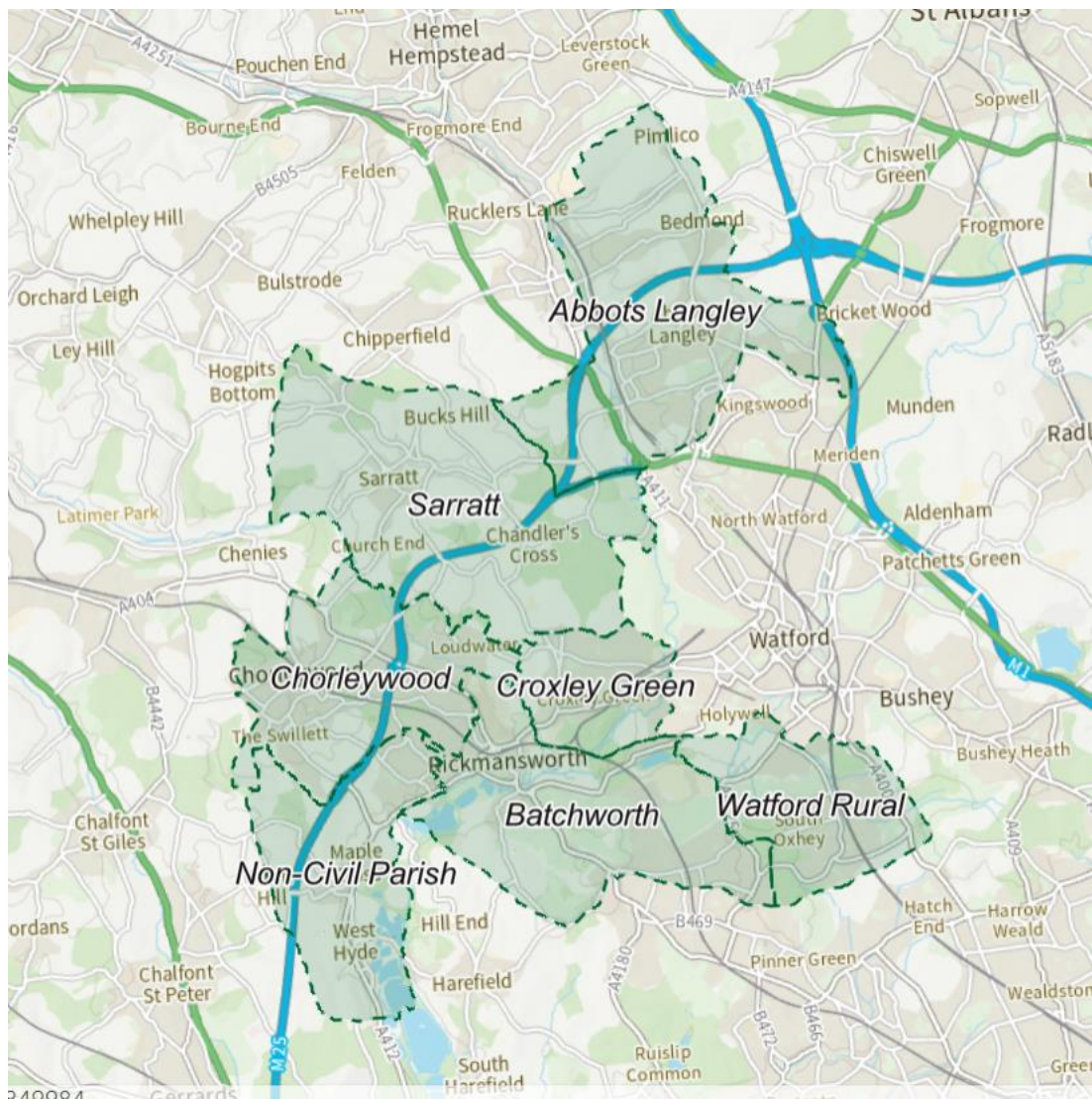
What is the proposed timeline for the review?

Full Council agree the CGR and the Terms of Reference	14 July 2026
Consultation begins	31 July 2026
Consultation ends	18 September 2026
Policy and Resources Committee agree draft proposals	05 October 2026
Consultation on draft proposals begin (if required)	16 October 2026
Consultation on draft proposals ends	15 January 2027
Final proposals considered by Policy and Resources Committee	08 February 2027
Final proposals agreed by Full Council	23 February 2027
Reorganisation order made	TBC
New boundaries come into effect	01 April 2027
First elections based on new boundaries	06 May 2027

Community Governance Review

Unparished areas of Mill End, Maple Cross and West Hyde





Right to Buy Capital 14 July 2026

**Full Council
14 July 2026**

PART I

Right to Buy Receipts

(DoF)

1 Summary

- 1.1 Three Rivers District Council receives Right to Buy Receipts as part of the Large Scale Voluntary Stock Transfer Arrangement under which the Council's previous housing stock was transferred to Thrive Homes Ltd in 2008.
- 1.2 With the merger of Thrive Homes with Watford Community Homes to form Chime, this position has been reviewed to protect the investment in housing within the Three Rivers District Council area.

2 Recommendation

- 2.1 That:

Full Council give delegated authority to the Director of Finance in consultation with the Deputy Leader (as Lead Member for Resources) to enter into a Deed of Variation to the original stock transfer agreement:

- a) To transfer future RTB receipts, originally paid to Three Rivers District Council directly into Three Rivers Homes Limited.
- b) To require these receipts to be used for the provision of housing within the area covered by Three Rivers District Council.
- c) That the council receive an equivalent, non-voting, equity stake in Three Rivers Homes.
- d) To make any associated changes to Three Rivers Homes Articles of Association or shareholder arrangements to put the deed of variation into effect.

Report prepared by: Alison Betts, Director of Finance

3 Details

- 3.1 The Council completed the transfer of its housing stock to Thrive Homes Ltd on 19 March 2008. This agreement included a Right to Buy Sharing Agreement giving the Council a share of RTB sale proceeds following transfer until 2038. The equivalent agreement between Watford Borough Council and Watford Community Homes was for a much shorter period and is coming to an end.
- 3.2 The value of Right to Buy Receipts to the council over the last five years is as follows:

	2021/22	2022/23	2023/24	2024/25	2025/26
RTB Receipts (£)	196,916	1,455,461	522,075	1,683,693	693,652

The actual value of receipts is affected by both the housing market and changes in Right to Buy legislation.

- 3.3 With the merger of Thrive Homes with Watford Community Homes to form Chime, this position has been reviewed to protect the investment in housing within the Three Rivers District Council area and the pipeline of projects within Three Rivers Homes Ltd from any disruption caused by Local Government Reorganisation. To achieve this it is proposed to transfer the Right to Buy receipts into the Three Rivers Homes Ltd for provision of housing within Three Rivers District Council area in return for an equivalent equity investment for the Council in the company.
- 3.4 Legal advice has been sought to ensure that the RTB sharing receipts (under the Thrive LSVT Agreement) continue to be used in the Three Rivers district for new housing. This can be achieved this in practice by irrevocably committing these receipts to Three Rivers Homes Limited, which is the jointly-owned share company between WCHT and TRDC. They are to be treated as member capital contribution which is non-repayable except in the winding up of Three Rivers Homes Limited, the sale of Three Rivers Homes Limited or if the two shareholders agree to do so.
- 3.5 Three Rivers Homes Limited currently has a share capital comprising 1,200,002 shares designated as 510,001 A ordinary shares and 510,001 B ordinary shares. All of the A shares and the B shares carry one vote apiece. Therefore as long as WCHT and the Council hold an equal number of A and B shares, their voting rights (and their entitlement to share in any profits) remain equal. The Articles for Three Rivers Homes Limited provide for the 2 classes of shares to rank equally in all respects (including voting and profits).
- 3.6 The suggested mechanism to entrench the Right to Buy receipt arrangements is:
- 3.7 A Deed of Variation to the existing JV Shareholders' Agreement between Three Rivers Homes Limited, Clarendon Living and TRDC is produced to reflect the injection of new capital by TRDC and amendments to Three Rivers Homes' Articles of Association to create a new class of non-voting, preference shares to be issued to TRDC in return for the RTB receipts each year, redeemable in limited circumstances set out above.

4 Options and Reasons for Recommendations

- 4.1 The proposed recommendations allow the Director of Finance, in consultation with the lead member, to work with Chime and Three Rivers Homes Ltd to put in place the necessary legal framework to put into effect the arrangements.

5 Policy/Budget Reference and Implications

- 5.1 The financing of the approved Capital Programme would need to be updated to reflect this change.

6 Financial Implications

- 6.1 The recommendations in this report would result in capital receipts from Right to Buy sales of former Thrive stock being paid directly into Three Rivers Homes Ltd and therefore not being available to Three Rivers District Council or its

successor council as general capital receipts. The currently approved capital expenditure programme could still be delivered with this change in receipts.

- 6.2 There would be some minimal cost for the Council's share of putting in place the legal documentation which can be met from within existing budgets.

7 Legal Implications

- 7.1 The proposal will require a deed of variation to the Stock Transfer Agreement and associated changes to Three Rivers Homes Ltd Articles of Association and Shareholder arrangements.

- 7.2 Three Rivers Homes Ltd Board has agreed in principle to the arrangement.

- 7.3 External legal advice will be used to draft the legal changes required.

8 Staffing Implications

- 8.1 none.

9 Customer Services Centre Implications

- 9.1 none.

10 Communications and Website Implications

- 10.1 none.

11 Equal Opportunities

- 11.1 None. Any additional housing allocations arising from the provision of additional housing would be dealt with through nomination agreements in line with the Council's housing policies.

12 Public Health, Environmental and Community Safety Implications

- 12.1 None specific.

13 Risk and Health & Safety Implications

- 13.1 Risk and Health and Safety implications for delivery of any housing and the investment in Three Rivers Homes Ltd would be dealt with under existing Council and Three Rivers Homes Ltd arrangements.

- 13.2 The specific risks associated with the proposals are set out below.

Nature of Risk	Consequence	Suggested Control Measures	Response (tolerate, treat terminate, transfer)	Risk Rating (likelihood and impact)
Right to Buy Receipts continue to be treated as general capital resources.	Investment is no longer ring-fenced to the area of the Stock Transfer. Capital	Transfer of Receipts into Three Rivers Homes Ltd. Receipts ringfenced to Three Rivers	Treat	3

	Receipts are used for other purposes.	area.		
The Council loses the benefit of Right to Buy Receipts	The equivalent value to the receipts is lost to the Council.	Non-voting equity investment is received to the value of the receipts. The Council. The Council retains voting rights in Three Rivers Homes.	Treat	3
Capital Programme is impacted by loss of Receipts.	Schemes do not progress because of a lack of capital resources.	RTB receipts vary by year and changes in financing can be managed within current budgets.	Tolerate	3
Pipeline for Three Rivers Homes is slowed due to transition to new unitary authorities.	Schemes stall and company becomes inactive due to lack of projects.	Capital investment resources provided independently of individual council decisions.	Treat	3
Capacity of organisation to deliver proposals.	The council does not have capacity to deliver the recommendations.	External legal support will be used to deliver the changes. Use of existing legal advisers with detailed knowledge of JV.	Treat	3

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.

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
	Low 1	Low 2	Low 3	Low 4
	Impact Low -----► Unacceptable			

Impact Score

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

Likelihood Score

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

- 13.4 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.

Background Papers

Large Scale Voluntary Stock Transfer Agreement.

APPENDICES

none

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BUDGET OUTTURN REPORT 2025/26

14/07/2026

PART I - NOT DELEGATED

**SUMMARY OF THE FINANCIAL YEAR END POSITION FOR 2025/26
(DoF)**

1 Summary

- 1.1 This report sets out the financial position for the year ending 31 March 2026 for the Council's revenue and capital budgets. The following recommendations are included in the report:
- to carry forward to 2026/27 certain unspent revenue budgets and;
 - to rephase those capital budgets that require completion in 2026/27
- 1.2 The report focuses on the variation between the latest agreed budget and the final expenditure and income for the financial year. An underspend of £0.119m is reported before carry forward requests which will be returned to the Council's General Fund. The updated Medium Term Financial Plan can be seen at Appendix 3.
- 1.3 However, this underspend should be viewed in the context of budget changes agreed during the year. The latest agreed budget was £1.130m lower than the original budget agreed in January 2025, after allowing for carry forwards from 2024/25. During the year the budget was amended to reflect cost pressures primarily arising from the impact of persistently high inflation. This cost pressure included the agreed pay award and increased supplier costs for utilities. Further detail on the budget changes agreed during the year can be found in the Budget Monitoring Reports to Policy and Resources Committee (see background papers listed below).
- 1.4 The original budget included a planned contribution from the General Fund of £0.391m. After allowing for carry forwards from 2024/25 of £0.432m, the contribution required was £0.823m. After allowing for carry forwards from 2025/26, the underspend against the latest budget allows for a contribution to the General Fund of £0.193m.
- 1.5 In addition to the sum being returned to general reserves, there is a contribution from the Economic Impact Reserve at £0.348m as forecast in the budget monitoring throughout the year.
- 1.6 As a result of the outturn, the General Fund Reserve balance stands at £5.182m at the end of the year with the balance on Economic Impact Reserve being £1.047m at year end. This gives total unearmarked reserves of £6.229m at 31st March 2026.
- 1.7 The above position excludes the year end entries relating to the Collection Fund and Housing Benefit payments with the Housing Benefit Reserve and Collection Fund Reserve being used to manage timing differences between payments to and from government and the transactions recognised within the accounts.
- 1.8 The Year End position presented in this report is unaudited and may be subject to change. The Council's accounts for 2025/26 will be audited by Azets LLP during 2026/27.

2 Recommendation

That Council approves the following:

- That the revenue year end variance after carry forwards of £0.461m be noted.
- That the capital year end position as summarised in paragraph 3.12 and Appendix 3 be noted.
- To approve to carry forward the unspent service budgets from 2025/26 to 2026/27 which total £0.580m to enable completion of projects as detailed at Appendix 2.
- To approve the rephasing of capital projects from 2025/26 to 2026/27 as detailed at Appendix 4.

3 Details

Revenue

- 3.1 The 2025/26 budget as approved by Council on 25 February 2025 was £14.677m. Following carry forwards from 2024/25, the revised budget including carry forwards was £15.109m. The period 10 (end of January) budget monitoring report was presented to this Committee at its meeting on 9 March 2026. The report showed an unfavourable variance of £0.665m when compared to budget, making the latest approved budget for 2025/26 £13.979m with a revised forecast of £14.644m. This report compares the year end position to the latest budget.
- 3.2 The year end position is a net direct cost of services of £13.850m which represents a favourable variance of £0.119m when compared to the latest budget.
- 3.3 Officers are requesting to carry forward £0.580m to enable projects to be completed in 2026/27. Appendix 2 details each carry forward request.
- 3.4 After taking into account the carry forward requests, there is a draw on reserves required of £0.461m when compared to the budget.

3.5 The table below summarises the variance for each committee:

Service Area	Original Budget £000	Original Budget Plus 2024/25 Carry Forwards £000	Latest Budget £000	Previous Forecast £000	Actual Spend £000	Variation to Latest Budget £000	Variation to Previous Forecast £000
Leisure	1,173	1,173	1,347	1,407	1,331	(16)	(77)
Sustainability and Climate	331	399	412	470	394	(19)	(77)
Total	1,504	1,573	1,759	1,878	1,725	(35)	(153)

Service Area	Original Budget £000	Original Budget Plus 2024/25 Carry Forwards £000	Latest Budget £000	Previous Forecast £000	Actual Spend £000	Variation to Latest Budget £000	Variation to Previous Forecast £000
Community Partnerships	1,075	1,097	1,102	1,151	1,072	(30)	(79)
Economic Development and Planning Policy	886	886	882	941	853	(28)	(88)
Housing	496	496	172	172	179	6	6
Public Services	3,573	3,627	3,817	3,740	3,693	(124)	(47)
Total	6,030	6,106	5,973	6,004	5,797	(176)	(207)

Service Area	Original Budget £000	Original Budget Plus 2024/25 Carry Forwards £000	Latest Budget £000	Previous Forecast £000	Actual Spend £000	Variation to Latest Budget £000	Variation to Previous Forecast £000
Resources and Leader	6,948	7,010	6,717	7,141	7,035	318	(105)
Garages and Shops	(1,372)	(1,372)	(1,369)	(1,277)	(1,258)	110	18
Investment Properties	(982)	(982)	(1,017)	(1,017)	(1,128)	(111)	(111)
Vacancy Provision	(180)	(180)	0	0	0	0	0
Salary Contingency	472	697	168	168	0	(168)	(168)
Total	4,885	5,172	4,500	5,015	4,648	149	(367)

Service Area	Original Budget £000	Original Budget Plus 2024/25 Carry Forwards £000	Latest Budget £000	Previous Forecast £000	Actual Spend £000	Variation to Latest Budget £000	Variation to Previous Forecast £000
Corporate Costs	2,258	2,258	1,747	1,747	1,690	(57)	(57)
Total	2,258	2,258	1,747	1,747	1,690	(57)	(57)

Total Net Expenditure	14,677	15,109	13,979	14,644	13,860	(119)	(783)
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3.6 The details of all the variances by individual service are shown in Appendix 1.

3.7 Within the Climate Change and Leisure Committee, key variances are:

- An underspend on climate change and sustainability projects due to slippage of projects into 2025/26. Carry forwards have been requested.
- An underspend within Grounds Maintenance due to reduced spend in salary and overtime costs, in addition to a reduction in vehicle maintenance costs following the new fleet being brought into service in 2024/25.

3.8 Key variances within the General Public Services and Community Engagement Committee were:

- Increased income within Decriminalised Parking Enforcement. There has been an increase in volume of Penalty Charge Notices in addition to an increase in Pay & Display car park income and an underspend on professional fees. A carry forward has been requested for future works identified in the 2026/27 programme.
- An underachievement of income for Garden Waste due to the reduced uptake and the transport subsidy entitlement has changed due to the

distance travelled. There has also been extra expenditure on vehicle maintenance.

- Increased income for special collections and new development bins for refuse Domestic.
- There has been a slight increase in the in the recycling gate fees and a reduction in recycling credits for Recycling Kerbside meaning that the Council has received less income.
- Reduced expenditure on Waste Disposal charges and diesel.
- Reduced expenditure on repairs and maintenance and electricity at the Depot.
- Increased expenditure on vehicles maintenance costs and agency costs for Waste Management.
- Underspends against Community Development, Community Safety and Community & Leisure grant budgets due to slippage of projects into 2025/26 and use of external grant funding. Carry forwards have been requested to support Community Safety initiatives in 2026/27.
- Reduced income on Homelessness due to decreased usage of external temporary accommodation.
- A small increase in Licensing income and an underspend on taxi licensing due to falling applicant/operator numbers.
- Increased income on planning application fees.

3.9 Within the Policy and Resources Committee, key variances were:

- A variance on Corporate Management Costs as a result of increased external audit fees arising from the build back work required as a result of disclaimed audit opinions in prior years.
- In Miscellaneous Income and Expenditure there is a combination of miscellaneous historic expenditure arising in the latter part of the year and a budgeted efficiency savings which have been removed from future years budgets.
- Underspends on Asset Management – Property Services relate to salaries due to a vacancy and repairs and maintenance due to works being delayed. Carry forwards have been requested for works at Sarratt Surgery and Baldwins Lane, scoping works at Rickmansworth Town Centre and soft market testing for the parking strategy in South Oxhey in 2026/27.
- An underspend within the Chief Executive's cost centre on organisational development which is requested to be carried forward in 2026/27.
- An underspend on Insurances due to recovery of prior year insurance recharges and forecast spend which did not materialise.
- Extra income received on Investment Properties due to backdated income following rent negotiations and an underspend on professional fees. A carry forward has been requested for consultancy advice in 2026/27.

- 3.10 Within Corporate Costs, the Council has benefitted from high interest rate levels during the year to the value of £0.057m.

Capital

- 3.11 The revised 2025/26 budget for the capital programme as approved by Council on 24 February 2026 was £26.258m and a forecast outturn of £26.118m. The period 10 (end of January) budget monitoring report was presented to this Committee at its meeting on 9 March 2026 which showed a forecast of £25.938m; following Council approval this forms the updated budget for 2025/26.
- 3.12 The actual spend at 31 March 2026 was £11.235m, which represents an underspend of £14.692m when compared to the latest approved budget. Officers are requesting to rephase £14.831m to complete projects in 2026/27.
- 3.13 Appendix 3 shows the analysis of the capital programme year end position by Committee and over the medium term. The table below shows an analysis of the variance.

Reason	£000
Net (Under)/ Overspend	128
Rephasing	(14,831)
Net Variance	(14,703)

- 3.14 A full list of those projects requesting rephasing with the reason for the request is at Appendix 4.
- 3.15 The most significant variation relates to the budget related to the delivery of Local Authority Housing Fund (LAHF) properties. Rephasing of £10.995m into 2026/27 is required in order to deliver the new housing as part of the LAHF delivery of the garage sites and purchase of additional properties.
- 3.16 Appendix 5 shows the funding of the programme over the medium term. Capital expenditure totalling £31.035m is planned for the period 2026/27 to 2028/29 and built into the medium term financial plan.

4 Reserves

4.1 The table below summarises the position on unearmarked reserves at year end.

Movement on General Fund Balance	2025/26				
	Original	Original Budget plus Carry Forwards from 2024/25	Latest Budget	Previous Forecast	Outturn
	£	£	£	£	£
Balance Brought Forward at 1 April	(4,408,944)	(4,408,944)	(4,408,944)	(4,408,944)	(4,408,944)
Revenue Budget (Surplus)/Deficit for Year	391,329	823,174	(306,384)	358,343	(772,702)
Closing Balance at 31 March	(4,017,615)	(3,585,770)	(4,715,328)	(4,050,601)	(5,181,646)

Movement on Economic Impact	2025/26				
	Original	Original Budget plus Carry Forwards from 2024/25	Latest Budget	Previous Forecast	Outturn
	£	£	£	£	£
Balance Brought Forward at 1 April	(1,382,901)	(1,382,901)	(1,394,545)	(1,394,545)	(1,394,545)
COVID-19 Impact for Year	0	0	0	0	347,587
Closing Balance at 31 March	(1,382,901)	(1,382,901)	(1,394,545)	(1,394,545)	(1,046,958)

Total Reserves Impact	2025/26				
	Original	Original Budget plus Carry Forwards from 2024/25	Latest Budget	Previous Forecast	Outturn
	£	£	£	£	£
Balance Brought Forward at 1 April	(5,791,845)	(5,791,845)	(5,803,489)	(5,803,489)	(5,803,489)
Impact for Year	391,329	823,174	(306,384)	358,343	(425,115)
Closing Balance at 31 March	(5,400,516)	(4,968,671)	(6,109,873)	(5,445,146)	(6,228,604)

5 Options and Reasons for Recommendations

5.1 The recommendations at point 2 enable the Committee to make recommendations to Council concerning their budget.

6 Policy/Budget Reference and Implications

6.1 The recommendations in this report are within the Council's agreed policy but not within agreed budgets. An overall increase requiring the use of the Council's balances must be approved by Council.

7 Financial Implications

7.1 The financial implications are set out within the report.

8 Legal Implications

8.1 There are so specific legal implications arising out of this report. Councils have a statutory duty to regularly monitor their budgets and take actions if necessary to manage any overspends or financial issues. This is governed by the Local Government Act 2003 and the Local Government Act 1972. Specifically, Section 28 of the 2003 Act requires councils to conduct budget monitoring exercises and take remedial actions if needed. The Section 151 officer also has a key role in ensuring proper financial administration and reporting on the budget.

9 Staffing Implications

9.1 None specific.

10 Equal Opportunities Implications

10.1 An EQIA is prepared for when the budget set. The budget monitoring reports monitor performance against the approved budget. An additional EQIA is only required if the budget position necessitates actions that may have an impact upon the original assessment.

11 Climate Change and Sustainability Implications

11.1 The climate change and sustainability implications are prepared for when the budget is set. The budget monitoring reports monitor performance against the approved budget. An additional assessment is only required if the budget position necessitates actions that may have an impact upon the original assessment.

12 Community Safety Implications

12.1 None specific.

13 Public Health implications

13.1 None specific.

14 Customer Services Centre Implications

14.1 None specific.

15 Communications and Website Implications

15.1 The information contained within this report will form part of the published Statement of Accounts for 2025/26.

16 Risk and Health & Safety Implications

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

16.2 Key financial and budgetary risks are shown at Appendix 6. A review of these risks is a standing item on the Audit Committee agenda.

16.3 During 2025/26, the Budget Monitoring Reports to Policy and Resources Committee have included information on the impact of inflation on the Council's budget.

16.4 The most significant risk to the budget is the pay award for 2026/27. An update on the estimated financial impact in 2026/27 will be included in the Budget Monitoring report in September. It is likely that the pay negotiations will be protracted, and the final position will remain unknown well into the financial year. The ongoing impact will be managed through the Service and Budget Planning process.

Report prepared by: Sally Riley – Finance Business Partner
Report Checked by: Alison Betts – Director of Finance

Background Papers

Liberal Democrat budget proposal and recommendations 24 February 2026
Budget Monitoring report Period 10 (9 March 2026)
Budget Monitoring report Period 8 (26 January 2026)
Budget Monitoring report Period 6 (17 November 2025)
Budget Monitoring report Period 3 (8 September 2025)

APPENDICES

Appendix 1 Outturn by Service 2025/26
Appendix 2 Carry forward requests into 2025/26
Appendix 3 Medium Term Financial Plan 025/26-2028/29
Appendix 4 Capital Programme 2025/26-2028/29
Appendix 5 List of capital schemes to be rephased to 2026/27
Appendix 6 Capital Funding 2025/26 – 2028/29
Appendix 7 Key Financial Risks

Outturn by Service 2025/26

General Public Services and Community Engagement								
Community Partnerships	Original Budget 2025/26	Original Budget Plus 2024/25 Carry Forwards	Latest Budget 2025/26	Previous Forecast 2025/26	Actuals 2025/26	Variation to Latest Budget	Variation to Forecast	Officer Comments
	£		£	£	£	£	£	
Citizens Advice Bureaux	288,340	288,340	288,340	288,340	285,690	(2,650)	(2,650)	Minor variation to forecast
Community Development	4,500	12,066	12,066	12,066	11,215	(851)	(851)	A budget carry forward totalling £851 has requested for unspent grants and contributions to support the Connecting Three Rivers Community grants in 2026/27
Community Safety	357,154	371,239	379,108	379,108	339,533	(39,575)	(39,575)	A budget carry forward totalling £39,575 has been requested for unspent grants and contributions towards initiatives for Community Safety priorities, including Community Support Service and Safer Street to be spent in 2026/27
Community Partnerships	209,797	209,797	216,472	220,112	219,693	3,221	(419)	Minor variation to forecast
Env Health - Commercial Team	209,790	209,790	209,790	209,790	210,188	398	398	Minor variation to forecast
Licensing	(61,606)	(61,606)	(70,918)	(25,493)	(46,417)	24,501	(20,924)	The variance relates to a small increase in licensing income and an underspend on taxi licensing due to falling applicant/operator numbers
Community & Leisure Grant	67,500	67,500	67,500	67,500	52,300	(15,200)	(15,200)	A budget carry forward totalling £15,200 has been requested for unspent grants and contributions to support Community grants in 2026/27 due to the use of UK Shared Prosperity Fund in 2025/26
Total	1,075,475	1,097,126	1,102,358	1,151,423	1,072,202	(30,156)	(79,221)	

Economic Development and Planning Policy	Original Budget 2025/26 £	Original Budget Plus 2024/25 Carry Forwards £	Latest Budget 2025/26 £	Previous Forecast 2025/26 £	Actuals 2025/26 £	Variation to Latest Budget £	Variation to Forecast £	Officer Comments
Land & Property Info Section	16,971	16,971	(23,406)	18,644	14,961	38,367	(3,683)	Minor variation to forecast
Street Naming & Numbering	7,130	7,130	7,130	12,130	12,358	5,228	228	Minor variation to forecast
Development Management	220,386	220,386	246,957	258,957	177,008	(69,949)	(81,949)	The variance relates to increased income on planning application fees
Development Plans	546,755	546,755	555,036	555,036	555,036	0	0	
Hertfordshire Building Control	37,500	37,500	37,500	37,500	37,500	0	0	
HS2 Planning	0	0	0	0	(2,295)	(2,295)	(2,295)	Minor variation to forecast. Income received from HS2.
GIS Officer	56,860	56,860	58,687	58,687	58,880	193	193	Minor variation to forecast
Total	885,602	885,602	881,904	940,954	853,448	(28,456)	(87,506)	

Housing, Public Health and Wellbeing	Original Budget 2025/26 £	Original Budget Plus 2024/25 Carry Forwards £	Latest Budget 2025/26 £	Previous Forecast 2025/26 £	Actuals 2025/26 £	Variation to Latest Budget £	Variation to Forecast £	Officer Comments
Housing Services Needs	559,622	559,622	402,283	402,283	402,298	15	15	Minor variation to forecast
Rent Deposit Guarantee Scheme	5,110	5,110	5,110	5,110	1,167	(3,943)	(3,943)	Demand led service
Homelessness General Fund	(148,740)	(148,740)	(331,430)	(331,430)	(318,568)	12,862	12,862	The variance is due to reduced income received for nightly lets due to decreased usage of external temporary accommodation
Housing Associations	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	0	0	
Refugees	0	0	0	0	0	0	0	
Env Health - Residential Team	85,305	85,305	101,371	101,371	98,631	(2,740)	(2,740)	Minor variation to forecast
Public Health	0	0	0	0	0	0	0	
Total	496,297	496,297	172,334	172,334	178,528	6,194	6,194	

Public Services	Original Budget 2025/26	Original Budget Plus 2024/25 Carry Forwards	Latest Budget 2025/26	Previous Forecast 2025/26	Actuals 2025/26	Variation to Latest Budget	Variation to Forecast	Officer Comments
	£	£	£	£	£	£	£	
Decriminalised Parking Enf	250,508	300,588	300,328	108,438	2,193	(298,135)	(106,245)	The variance relates to increased PCN and Car Park income and an underspend on professional fees. A budget carry forward of £53,000 has been requested for future work identified in the 2026/27 programme
Car Parking-Maintenance	110,466	110,466	110,466	110,466	110,122	(344)	(344)	Minor variation to forecast
Dial A Ride	40,000	40,000	40,000	40,000	40,000	0	0	
Sustainable Travel Schemes	1,500	5,566	5,566	5,566	509	(5,057)	(5,057)	A budget carry forward of £5,057 has been requested for sustainable transport maintenance.
Associate Director of Environment	101,898	101,898	105,119	105,119	103,290	(1,829)	(1,829)	Minor variation to forecast
Refuse Domestic	(24,290)	(24,290)	(24,290)	(19,530)	(35,594)	(11,304)	(16,064)	The variance relates to increased income for special collections and new development bins
Refuse Trade	(107,017)	(107,017)	(189,365)	(127,440)	(154,208)	35,157	(26,768)	The variance includes underspends on Waste Disposal Charges and diesel and income received from Trade Food Waste
Weekly Food Waste	0	0	0	0	0	0	0	
Better Buses Fund	101,762	101,762	101,762	101,762	101,768	6	6	Minor variation to forecast
Recycling General	750	750	750	(800)	(2,002)	(2,752)	(1,202)	Minor variation to forecast
Garden Waste	(734,515)	(734,515)	(708,593)	(648,348)	(600,631)	107,962	47,717	The variance is as a result of an underachievement of income due to reduced uptake and the transport subsidy entitlement has changed due to the distance travelled. There was also extra expenditure on vehicle maintenance
Clinical Waste	(39,007)	(39,007)	(35,351)	(14,351)	(24,041)	11,310	(9,690)	The variance is due to a reduction in waste disposal charges and diesel.
Recycling Kerbside	1,387	1,387	1,387	(99,653)	(93,340)	(94,727)	6,313	The variance includes a slight increase in the recycling gate fees and reduction in recycling credits received
Abandoned Vehicles	250	250	250	1,750	2,035	1,785	285	Minor variation to forecast
Public Conveniences	3,600	3,600	3,600	3,600	3,000	(600)	(600)	Minor variation to forecast
Hertfordshire Fly Tipping	0	0	0	0	0	0	0	
Environmental Protection	398,787	398,787	358,667	358,667	356,412	(2,255)	(2,255)	Minor variation to forecast
Depot-Batchworth	55,225	55,225	61,375	81,375	69,114	7,739	(12,261)	The variance is due to an underspend on repairs and maintenance and electricity costs lower than forecast
Waste Management	2,699,685	2,699,685	2,952,408	3,000,408	3,080,448	128,040	80,040	The variance is due to an increase in vehicle maintenance costs on older vehicles and increased agency costs. This has been offset in part by underspends across other budgets.
Street Cleansing	711,970	711,970	732,495	732,495	733,849	1,354	1,354	Minor variation to forecast
Total	3,572,959	3,627,105	3,816,574	3,739,524	3,692,924	(123,650)	(46,600)	
Total General Public Services and Community Engagement	6,030,333	6,106,130	5,973,170	6,004,235	5,797,102	(176,068)	(207,133)	

Climate Change and Leisure								
Leisure	Original Budget 2025/26 £	Original Budget Plus 2024/25 Carry Forwards £	Latest Budget 2025/26 £	Previous Forecast 2025/26 £	Actuals 2025/26 £	Variation to Latest Budget £	Variation to Forecast £	Officer Comments
Leavesden Country Park	0	0	0	0	0	0	0	
Watersmeet	47,251	47,251	71,343	92,063	82,820	11,477	(9,243)	The variance between the year end position and the previous forecast is due to Watersmeet exceeding panto sales and bar income target. This is offset by additional recruitment costs and utility contribution relief on a new tenants lease. for an initial period. A budget carry forward of £14,000 has been requested so that the programme of works on the fire doors can be carried out during 2026/27
Leavesden Ymca	(35,000)	(35,000)	(35,000)	(35,000)	(38,210)	(3,210)	(3,210)	Minor variation to forecast
Oxhey Hall	(3,000)	(3,000)	(3,000)	(3,000)	(4,129)	(1,129)	(1,129)	Minor variation to forecast
Museum	(700)	(700)	(700)	(700)	(700)	0	0	
Playing Fields & Open Spaces	127,450	127,450	151,135	151,135	155,822	4,687	4,687	Minor variation to forecast
Maple Lodge BNG	0	0	0	0	0	0	0	Project S106 funded
Scotsbridge River Chess Project	0	0	0	0	0	0	0	Project externally funded
Aquadrome Project	0	0	0	0	0	0	0	Project externally funded
Aquadrome	64,615	64,615	64,615	104,315	108,910	44,295	4,595	The variance is due to increased utility costs. A budget carry forward request of £14,316 for the asbestos management plan has been received as the scheduled site pick was delayed due to the scoping works for the lottery bid.
The Bury Green Space	0	0	0	0	0	0	0	Project externally funded
Leisure Venues	(709,455)	(709,455)	(665,520)	(665,520)	(668,113)	(2,593)	(2,593)	Minor variation to forecast
Leisure Activities	124,507	124,507	88,482	88,482	88,105	(377)	(377)	Minor variation to forecast
Leisure Development	680,239	680,239	737,226	737,226	733,461	(3,765)	(3,765)	Minor variation to forecast
Grounds Maintenance	877,513	877,513	938,410	938,410	872,893	(65,517)	(65,517)	The variance is due to reduced spend on salary costs due to a vacancy in the team during the year and reduced spend on vehicle maintenance costs due to new fleet being put into service in 2024/25
Total	1,173,420	1,173,420	1,346,991	1,407,411	1,330,859	(16,132)	(76,552)	

Sustainability and Climate	Original Budget 2025/26 £	Original Budget Plus 2024/25 Carry Forwards £	Latest Budget 2025/26 £	Previous Forecast 2025/26 £	Actuals 2025/26 £	Variation to Latest Budget £	Variation to Forecast £	Officer Comments
Energy Efficiency	9,500	27,900	27,900	27,900	9,500	(18,400)	(18,400)	A budget carry forward totalling £18,400 has been requested to enable the grant programme for residents to continue into 2026/27
Climate Change & Sustainability Projects	207,432	257,567	267,345	267,345	212,414	(54,931)	(54,931)	Budget carry forward requests totalling £55,491 have been made to enable projects and grant programme for organisations to continue in 2026/27 due to the use of use of external grant funding in 2025/26
Innovate UK	0	0	0	0	0	0	0	Project externally funded
Pest Control	12,755	12,755	12,755	12,755	17,600	4,845	4,845	The variance is due to an increase cost of service
Environmental Maintenance	25,970	25,970	18,680	36,580	26,350	7,670	(10,230)	The variance is due to reductions in forecast fly tipping costs - Demand led service. A minor variance to the original budget
Animal Control	65,829	65,829	68,967	80,167	88,021	19,054	7,854	The variance is due to an increase in quarterly kennel fees and fees for a long-term stray that is not able to be rehomed
Cemeteries	(234,233)	(234,233)	(226,943)	(198,013)	(205,130)	21,813	(7,117)	The variance is a slight increase in forecast Burial Rights Fees and Memorial Fees for February and March
Trees And Landscapes	243,580	243,580	243,580	243,580	244,926	1,346	1,346	Minor variation to forecast
Total	330,833	399,368	412,284	470,314	393,681	(18,603)	(76,633)	
Total Climate Change and Leisure	1,504,253	1,572,788	1,759,275	1,877,725	1,724,540	(34,735)	(153,185)	

Policy & Resources								
Resources	Original Budget 2025/26	Original Budget Plus 2024/25 Carry Forwards	Latest Budget 2025/26	Previous Forecast 2025/26	Actuals 2025/26	Variation to Latest Budget	Variation to Forecast	Officer Comments
	£	£	£	£	£	£	£	
Corporate Management	341,741	341,741	341,741	458,689	570,134	228,393	111,445	The variance reflects an increase in external audit fees arising from the build back work required as a result of disclaimed audit opinions in prior years
Major Incident Planning	118,836	118,836	122,531	122,531	116,512	(6,019)	(6,019)	The variance is due to a staff vacancy during the year
UK Shared Prosperity Fund	0	0	0	0	0	0	0	Project externally funded
West Herts Crematorium	0	0	0	0	0	0	0	All in year costs are recharged at year end
Miscellaneous Income & Expend	(1,224,500)	(1,224,500)	(1,846,200)	(1,519,610)	(1,390,261)	455,939	129,349	The variance is a combination of miscellaneous historic expenditure arising in the latter part of the year and budgeted efficiency savings which have been removed from future years budgets
Non Distributed Costs	59,000	59,000	59,000	59,000	59,764	764	764	Minor variation to forecast
Director Of Finance	140,418	140,418	145,963	145,963	144,709	(1,254)	(1,254)	Minor variation to forecast
Learning & Development	0	0	87,040	87,040	74,280	(12,760)	(12,760)	Budget carry forward requests totalling £10,112 have been made to support staff day and training requests in 2026/27
Miscellaneous Properties	(76,958)	(76,958)	(65,517)	(52,517)	(75,488)	(9,971)	(22,971)	The variance is an underspend on Repairs and Maintenance, a carry forward request of £20,650 has been received to enable delayed works to take place in 2026/27
Office Services	190,810	190,810	186,910	204,910	201,471	14,561	(3,439)	Minor variation to forecast
Asset Management - Property Services	971,951	971,951	978,589	978,589	874,542	(104,047)	(104,047)	The variance includes an underspend on salaries due to a vacancy within the team during the year, Repairs and Maintenance due to works being delayed. Budget carry forwards totalling £99,325 have been requested for works at Sarratt Surgery and Baldwins Lane, scoping works at Rickmansworth Town Centre and soft market testing for the parking strategy in South Oxhey
Finance Services	454,868	454,868	530,577	539,507	539,485	8,908	(22)	Minor variation to forecast
Council Tax Collection	348,753	348,753	316,257	316,257	329,330	13,073	13,073	The variance is due to the use of consultancy
Benefits & Allowances	723,791	723,791	723,521	723,521	723,521	0	0	
NNDR	62,213	62,213	68,405	68,405	51,417	(16,988)	(16,988)	The variance is due to an underspend on Professional Fees - Consultancy
Revs & Bens Management	43,659	43,659	48,526	48,526	47,348	(1,178)	(1,178)	Minor variation to forecast
Fraud	90,706	90,706	60,022	60,022	59,841	(181)	(181)	Minor variation to forecast
Garages & Shops Maintenance	(1,372,320)	(1,372,320)	(1,368,580)	(1,276,580)	(1,258,361)	110,219	18,219	The variance is due to a reduction in income on shops due to a property in Baldwins lane that we were unable to charge rent for as the result of a leak. The issue has now been rectified and a new tenant will be moving in shortly
Chief Executive	200,340	259,653	265,923	265,923	243,041	(22,882)	(22,882)	A budget carry forward totalling £20,828 has been requested for ongoing Organisational Development in 2026/27

Resources	Original Budget 2025/26 £	Original Budget Plus 2024/25 Carry Forwards £	Latest Budget 2025/26 £	Previous Forecast 2025/26 £	Actuals 2025/26 £	Variation to Latest Budget £	Variation to Forecast £	Officer Comments
Investment Properties	(982,225)	(982,225)	(1,017,356)	(1,017,356)	(1,128,458)	(111,102)	(111,102)	The variance is due to backdated income following rent negotiations and an underspend on professional fees. A budget carry forward request has been received for £47,500 for consultancy advice in 2026/27
Performance Mgt & Scrutiny	79,684	79,684	86,336	86,336	87,547	1,211	1,211	Minor variation to forecast
Debt Recovery	236,156	236,156	286,282	286,282	276,367	(9,915)	(9,915)	The variance is due to an underspend on Professional Fees - Consultancy
Associate Director Strategy, Partnerships & Housing	118,697	118,697	128,365	128,365	127,503	(862)	(862)	Minor variation to forecast
Local Government Reorganisation	0	0	0	0	0	0	0	
Three Rivers House	340,898	340,898	322,803	320,503	323,400	597	2,897	Minor variation to forecast
Basing House	(10,140)	(10,140)	(8,496)	(23,119)	(22,738)	(14,242)	381	Minor variation to forecast
Oxhey Drive	10,250	10,250	10,250	10,250	9,760	(490)	(490)	Minor variation to forecast
Wimbledon	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	0	0	
Officers' Standby	6,140	6,140	6,140	6,140	6,140	0	0	
Vacancy Provision	(180,000)	(180,000)	0	0	0	0	0	
Finance Client	15,998	15,998	33,049	35,144	35,392	2,343	248	Minor variation to forecast
Business App Maintenance	257,875	257,875	257,875	257,875	245,334	(12,541)	(12,541)	The variance is due to the use of grant funding
ICT Client	862,308	862,308	862,308	862,308	885,855	23,547	23,547	The variance is due to the increased cost of shared service recharge from Watford Borough Council
Internal Audit Client	55,968	55,968	55,968	55,968	60,785	4,817	4,817	Minor variation to forecast
Council Tax Client	(126,879)	(126,879)	(126,879)	(126,879)	(126,879)	0	0	Final Collection Fund and Housing Benefit entries being completed. Balanced against earmarked reserves.
Benefits Client	(470,660)	(470,660)	(470,660)	(470,660)	(470,660)	0	0	Final Collection Fund and Housing Benefit entries being completed. Balanced against earmarked reserves.
Nndr Cost Of Collection	(107,090)	(107,090)	(107,090)	(107,090)	(107,090)	0	0	Final Collection Fund and Housing Benefit entries being completed. Balanced against earmarked reserves.
Fraud Client	2,690	2,690	0	0	0	0	0	Cost centre no longer used
Insurances	542,520	542,520	642,520	642,520	479,773	(162,747)	(162,747)	The variance is due to the recovery of prior year insurance recharges and forecast spend which did not materialise
Debt Recovery Client Acc	(6,140)	(6,140)	(6,140)	(6,140)	(575)	5,565	5,565	The variance is due to an underachievement of debt recovery fees
Benefits New Burden	0	0	0	0	0	0	0	
Benefits DHP	0	0	0	0	0	0	0	Final Collection Fund and Housing Benefit entries being completed. Balanced against earmarked reserves.
Benefits Non Hra	1,020	1,020	1,020	1,020	1,020	0	0	Final Collection Fund and Housing Benefit entries being completed. Balanced against earmarked reserves.
HR Client	375,171	375,171	298,331	298,331	334,339	36,008	36,008	The variance is due to efficiency savings budgeted but not delivered in year, lower than forecast income recovery and increased cost of shared service costs from Watford Borough Council
Contingency	471,651	696,651	168,328	168,328	0	(168,328)	(168,328)	A carry-forward has been requested against potential additional costs in 2026/27
Total	2,067,200	2,351,513	1,577,662	2,138,302	1,828,100	250,438	(310,202)	

Leader	Original Budget 2025/26 £	Original Budget Plus 2024/25 Carry Forwards £	Latest Budget 2025/26 £	Previous Forecast 2025/26 £	Actuals 2025/26 £	Variation to Latest Budget £	Variation to Forecast £	Officer Comments
Register Of Electors	36,800	36,800	36,800	36,800	43,359	6,559	6,559	The variance includes additional staffing costs and printing and stationery costs for postal votes
District Elections	76,320	76,320	42,883	5,635	6,830	(36,053)	1,195	Minor variation to forecast
Customer Service Centre	1,014,348	1,014,348	1,008,076	1,008,076	989,142	(18,934)	(18,934)	The variance is due to staff vacancies during the year
Democratic Representation	341,951	341,951	363,226	363,226	353,750	(9,476)	(9,476)	The variance is due to a change in the structure of Lead Members
Customer Contact Programme	68,453	68,453	97,503	88,503	83,712	(13,791)	(4,791)	Minor variation to forecast
Head of Communications, Customer and Culture	103,464	103,464	106,799	106,799	106,798	(1)	(1)	Minor variation to forecast
Communication	378,971	382,171	351,697	351,697	355,425	3,728	3,728	Minor variation to forecast
Legal Practice	457,870	457,870	552,425	552,425	513,038	(39,387)	(39,387)	The variance is due to an underspend on salaries due to vacancies in the team during the year
Committee Administration	185,754	185,754	183,779	184,599	187,047	3,268	2,448	Minor variation to forecast
Elections & Electoral Regn	153,595	153,595	164,314	164,314	166,633	2,319	2,319	Minor variation to forecast
Parish Elections	0	0	0	0	0	0	0	
County Elections	0	0	14,592	14,592	14,592	0	0	
Parliamentary Elections	0	0	0	0	0	0	0	
Referendums	0	0	0	0	0	0	0	
Police Commissioner Election	0	0	0	0	0	0	0	
Total	2,817,526	2,820,726	2,922,094	2,876,666	2,820,326	(101,768)	(56,340)	
Total Policy and Resources	4,884,726	5,172,239	4,499,756	5,014,968	4,648,427	148,671	(366,541)	
Total All Committees	12,419,312	12,851,157	12,232,201	12,896,928	12,170,069	(62,132)	(726,859)	
Corporate Costs	Original Budget 2025/26 £	Original Budget Plus 2024/25 Carry Forwards £	Latest Budget 2025/26 £	Previous Forecast 2025/26 £	Actuals 2025/26 £	Variation to Latest Budget £	Variation to Forecast £	Officer Comments
Interest Earned	(1,110,000)	(1,110,000)	(1,720,000)	(1,720,000)	(1,777,456)	(57,456)	(57,456)	Due to interest rates remaining high, the Council has been able to generate more income from investing cash balances.
Interest Paid	755,266	755,266	854,664	854,664	855,522	858	858	Minor variation to forecast
Parish Precepts	2,612,285	2,612,285	2,612,285	2,612,285	2,612,285	0	0	
Total Corporate Costs	2,257,551	2,257,551	1,746,949	1,746,949	1,690,351	(56,598)	(56,598)	
Grand Total	14,676,863	15,108,708	13,979,150	14,643,877	13,860,419	(118,731)	(783,458)	

Carry forward requests into 2026/27

Cost Centre Description	Cost Centre Code	Reason for Carry Forward Request	Amount Requested £	Underspend £
Chief Executive	1261	Ongoing Organisational Development in 2026/27	20,828	22,882
Sustainable Travel Schemes	1408	Monies remaining and these are the only budgets available for sustainable transport maintenance	5,057	5,057
Decriminalised Parking	1400	Professional fees - consultancy underspend, however future work identified in the 26/27 programme	53,000	106,245
Community Safety	1227	To carry forward unspent grants and contributions towards initiatives for Community Safety Priorities, including Community Support Service and Safer Street to be spent in 26/27	39,575	39,575
Community Development	1216	To carry forward unspent grants and contributions to support the Connecting Three Rivers Community grants in 2026/27	851	851
Community and Leisure Grant	1498	To carry forward unspent grants and contributions to support Community grants in 2026/27, due to the use of UK Shared Prosperity Fund in 2025/26	15,200	15,200
Energy Efficiency	1228	Costs in 2025/26 recovered in year from external grant funding. Carry over will enable grant programme for residents to continue into 2026/27	18,400	18,400
Climate Change and Sustainability Projects	1240	Climate Change costs in 2025/26 recovered in year from external grant funding. Carry over will enable programme to continue into 2026/27	20,310	54,931
		Green & Bio-Diversity Project costs in 2025/26 recovered in year from external grant funding. Carry over will enable projects to continue into 2026/27	32,181	54,931
Learning & Development	1225	Requested carry forward of unspent training budget to support future training requests	9,112	12,760
		Requested carry forward of unspent staff day budget to support staff day in 2026/27	1,000	12,760
Watersmeet	1455	Programme of works on Fire Doors to be carried out during 2026/27	14,000	14,000
Aquadrome	1489	Asbestos Management Plan - Due to scoping works for the Lottery bid the scheduled site pick was delayed - Will be completed in April 2026	14,316	14,316
Asset Management - Property Services	1238	Works to Sarratt Surgery and Baldwins Lane have not completed due to the need for additional surveys. Will progress in April 2026	59,325	104,047
		Scoping works at Rickmansworth Town Centre underway, which will identify required works in 2026/27	10,000	104,047
		Soft market testing is underway in South Oxhey, which will inform the parking strategy, due to be completed over the summer 2026	30,000	114,435
Miscellaneous Properties	1235	Works due in March delayed and will now take place in April/May 2026	20,650	20,971
Investment Properties	1263	To carry forward unspent consultancy fees budget for use in 2026/27	47,500	111,102
Contingency	3272	To carry forward unspent salary contingency from 2025/26 to be held against the peer review action plan implementation and additional staffing costs and associated risks.	168,328	168,328
			579,633	

Medium Term Financial Plan 2025/26 – 2028/29

Funding	2025/26					2026/27	2027/28	2028/29
	Original	Original Budget plus Carry Forwards from 2024/25	Latest Budget	Previous Forecast	Outturn	Forecast	Forecast	Forecast
	£	£	£	£	£	£	£	£
Council Tax Base (No.)	40,038.90	40,038.90	40,038.90	40,038.90	40,038.90	40,124.80	40,927.30	41,745.80
Council Tax Base Increase (%)	0.0	0.0	0.0	0.0	0.0	0.21	1.96	1.96
Band D Council Tax (£)	206.36	206.36	206.36	206.36	206.36	212.53	218.88	225.42
Council Tax Increase - TRDC (%)	0.00	0.00	0.00	0.00	0.00	2.99	2.99	2.99
Council Tax (£)	(8,262,427)	(8,262,427)	(8,262,427)	(8,262,427)	(8,262,427)	(8,527,724)	(8,958,167)	(9,410,338)
<i>Parish Precepts (£)</i>	<i>(2,612,285)</i>	<i>(2,612,285)</i>	<i>(2,612,285)</i>	<i>(2,612,285)</i>	<i>(2,612,285)</i>	<i>(2,872,364)</i>	<i>(2,929,820)</i>	<i>(2,988,410)</i>
Total Taxation (£)	(10,874,713)	(10,874,713)	(10,874,713)	(10,874,713)	(10,874,713)	(11,400,088)	(11,887,987)	(12,398,748)
Business Rates/Revenue Support Grant (£)	(3,000,000)	(3,000,000)	(3,000,000)	(3,000,000)	(3,000,000)	(4,000,000)	(4,400,000)	(4,150,000)
Collection Fund Surplus/Deficit (£)	124,592	124,592	124,592	124,592	124,592	254,000	0	0
New Homes Bonus Grant (£)	(116,296)	(116,296)	(116,296)	(116,296)	(116,296)			
Government Funding (£)	(419,117)	(419,117)	(419,117)	(419,117)	(419,117)			
Total Grant Funding (£)	(3,410,821)	(3,410,821)	(3,410,821)	(3,410,821)	(3,410,821)	(3,746,000)	(4,400,000)	(4,150,000)
Total Taxation & Grant Funding (£)	(14,285,534)	(14,285,534)	(14,285,534)	(14,285,534)	(14,285,534)	(15,146,088)	(16,287,987)	(16,548,748)
Financial Statement - Summary	2025/26					2026/27	2027/28	2028/29
	Original	Original Budget plus Carry Forwards from 2024/25	Latest Budget	Previous Forecast	Outturn	Forecast	Forecast	Forecast
	£	£	£	£	£	£	£	£
Committee - Net Cost Of Services								
General Public Services and Community Engagement	6,030,333	6,106,130	5,973,170	6,004,235	5,797,102	6,429,403	6,381,875	6,234,729
Climate Change and Leisure	1,504,253	1,572,788	1,759,275	1,877,725	1,724,540	1,883,713	1,850,448	1,720,747
Policy and Resources	4,884,726	5,172,239	4,499,756	5,014,968	4,648,427	4,826,739	5,616,945	6,038,606
Carry Forward Requests	0	0	0	0	0	579,633	0	0
Sub-Total	12,419,312	12,851,157	12,232,201	12,896,928	12,170,069	13,719,488	13,849,268	13,994,082
Other								
Parish Precepts	2,612,285	2,612,285	2,612,285	2,612,285	2,612,285	2,872,364	2,929,820	2,988,410
Interest Payable & Borrowing costs	755,266	755,266	854,664	854,664	855,522	804,693	1,137,800	1,244,800
Interest Received	(1,110,000)	(1,110,000)	(1,720,000)	(1,720,000)	(1,777,456)	(1,420,000)	(1,370,000)	(1,370,000)
Period 10 Variances	0	0	0	0	0	0	0	0
Sub-Total	2,257,551	2,257,551	1,746,949	1,746,949	1,690,351	2,257,057	2,697,620	2,863,210
Net Expenditure	14,676,863	15,108,708	13,979,150	14,643,877	13,860,419	15,976,545	16,546,888	16,857,292
Income from Council Tax, Government Grants & Business Rates	(14,285,534)	(14,285,534)	(14,285,534)	(14,285,534)	(14,285,534)	(15,146,088)	(16,287,987)	(16,548,748)
(Surplus)/Deficit Before Use of Earmarked Reserves	391,329	823,174	(306,384)	358,343	(425,115)	830,457	258,901	308,544
Planned Use of Reserves:								
Economic Impact Reserve	0	0	0	0	(347,587)	0	0	0
(Surplus) / Deficit to be funded from General Balances	391,329	823,174	(306,384)	358,343	(772,702)	830,457	258,901	308,544

Please note that the use of reserves in 2026/27 includes the carry forwards of £579,633 from 2025/26

Appendix 4

Capital Programme 2025/26 - 2028/29

General Public Services and Community Engagement											
Community Partnerships	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	Outturn	Outturn to Latest Budget Variance	Latest Budget 2026/27	Rephasing from 2025/26	Proposed 2026/27	Latest Budget 2027/28	Latest Budget 2028/29	Comments
	£	£	£	£	£	£		£	£	£	
Capital Grants & Loans	20,000	20,000	13,000	12,142.73	(857)	20,000	0	20,000	20,000	20,000	Small underspend reported
Community CCTV	6,000	0	0	0	0	3,236	0	3,236	6,000	6,000	No budget for 2025/26
Sub-total Community Partnerships	26,000	20,000	13,000	12,142.73	(857)	23,236	0	23,236	26,000	26,000	
Economic Development and Planning Policy	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	Outturn	Outturn to Latest Budget Variance	Latest Budget 2026/27	Rephasing from 2025/26	Proposed 2026/27	Latest Budget 2027/28	Latest Budget 2028/29	Comments
	£	£	£	£	£	£		£	£	£	
Listed Building Grants	2,500	2,500	0	0	0	2,500	0	2,500	2,500	2,500	Budget not required in 2025/26
CIL Community Grants	0	1,362,403	1,982,603	597,750.00	(1,384,853)	0	1,384,853	1,384,853	0	0	Rephasing required into 2026/27 to pay 2025/26 approved CIL community grants when called upon to do so.
Sub-total Economic Development and Planning Policy	2,500	1,364,903	1,982,603	597,750.00	(1,384,853)	2,500	1,384,853	1,387,353	2,500	2,500	
Housing, Public Health and Wellbeing	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	Outturn	Outturn to Latest Budget Variance	Latest Budget 2026/27	Rephasing from 2025/26	Proposed 2026/27	Latest Budget 2027/28	Latest Budget 2028/29	Comments
	£	£	£	£	£	£		£	£	£	
Disabled Facilities Grant	586,000	678,443	825,485	820,207.70	(5,277)	825,485	5,277	830,762	825,485	825,485	Rephasing required due to the delay in completion of adaptation works
Home Repairs Assistance	2,000	2,000	0	0	0	2,000	0	2,000	2,000	2,000	Budget not required in 2025/26
Sub-total Housing, Public Health and Wellbeing	588,000	680,443	825,485	820,207.70	(5,277)	827,485	5,277	832,762	827,485	827,485	
Public Services	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	Outturn	Outturn to Latest Budget Variance	Latest Budget 2026/27	Rephasing from 2025/26	Proposed 2026/27	Latest Budget 2027/28	Latest Budget 2028/29	Comments
	£	£	£	£	£	£		£	£	£	
Transport and Infrastructure	279,000	344,171	98,171	77,347.28	(20,824)	424,000	20,800	444,800	179,000	179,000	Rephasing required for projects identified for 2026/27 including cycling and walking schemes following adoption of LCWIP, Ebury Way improvements and verge hardening schemes.
Disabled Parking Bays	2,500	2,500	3,500	3,453.27	(47)	2,500	0	2,500	2,500	2,500	Small underspend reported
Waste Plant & Equipment	25,000	32,070	32,070	7,284.75	(24,785)	25,000	24,785	49,785	25,000	25,000	Rephasing required as tender returns did not meet specification. A re-tender will occur in 2026/27
Waste Services Depot	0	147,257	147,257	147,808.42	551	0	0	0	0	0	Budget is fully spent
EV Charging Points	0	535,938	535,938	366,559.33	(169,379)	0	169,379	169,379	0	0	Rephasing required. EV project is nearing completion. Last sites to be finalised in 2026/27
Controlled Parking	25,000	49,144	49,144	33,220.53	(15,923)	25,000	15,923	40,923	25,000	25,000	Rephasing required. Ongoing parking schemes consulted upon, due for implementation in 2026/27 including Chorleywood, Rickmansworth West (revisions) and Rickmansworth review
Replacement Bins	54,000	54,000	136,753	125,741.00	(11,012)	45,000	11,012	56,012	115,000	115,000	Rephasing required for purchase of replacement bins in 2026/27
Waste & Recycling Vehicles	1,045,000	1,063,000	880,686	880,685.82	(0)	860,525	0	860,525	800,000	800,000	Budget is fully spent
Car Park Restoration	250,000	313,131	313,131	308,018.35	(5,113)	250,000	5,113	255,113	250,000	250,000	Rephasing required as contingency on works commissioned has only just been released - this will accelerate the programme in place for future years
Estates, Paths & Roads	47,000	47,000	47,000	44,425.92	(2,574)	20,000	2,574	22,574	20,000	20,000	Rephasing required as scheduled works to Northway were delayed due to the inclement weather - will be completed early April 2026
TRDC Footpaths & Alleyways	225,000	251,413	251,413	254,598.63	3,186	210,000	(3,186)	206,814	220,000	215,000	Rephasing required 2026/27 into 2025/26 due to additional works in Abbots Langley at CILs request
Sub-total Public Services	1,952,500	2,839,624	2,495,063	2,249,143.30	(245,920)	1,862,025	246,400	2,108,425	1,636,500	1,631,500	
Total General Public Services and Community Engagement	2,569,000	4,904,970	5,316,151	3,679,243.73	(1,636,907)	2,715,246	1,636,530	4,351,776	2,492,485	2,487,485	

Climate Change and Leisure											
Leisure	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	Outturn	Outturn to Latest Budget Variance	Latest Budget 2026/27	Rephasing from 2025/26	Proposed 2026/27	Latest Budget 2027/28	Latest Budget 2028/29	Comments
	£	£	£	£	£	£	£	£	£	£	
Aquadrome Bridge Replacement	0	438,740	438,740	495,548.05	56,808	0	21,975	21,975	0	0	Rephasing required to complete the CIL agreed project at Rickmansworth Aquadrome. The additional costs from 2025/26 have been met using the settlement agreed from Beaver Bridges
Leavesden Country Park Gate	0	17,191	9,284	9,284.39	0	0	0	0	0	0	Project Complete
Watersmeet Electrical	0	138,443	79,443	0.00	(79,443)	59,000	79,443	138,443	0	0	Rephasing required to enable project to be completed in 2026/27
Watersmeet Fire Doors	75,400	75,400	67,400	0.00	(67,400)	8,000	67,400	75,400	0	0	Rephasing required to enable project to be completed in 2026/27
Scotsbridge-Chess Habitat	0	8,190	0	0.00	0	8,190	0	8,190	0	0	
Open Space Access Improvements	60,000	118,320	125,320	24,871.81	(100,448)	60,000	100,448	160,448	60,000	60,000	Rephasing required to support open space access improvements in parks and open spaces across Three Rivers, this includes a new authorised vehicles access gate for Rickmansworth Aquadrome
Improve Play Area-Future Schemes	120,000	211,238	241,238	184,446.41	(56,792)	120,000	56,792	176,792	120,000	120,000	Rephasing required to complete the agreed Ebury play space project at Rickmansworth Aquadrome
Aquadrome-Whole Life Costing	11,000	11,000	39,090	39,090.38	0	11,000	0	11,000	11,000	11,000	Budget is fully spent
Replacement Ground Maintenance Vehicles	696,800	696,800	696,800	0.00	(696,800)	540,000	696,800	1,236,800	540,000	540,000	Rephasing required as tender returns did not meet specification. A re-tender will occur in 2026/27
Watersmeet-Whole Life Costing	20,000	31,303	31,303	21,864.86	(9,438)	20,000	9,438	29,438	20,000	20,000	Rephasing required as full programmes of work are yet to be carried out
Pavilions-Whole Life Costing	11,000	12,984	480	480.00	0	23,504	0	23,504	11,000	11,000	Budget is fully spent
Heritage & Parks Enhancement Programme	0	0	0	0.00	0	150,000	0	150,000	150,000	0	No budget in 2025/26
Sub-total Leisure	994,200	1,759,609	1,729,098	775,585.90	(953,512)	999,694	1,032,296	2,031,990	912,000	762,000	
Sustainability and Climate											
	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	Outturn	Outturn to Latest Budget Variance	Latest Budget 2026/27	Rephasing from 2025/26	Proposed 2026/27	Latest Budget 2027/28	Latest Budget 2028/29	Comments
	£	£	£	£	£	£	£	£	£	£	
UK Shared Prosperity	0	0	60,401	60,401.00	0	0	0	0	0		Budget fully spent
Sustainability Schemes	500,000	500,000	500,000	203,940.99	(296,059)	500,000	296,059	796,059	500,000	500,000	Rephasing required due to rolling programme of works for which business cases are under development as part of delivery of the councils sustainability and climate change strategy
Cemetery-Whole Life Costing	72,342	72,342	72,342	24,957.13	(47,385)	5,000	47,385	52,385	5,000	5,000	Rephasing required as works to the Old Chapel Chorleywood have proved more extensive than originally scoped. Will not be completed until April 2026
Sub-total Sustainability and Climate	572,342	572,342	632,743	289,299.12	(343,444)	505,000	343,444	848,444	505,000	505,000	
Total Climate Change and Leisure	1,566,542	2,331,951	2,361,841	1,064,885.02	(1,296,956)	1,504,694	1,375,740	2,880,434	1,417,000	1,267,000	

Policy and Resources											
Leader and Resources	Original Budget 2025/26	Original Budgets Plus 2024/25 Rephasing	Latest Budget 2025/26	Outturn	Outturn to Latest Budget Variance	Latest Budget 2026/27	Rephasing from 2025/26	Proposed 2026/27	Latest Budget 2027/28	Latest Budget 2028/29	Comments
	£	£	£	£	£	£	£	£	£	£	
Professional Fees-Internal	157,590	157,590	0	0.00	0	0	0	0	0	0	Budget no longer required
Election Equipment	6,000	6,000	7,560	7,560.00	0	4,440	0	4,440	6,000	6,000	Budget is fully spent
Members' IT Equipment	0	0	0	0.00	0	48,780	0	48,780	0	0	No budget for 2025/26
Rickmansworth Work Hub	0	3,200	0	0.00	0	3,200	0	3,200	0	0	No budget for 2025/26
ICT-Managed Project Costs	60,000	188,471	157,354	90,977.46	(66,377)	60,000	66,377	126,377	60,000	60,000	Rephasing required due to anticipated work for LGR
ShS-Hardware Replace Prog	40,000	40,000	0	0.00	0	80,000	0	80,000	40,000	40,000	No budget for 2025/26
Garage Improvements	150,000	178,538	128,538	75,955.31	(52,583)	200,000	52,583	252,583	150,000	150,000	Rephasing required to enable delayed works to be carried out in 2026/27
ICT Website Development	0	11,000	11,000	1,975.00	(9,025)	0	9,025	9,025	0	0	Rephasing required as there is likely to be additional work required on the website in relation to LGR, which will necessitate support from the supplier.
ICT Hardware Replacement Prog	45,000	169,824	200,941	200,941.01	0	45,000	0	45,000	45,000	45,000	Budget is fully spent
TRH Whole Life Costing	270,000	406,949	346,949	314,853.81	(32,095)	230,000	32,095	262,095	170,000	170,000	Rephasing required as the Access Control System upgrade has not completed - Will be finalised in early April 2026
Basing House-Whole Life Costing	67,914	67,914	1,000	1,000.00	0	66,914	0	66,914	60,000	60,000	Budget is fully spent
Business Application Upgrade	90,000	130,000	130,000	14,150.68	(115,849)	90,000	115,849	205,849	90,000	90,000	Rephasing required due to anticipated work for LGR
Temporary Accommodation - All Sites	0	0	60,000	12,486.00	(47,514)	0	47,514	47,514	0	0	Rephasing required as we are waiting for a list of works from WCHT in relation to Lincoln Drive
Three Rivers House Transformation	0	12,412	42,142	42,142.00	0	0	0	0	0	0	Budget is fully spent
Sub-total Leader and Resources	886,504	1,371,898	1,085,484	762,041.27	(323,443)	828,334	323,443	1,151,777	621,000	621,000	
Major Projects											
	£	£	£	£	£	£	£	£	£	£	
South Oxhey Parking	500,000	500,000	500,000	0.00	(500,000)	0	500,000	500,000	0	0	Rephasing required as the parking study is due to take place summer 2026, which will inform the parking strategy for this area
Property Investment Board	0	0	0	50,000.00	50,000	0	0	0	0	0	Initial costs of housing joint venture schemes that are not fundable by LAHF but will be charged against future schemes once they are approved
Local Authority Housing Fund	0	5,720,103	16,674,103	5,678,913.44	(10,995,190)	2,250,000	10,995,190	13,245,190	0	0	Rephasing required in order to deliver the new housing as part of the LAHF delivery of the Garage Sites and purchase of additional properties
Sub-total Major Projects	500,000	6,220,103	17,174,103	5,728,913.44	(11,445,190)	2,250,000	11,495,190	13,745,190	0	0	
Total Policy and Resources	1,386,504	7,592,001	18,259,587	6,490,954.71	(11,768,632)	3,078,334	11,818,633	14,896,967	621,000	621,000	
Total Capital Programme	5,522,046	14,828,922	25,937,579	11,235,083.46	(14,702,496)	7,298,274	14,830,903	22,129,177	4,530,485	4,375,485	

List of capital schemes to be repensed to 2026/27

Scheme	£	Comment
ICT Website Development	9,025	Rephasing required as there is likely to be additional work required on the website in relation to LGR, which will necessitate support from the supplier.
Transport and Infrastructure	20,800	Rephasing required for projects identified for 2026/27 including cycling and walking schemes following adoption of LCWIP, Ebury Way improvements and verge hardening schemes.
Waste Plant & Equipment	24,785	Rephasing required as tender returns did not meet specification. A re-tender will occur in 2026/27
Replacement Bins	11,012	Rephasing required for purchase of replacement bins in 2026/27
Replacement Grounds Maintenance Vehicles	696,800	Rephasing required as tender returns did not meet specification. A re-tender will occur in 2026/27
EV Charging Points	169,379	Rephasing required. EV project is nearing completion. Last sites to be finalised in 2026/27
Controlled Parking	15,923	Rephasing required. Ongoing parking schemes consulted upon, due for implementation in 2026/27 including Chorleywood, Rickmansworth West (revisions) and Rickmansworth review
Sustainability Schemes	296,059	Rephasing required due to rolling programme of works for which business cases are under development as part of delivery of the councils sustainability and climate change strategy
Car Park Restoration	5,113	Rephasing required as contingency on works commissioned has only just been released - this will accelerate the programme in place for future years
TRDC Footpaths & Alleyways	(3,186)	Rephasing required 2026/27 into 2025/26 due to additional works in Abbots Langley at CILrs request
CIL Community Grants	1,384,853	Rephasing required into 2026/27 to pay 2025/26 approved CIL community grants when called upon to do so.
Disabled Facilities Grant	5,277	Rephasing required due to the delay in completion of adaptation works
Aquadrome Bridge Replacement	21,975	Rephasing required to complete the CIL agreed project at Rickmansworth Aquadrome
Watersmeet Electrical	79,443	Rephasing required to enable project to be completed in 2026/27
Watersmeet Fire Doors	67,400	Rephasing required to enable project to be completed in 2026/27
Open Space Access Improvements	100,448	Rephasing required to support open space access improvements in parks and open spaces across Three Rivers, this includes a new authorised vehicles access gate for Rickmansworth Aquadrome
Improve Play Area -Future Schemes	56,792	Rephasing required to complete the agreed Ebury play space project at Rickmansworth Aquadrome
Watersmeet- Whole Life Costing	9,438	Rephasing required as full programmes of work are yet to be carried out
ICT - Managed Service - Project Costs	66,377	Rephasing required due to anticipated work for LGR
Garage Improvements	52,583	Rephasing required to enable delayed works to be carried out in 2026/27
Estates, Paths & Roads	2,574	Rephasing required as scheduled works to Northway were delayed due to the inclement weather - will be completed early April 2026
Cemetery Whole Life Costing	47,385	Rephasing required as works to the Old Chapel Chorleywood have proved more extensive than originally scoped. Will not be completed until April 2026
Temporary Accommodation - All Sites	47,514	Rephasing required as we are waiting for a list of works from WCHT in relation to Lincoln Drive
TRH Whole Life Costing	32,095	Rephasing required as the Access Control System upgrade has not completed - Will be finalised in early April 2026
Business Application Upgrade	115,849	Rephasing required due to anticipated work for LGR
Sub Total	3,335,713	

Major Projects	£	Comment
South Oxhey Parking	500,000	Rephasing required as the parking study is due to take place summer 2026, which will inform the parking strategy for this area
Local Authority Housing Fund	10,995,190	Rephasing required in order to deliver the new housing as part of the LAHF delivery of the Garage Sites and purchase of additional properties
Total	14,830,903	

Capital Funding 2025/26 – 2028/29

Capital Programme	2025/26			2026/27	2027/28	2028/29
	Original Budget	Latest Budget	Outturn	Forecast	Forecast	Forecast
	£	£	£	£	£	£
Balance Brought Forward						
Govt Grants: Disabled Facility Grants	(1,396,500)	(1,396,500)	(1,396,500)	(1,459,829)	(1,459,829)	(1,459,829)
Section 106 Contributions	(2,479,701)	(2,479,701)	(2,479,701)	(3,264,769)	(2,514,769)	(2,514,769)
Capital Receipts Reserve	0	0	0	0	0	0
LAHF	(1,088,491)	(1,088,491)	(1,088,491)	0	0	0
Future Capital Expenditure Reserve	0	0	0	0	0	0
New Homes Bonus Reserve	0	0	0	0	0	0
Total Funding Brought Forward	(4,964,692)	(4,964,692)	(4,964,692)	(4,724,598)	(3,974,598)	(3,974,598)
Generated in the Year						
Govt Grants: Disabled Facility Grants	(586,000)	(678,443)	(883,536)	(825,485)	(825,485)	(825,485)
Section 106 Contributions	0	0	(785,068)	0	0	0
Capital Receipts Reserve	(1,000,000)	(1,000,000)	(1,709,289)	(1,000,000)	(1,000,000)	(1,000,000)
LAHF	0	(3,221,600)	(3,221,600)	(997,750)	0	0
Future Capital Expenditure Reserve	0	0	0	0	0	0
New Homes Bonus Reserve	(116,500)	(116,500)	(116,296)	0	0	0
Total Generated	(1,702,500)	(5,016,543)	(6,715,789)	(2,823,235)	(1,825,485)	(1,825,485)
Use of Funding						
Govt Grants: Disabled Facility Grants	586,000	678,443	820,207	825,485	825,485	825,485
Section 106 Contributions	0	0	0	750,000	0	0
CIL Contributions	0	3,028,599	1,452,393	1,576,207	0	0
Capital Receipts Reserve	1,000,000	1,000,000	1,709,289	1,000,000	1,000,000	1,000,000
LAHF	0	4,310,091	4,310,091	997,750	0	0
Future Capital Expenditure Reserve	0	0	0	0	0	0
New Homes Bonus Reserve	116,500	116,500	116,296	0	0	0
Borrowing	3,819,546	16,803,946	2,826,808	16,979,735	2,705,000	2,550,000
Total Use of Funding	5,522,046	25,937,579	11,235,083	22,129,177	4,530,485	4,375,485
Balance Carried Forward						
Govt Grants: Disabled Facility Grants	(1,396,500)	(1,396,500)	(1,459,829)	(1,459,829)	(1,459,829)	(1,459,829)
Section 106 Contributions	(2,479,701)	(2,479,701)	(3,264,769)	(2,514,769)	(2,514,769)	(2,514,769)
Capital Receipts Reserve	0	0	0	0	0	0
LAHF	(1,088,491)	0	0	0	0	0
Future Capital Expenditure Reserve	0	0	0	0	0	0
New Homes Bonus Reserve	0	0	0	0	0	0
Total Funding Carried Forward	(4,964,692)	(3,876,201)	(4,724,598)	(3,974,598)	(3,974,598)	(3,974,598)
Total Expenditure Capital Investment Programme	5,522,046	25,937,579	11,235,083	22,129,177	4,530,485	4,375,485

Key Financial Risks

Date risk added to register	Risk ref	Risk owner	Category	Risk description	Comment	Likelihood score (inherent)	Impact score (inherent)	Inherent risk score	Risk controls	Risk control owners	Likelihood score (residual)	Impact score (residual)	Residual risk score	Risk direction	Action plan	Action plan owners	Action plan completion dates	Comments on last risk review
Apr-05	FIN01	Head of Finance	Operational	Insufficient staff	As the Council becomes more complex in its financial arrangements, key skills become more important. LGR results in staff retention and recruitment difficulties	3	4	12	Improve depth of skills and knowledge. Bring in temporary additional resources as necessary. Once new structure for LGR is known, increased cooperation between partner district/boroughs.	Head of Finance	2	3	6	↑	The Finance team is currently fully staffed and an interim Head of Finance has been appointed to cover the period either side of the departure of the current Head of Finance. All staff have an annual Personal Development Review which contains smart objectives including objectives related to career development and identification of training needs and opportunities.	Chief Executive/ Director of Finance	Continuous	
Apr-05	FIN02	Head of Finance	Operational	Total failure of ICT	The Council's Integrated Financial Management System (FMS) is held on an ICT platform. If this were to fail then potentially there will be a loss of functionality occurring during any downtime. BCPs have recently been updated.	3	2	6	System migrated to latest version. Payments system updated.	Head of Finance	1	2	2	→	Monitor reliability	Head of Finance	Continuous	
Apr-05	FIN03	Head of Finance	Operational	Loss of accommodation	Inability to provide services due to access to accommodation being prevented	2	2	4	With all staff able to work from home, this risk becomes less critical. Ensure Business Continuity Plan is kept up to date.	Head of Finance	1	1	1		Review Business Continuity Plan	Head of Finance	Continuous	
Apr-11	FIN04	Head of Finance	Operational	Fraudulent activity	The Council experiences loss of resources as a result of a mistake, misadministration or fraud	2	3	6	Effective financial procedure rules, internal audit review and fraud prevention. Reconciliations carried out.	Head of Finance	2	2	4		Review Financial Procedure Rules. Improve effectiveness of reconciliations.	Head of Finance	Continuous	
Sep-15	ST07	Director of Finance	Strategic	The Medium term financial position worsens.	The Council has set its budget for 2026/27 and beyond. The budget is balanced across the Medium Term Financial Plan, with the final year of the MTFP as a baseline for the unitary authority. LGR will bring additional risks in terms of transitional costs and the final year of the MTFP will be under new unitary authority. Pressures are emerging around the cost of planning appeals as well as fuel costs as a result of the war in Iran.	3	3	9	The Council maintains a healthy level of balances and continues to actively monitor its budgets, taking action in year where necessary. Currently the Council is benefitting from a high level of interest income due to higher than anticipated interest rates and high levels of cash balances.	Head of Finance	3	2	6	→	Regular budget monitoring reports to committees; Budgetary and Financial Risk Register reviewed and updated as part of the budget monitoring process; identification of budgetary pressure when reviewing the medium term financial plan during the budget setting process which includes a risk assessment for the prudent level of general balances and an assessment of financial resilience with reference to the CPFA Financial resilience index.	Heads of Service/ Head of Finance	Continuous	
Apr-06	FIN08	Director of Finance	Budgetary	The pay award exceeds estimates included in the MTFP resulting in unplanned and unsustainable use of reserves.	The Council's 3 year Medium term Financial Strategy includes forecast pay awards for the next three years and there is contingency provision for pay awards...	2	3	6	The pay award is covered by the contingency within the budget. Maintain reserves to guard against risk. Early identification of new pressures through Budget Monitoring.	Head of Finance	3	2	6	→	The Council's 3 year Medium term Financial Strategy includes forecast pay awards for the next three years. The Council maintains reserves to guard against risk including setting a prudent minimum level for general balances. Early	Head of Finance	Continuous	
Apr-06	FIN09	Director of Finance	Budgetary	Other inflationary increases exceed estimates included in the MTFP resulting in unplanned and unsustainable use of reserves.	Other than contractual agreements, budgets are cash limited where possible and budget managers are expected to manage increases within existing budgets. Pressure on fuel budgets due to Iran war. Inflation remains above forecast levels.	3	3	9	Monitor future inflation projections. Actively manage budgets to contain inflation. Maintain reserves.	Service Heads/Head of Finance	2	2	4	↑	Monitor future inflation projections. Actively manage budgets and contracts to contain inflation. The Council maintains reserves to guard against risk including setting a prudent minimum level for general balances. Early identification of new pressures through Budget Monitoring enable the Council to take steps to bring the budget back into balance.	Head of Finance	Continuous	

Jan-15	FIN10	Director of Finance	Budgetary	Interest rates increase or decrease resulting in significant variations in estimated interest income (investments) or interest expense (borrowing)	The Council remains cash positive so is experiencing a short term benefit from higher interest rates. Over the longer term rates are expected to come down allowing the Council to borrow for future capital projects.	3	2	6	The Council has a Treasury Management Strategy which is reviewed annually. The Council is looking to lend out over a longer period to maximise the benefit from temporary higher rates.	Head of Finance	3	2	6	➡	The Audit Committee receives two reports per year on Treasury Management activity and interest income and expenditure is monitored through the Budget Monitoring Report.	PIB	Continuous
Apr-06	FIN11	Director of Finance	Budgetary	Inaccurate estimates of fees and charges income and / or estimates of cost of delivering chargeable services result in budgetary pressure.	A budget pressure is created due to income shortfalls or increased expenditure	3	2	6	Budget levels realistically set and closely scrutinised	Service Heads/Head of Finance	2	2	4	➡	Fees and charges, including and surplus or loss are monitored through budget monitoring with key income streams reported to CMT.	Service Heads	Continuous
Apr-06	FIN12	Director of Finance	Budgetary	The Council loses the ability to recover VAT as a result of exceeding the partial exemption threshold resulting in budgetary pressure.	If the council's expenditure on functions for which it receives income that is exempt for VAT purposes exceeds 5% of its total variable expenditure, then the Council may lose its ability to recover VAT on all of its exempt inputs. This is mitigated by close monitoring of exempt supplies and prudent VAT planning. The Council elects to tax on development schemes.	2	4	4	VAT Planning and opt to tax on schemes. VAT advisers employed.	Head of Finance	1	4	4	➡	Partial Exemption Review is undertaken annually with support provided by the Council's external tax advisors, PS Tax. The Council continue to opt to tax land where appropriate.	Head of Finance	Continuous
Dec-13	FIN13	Director of Finance	Budgetary	The estimated cost reductions and additional income gains set out in the MTFP are not achieved resulting in an unplanned and unsustainable use of reserves.	Minimal savings identified and included in the budget will be monitored as part of the budget monitoring process. See fees and charges above. MTFP agreed for next three years.	2	2	4	Service Heads to take responsibility for achieving savings. Budget monitoring to highlight any issues to allow corrective action to be taken.	Service Heads/Head of Finance	2	1	2	⬇	Budget process to clearly identify savings to be achieved and ensure clarity over responsibility over delivery. Savings to be challenged.	Head of Finance	Continuous
Apr-06	FIN14	Director of Finance	Budgetary	The Council is faced with potential litigation and other employment related risks	Thurrock has recently issued proceedings against 23 members of APSE. Whilst the Council is not one of these three it is an APSE member and may be drawn in at a later date. A stay of litigation has been issued by the court whilst separate activity takes place to resolve.	2	3	4	Council procedures are adhered to. These will be reviewed in respect of member organisation and advice issued.	Solicitor to the Council	2	2	4	➡	Adherence to council procedures to be monitored and procedures maintained.	Solicitor to the Council	ongoing
Dec-13	FIN18	Director of Finance	Budgetary	Business Rates Retention fluctuates impacting on the amount of funding received by the Council.	Hertfordshire decided not to form a pool for 2026/27 due to the impact of the business rate reset. The local government settlement confirmed baseline funding for the three year spending review period.	2	2	4	Maintain reserves against risk.	Head of Finance	2	1	2	⬇	Hertfordshire CFOs continue to work with LG Futures to maximise revenue from the business rate pool for 2025/26. The scale of appeals is still unknown but this is likely to become clearer over the next 24 months as transitional relief reduces for businesses impacted by the increases in rateable value.	Director of Finance	Continuous
Mar-18	FIN21	Director of Finance	Budgetary	Property Investment	The Property Investment Board manage its property portfolio in order to secure additional income to support its general fund.	2	3	4	Portfolio to be actively managed to maintain income levels. Income to be reviewed regularly when MTFP is updated.	Head of Property Services	1	3	3	➡	PIB to assume responsibility for ongoing oversight.	Head of Property Services	Continuous
Sep-18	FIN23	Director of Finance	Budgetary	Commercial Investment	The Council has limited options to further improve self sustainability through commercial investment .	3	2	6	Oversight mechanisms to be put in place to ensure oversight by PIB.	Head of Finance	2	2	4	➡	Monitor new developments. Investments overseen by the cross party Shareholder and Commercial Ventures Panel.	Head of Property Services	Continuous

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Day	Date	Meeting 1	Meeting 2	Bank holiday	School holiday	Other
Tuesday	19-Jan-27	Audit Committee				
Monday	17-May-27					
Tuesday	18-May-27	Annual Council				
Wednesday	19-May-27					
Thursday	20-May-27	Planning Committee				
Friday	21-May-27					
Monday	24-May-27					
Tuesday	25-May-27					
Wednesday	26-May-27					
Thursday	27-May-27	Audit Committee				
Friday	28-May-27					
Monday	31-May-27			BANK HOLIDAY	Half term	
Tuesday	01-Jun-27				Half term	
Wednesday	02-Jun-27				Half term	
Thursday	03-Jun-27				Half term	
Friday	04-Jun-27				Half term	
Monday	07-Jun-27					
Tuesday	08-Jun-27					
Wednesday	09-Jun-27	Licensing Committee	Regulatory Services Committee			
Thursday	10-Jun-27	Shareholder & Commercial Ventures Scrutiny Panel (10.00am)				
Friday	11-Jun-27					

Monday	14-Jun-27					
Tuesday	15-Jun-27					
Wednesday	16-Jun-27	Three Rivers Environmental Network (TREN)				
Thursday	17-Jun-27	Planning Committee	Connecting Three Rivers (10.00am)			
Friday	18-Jun-27					
Monday	21-Jun-27	Rickmansworth Local Area Forum				
Tuesday	22-Jun-27	General Public Services & Community Engagement Committee				
Wednesday	23-Jun-27	Climate Change & Leisure Committee				
Thursday	24-Jun-27	Audit Committee				
Friday	25-Jun-27					
Monday	28-Jun-27	Policy & Resources Committee				
Tuesday	29-Jun-27	Abbots Langley Local Area Forum				
Wednesday	30-Jun-27	Chorleywood & Sarratt Local Area Forum				
Thursday	01-Jul-27	Croxley Green Local Area Forum				
Friday	02-Jul-27					
Monday	05-Jul-27	Watford Rural Local Area Forum				

Tuesday	06-Jul-27					
Wednesday	07-Jul-27					
Thursday	08-Jul-27	Seniors Forum (2.30pm)				
Friday	09-Jul-27					
Monday	12-Jul-27					
Tuesday	13-Jul-27	Full Council				
Wednesday	14-Jul-27					
Thursday	15-Jul-27	Planning Committee				
Friday	16-Jul-27					
Monday	19-Jul-27					
Tuesday	20-Jul-27					
Wednesday	21-Jul-27					
Thursday	22-Jul-27					
Friday	23-Jul-27				School holiday	
					School holiday	
Monday	26-Jul-27				School holiday	
Tuesday	27-Jul-27				School holiday	
Wednesday	28-Jul-27				School holiday	
Thursday	29-Jul-27				School holiday	
Friday	30-Jul-27				School holiday	
					School holiday	
Monday	02-Aug-27				School holiday	
Tuesday	03-Aug-27				School holiday	
Wednesday	04-Aug-27				School holiday	
Thursday	05-Aug-27				School holiday	
Friday	06-Aug-27				School holiday	
					School holiday	
Monday	09-Aug-27				School holiday	

Tuesday	10-Aug-27				School holiday	
Wednesday	11-Aug-27				School holiday	
Thursday	12-Aug-27				School holiday	
Friday	13-Aug-27				School holiday	
					School holiday	
Monday	16-Aug-27				School holiday	
Tuesday	17-Aug-27				School holiday	
Wednesday	18-Aug-27				School holiday	
Thursday	19-Aug-27	Planning Committee			School holiday	
Friday	20-Aug-27				School holiday	
					School holiday	
Monday	23-Aug-27				School holiday	
Tuesday	24-Aug-27				School holiday	
Wednesday	25-Aug-27				School holiday	
Thursday	26-Aug-27				School holiday	
Friday	27-Aug-27				School holiday	
					School holiday	
Monday	30-Aug-27			BANK HOLIDAY	School holiday	
Tuesday	31-Aug-27				School holiday	
Wednesday	01-Sep-27					
Thursday	02-Sep-27	Shareholder & Commercial Ventures Scrutiny Panel (10.00am)				
Friday	03-Sep-27					
Monday	06-Sep-27					
Tuesday	07-Sep-27	General Public Services & Community Engagement Committee				

Wednesday	08-Sep-27	Climate Change & Leisure Committee				
Thursday	09-Sep-27	Planning Committee				
Friday	10-Sep-27					
Monday	13-Sep-27					
Tuesday	14-Sep-27					Party Conferences TBC
Wednesday	15-Sep-27					Party Conferences TBC
Thursday	16-Sep-27					Party Conferences TBC
Friday	17-Sep-27					Party Conferences TBC
						Party Conferences TBC
Monday	20-Sep-27					Party Conferences TBC
Tuesday	21-Sep-27					Party Conferences TBC
Wednesday	22-Sep-27					Party Conferences TBC
Thursday	23-Sep-27					Party Conferences TBC
Friday	24-Sep-27					Party Conferences TBC
						Party Conferences TBC
Monday	27-Sep-27					Party Conferences TBC
Tuesday	28-Sep-27					Party Conferences TBC
Wednesday	29-Sep-27					Party Conferences TBC
Thursday	30-Sep-27					Party Conferences TBC
Friday	01-Oct-27					Party Conferences TBC
						Party Conferences TBC
Monday	04-Oct-27					Party Conferences TBC
Tuesday	05-Oct-27					Party Conferences TBC
Wednesday	06-Oct-27					Party Conferences TBC
Thursday	07-Oct-27					Party Conferences TBC
Friday	08-Oct-27					Party Conferences TBC

Monday	11-Oct-27	Policy & Resources Committee				
Tuesday	12-Oct-27	Connecting Three Rivers (10.00am)				
Wednesday	13-Oct-27	Licensing Committee	Regulatory Services Committee			
Thursday	14-Oct-27	Equalities Forum				
Friday	15-Oct-27					
Monday	18-Oct-27					
Tuesday	19-Oct-27	Full Council				
Wednesday	20-Oct-27					
Thursday	21-Oct-27	Planning Committee				
Friday	22-Oct-27					
Monday	25-Oct-27				Half term	
Tuesday	26-Oct-27				Half term	
Wednesday	27-Oct-27				Half term	
Thursday	28-Oct-27				Half term	
Friday	29-Oct-27				Half term	
Monday	01-Nov-27	Shareholder & Commercial Ventures Scrutiny Panel (10.00am)				
Tuesday	02-Nov-27	Abbots Langley Local Area Forum				
Wednesday	03-Nov-27	Rickmansworth Local Area Forum				
Thursday	04-Nov-27	Croxley Green Local Area Forum				
Friday	05-Nov-27	Seniors Forum (2.30pm)				

Monday	08-Nov-27					
Tuesday	09-Nov-27	Chorleywood & Sarratt Local Area Forum				
Wednesday	10-Nov-27	Three Rivers Environmental Network (TREN)				
Thursday	11-Nov-27	Watford Rural Local Area Forum				
Friday	12-Nov-27					
Monday	15-Nov-27					
Tuesday	16-Nov-27	General Public Services & Community Engagement Committee				
Wednesday	17-Nov-27	Climate Change & Leisure Committee				
Thursday	18-Nov-27	Planning Committee				
Friday	19-Nov-27					
Monday	22-Nov-27	Policy & Resources Committee				
Tuesday	23-Nov-27					
Wednesday	24-Nov-27					
Thursday	25-Nov-27	Audit Committee				
Friday	26-Nov-27					
Monday	29-Nov-27					
Tuesday	30-Nov-27					
Wednesday	01-Dec-27	Licensing Committee	Regulatory Services Committee			

Thursday	02-Dec-27	Connecting Three Rivers (10.00am)				
Friday	03-Dec-27					
Monday	06-Dec-27					
Tuesday	07-Dec-27	Full Council				
Wednesday	08-Dec-27					
Thursday	09-Dec-27					
Friday	10-Dec-27					
Monday	13-Dec-27	Shareholder & Commercial Ventures Scrutiny Panel (10.00am)				
Tuesday	14-Dec-27					
Wednesday	15-Dec-27					
Thursday	16-Dec-27	Planning Committee				
Friday	17-Dec-27					
Monday	20-Dec-27				School holiday	
Tuesday	21-Dec-27				School holiday	
Wednesday	22-Dec-27				School holiday	
Thursday	23-Dec-27				School holiday	
Friday	24-Dec-27				School holiday	
					School holiday	
Monday	27-Dec-27			BANK HOLIDAY	School holiday	
Tuesday	28-Dec-27			BANK HOLIDAY	School holiday	
Wednesday	29-Dec-27				School holiday	
Thursday	30-Dec-27				School holiday	
Friday	31-Dec-27				School holiday	

Monday	03-Jan-28			BANK HOLIDAY	School holiday	
Tuesday	04-Jan-28					
Wednesday	05-Jan-28					
Thursday	06-Jan-28					
Friday	07-Jan-28					
Monday	10-Jan-28					
Tuesday	11-Jan-28	General Public Services & Community Engagement Committee				
Wednesday	12-Jan-28	Climate Change & Leisure Committee				
Thursday	13-Jan-28					
Friday	14-Jan-28					
Monday	17-Jan-28					
Tuesday	18-Jan-28					
Wednesday	19-Jan-28	Croxley Green Local Area Forum				
Thursday	20-Jan-28	Planning Committee				
Friday	21-Jan-28					
Monday	24-Jan-28					
Tuesday	25-Jan-28					
Wednesday	26-Jan-28					
Thursday	27-Jan-28	Watford Rural Local Area Forum				
Friday	28-Jan-28					

Monday	31-Jan-28	Policy & Resources Committee				
Tuesday	01-Feb-28					
Wednesday	02-Feb-28	Licensing Committee	Regulatory Services Committee			
Thursday	03-Feb-28					
Friday	04-Feb-28					
Monday	07-Feb-28					
Tuesday	08-Feb-28					
Wednesday	09-Feb-28	Chorleywood & Sarratt Local Area Forum				
Thursday	10-Feb-28	Audit Committee				
Friday	11-Feb-28					
Monday	14-Feb-28				Half term	
Tuesday	15-Feb-28				Half term	
Wednesday	16-Feb-28				Half term	
Thursday	17-Feb-28				Half term	
Friday	18-Feb-28				Half term	
Monday	21-Feb-28					
Tuesday	22-Feb-28	Full Council	Council Tax Setting Committee			
Wednesday	23-Feb-28	Equalities Forum				
Thursday	24-Feb-28	Planning Committee				
Friday	25-Feb-28					
Monday	28-Feb-28					
Tuesday	29-Feb-28					

Wednesday	01-Mar-28	Shareholder & Commercial Ventures Scrutiny Panel (10.00am)				
Thursday	02-Mar-28	Rickmansworth Local Area Forum				
Friday	03-Mar-28					
Monday	06-Mar-28					
Tuesday	07-Mar-28	Abbots Langley Local Area Forum				
Wednesday	08-Mar-28	Three Rivers Environmental Network (TREN)				
Thursday	09-Mar-28	Connecting Three Rivers (10.00am)				
Friday	10-Mar-28					
Monday	13-Mar-28					
Tuesday	14-Mar-28	General Public Services & Community Engagement Committee				
Wednesday	15-Mar-28	Climate Change & Leisure Committee				
Thursday	16-Mar-28					
Friday	17-Mar-28	Seniors Forum (2.30pm)				
Monday	20-Mar-28	Policy & Resources Committee				
Tuesday	21-Mar-28					
Wednesday	22-Mar-28					
Thursday	23-Mar-28	Planning Committee				
Friday	24-Mar-28					

Monday	27-Mar-28					
Tuesday	28-Mar-28					
Wednesday	29-Mar-28					
Thursday	30-Mar-28	Audit Committee				
Friday	31-Mar-28					
Monday	03-Apr-28				School holiday	
Tuesday	04-Apr-28				School holiday	
Wednesday	05-Apr-28				School holiday	
Thursday	06-Apr-28				School holiday	
Friday	07-Apr-28				School holiday	
					School holiday	
Monday	10-Apr-28				School holiday	
Tuesday	11-Apr-28				School holiday	
Wednesday	12-Apr-28				School holiday	
Thursday	13-Apr-28				School holiday	
Friday	14-Apr-28			BANK HOLIDAY	School holiday	
					School holiday	
Monday	17-Apr-28			BANK HOLIDAY	School holiday	
Tuesday	18-Apr-28					
Wednesday	19-Apr-28					
Thursday	20-Apr-28	Planning Committee				
Friday	21-Apr-28					
Monday	24-Apr-28					
Tuesday	25-Apr-28					
Wednesday	26-Apr-28					

Thursday	27-Apr-28					
Friday	28-Apr-28					

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COMMIT Timetabl

14/07/2026

- **Full Council**
14 July 2026

PART I

Committee Timetable (ADCCC)

1 Summary

- 1.1 Members are required to approved the committee timetable on an annual basis. This report covers the 2027 to 2028 municipal year.

2 Recommendation

- 2.1 That:

Full Council adopts the committee timetable for the 2027 to 2028 municipal year.

Report prepared by: Lucy Smith, Committee and Electoral Services Manager

3 Details

- 3.1 The timetable has been drafted with consideration being given to school holidays, pre election period and feedback from Members.
- 3.2 Hertfordshire County Council was consulted prior to this report.
- 3.3 Appendix 1 has been updated to reflect feedback from Policy and Resources Committee.

4 Policy/Budget Reference and Implications

- 4.1.1 None Specific

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

None specific.

Background Papers

APPENDICES / ATTACHMENTS

Appendix 1 – Committee Timetable

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CIL Spending

14/07/2026

**Full Council
14 July 2026**

PART I

CIL SPENDING APPLICATIONS – JANUARY 2026 APPLICATIONS

(DoF)

1 Summary

1.1 This report seeks to allocate a total of £457,348 for 3 infrastructure projects from the CIL application process (January - June 2026) to support growth in Three Rivers.

1.2 The 3 applications received for funding are:

- £47,298 for Croxley Guild of Sports and Social Club Croxley Bowls Club - Improvements to Clubhouse, access to Bowling Green and provision of a shelter.
- £363,000 for Chorleywood Common Youth Football Club (CCYFC) - Refurbishment of Current Pavilion.
- £47,050 for One YMCA - MUGA and 3G Pitch Refurbishment.

1.3 In addition, 2 further CIL funding requests received were not considered eligible for CIL funding. Further details are below at paragraph 3.4.

2 Recommendation

- That Members approve CIL funding for the following schemes detailed in Table 1 of this report and summarised in the table below for 2026/2027:

Applicant & Project Name	Infrastructure	CIL Amount
Croxley Guild Bowls Club, Croxley Guild of Sport, The Green, Croxley Green, Rickmansworth. WD3 3HT	Improvements to Clubhouse and access to Bowling Green and provision of a shelter	£47,298
Chorleywood Common Youth Football Club (CCYFC) Lady Ela Drive, Chorleywood, WD3 5SL	Refurbishment of Current Pavilion	£363,000

One YMCA Woodlands Community Hub in Leavesden Country Park College Road Abbots Langley Hertfordshire WD5 0GU	MUGA and 3G Pitch Refurbishment	£47,050

- The final funding and implementation of the 3 agreed projects is delegated to the Director of Finance, in consultation with the Lead Members for Resources and Planning Policy and Infrastructure, to determine to enable the agreed projects to be progressed and implemented.

3 Details

- 3.1 Three Rivers became a Community Infrastructure Charging Authority on 1 April 2015. CIL is the main way in which the Council now collects contributions from developers for infrastructure provision to support development in the area.
- 3.2 The Council has the responsibility for spending the CIL on infrastructure needed to support the development of the area, it is primarily a tool to support capital infrastructure. The Council has the opportunity to choose infrastructure to prioritise in order to support development.
- 3.3 Since the introduction of the CIL Charging Schedule in April 2015 a total of £15,013,037 has been collected.
- 3.4 The CIL monies collected are divided into three pots – Main CIL Pot (80%) Neighbourhood Pot (15%) and the remaining 5% is set aside for the administration and the Exacom software costs to support the CIL in line with the CIL Regulations.
- 3.5 This report relates only to the Main CIL Pot which, as of 31 March 2026, amounts to a balance just under £6 million for infrastructure projects going forward.
- 3.6 Whilst this is a substantial amount, CIL does not generate enough funds to cover the whole cost of infrastructure needed to support planned development, as such there will be competing demands on the Main Pot from infrastructure providers who previously relied on S106 developer contributions (such as Hertfordshire County Council, NHS and TRDC etc.) going forward.

3.7 What can CIL be spent on?

- 3.8 Regulation 59 of the CIL Regulations states:

- (1) A charging authority **must** apply CIL to funding the provision, improvement, replacement, operation or maintenance of infrastructure *to support the development of its area, and*

(2) A charging authority **may** apply CIL to funding the provision, improvement, replacement, operation or maintenance of infrastructure outside its area where to do so *would support the development of its area*.

3.9 The definition of infrastructure in relation to CIL is set out in section 216(2) of the Planning Act 2008 (as amended by regulation 63 of the Community Infrastructure Levy Regulations);

- a) roads and other transport facilities,
- b) flood defences,
- c) schools and other educational facilities,
- d) medical facilities,
- e) sporting and recreational facilities, and
- f) open spaces

3.10 The Infrastructure List¹ sets out the types of infrastructure that the Council intends will be, or may be, wholly or partly funded by CIL.

- Education,
- Strategic and local transport proposals,
- Publicly accessible leisure facilities,
- Open Space Provision (including, children play areas and outdoor/indoor sports and leisure facilities, allotments),
- Health Care Facilities,
- Other Social and Community Facilities include: - community halls, youth facilities, library services,
- Emergency Services,

3.11 The inclusion of a project or type of infrastructure on the Infrastructure List does not signify a commitment from the Council to fund (either in whole or in part) the listed project or type of infrastructure.

3.12 The levy cannot be used to fund affordable housing or for any on-going or revenue spend (such as consultancy fees, viability/feasibility studies, staff costs etc.) relating to the provision of infrastructure.

4 Applications for CIL Funds

4.1 The first CIL funding application period for 2026 commenced on the 1 January 2026 and was open for 6 weeks, during the application window 5 CIL applications were received. These were assessed in line with the Governance arrangements agreed at P&R Committee in November 2025: [governance report](#) .

4.2 Funding application costs referenced in this report exclude VAT.

4.3 This report details and seeks approval for 3 applications to be progressed (Spending Application forms are contained in the appendices). Details are provided for reference in the next paragraph on the 2 applications which are not progressing.

¹ Infrastructure List was the Regulation 123 List adopted by the Council but now replaced

by the Annual Infrastructure Funding Statement as a result of changes to the CIL Regulations. The Annual Infrastructure Funding Statement is published in December each year on the Council's web site <https://www.threerivers.gov.uk/services/planning/community-infrastructure-levy#CIL%20reports>

4.4 Details for the 2 unsuccessful applications and the reasons why they were not progressed:

Applicant	Infrastructure	CIL Amount (Excluding VAT)	Reason unsuccessful
Christ Church Chorleywood C of E School	Playground Project	£107,144 requested	Not considered strategic infrastructure. Part of the proposal would require planning permission, which had not been sought. Insufficient evidence of support from the broader community to demonstrate wider local benefit. Officers do not consider this benefit extends beyond the school community as the playground would not be accessible to the public. Conclusion: the nature of the project is not CIL eligible.
Watford & Three Rivers Trust Dig Deep	Transforming derelict space into a garden.	£151,821 requested	Planning permission is required for the log cabin and potentially other structures. Consideration through a planning application is necessary to assess impact of the structures and any increased use of the site. There is no current lease in place. Property Services are

			working with W3RT to agree a new lease for the site. Conclusion: the application is currently not able to be progressed. Officers are continuing discussions with the applicant.
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4.5 The 3 applications below requested CIL funding for strategic infrastructure projects. The table below provides a brief summary with the full details of each application at paragraphs 3.6-3.9.

4.6 Table 1:

Applicant	Infrastructure	Total Cost of Project (Excluding VAT)	Additional Funding Identified	CIL Amount Agreed (Excluding VAT)	Year funds required
Croxley Guild Bowls Club, Croxley Guild of Sport, The Green, Croxley Green, Rickmansworth. WD3 3HT	Improvements to Clubhouse and access to Bowling Green and provision of a shelter	£62,298	CG Parish Council - £15,000 Sports England £15,000	£47,298	2026/2027
Chorleywood Common Youth Football Club (CCYFC) Lady Ela Drive, Chorleywood, WD3 5SL	Refurbishment of Current Pavilion	£417,754	HS2 Grant - £72,000 Personal Donation From TJ - £20,000 Member Crowdfunding - £10,000 Club Reserves- £20,000 Business Contribution - £5,000 Football Foundation- £25,000 (awaiting CIL outcome to restart application)	£363,000	2026/2027
One YMCA Woodlands Community Hub in Leavesden Country Park College Road Abbots Langley Hertfordshire WD5 0GU	MUGA and 3G Pitch Refurbishment	£54,550	Sport England - £15,000 Abbots Langley Parish -£2,700	£47,050	2026/2027

4.7 Details

The three applications are detailed below. An assessment of the applications was undertaken by the Community Infrastructure Officers and Head of Regulatory Services and the CIL Working Groups to determine whether the applications meet the definition of 'infrastructure', meet the requirement to 'support the development' of the area and are included on the Infrastructure Funding List. These applications were all determined to be CIL eligible and scored sufficiently against the agreed eligibility criteria to be progressed.

3.7.1 **A) Croxley Guild Bowls Club - Accessibility, sustainability and community wellbeing improvements through refurbishment of the clubhouse, provision of a shelter (pergola) and improved accessibility to the green, clubhouse and changing rooms.**

3.7.2 Croxley Guild Bowls Club have applied for £47,298. The total project cost is £62,298 (excluding VAT). The project aim is to refurbish the clubhouse to improve energy efficiency, provision of shelter through building a pergola for shaded seating and a community area and improvement to accessibility around the bowling green, club house and changing rooms. These improvements will facilitate improved access to the bowling club. The proposal covers the following:

- Paving: Safe, level surfaces around the green for accessibility and circulation.
- Timber Pergola: Sheltered area for players, spectators, and social events.
- Internal works involving new fire doors.
- Bicycle Hoops: Encourages sustainable travel and secure storage.

3.7.3 Founded in 1926, Croxley Guild Bowls Club offers year-round bowling for all ages and abilities, with outdoor lawn bowls in summer and short mat bowls in winter. Open seven days a week, the club provides both competitive and social opportunities which are affiliated to district, county, and national governing bodies, enabling members to play at every level, from friendly matches with local clubs to county and national competitions. The club runs Ladies, Mens, Veterans, and Junior sections, supported by a qualified coach offering training sessions. Regular "roll-up" games focus on practice, social play, and welcoming newcomers, while the annual April Open Weekend gives anyone the chance to try bowls for free. There is evidence of wider community support, West Herts Beekeepers' Association, Croxley Bridge and Cribbage Clubs and Croxley Green Community Choir are organisations use the club facilities and provided letters of support for the project. Croxley Green Parish Council and members of the bowls club also provided letters of support.

3.7.4 Croxley Guild Bowls Club currently has 99 members as follows:
5% under 60
25% between 60 and 70
60% between 70 and 80
10% between 80 and 90

3.7.5 The current Bowls users are:
3 Ladies teams
3 Men's teams
6 Mixed teams
3 Veterans team

3.7.6 Additional funding for the project is being provided by the following:

£15,000 Croxley Green Parish Council – Approved
£15,000 Sport England – Approved.

3.7.7 The project will support the achievement of the Council Plan 2026-2029 which outlines the vision for Three Rivers District to continue to be a great place to live, work and visit, delivered under 4 main objectives:

- Healthy, safe and thriving communities
- A green and sustainable future
- A prosperous and vibrant district
- A well-run council

This project supports the objectives by aligning with the following Council Plan aims:

- Improving access for all ages to health facilities, leisure services and community spaces
- Working with the voluntary sector to support positive outcomes for vulnerable residents
- Actively pursue grant opportunities to fund our major projects and services
- Celebrating and investing in local culture, art and heritage
- Promoting inclusive communities and resident participation
- Ensuring the delivery of good quality, efficient and effective services for our residents

3.7.8 In summary, it is considered the application supports local leisure facilities, promotes achievement of objectives in the Council Plan and is considered deliverable. The requested CIL funding covers the aspects of work which are considered CIL compliant and match funding is proposed. It is proposed that the full request is granted.

3.8 B) For Chorleywood Common Youth Football Club (CCYFC) - refurbishment of Pavilion.

3.8.1 Chorleywood Common Youth Football Club have applied for £374,305. The total project cost is £417,754 (excluding VAT). The CIL amount proposed is £363,000 as outlined below.

3.8.2 Chorleywood Common Youth Football Club (CCYFC) applied for CIL funding for the refurbishment of this clubhouse in January 2024 and were awarded £185,903. They subsequently requested additional CIL funding, explaining that increases in construction costs and inflation meant that the original allocation was no longer sufficient. As a result, the first application was withdrawn and the applicant was advised to resubmit a new application in a future funding round to apply for the revised amount now required for the works.

3.8.3 The current project proposal includes a refurbished clubhouse with improved sustainability and accessibility to cater for the diverse community of members, including improvement to internal layout, improvements to female changing rooms and a store and café. It is the same proposal as previously submitted for CIL funding.

3.8.4 Having reviewed the new application, updated costings and the justification provided, including a review by the Property team, Officers are satisfied that the revised amounts are reasonable based on the evidence submitted. However, whilst this application originally sought £374,000 based on the average of 3 quotes the football club have identified a preferred contractor costing approx. £365,000. Officers consider it relevant to consider the quote preferred and have progressed with this quote with a slight variation to delete works not considered to be CIL eligible. As such the final CIL proposed is £363,000 towards the refurbishment of the clubhouse building.

3.8.5 The current pavilion was built in phases over 20 years ago, and is now in a state of disrepair, tired and no longer fit for purpose. When originally built, the Club only offered football to boys; it now also provides football for girls and all adults. The pavilion needs refurbishing, updating and internal layout changes to increase the building's community

utility. Additionally, it needs updating to better cater for female members. The project also allows for a new revenue flow from the club, safeguarding its financial sustainability. As well as delivering revenue through a retail cafe at the weekend, the building would be more attractive to and available for use by other community groups.

- 3.8.6 Run by volunteers, the club provides football and football related activities for all ages, abilities and genders, with 47 teams, including 10 girls' sides and male and female adult teams. There are CCYFC players playing most days and nights of the week. Additionally, they provide the opportunity for young players to become coaches and referees.
- 3.8.7 Additional funding of £152,000 for the project is being provided or anticipated to be provided by the following:
- Football Foundation £25,000 – Grant application to be restated once CIL outcome known.
 - Personal Donation from TJ £20,000 – Received
 - Member Crowdfunding £10,000 – (not yet secured – fundraising starts in spring 2026)
 - Business Contribution £5,000 donation – agreed
 - Club reserves - £20,000 – Available
 - HS2 Grant £72,000 – Approved
- 3.8.8 CCYFC has been in discussion with Development Management and planning permission has been approved for: *Construction of single storey side extension; internal alterations; alterations to fenestration; replacement windows; alterations to external materials to existing sports pavilion; installation of air source heat pump; alterations to hard standing; and associated landscaping* (planning permission reference: 24/0813/FUL, approved 26 November 2024).
- 3.8.9 Community support for the project has been demonstrated by an online petition run by the club seeking support for the refurbishment project which resulted in 575 positive responses.
- 3.8.10 The project will support the achievement of the Council Plan 2026-2029 which outlines the vision for Three Rivers District to continue to be a great place to live, work and visit, delivered under 4 main objectives:
- Healthy, safe and thriving communities
 - A green and sustainable future
 - A prosperous and vibrant district
 - A well-run council
- 3.8.11 This project supports the objectives by aligning with the following Council Plan aims:
- Improving access for all ages to health facilities, leisure services and community spaces
 - Supporting planning applications that aim to deliver thriving communities and a healthier environment
 - Working with the voluntary sector to support positive outcomes for vulnerable residents
 - Continuing to invest in and improve our parks, open spaces and walking routes
 - Ensuring the delivery of good quality, efficient and effective services for our residents.
 - Promoting inclusive communities and resident participation
 - Working on adjusting to the impacts of climate change and continue progress on making Three Rivers a more climate resilient district
- 3.8.12 In summary, it is considered the application supports local leisure facilities, promotes achievement of objectives in the Council Plan and is considered deliverable. The requested CIL funding covers the aspects of work which are considered CIL compliant and match funding is proposed. It is proposed that the full request is granted.

3.9 C) For One YMCA Woodlands Community Hub – Multi-Use Games Area (MUGA) and 3G Pitch Refurbishment.

- 3.9.1 One YMCA have applied for £47,050 for a Multi-Use Games Area (MUGA) and 3G Pitch Refurbishment. The total project cost is £54,550 (excluding VAT).
- 3.9.2 One YMCA is seeking funding to resurface and install new drainage at vital community sports facilities at the Woodlands Community Hub in Leavesden Country Park: a fenced multi-use games area (MUGA) marked for tennis, netball, and basketball and a 3G football pitch.
- 3.9.3 CIL funding is being sought to deliver essential capital improvements to this existing community sports infrastructure, which is experiencing increased demand linked to population growth and intensified use of Leavesden Country Park and surrounding residential areas.
- 3.9.4 Both facilities have been heavily used but are no longer fit for purpose due to surface failure, inadequate drainage and poor floodlighting, resulting in safety risks, reduced availability, and underuse for much of the year. In wet conditions the water runs off the tennis courts onto the astro and leads to it being muddy/flooded and clumping the infill together. Also, in the colder months this then freezes, meaning it's slippery by the entrance gate and results in being unable to use the first metre by the fence as it is too frozen. This project to refurbish the facilities will provide safe, inclusive, and accessible facilities for thousands of local residents, community groups, and sports teams, including people with disabilities.
- 3.9.4 As an organisation, One YMCA serves the communities in Hertfordshire, Bedfordshire and Buckinghamshire. Each year, they help individuals and families to belong, contribute and thrive through a broad range of integrated services. One YMCA delivers programs and services that respond to the issues facing local people and create meaningful opportunities for young people across all our work - from apprenticeships and work experience to childcare and youth services. They support people of all ages, faiths and backgrounds.
- 3.9.5 In terms of this project, additional funding of £17,700 is being provided by the following:
- Sport England £15,000 - Approved
- Abbots Langley Parish £2,700 – Approved
- 3.9.6 The improved facilities will operate 7 days per week, 9am–9pm, supported by improved floodlighting, and will be used for:
- Scheduled sports training and matches (football, netball, tennis, basketball)
 - Daytime community hire and informal use
 - Youth engagement programs and holiday activities
 - Disability-inclusive sport and family activities
 - Health and wellbeing initiatives, including Project Resilience
 - Community events and seasonal activities
- The facilities are expected to support:
- Thousands of individual visits annually
 - Regular weekly bookings from established clubs
 - Increased daytime use, currently limited due to unsafe conditions
- 3.9.7 Community support has been provided and evidenced for the project from current users of the facilities.

3.9.8 The project will support the achievement of the Council Plan 2026-2029 which outlines the vision for Three Rivers District to continue to be a great place to live, work and visit, delivered under 4 main objectives:

- Healthy, safe and thriving communities
- A green and sustainable future
- A prosperous and vibrant district
- A well-run council

3.9.10 This project supports the objectives by aligning with the following Council Plan aims:

- Improving access for all ages to health facilities, leisure services and community spaces
- Working with the voluntary sector to support positive outcomes for vulnerable residents
- Continuing to invest in and improve our parks, open spaces and walking routes
- Ensure the delivery of good quality, efficient and effective services for our residents
- Promoting inclusive communities and resident participation

3.9.11 In summary, it is considered that the application supports local leisure facilities, promotes achievement of objectives in the Council Plan and is considered deliverable. The requested CIL funding covers the aspects of work which are considered CIL compliant and match funding is proposed. It is proposed that the full request is granted.

4. Next Steps

4.1 As the CIL Charging Authority, it is for the Council to decide how to spend the CIL Main Pot.

4.2 A decision needs to be made as to whether CIL funds are allocated to these infrastructure projects and, if so, the amount to be allocated.

4.3 Where funding is agreed, a legal agreement will be put in place between TRDC and the infrastructure provider to ensure any allocated CIL funding is spent in the correct way. The infrastructure provider will also be expected to provide information until the scheme has been completed, and all CIL funding has been spent. In addition, an annual report will need to provide information on the progress of each scheme that funding has been allocated to. A requirement to submit this information will form part of the legal agreement that the successful applicant is required to sign.

4.4 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.

4.5 Details about planning obligation receipts and anticipated expenditure in relation to CIL and S106 is published in the Infrastructure Funding Statement by the 31 December each year in accordance with Regulation 121A of the CIL Regulations.

5 Future CIL Income

5.1 Up to 31 March 2026 liability notices relating to the 'district pot' for a potential value of £5,473,208 have been issued. These notices are raised following the grant of planning permission and set out what the liable charge would be should work on the development start and no exemptions are applied. The realisation of the remainder of these monies is therefore totally dependent on a developer implementing their planning permission and not benefiting from any exemptions. It is common to have multiple planning permissions on a site, for permission not to be implemented and exemptions to be granted (mainly for self-build). This figure, while informative, should not therefore be treated as a guaranteed

future income.

- 5.2 Where a demand notice has been issued, this means that development has commenced, and that CIL is now due for payment. The council's CIL instalment policy allows developers fixed timescales at 60, 120 and 360 days (post-commencement) to pay the amount due. The number of instalments available is dependent on the total amount of CIL due, with higher CIL charges allowing for more time to pay. A further £141,230 is due to be collected relating to the 'district pot' over the next year on developments that have already commenced. Further demand notices may also be issued if other developments commence.

6 Options and Reasons for Recommendations

- 6.1 To ensure the delivery of important community infrastructure to support growth and development strategic CIL can be spent anywhere within the district, it is not bound by the area of development where funds are received.
- 6.2 It is proposed that the 3 applications detailed are agreed and receive the CIL funding as detailed under section 3.5. If Members do not consider they can fully support these projects alternative funding amounts could be considered.
- 6.3 The applications support the Council Plan 2026-2029 objectives by aligning with the following Council Plan aims:
- Improving access for all ages to health facilities, leisure services and community spaces.
 - Working with the voluntary sector to support positive outcomes for vulnerable residents
 - Continuing to invest in and improve our parks, open spaces and walking routes
 - Continuing to encourage equal access to council services for all residents
 - Ensuring the delivery of good quality, efficient and effective services for our residents
 - Celebrating and investing in local culture, art and heritage
 - Promoting inclusive communities and resident participation
 - Supporting planning applications that aim to deliver thriving communities and a healthier environment
 - Working on adjusting the impacts of climate change and continue progress on making Three Rivers a more climate resilient district.

7 Policy/Budget Reference and Implications

- 7.1 The recommendations in this report are within the Council's agreed policy and budgets. The relevant policy is entitled Community Infrastructure Funding Statement and was agreed on 24 February 2015.

8. Equal Opportunities, Staffing, Environmental, Community Safety, Public Health, Customer Services Centre, Communications & Website and Health & Safety Implications

- 8.1 No specific implications

9 Financial Implications

- 9.1 The commitment of CIL funds of £6,070,165 previously agreed, plus the proposed funding of £457,348 will leave a balance in excess of 5 million in the CIL Main Pot for infrastructure projects going forward.
- 9.2 As with previous CIL applications it is identified that due to delay between application submission (and initial project quotes) and works being implemented, and given the current economic conditions, there could be further pressures on project costs. It is

proposed through the recommendation delegation is given to the Director of Finance, in consultation with the Lead Members for Resources and Planning Policy and Infrastructure, to be able to consider any reasonable change to the CIL funding to enable the project to proceed.

10 Legal Implications

- 10.1 The legislation governing the development, adoption and administration of a Community Infrastructure Levy (CIL) is contained within the Planning Act (2008) and the Community Infrastructure Levy Regulations 2010 (as amended).

11 Risk Management

- 11.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.
- 11.2 The subject of this report is covered by Regulatory Services with specific TRDC projects covered in their appropriate service plans. 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)
Failure to progress/manage and maintain Community Infrastructure Levy income and expenditure.	Council could be challenged on CIL expenditure	Governance Arrangements	Tolerate	4
Projects are not progressed/delivered/meet specified objectives	Monitoring required, CIL monies are paid on project completion,	Relevant Legal Agreements in place to ensure a level of control remains	Treat	4

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

Ver Likelihood	Low 4	High 8	Very High 12	Very High 16
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	Low 3	Medium 6	High 9	Very High 12
	Low 2	Low 4	Medium 6	High 8
	Low 1	Low 2	Low 3	Low 4
	Impact Low -----► Unacceptable			

Impact Score

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

Likelihood Score

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

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

Report prepared by: Kimberley Rowley (Head of Regulatory Services), Lianne Anscomb (Land and Property Information Manager) and Jo Welton (Senior CIL Officer)

Data Quality

Data sources: Exacom (Planning Obligations Software) Data Checked by: Jo

Welton, Senior CIL Officer and Lianne Anscomb. Land & Property Information Manager

	Poor	
	Sufficient	X
	High	

Background Papers

The Community Infrastructure Regulations (2010) (As amended)
<https://www.legislation.gov.uk/ukdsi/2010/9780111492390/contents>

Section 216(2) of the Planning Act 2008 (as amended by regulation 63 of the Community Infrastructure Levy Regulations);

Infrastructure Funding Statement
<https://www.threerivers.gov.uk/services/planning/community-infrastructure-levy#CIL%20reports>

Guidance provided by the Department for Levelling Up, Housing and Communities and Ministry of Housing, Communities & Local Government

<https://www.gov.uk/guidance/community-infrastructure-levy#spending-the-levy>

APPENDICES

- Appendix 1 – Approved Infrastructure Projects
- Appendix 2 – CCYFC Spending Request Form
- Appendix 3 – CCYFC Equality Impact Assessment
- Appendix 4 – CCYFC Climate and Sustainability Assessment
- Appendix 5 – Croxley Bowls Club Spending Request Form
- Appendix 6 – Croxley Bowls Club Equality Impact Assessment
- Appendix 6 – Croxley Bowls Club Climate and Sustainability Assessment
- Appendix 8 – One YMCA Spending Request Form
- Appendix 9 – One YMCA Equality Impact Assessment
- Appendix 10 – One YMCA Climate and Sustainability Assessment



Approved Infrastructure Projects Three Rivers District Council

Financial Year	Approved at Full Council	Bid Ref	Project Description	Regulation 123 / IFS Compliant	CIL Funds Allocated	Project Started	CIL Funds Released	Project Complete
2021/22	22.02.22	TR01	Denham Way Playing Fields Refurbishment of Outdoor Leisure Facilities	Yes	£347,000.00	Yes	Yes	Yes
2021/22	22.02.22	TR02	South Oxhey Playing Fields	Yes	£375,000.00	Yes	Yes	Yes

			Refurbishment of existing and installation of new facilities					
2021/22	22.02.22	TR03	Permanent enlargement of Breakspeare School	Yes	£901,574.00	No	No	No
2022/23	12.07.22	TR04	Barton Way refurbishment of Multi Use Games Area (MUGA)	Yes	£29,979.00	Yes	Yes	Yes
2022/23	18.10.22	TR05	Electric Vehicle Charging Points	Yes	£460,000.00	Yes	No	No

			(Throughout District)					
2022/23	18.10.22	TR06	Grand Union Canal Towpath Upgrade – Phase 6	Yes	£109,824.00	Yes	Yes	Yes
2022/23	13.12.22	TR07	Cost Uplift re Bid Ref:TR02 - South Oxhey Playing Fields Refurbishment of existing and installation of new facilities	Yes	£93,750.00	Yes	Yes	Yes
2022/23	13.12.22	TR08	Cost Uplift re Bid Ref:TR01 - Denham Way Playing Fields Refurbishment of Outdoor	Yes	£86,750.00	Yes	Yes	Yes

			Leisure Facilities					
2023/24	11.07.23	TR09	Aquadrome Pedestrian Bridge	Yes	£320,524.00	Yes	Yes	Yes
2023/24	25.07.23	TR10	King George V Playing Fields – Multi Purpose Play Area	Yes	£153,717.50*	Yes	Yes	Yes
2023/24	09.07.24	TR11	Aquadrome Pedestrian Bridge	Yes	£817,231.00	Yes	Yes	Yes
2023/24	09.07.24	TR12	Batchworth Depot	Yes	£456,400.00	Yes	Yes	Yes
2023/24	09.07.24	TR13	Beryl Bike Scheme	Yes	£45,000.00	Yes	Yes	Yes

2023/24	09.07.24	TR14	Chorleywood Youth Football Club	Yes	£185,903.00	No	No	No
2024/25	10.12.24	TR15	King George V Pavilion, Sarratt	Yes	£200,000.00	No	No	No
2024/25	10.12.24	TR16	CCTV Cameras – Three Rivers District	Yes	£76,716.00	Yes	Yes	Yes
2024/25	10.12.24	TR17	Croxley Green Library	Yes	£10,500.00	Yes	Yes	Yes
2024/25	10.12.24	TR18	Oxhey Jets Football Club	Yes	£966,000.00	Yes	Partially	No
2025/26	08.07.25	TR19	Batchworth Sea Scouts	Yes	£125,000.00	No	No	No
2025/26	08.07.25	TR20	Chorleywood Scouts	Yes	£190,000.00	No	No	No
2025/26	09.12.25	TR21	Beryl Bike Scheme		£138,000.00			
2025/26	09.12.25	TR22	Rickmansworth Sports & Cricket Club		£167,200.00			

Total					£6,070,165.50			
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***CIL Funding amount for King George V Playing Fields reduced from £184,461.00 to £153,717.50. Project cost was less than originally budgeted for.**

***CIL Funding amount for Chorleywood Football Club cancelled £185,903.00 new application came in for a larger amount January 2026.**



COMMUNITY INFRASTRUCTURE LEVY FUNDING REQUEST

Applications are invited for strategic infrastructure projects to be considered for Community Infrastructure Levy (CIL) funding.

To bid for CIL funding, you will need to fill out the following application form and submit relevant supporting material, as necessary. Please ensure the information you provide is correct and complete to the best of your knowledge.

Page 1 of 43

Email: cil@threerivers.gov.uk

Address: Community Infrastructure Levy Officer, Three Rivers District Council, Three Rivers House, Northway, Rickmansworth, Herts. WD3 1RL

Please Note

Failure to answer all the questions on this form could impact upon the success of your application.

Bid Reference (Internal Reference):**Section A: Applicant Contact Information**

Name and address of your organisation	Chorleywood Common Youth Football Club (CCYFC) Lady Ela Drive, Chorleywood, WD3 5SL Please note that this is not a postal address
Name and position of main contact	Sam Gervaise-Jones, Chairman
Applicant contact details (phone number, email and address)	Beech Hill, Berry Lane, Chorleywood WD3 5EY Chairman@ccyfc.net 07785 713582
Type of organisation (If a charity, please provide registration number)	Charity 297411
Describe your organisation's main purpose and regular activities	As a club, our mission is to unite and enrich the lives of our local community, providing a welcoming, safe and inclusive environment for boys, girls, parents, family and coaches to have fun, to grow as people, and to bond as teams through football. Run by volunteers, we provide football and football related activities for all ages, abilities and genders, with 47 teams, including 10 girls sides and male and female adult teams . There are CCYFC players playing most days and nights of the week. Additionally we provide the opportunity for our young players to become coaches and referees Inclusivity and accessibility, for all abilities, is a key part of our club culture and an area of continued focus. Ultimately, we are here to enrich the lives of our local community through football

Is the organisation able to reclaim VAT?	No. Most or all of our income is not VAT Chargeable
Section B: Project Overview	
Project Title	Chorleywood Common Youth Football Club - Refurbishment of Current Pavilion
Summary of the project proposal	The current pavilion was built in phases over 20 years ago, and is now in a state of disrepair, tired and no longer fit for purpose. When originally built the Club only offered football to boys; it now also provides football for girls and all adults. The pavilion needs refurbishing, updating and internal layout changes to increase the building's community utility. Additionally it needs updating to better cater for our female members. The project also allows for a new revenue flow from the club, safeguarding it's financial sustainability. As well as delivering revenue through a retail cafe at the weekend, the building would be more attractive to and available for use by other community groups.
Estimated project cost including breakdown of the overall cost and what the CIL funding requested will cover)	Total Project cost is £501,305 including, VAT contingency and professional fees. The cost of the project without VAT contingency and professional fees is £417,754 A more detailed scope of work and cost breakdown is attached in Appendices A & B CCYFC are seeking a contribution of £374,305 from CIL funds <i>Further detail can be found in section 6 of the Supplementary Information below</i>
Full address of project location	Chorleywood Common Youth Football Club (CCYFC) Lady Ela Drive, Chorleywood, WD3 5SL
Project partner (if applicable)	Not applicable

Section C: Strategic Case	
Why is CIL funding being sought and who are the likely beneficiaries of the project? Please provide usage details where appropriate Please refer to CIL Scoring Criteria Guidance under: Delivering Growth & Community Support	As a volunteer organisation, CCYFC simply does not have the funds to complete this project without CIL funding. The most immediate beneficiaries will be those playing and attending matches at the weekends. On a typical weekend this is approximately 500 players and 300 adults. Approximately 40% of these are not from Chorleywood (ie the opposition teams, often from other part of the Three Rivers District). Additionally the design will be suitable for other groups to use and hire. <i>Further information can be found in Sections 1, 2, 4 & 5 of the Supplementary Information below</i>
How does the project help address the demands of development in the area. What evidence is there to support this? Please refer to CIL Scoring Criteria Guidance under: Delivering Growth & Environment	CCYFC is currently unable to meet the demand for football from the local community. The current building is also not an attractive place to be and is only really suitable as storage. The current pavilion does not drive revenue and in fact is a drain on resources. Additionally it is not well suited for young female players, nor spectators who have a disability. A new pavilion would make the club more attractive, increase the utility of the building, encourage more people to volunteer and increase revenues, allowing some roles to be paid, where appropriate. This would help to drive capacity to add new teams. <i>Further information can be found in Sections 1, 2, & 3 of the Supplementary Information below</i>
Do you have planning permission in place to carry out the works? If so, please provide the application number Please refer to CIL Scoring Criteria Guidance under: Deliverability	Yes, planning permission has been granted under reference 24/0813/FUL for: <i>“Construction of single storey side extension; internal alterations; alterations to fenestration; replacement windows; alterations to external materials to existing sports pavilion; installation of air source heat pump; alterations to hardstanding; and associated landscaping.”</i> <i>Further information can be found in Sections 9, 10 & 11 of the Supplementary Information below</i>
Please provide details of any supporting policy from the Local Plan Please refer to CIL Scoring Criteria Guidance under: Delivering Growth	The 2019 Playing Pitch Strategy (PPS) identified the site as having a poor playing surface and poor ancillary facilities. These were rated as ‘poor and borderline fit for purpose’ Refurbishment of the club pavilion was identified as one of the key projects in Three Rivers Local Football Facility Plan, published in 2019. See section 2 in ‘Supplementary Information’ below. <i>Further information can be found in Sections 1, & 2 of the Supplementary Information below</i>

Would the community support the project? Please refer to CIL Scoring Criteria Guidance under: Community Support	We sent out a survey seeking support for the project. Despite only be open for a week, 575 people responded in support of the project. Interestingly, less than 50% of the respondents live in Chorleywood. Another 25% live in Rickmansworth, the remainder largely in other towns and villages within Three Rivers, demonstrating that there is support for the project throughout the Three Rivers District. The support indicated by the petition also came from people outside of the club, with 18% of the respondents having no connection with the club. <i>Further information can be found in Sections 4 & 5 of the Supplementary Information below</i>
Please outline how the project will demonstrate value for money Please refer to CIL Scoring Criteria Guidance under Project cost	We have a detailed scope of works to allow us to cost the project by professionals in the building trade. We will go to a full competitive tender process once this application has been submitted. This will include inviting members of the club that have the requisite skills and business experience and it is hoped that these members will provide free or discounted prices to reflect the volunteer nature of the club. <i>Further information can be found in Sections 6, 7 & 8 of the Supplementary Information below</i>
Would the project lead to any income generation? Please refer to CIL Scoring Criteria Guidance under: Project Cost	The new commercial kitchen should generate £15-20k profit per annum for the club (the current kitchen does not provide any income) Additionally the internal reconfiguration to create a larger, more appealing communal space should be attractive for community groups to hire out, providing a community asset and further incremental revenue. <i>Further information can be found in Sections 6, 7 & 8 of the Supplementary Information below</i>

Section D: Financial information		
Please show in the table below the amount of CIL funding being sought and any other contributions that may have been allocated for this scheme		
Please refer to CIL Scoring Criteria Guidance under: Project Cost Further information can be found in Sections 6, 7 & 8 of the Supplementary Information below		
	Amount	Detail
Please indicate total cost of project	£483,305	Provided See Appendix A&B
Please provide a detailed breakdown of the costs for the project	£417,754	This is the total cost of the project excluding VAT, Consultancy, Project management and contingency
Please provide a detailed summary of the total CIL funding required, including phasing	£374,305	This is a short project, planned to start in March and complete in July, assuming funding is available. Consequently we will need all funds at the start of the programme.
How much funding does the project currently have?	£20,000 from club reserves	An application will be made for a grant from the Football Foundation by the end of February We will run crowdfunding to help fund the project from parents Businesses have also been approached and we will undertake fundraising within the membership
Are there any revenue costs (i.e. day-to-day running costs,0k maintenance cost) associated with the project and if so how will they be funded and has that funding been secured?	£3,000 pa	We will set aside 20% of the increased revenue for maintenance and appoint a volunteer facilities manager

Please indicate in the table below the source of additional funding that has been secured/ is being sought.				
Source	Amount	Conditions Attached	Use by Date	Funding Confirmed
HS2 Grant	£72,000	None	End 2025 (extension sought)	Application Approved
Personal Donation From TJ	£20,000	None	None	Received
Business Contribution	£5,000	None	None	Approached, not yet secured
Member Crowdfunding	£10,000	None	None	Will launch in Spring. These funds will be used to enhance fit out
Club Reserves	£20,000	None	None	Money available now

Note that some of the above monies will need to be used to pay project, consultancy costs as well as contingency cover.

Page 250	Does the CIL funding help secure the release of additional funding?	Yes	Yes, the Football Foundation money, and the ability to utilise any award from the Howden's Game Changer programme will be dependent on CIL contributions. Additionally we will not be able to secure funding from members if the fundamental refurbishment is not financed

Section E: Delivery and on Going Maintenance

What is the delivery timescale for the project?

Please refer to CIL Scoring Criteria Guidance under: Deliverability

Subject to funding approval, the plan is to start the build in September (see project plan in Appendix C)

Ongoing maintenance will be delivered by a volunteer facilities manager, supported by a sink fund derived from 20% of each year's additional revenue. It is envisaged there will be little maintenance required in the first 5 years, allowing a sizeable fund to be built up.

Further information can be found in Sections 9, 10 & 11 of the Supplementary Information below

Section F: Additional Information

Is there any additional information that may support the application? *Please see the Supplementary Information below*

This is a fairly straightforward project. The primary risk is one of timing. We will not be able to contract with builders until we receive approval or otherwise of this application, and consequently there is a risk that the identified builders will be engaged on other work. Should this happen we may miss the close season window. The earlier a decision is made on the application the lower the risk

Section G: Declaration

When you have completed the application, please sign this declaration and submit the application form as directed

To the best of my knowledge the information I have provided on this application form is correct.

If Three Rivers District Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform the Council's Infrastructure Delivery Coordinator of any material changes to the proposals set out above. When requested, I agree to provide the Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project. I recognise the Council's statutory rights as the designated CIL Charging Authority, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Three Rivers District Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Council's Infrastructure Spending Board manual filling system and summarised in the Council's ICT system for the sole purpose of fund processing, analysis and accounting. Information about the project may be publicised on the Council website and in public material for publicity purposes. Personal data will not be disclosed without any prior agreement of those concerned, unless required by law. For further information on the Council's privacy policy, please see: <https://www.threerivers.gov.uk/egcl-page/privacy-notice>

Signed: Sam- Gervaise-Jones, Chairman

Organisation: Chorleywood Common Youth Football Club

Date: 12th January 2026

All organisations involved with the application will need to sign and date the form.

Signed: Not applicable

Organisation: _____

Date: _____

Supplementary Information

The numbering and headings below refer to the various sections of the CIL Bid Scoring Criteria Document

1 Will the Project Contribute to the Delivery of the Infrastructure Funding List?

The club's aspiration is to use the CIL funding to refurbish the pavilion into a modern facility. One capable of meeting the ambitions and growth of the club.

The project contributes to a number of infrastructure types approved for funding by the CIL fund. Most obviously Open Space Provision, Outdoor and Indoor Leisure Facilities. Additionally a reconfigured pavilion with a larger communal area would support education of junior football coaches and referees. It would also provide a social and community space that can be hired by other community organisations.

The need for this refurbishment has been identified in a number of Three Rivers' documents:

The **2019 Playing Pitch Strategy (PPS) Strategy and Assessment Report** conducted a supply-and-demand assessment of playing pitch and other outdoor sports facilities in Three Rivers in accordance with Sport England's PPS Guidance and is used as part of the evidence base to support the Local Plan. It identifies that the site is overplayed and has a poor-quality ancillary offering.

The ancillary facility rating is influenced by the type of amenities which are available on a site accompanied by their quality. The ancillary facilities at CCYFC were rated 'Poor' and '... borderline fit for purpose.'

TRDC's **2019 Local Facility Football Plan** identified a refurbished pavilion as its 2nd priority. (see <https://localplans.footballfoundation.org.uk/local-authorities-index/three-rivers/three-rivers-local-football-facility-plan/#tab-section-introduction>) Screenshots of the key pages, 6 and 8, can be found in Appendix D

2 Does the Project Link to the Three Rivers District Council Corporate Framework?

The project has extremely strong links to TRDC's corporate framework. In particular it encourages and rewards local leadership through the 200+ volunteers at CCYFC.

Three Rivers wants to be a district 'where local infrastructure supports healthy lifestyles and addresses health inequalities'. CCYFC supports this through our players, referees and coaches range, who range from 4 to 60 years of age. This project enhances the capability of CCYFC to support this objective as well as enhancing its financial sustainability.

CCYFC have also regularly partnered with TRDC to expand the leisure offer in the district. Working with Ryan Watson, Sports Development Officer, we introduced girls football to the club in 2016 and women's football in 2022. We now have more than 150 female players. We also worked with TRDC to introduce a Futsal league.

3 Does the Project Support the Aims and Targets of the Council's Climate Strategy?

The current pavilion is more than 20 years old and has no insulation. We will retain and recycle what we can, such as the roof rafters and look to dispose of material as environmentally responsibly as possible.

The refurbishment will use modern heat and insulation efficient materials and will represent a step change in environmental efficiency. We will also investigate the practicality of installing Solar Thermal panels on the roof. Please see the scope of works in Appendix A.

More detail can be found in our Climate and Sustainability Tool submission in a separate document.

4 Is There evidence of a Public Benefit of the Project?

CCYFC took part in a Football Association engagement to measure the social and economic impact of the club. This was undertaken by an independent body (Portas Consulting) and showed that CCYFC delivers £1.6 million of social value every year. This includes 72,000 hours of social interaction for its 837 youth players, 75 adult players and 272 volunteers. The summary slide from this engagement can be found in Appendix E.

Additionally CCYFC is more than just a football club, it is a pillar of the local community, providing football based activities for almost 1,000 people. All are welcome, regardless of age, gender, ability or location. We also have provision for low income families. Despite the club's name, barely 50% of our members live in Chorleywood.

CCYFC have a track record of delivering. The club were a project partner of the 3G pitch delivered at St Clement Danes School and committed to increased 'Football Outcomes' as part of that project. We have taken advantage of these new facilities by starting a male adult team in 2021, with more than 40 local players having represented the club. In 2022 we started Women's recreational football, and more than 50 women have taken part in these sessions. Additionally we also use the facility to deliver further, evening sessions, of our Soccer School for younger and improving players, widening our ability to cater for all abilities.

5 Is There Evidence the Local Community Support the Project?

We had 575 positive responses to our online petition, with some fantastically positive comments. Interestingly more than half the respondents were not from Chorleywood, showing widespread support for the project across Three Rivers and beyond. Additionally 17% of the supporters have no current connection with the club.

A further analysis of the responses can be found in Appendix F

6 Is the Project Value for Money?

Over the last 5 years the club have considered various options to address the state of the pavilion, including engaging architects to draw up initial plans. These all suggested knocking down the current pavilion and completely rebuilding it, possibly on another part of the site. Initial costing of these options approached seven figures.

Further consideration brought us to the realisation that most of our current objectives could be achieved by a more modest refurbishment of the current building, which is the proposal of this submission.

7 Does the project have or unlock additional funding from other sources?

The club is seeking funds from a number of sources as listed below. However given the scale of the request, without this CIL application being approved the project will not happen.

<i>Grants</i>	£72k	Approved
<i>Donation from TJ</i>	£20k	These funds have been received. See email in Appendix I
<i>Local Businesses</i>	£5k	In the current economic climate we are not confident in securing larger sums from local businesses
<i>Club Reserves</i>	£20K	Money allocated and already available.
<i>Member Crowdfunding</i>	£10k	We plan to pursue a crowdfunding exercise primarily to pay for fit out (tables/chairs etc). That way our members get the quality they are prepared to pay for.

Delivery of this project will also create a revenue generating facility for the club. The plan is to seek a local café provider as a partner to operate the café at the weekends, with the club taking a share of revenues. These discussions have already begun. In addition the pavilion will be significantly more attractive for hire by other community groups and individuals, for example community groups and birthday parties.

8 What is the Status of this Extra Funding?

<i>HS2 Funding</i>	Approved.
<i>Personal Donation TJ</i>	Received in March 2024
<i>Local Businesses</i>	Ongoing.
<i>Club Reserves</i>	Available now.
<i>Member Crowdfunding</i>	We will commence the crowdfunding project if we get approval of the CIL monies

9 What Evidence is There to Suggest the Project is Deliverable?

CCYFC lease the site on which the pavilion is sited from Three Rivers District Council; the current lease runs to 2046. We have received outline approval from Chris Glover, Estate Surveyor Three Rivers District Council, for the replacement of the kitchen, which is predicated on this refurbishment project (See Appendix H)

Many members at the club have skills that we can utilise. We were able to call on the services of an architect, a builder and a project manager among others in the various planning phases already undertaken..

Our project manager has produced a detailed project plan (see Appendix C). Whilst the timescales are tight and there exists some risks, it is inherently achievable.

Planning permission has been granted.

10 What is the Delivery Timescale for the Project?

Given the expected timescales for approval of this CIL application, work would commence almost immediately. In the meantime we will undertake low cost preparatory works, such as clearing out the current rooms.

If this CIL funding is approved but we were unsuccessful in securing some of the planned funds from other sources (eg Howden's Game Changer and Football Foundation grant) we would still progress with the project and investigate additional sources of funds. We could also phase the project (eg roof replacement and external cladding first) to provide time to secure these additional funds.

A delay in approval of CIL funding may put at risk our ability to secure builders, delaying delivery of the project.

11 Have Details Been Given as To How Ongoing Maintenance Will Be Provided for And the Identification Of The Responsible Party For The Maintenance?

We will appoint a part time Facilities Manager and we will place 20% of the additional revenues received each year as a result of the refurbished pavilion into a sink fund to pay for ongoing maintenance of the building. Once complete, in the early years the maintenance costs of the building should be relatively low, allowing the fund to build up for use in later years.

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CCYFC Club House,
Chorleywood Common.

Tender scope of works.

February 2024.

1. New Roof finishes:

- Existing roof tiles to be carefully removed and stored for recycling.
- Membrane/felt and battens to be removed.
- Timber roof rafters reviewed for soundness and checked by engineer. Small areas of rot etc to be made good.
- New 200mm thick rockwool/Ecotherm roof insulation for a ventilated roof to be installed between rafters. OR above ceiling level.
- New Tyvek or similar breather membrane across the whole roof.
- New 38mm x 38mm tanalised battens to be fixed to rafters.
- New Grey Marley roof tiles with roof vents.
- Roof to drain into soakaway, water butts. TBC.
- New black metal RWP and gullies.

2. New wall cladding:

- Existing rotten timber cladding to exterior to be removed safely and recycled.
- Battens and breather paper removed.
- Block wall inspected for repairs and made good.
- New 100mm thick rigid PIR wall insulation such as Xtratherm to be fixed to block walls.
- (We can look at seconds: <https://www.secondsandco.co.uk/>)
- Tanalised/treated timber battens with Tyvek house guard membrane.
- Battens and counter battens to allow 25mm ventilated cavity.
- New vertical timber cladding such as Thermowood, galvanised screws.
- 150mm upstand to be retained and painted black with waterproof paint.
- Allow for roof overhang soffit and boards to form sides of windows.
- New kitchen hatch to be formed in external wall and clad in Thermowood.
- Covered entrance area vertical salting to match cladding.

3. New external windows/doors:

- Existing windows and doors removed.
- New openings formed as per drawings. Allow for making good of opening, new steel or timber flitch beam supports and posts.
- Allow for double glazed powder coated aluminium framed sliding doors and casement windows.
- New black [power coated aluminium] cills.

G2 Hoxton Works, 128 Hoxton Street, London N1 6SH. T: 0207 012 1674 www.nickwillsonarchitects.com

NICK WILLSON ARCHITECTS

3. New external store area:

- Roof finishes and structure to over sail and extend over external area.
- New timber slatted wall cladding, enclosure with 100 x 50mm black metal support frame behind.
- New timber slatted doors with metal framing behind. Lockable with bolts
- Gravel/pebbled floor finish to external storage.

5. Internal alterations:

- Walls removed to create new café/common room area. SE to confirm structural solution.
- New floor finishes. Existing board removed and new wooden floor laid. Existing sub structure to be confirmed.
- New ceilings throughout. MR plasterboard in wet areas and kitchen, painted plywood/plasterboard in common areas.
- Walls to be made good and painted block internally where; possible. New studs to be 100 x 50mm C24 timber at 400 c/c with 12.5mm plasterboard.
- Walls to new shower, WC block to be made good, and built to plans. Wedi, tile backer board or 18mm WBP plywood with white 100 x 100 tiled finish.
- Floors to be repaired, made good and tiled.
- New Part M shower and WC to be built with finishes as above.
- Allow for sanitaryware, tiles, painting, and skirting.
- Doors to be replaced with solid doors. Doors from corridors and to café area to be FD30s.
- Allow for escape signage, door handles, stops, and hinges.
- Kitchen as per drawings including all appliances, extract, and counters.

6. Lighting/electrics:

- Allow for new IP rated spots in the wet areas.
- Spotlights or ceiling lights in the common area, kitchen lights.
- External overhang, entrance to have round external IP rated lights.
- Electrics DCB check and new if required.
- Sockets and smoke alarms, heat detectors
- CCTV and alarms.

7. Heating:

- Electric boiler to be agreed.
- HW tank and solar thermal panels for hot water TBC.
- Radiators to main rooms.

8. External areas:

- New paved areas to front of building. 38mm thick concrete pavements.
- Ramped access to building entrance in paved slabs.

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Appendix B – Cost Breakdown

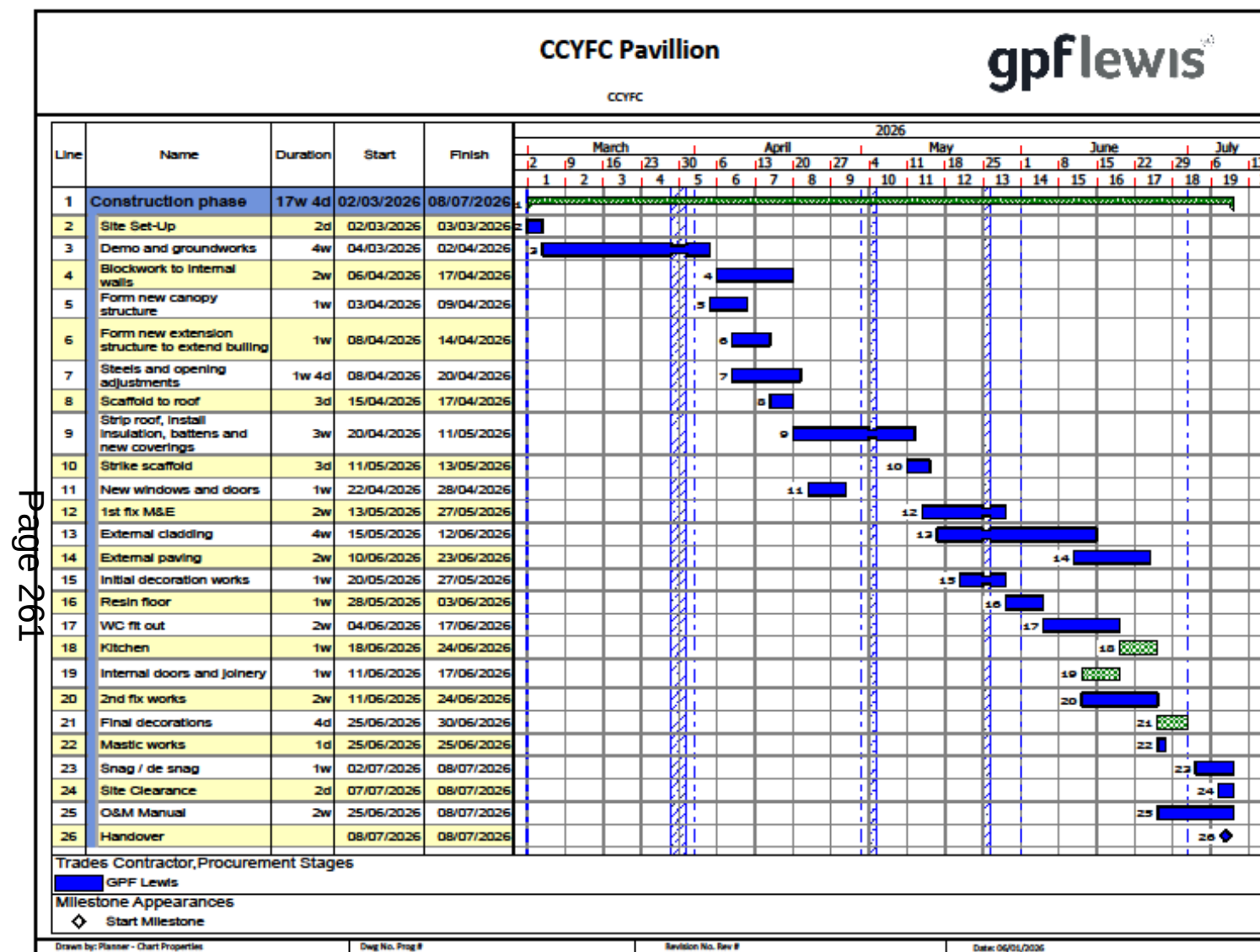
Three quotes were received:

	Quote ex VAT	Total ex VAT	VAT	Total Inc VAT
Millsaw	£405,412.87	£405,412.87	£81,082.57	£486,495.44
Chess	£351,089.43	£351,089.43	£70,217.89	£421,307.32
gpfLewis	£365,754.18	£365,754.18	£73,150.84	£438,905.02

Whilst Chess is marginally cheaper, there are some significant omissions and exclusions to their bid. Additionally during the bidding process, gpf Lewis provided more confidence that they would successfully deliver the project. Consequently, despite the small difference in cost, they are the preferred bidder and all costs in this document is built on their quotation. Their quotation is included below.

The quotations represent the build costs, but there will be additional costs due to build out. Therefore the total cost of the project is detailed below:

Total Cost of Project				
Preferred Bidder gpf Lewis		£365,754.18	£73,150.84	£438,905.02
Boiler/heating	£15,000.00	£15,000.00	£3,000.00	£18,000.00
Kitchen	£12,000.00	£12,000.00	£2,400.00	£14,400.00
Furniture	£10,000.00	£10,000.00	£2,000.00	£12,000.00
AV/Security	£10,000.00	£10,000.00	£2,000.00	£12,000.00
Landscape/planting	£5,000.00	£5,000.00	£1,000.00	£6,000.00
TOTAL		£417,754.18	£83,550.84	£501,305.02



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17:28 Wed, 7 Feb   83% 

Community Infrastructure L. X | Get Help | Crowdfunder.co.uk X | Funding for Repairs, Kit and X | Do you Support CCYFC's Pl X | Three Rivers Local Football X

     localplans.footballfoundation.org.uk/local-authorities-index/three-rivers/three-rivers-local-football-facility-pl   5 

20 | Page

Appendix A: Priority project list

This list sets out all priority projects for potential investment. Each has been scored against two principal factors: deliverability and outcomes (quality, inclusivity, sustainability, engagement and usage).

The list will be used flexibly; project 'rating' does not determine the exact order in which it will progress to a funding application to the Football Foundation as many factors influence this. The process for moving a project from this list and into the 'pre-application stage' will be managed by the Football Foundation.

[Expand all](#) | [Collapse all](#)

1 ST CLEMENT DANES SCHOOL



4 CHORLEYWOOD COMMON FC





Overall, our club generates £1.6m in social value every year



837 youth players



272
volunteers, 14
paid staff



75 adult
players

Engagement with Chorleywood
Common Youth F.C. provides a range
of benefits to different individuals

72k Hours of social interaction

£42k Player wellbeing value

£244k Value generated from club
volunteering hours

£5k Value of facilities accessible to the
local area



This translates to value generated for
society



£607k Total economic value



£126k Total health value



£26k Total social value



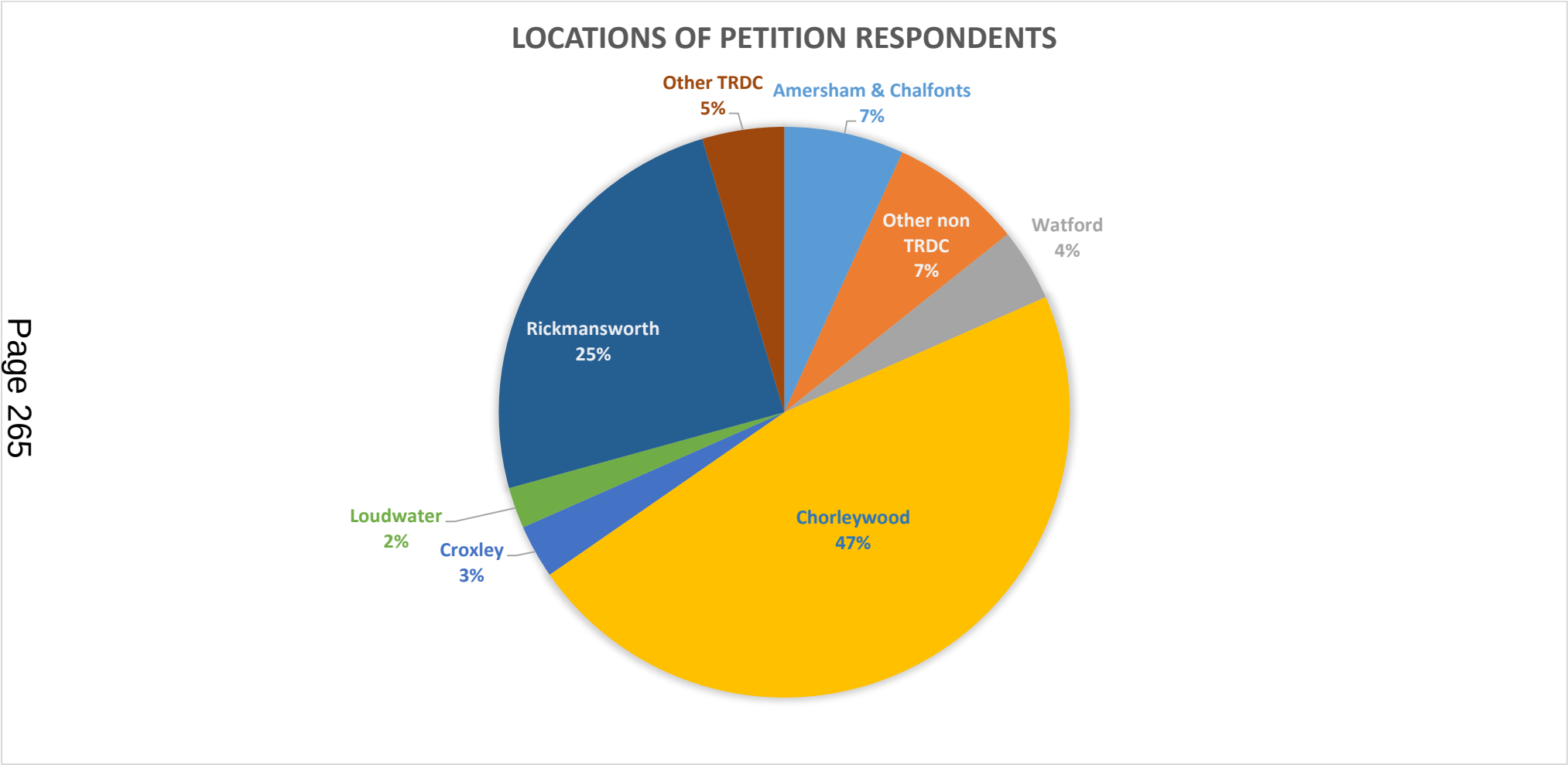
£845k Total wellbeing value



Appendix F – Results of Online Petition

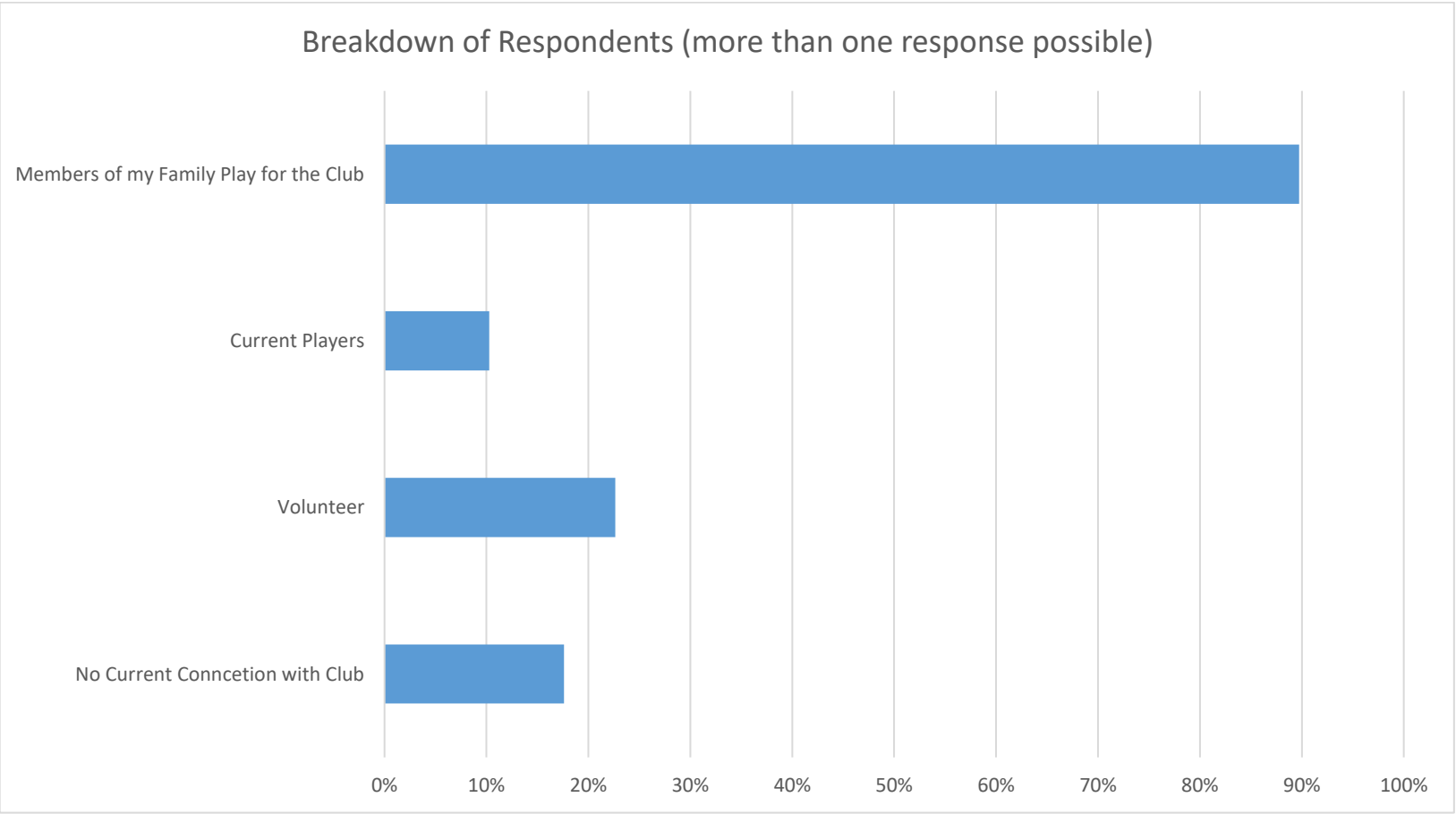
Despite running for less than a week, 575 people completed our online petition in support of our Pavilion Refurbishment.

The majority of respondents were from towns and villages outside of Chorleywood:



Appendix F – Results of Online Petition (Continued)

Whilst the petition was only circulated amongst our members, a significant proportion have no current connection to the club, demonstrating wide public support for the project.



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Guy Allen <264guy@gmail.com>

RE: Howden's Game Changer Application

1 message

Howdens <howdens@footballfoundation.org.uk>
To: Guy Allen <guy@allen5.com>

30 January 2024 at 20:16

Hi Guy

Thank you for the email. I can see on our system that your form has been submitted with all the documents, so this will now go forward for assessment with a decision in April. Nothing further to do at the moment but please note that during the assessment period (Feb-Mar) the Grant Manager assigned to your application may contact you directly with any additional questions they may have as part of the assessment.

If you have any further queries, please contact me via this Howdens email address.

Regards

Murray

Murray Fishlock

Head of Grant Assessment

M: 07710 855137

E: murray.fishlock@footballfoundation.org.uk W: www.footballfoundation.org.uk

The Football Foundation

Wembley Stadium | Wembley | London | HA9 0WS



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Search



Guy Allen <264guy@gmail.com>

RE: Catch Up

1 message

Christopher Glover <Christopher.Glover@threeivers.gov.uk>

30 January 2024 at 16:23

To: Guy Allen <guy@allen5.com>

Strictly Without Prejudice and Subject to Contract

Hi Guy,

Three Rivers District Council is happy to agree to the principle of this request.

This is subject to agreement and grant of the necessary Licence to Alter required as per the lease agreement, together with any such formal permissions as may be required.

Kind regards,

Christopher Glover

Estate Surveyor

Three Rivers District Council

www.threerivers.gov.uk

From: Guy Allen <guy@allen5.com>

Sent: Tuesday, January 30, 2024 10:59 AM

To: Christopher Glover <Christopher.Glover@ThreeRivers.gov.uk>

Cc: Ryan Watson <ryan.watson@threeivers.gov.uk>

Subject: Re: Catch Up

Thanks Christopher



Guy Allen <264guy@gmail.com>

CCYFC - refurbishment of clubhouse at Chorleywood House

1 message

Neil Rowley <NRowley@savills.com>

12 February 2024 at 13:42

To: Guy Allen <guy@allen5.com>

Cc: "paul@quattroukltd.co.uk" <paul@quattroukltd.co.uk>

Dear Guy,

Thank you for taking the time to explain CCYFC's plans for refurbishing the clubhouse at Chorleywood House.

Tommy and CCYFC have long been in discussion about creating new football pitches for CCYFC on Tommy's land west of Green Street. This was mostly contingent on Tommy gaining planning permission for residential development on his land east of Green Street. For various reasons, Tommy was advised to withdraw his recent planning applications which he understands has delayed the potential delivery of football pitches at Green Street. Accordingly, CCYFC now needs to refurbish the existing pavilion at Chorleywood House. In the light of these delays and as a gesture of goodwill, Tommy would like to make a personal donation of £20,000 towards the refurbishment of the clubhouse. I understand that you will need the payment by the end of March and perhaps we could discuss how we arrange this.

We plan to submit new planning applications for residential development in March 2024. These are likely to be determined by a public inquiry in early 2025.

It is hoped that planning permission for the revised golf course and football pitches west of Green Street will be granted in Spring/early Summer 2024.

For the avoidance of doubt there are no other liabilities between Tommy and CCYFC (either way) other than the existing agreement to provide football pitches west of Green Street if planning permission is granted for the housing.

As always, Tommy sends the best of wishes to all at CCYFC. We hope that this contribution will enable the prompt refurbishment of the clubhouse. We also hope to work together on Green Street as the proposals take shape. I suggest we meet again once planning permission is granted for the sports pitches (hopefully in the next few months).

Kind Regards

Neil.

Neil Rowley BA Hons, MRTPI

Director

Planning

Savills, 33 Margaret Street, London, W1G 0JD

Equality Impact and Outcome Assessment (EIA) Template

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-users¹. They analyse how all our work as a council might impact differently on different groups²

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 needed⁴

Title ⁵	Chorleywood Common Youth Football Club (CCYFC) Pavilion Refurbishment	ID No ⁶	
Team/Service ⁷	CCYFC Executive Committee		
Focus of EIA ⁸	The club aim to provide football for all, regardless of age, race, gender, location* or ability. This is reflected in its current membership with players, coaches, referees and volunteers aged from 4-60+. However the current pavilion is borderline fit for purpose for some of these groups, including spectators. Current issues are as follows: - Access to all parts of the pavilion is via stepped doorways - The communal area is not suitable for those that need to shelter - The current communal area is too small for use with those in wheelchairs (even if they can get over the steps) - To access the toilet area, it is necessary to leave the communal area via steps, travel over uneven ground to the toilet block, which is often locked, and once again use steps to gain access - The quality of the toilet facilities, especially for females and those with a disability, are not fit for purpose. Indeed we have lost whole girls teams to other clubs where the facilities are more suitable. * Other comparable local football clubs limits membership to certain postcodes		

Assessment of overall impacts and any further recommendations ⁹

The new design substantially addresses these issues:

- New design provides step free access to all parts of the pavilion
- Toilet and washroom facilities will be provided that are suitable for those with disabilities
- Access to toilet facilities will be available through the communal area, easing access
- Within the footprint of the project, the land will be levelled and paved to ease access and provide as safe an environment as possible

We did consider including gender neutral facilities but given the size, scope and nature of the project it was deemed not possible to include them. The changing areas will be effectively gender neutral.

Overall it should be re stated that the access to the building will be considerably improved, with removal of steps and barriers to access, as well as disability specific toilet facilities.

Whilst we will improve access for disabled spectators, it should be borne I mind that the club and pavilion is effectively in a field. Depending on disability, this may limit practical access in certain weather conditions. An answer to this would be to tarmac the small parking area and have a tarmacked path running to the pavilion. Previous planning applications that contained similar elements have been rejected in the past. However we would be willing to revisit this in the future if requested.

Potential Issues	Mitigating Actions
Suitability of terrain in poor weather	Tarmacking access from car park to pavilion, to be considered as a separate project.
Actions Planned ¹⁰	

Investigation of possibility of tarmacking car park	Six months after formal opening of new pavilion
---	---

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:

Date: Equalities

Lead Officer:

Date:

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 (e.g.: a change in population), or at a national level (e.g.: 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 **ID 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 - e.g.: '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? e.g.: 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.

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TRDC Climate and Sustainability Impact Assessment

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 and proceed.
Yellow (2)	Some possible negative impacts for 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.

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 CIL@threerivers.gov.uk

Key to the colour coding of answers can be found at the top of the page.

Name of project/policy/procurement and date:		Chorleywood Common Youth Football Club - Refurbishment of Current Pavilion
Brief description (1-2 sentences):		Refurbishment of pavilion within current walls and footprint. Replcement of roof, cladding and reconfiguration of interior, addition of new kitchen. All provide opportunity to improve climate impact.

Homes, buildings, infrastructure, equipment and energy

Question	Impact (select from list)	Score (-1 to 4)	Justification or mitigation	Impact (select from list)	Revised Score (1-4)
1 What effect will this project have on overall energy use (electricity or other fuels) e.g. in buildings, appliances or machinery?	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	The roof and walls have modern insulation. The cladding will als provide some insulation benefit. Additionally we will look at installing Solar Thermal panels to provide hot water	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
2 What effect will this project have on the direct use of fossil fuels such as gas, petrol, diesel, oil?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	The site only uses electricity	Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
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	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	currently, primarily as storage for football club. This project will widen its community use significantly. It will also be available for	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
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 "A" or BREAM "excellent"	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	Yes, as above, we will add significant insulation	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
5 Does this make use of sustainable materials / inputs in your project? E.g. re-used or recycled construction materials, timber in place of concrete	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	We plan to recyle as much as possible. The project is a rebuild	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
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	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	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	We plan to add Solar Thermal panels	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
8 Do any appliances or electrical equipment to be used have high energy efficiency ratings?	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	All of the electrical equipment will be newly installed and will have high energy efficiency ratings	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
Average Score		3.43			3.43

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.

Travel

Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
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		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?	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
11 Will this project support people to use active or low-carbon transport? E.g. cycling, walking, switching to electric transport	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	We will install bike racks, and charging points for ebike, to encourage cycling	sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
12 Will this project be easily accessible for all by foot, bike, or public transport, including for disabled people?	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	Acesability will be good. We wil improve disability access to the pavilion building as part of the project	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
13 Has the project taken steps to reduce traffic? E.g. Using e-cargo bikes; timing activities or deliveries to be outside peak congestion times	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	See above comments, reference ebikes	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
Average Score		3.33			3.33

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. re-timing the service or deliveries

Goods and Consumption

Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
14 Has this project considered ways to re-use existing goods and materials to the greatest extent possible, before acquiring newly manufactured ones?	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	As the project is a refurb, there will be significant use of the current structure, including walls and most roof joists	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4

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

15	Does the project reduce reliance on buying newly manufactured goods? <i>E.g. repair and re-use; sharing and lending goods between services or people, leasing or product-as-a-service rather than ownership</i>	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	The works are focused around an adaptive reuse proposal for the existing club house. This will reuse the existing structure so avoiding carbon and the use of lots of new materials	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
16	Does the project use products and resources that are re-used, recycled, or renewable?	Some possible negative impacts for sustainability. Recommendation to review these aspects and find mitigations where possible.	2	In the build we will focus on using as much of the current structure as possible	Some possible negative impacts for sustainability. Recommendation to review these aspects and find	2
17	Does the project enable others to make sustainable choices within their lifestyles, or engage people about this?	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	Inherently the more attractive we make the site, the more attractive playing football becomes, as well as possibly other recreational activities	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
18	Does the project have a plan to reduce waste sent to landfill in manufacture?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	Given the reuse of as much material as possible mentioned above, this will reduce material going to landfill	Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
19	Will the material(s) used on the project be able to be re-used, re-purposed, or recycled at end of its life?	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
20	Has the project taken steps to ensure any food offered or consumed is more sustainable? <i>E.g. less and high-quality (high welfare) meat and dairy, minimise food waste, seasonal and locally sourced produce.</i>	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	We will incorporate this into our food offerings and focus on reusability, eg encourage a scheme in the cafe for reusable cups	Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
Average Score			3.33			3.33

- 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, if procured or consumed. - Choose seasonal and locally sourced produce, and plant-rich meals. - 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.

Ecology					
Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
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, gardens, lakes, rivers, ponds etc.)	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	It makes no change to the quantity of green space, but does make it more attractive and accesible	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
22 Does the project create more habitat for nature? <i>E.g. planting native plants, trees, and flowers, creation of ponds or wetlands, provision of bird or bat boxes, installation of log piles or insect hotels</i>	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed	0	Not applicable	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
23 Does the project make changes to existing habitats or have a negative impact on biodiversity? <i>E.g. use of pesticides, reduced extent and variety of plants, planting non-native species, light pollution, noise pollution, water pollution, disturbance to habitat, soil erosion, fragmentation of habitat</i>	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed	0	None	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed	0
24 Does the project help people understand the value of biodiversity, and encourage residents to support it in their private and community spaces?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed	0	Not applicable	Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Average Score		4			4

Ways to optimise sustainability and work towards net-zero carbon: - 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
--

Adaptation					
Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
25 Does any planned project, construction or building include measures to conserve water? <i>E.g. low-flow taps and showerheads, water-efficient devices</i>	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	Internally the washrooms, and kitchens will all use also low flow sanitaryware. This will reduce water consumption in the building.	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
26 Does the project consider how to protect people from the effects of extreme weather? <i>E.g. including shading to prevent overheating</i>	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	Rainwater will be collected for irrigation and a soakaway and sustainable water system will be sued for foul drainage.	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
27 Has any planned building work or infrastructure on the project considered how to mitigate flood risk? <i>E.g. implementing Sustainable Drainage Systems (SuDS), de-paving areas, installing green roofs</i>	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
28 Does any planned building work or infrastructure on the project increase the total surface area covered by hard surfacing (as opposed to green or permeable surfacing)?	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	There is no increase in the amount of hardstanding	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
29 Has the project considered its own resilience to extreme heat, flooding, or drought resulting from climate change?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	The project will nto be impacted by this	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Average Score		4.0			4.00

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.

Engagement and Influence					
Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
30 Does this project raise awareness and understanding of the climate and ecological emergency, and the steps that people can take to mitigate and adapt to these?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	understanding of the climate and ecological emergency as it will be a live example of how a building can be retro fitted and reused. The users of the building range from children	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
Average Score		3			3
Total Overall Average Score		3.52			3.5

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 and ecological emergencies.
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Now the assesment is complete, please include a copy of the completed assessment as part of your CIL application, and submit a copy of the form by email to Joanna.Hewitson@threeivers.gov.uk

Climate and Sustainability Impact Assessment Summary	
Homes, buildings, infrastructure, equipment and energy	3.43
Travel	3.33
Goods and Consumption	3.33
Ecology	3.33

Adaptation	4.00
Engagement and Influence	3
Total Overall Average Score	3.5

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COMMUNITY INFRASTRUCTURE LEVY FUNDING REQUEST

Applications are invited for strategic infrastructure projects to be considered for Community Infrastructure Levy (CIL) funding.

To bid for CIL funding, you will need to fill out the following application form and submit relevant supporting material, as necessary. Please ensure the information you provide is correct and complete to the best of your knowledge.

Email: cil@threerivers.gov.uk

Address: Community Infrastructure Levy Officer, Three Rivers District Council, Three Rivers House, Northway, Rickmansworth, Herts. WD3 1RL

As part of your application, we require the following or your submission may not be considered: Please refer to the CIL Funding Request Checklist for more details.

1. Community Infrastructure Levy Funding Request to be completed with reference to CIL Bid Scoring criteria and guidance
2. Equality Impact and Outcome Assessment
3. Climate and Sustainability Impact Assessment

APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED.

Please Note

Failure to answer all the questions on this form could impact upon the success of your application.

Bid Reference (Internal Reference):	
Section A: Applicant Contact Information	
Name and address of your organisation	Croxley Guild of Sports and Social Club The Green, Croxley Green, Rickmansworth. WD3 3HT
Name and position of main contact	Linda Martin, Croxley Guild Bowls Club, Croxley Guild of Sport, Member of Club and the Guild The Green, Croxley Green, Rickmansworth. WD3 3HT Email -Cherrywoodmail1@btinternet.com Tel 07715323070
Applicant contact details (phone number, email and address)	<i>Bob Dingley Chair of Croxley Guild of Sports and Social club</i> <i>Gordon Allan, Chair of Croxley Guild Bowls</i>
Type of organisation (If a charity, please provide registration number)	Croxley Guild of Sports and Social club is a charitable not for profit unincorporated association not a registered charity or company . Guild is CSC registered and the leaseholder of the whole complex of sports facilities which include the tennis club cricket ground rugby pitches and the bowls club. Croxley Guild Bowls Club is a charitable, not-for-profit unincorporated association, not a registered charity or company. It operates as a self-sufficient section of the Croxley Sports Guild, managed by volunteers and an elected committee.
Describe your organisation's main purpose and regular activities	The Guild was originally the Sports Club for major employer John Dickinson and when they merged with the Robinson Paper Group they moved the company to Bristol and left the grounds in perpetuity for recreational use. In 1987 TRDC granted a lease to The Trustees of Croxley Guild and Social Club. The site is now a thriving sports complex with tennis club Rugby pitches and cricket ground and bowls club. The sports pavilion is well used . Founded in 1926, Croxley Guild Bowls Club offers year-round bowling for all ages and abilities, with outdoor lawn bowls in summer and short mat bowls in winter. Open seven days a week, the club provides both competitive and social opportunities. are affiliated to district, county, and national governing bodies, enabling members to play at every level, from friendly matches with local clubs to county and national competitions. The club runs Ladies, Mens, Veterans, and Junior sections, supported by a qualified coach offering training sessions. Regular "roll-up" games focus on practice, social play, and welcoming newcomers, while our annual April Open Weekend gives anyone the chance to try bowls for free. Bowls is an inclusive sport, and we are proud that members with mobility issues continue to play and compete. Beyond bowling, the club runs a lively social programme including card groups, fundraising events, and charity activities. We also host community groups such as the Croxley Community Choir and the Bee-Keeping Society.

	The purpose of the Club is to provide a friendly, accessible space for sport, socialising, and community connection at the heart of Croxley Green.
Is the organisation able to reclaim VAT?	The Bowls Club is not able to reclaim VAT directly. However, VAT can be recovered through the Croxley Sports Guild, of which the Club is a self-sufficient section. This arrangement ensures that the project costs are effectively managed and any VAT incurred does not increase the financial burden on the Club or impact the delivery of the proposed works.

Section B: Project Overview	
Project Title	Croxley Guild Bowls Club: Accessibility, Sustainability and Community Wellbeing Improvements to Clubhouse and access Bowling Green and provision of a shelter
Summary of the project proposal	Croxley Guild Bowls Club seeks CIL funding to improve accessibility, sustainability, and community use of its facilities. The project aim is to refurbish the clubhouse to improve energy efficiency (new improved better fitting double doors and to include a new double emergency door).Renewal of carpet and improved wash hand basins and faucets in Male and female WC to provide more maneuverable space. The project includes a timber pergola to provide shaded seating and shelter for players and visitors, particularly those with reduced mobility, and a space for social and community events. Broken paving will be replaced to ensure safer, more accessible movement around the green, clubhouse, and changing rooms. Three new double/triple glazed doors will improve thermal efficiency, while bicycle hoops will encourage sustainable travel. These improvements will enhance the health, social, and wellbeing benefits of bowls, broaden community engagement, and strengthen the club's role as a welcoming, sustainable hub for Croxley Green.
Estimated project cost including breakdown of the overall cost and what the CIL funding requested will cover)	The total estimated cost of the project is £62298 (ex VAT) , with competitive quotes obtained for all key elements. Costs are broken down as follows: paving around the green £37328, Oak timber pergola supply and erection £12500, three double/triple-glazed doors including a fire door £5850, and bicycle hoops for eight bikes £230.Internal works include carpet sink units and cupboards £6620 The total project estimate of £62298 will cover paving, pergola, doors, and bicycle hoops Internal works to include carpet sink units in wc areas and cupboards. We have received funding from Croxley Green Parish Council's CIL allocation of £15000 We are therefor looking for funding of £47298 This ensures essential accessibility, safety, and sustainability improvements are delivered efficiently while leveraging club and parish resources, providing maximum long-term value to Croxley Green residents and the wider community
Full address of project location	Croxley Guild Bowls Club, The Guild, The Green, Croxley Green, Rickmansworth. WD3 3HT
Project partner (if applicable)	The Croxley Guild Bowls Club is a self-sufficient section of the Croxley Guild of Sport and Social Club. The Guild of Sport provides the location and facilities for various sports clubs, and the Bowls Club is one of those sections, offering lawn bowling for all ages and abilities alongside the Guild's other sports and social amenities.

Section C: Strategic Case	
Why is CIL funding being sought and who are the likely beneficiaries of the project? Please provide usage details where appropriate Please refer to CIL Scoring Criteria Guidance under: Delivering Growth & Community Support	CIL funding is sought to enable Croxley Guild Bowls Club to improve accessibility, inclusivity, and sustainability, ensuring local residents—including those from recent and planned housing developments—can fully benefit from its facilities. The club currently relies on membership fees and fundraising for essential maintenance, which over the past four years has totalled £21k for repairs, youth and vulnerable-user facilities, and specialist equipment, with the green itself costing £8k annually. Major improvements, 3 sets double doors to club house carpet and upgrade of wash hand basins and faucets in male and female wcs also includes a timber pergola, safer paving,, and bicycle storage, which cannot be funded from existing resources. The project will directly benefit Croxley Green residents by providing accessible facilities for older adults, people with disabilities, and users of specialist equipment; inclusive social spaces for training, roll-up sessions, and community events; sustainable transport options; and enhanced green infrastructure, including rainwater-fed planted areas that offer a quiet, contemplative space which can be used all year round. Croxley Green has a population of 13,534 (2021 Census), with 16% aged 60+, and the club is seeing growing participation from younger residents and those with disabilities. Improvements will serve both existing members and new residents from developments such as Millside Grange (140 homes) and a proposed 600-home scheme, providing clear public benefit across the community. Our current age profile is attached in the supporting evidence.
How does the project help address the demands of development in the area. What evidence is there to support this? Please refer to CIL Scoring Criteria Guidance under: Delivering Growth & Environment	Croxley Green's recent housing growth, including Millside Grange (140 homes) and proposed new developments, alongside the opening of Croxley Danes Senior School, has increased demand for accessible community and leisure facilities. Croxley Guild Bowls Club has seen rising membership from both older residents and younger players, including those with disabilities, highlighting the need for safe, inclusive, and modern facilities. The project will provide improved club house with energy-efficient doors improved wcs and safer flooring outside improvements will include, accessible paving, a timber pergola, and bicycle storage. This all will support growing participation, social engagement, and sustainable transport. Open days and competitive matches demonstrate growing local interest, while enhanced facilities will allow the club to continue hosting district and county competitions. These improvements ensure the club can meet the needs of a growing, diverse population, promoting health, wellbeing, and lifelong participation in sport. There is a table showing the current age of the club and is attached to this submission
Do you have planning permission in place to carry out the works? If so, please provide the application number Please refer to CIL Scoring Criteria Guidance under: Deliverability	Planning consent has now been received (25/2102/Ful)for the Pergola . Planning consent is not required for the rest of work . The Club will secure all necessary approvals before starting any work and will fully comply with any conditions attached to planning consent, ensuring the project is delivered smoothly and in line with regulations

Please provide details of any supporting policy from the Local Plan Please refer to CIL Scoring Criteria Guidance under: Delivering Growth	The Croxley Guild Bowls Club project aligns with the Three Rivers Local Plan (adopted 2020) policies supporting sustainable growth, community infrastructure, and green spaces. • Policy CP2 – Protecting and Enhancing the Built Environment: The project improves accessibility, safety, and energy efficiency of existing sports facilities, ensuring high-quality infrastructure in line with local development. • Policy CP6 – Sustainable Transport: Installation of bicycle hoops and encouragement of walking or cycling supports reduced car dependency and sustainable travel for both members and visitors. • Policy CSD12 – Community Facilities: The plan promotes the protection and enhancement of indoor and outdoor community facilities. Improvements to the bowling green, clubhouse, and social spaces support wider community access, inclusive participation, and wellbeing. • Policy CP13 – Green Infrastructure: The project, landscaping, and planting enhance biodiversity, create amenity space, and provide a tranquil, publicly accessible environment within the Sports Guild. By improving the club's facilities, the project directly supports TRDC's objectives for sustainable, inclusive, and well-managed growth, ensuring new and existing residents benefit from high-quality community and leisure infrastructure.
Would the community support the project? Please refer to CIL Scoring Criteria Guidance under: Community Support	There is strong community support for Croxley Guild Bowls Club's proposed improvements. The club provides inclusive access to sport and social activities for all ages and abilities, including older adults, people with disabilities, and families. Upgrades—accessible paving, a timber pergola, energy-efficient doors, rainwater harvesting, and bicycle storage—will enhance safety, wellbeing, and participation. Local engagement through open days, newsletters, and events has demonstrated widespread enthusiasm. Community groups, such as Croxley Community Choir and the Bee-Keeping Society, regularly use the facilities, further evidencing cross-community support. The Parish Council supports the project, and TRDC officers have been consulted to ensure alignment with local strategies. Residents across Croxley Green, including those from new developments like Millside Grange, will benefit, making this a project with clear, tangible public value.
Please outline how the project will demonstrate value for money Please refer to CIL Scoring Criteria Guidance under Project cost	The project represents excellent value for money, combining essential maintenance, accessibility upgrades, and sustainability improvements. Competitive quotes have been obtained for all key elements, including paving (£37328 for long-lasting Indian sandstone), a timber pergola, double-glazed doors, rainwater harvesting, bicycle hoops, and safety upgrades, ensuring costs are benchmarked and reasonable. Each improvement delivers clear public benefit: safer, accessible surfaces, shelter for players and spectators, energy and water efficiency, and promotion of sustainable travel. The project will be partly funded by Croxley Green Parish Council from their CIL allocation, unlocking additional funding and ensuring timely delivery. With the club's own limited resources primarily from membership fees, CIL support ensures these essential works can proceed, providing long-term, inclusive benefits to residents of Croxley Green and the wider community.

Would the project lead to any income generation? Please refer to CIL Scoring Criteria Guidance under: Project Cost	Yes, the project will help generate modest income by attracting new members, including younger players and those with disabilities, increasing membership subscriptions. Improved facilities—accessible paving, a pergola, upgraded doors, indoor wcs and outdoor spaces—will also enable the club to host more district and county-level competitions, social events, and community activities, generating venue hire income. While the focus remains on community benefit and inclusion, these enhancements will support the club’s long-term financial sustainability and continued provision of accessible sport and social opportunities for Croxley Green residents.
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Section D: Financial information

Please show in the table below the amount of CIL funding being sought and any other contributions that may have been allocated for this scheme.

PLEASE ENSURE THE AMOUNT BEING SOUGHT FROM TRDC CIL EXCLUDES VAT

Please refer to CIL Scoring Criteria Guidance under: Project Cost

	Amount	Detail
Please indicate total cost of project		
Page 289 Please provide a detailed breakdown of the costs for the project	£62298	The total project cost is £62298, with funding requested from CIL to deliver key improvements at Croxley Guild Bowls Club. • Paving (£37328): Safe, level surfaces around the green for accessibility and circulation. • Timber Pergola (12500): Sheltered area for players, spectators, and social events. • Clubhouse Doors (£5850): Three double/triple-glazed doors including a fire door for energy efficiency and safety. • Bicycle Hoops (£230) Encourages sustainable travel and secure storage. • Carpet (£1950) • Sink units to male and female wcs (£1090 plus fitting of £3350) • Cupboards Additional clubhouse improvements (cooker, dishwasher, carpet) are funded by the Club. The £15,000 already secured from CGPC and club funds complements the CIL request, ensuring full delivery of all planned works.
Please provide a detailed summary of the total CIL funding required, including phasing	£47298	The total CIL funding requested is £47298 covering key improvements to enhance accessibility, sustainability, and community use at Croxley Guild Bowls Club. Phase 1 – Winter 2026: paving around the green (£37328) for safe, level surfaces, and the timber pergola (£12500) providing shelter for players and social events..replacement of three double-triple-glazed doors (£5850), works to wc areas (£6626) Phase 2 Spring 2026: eight bicycle hoops (£230) to encourage sustainable travel.

		The remaining project costs will be met by the Club and partial Parish CIL support. This phased plan ensures priority works are completed first, delivering maximum community benefit efficiently and within budget
How much funding does the project currently have?	£15000	The project currently has £15000 secured from Croxley Green Parish Council grant funding and internal club funds. The additional £47298 requested from CIL will cover the remaining costs, enabling delivery of all planned improvements, including paving, pergola, doors, and bicycle hoop sink units and cupboards and carpet. Installing rain water harvesting will be met by the club.
Are there any revenue costs (i.e. day-today running costs, maintenance cost) associated with the project and if so how will they be funded and has that funding been secured?		The project's costs are one off capital expenses. Ongoing revenue costs, including day-to-day maintenance of the green, clubhouse, and surrounding areas, are funded through membership fees, user fees, fundraising, and volunteer support. The planned improvements are designed to reduce future running costs: durable paving lowers repair needs, energy-efficient doors cut heating bills, and rainwater harvesting reduces water usage. Funding for ongoing upkeep is secured within the Club's budget, supplemented by Parish Council support, ensuring long-term sustainability without placing additional financial pressure on members or the community.

Please indicate in the table below the source of additional funding that has been secured/ is being sought.				
Source	Amount	Conditions Attached	Use by Date	Funding Confirmed
Croxley Green Parish Council	£15000	none		yes

	Yes	
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Does the CIL funding help secure the release of additional funding?	No	
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Section E: Delivery and on Going Maintenance
What is the delivery timescale for the project? Please refer to CIL Scoring Criteria Guidance under: Deliverability The project is fully deliverable within Winter 2025 – Spring 2026. Croxley Guild Bowls Club sits within the tenancy of the Sports Guild. Three Rivers Council owns the site. The Bowls Club have full consent of the Croxley Sports Guild for all works. Planning permission is being sought for the pergola. A detailed project plan covers phased delivery of key elements: paving, pergola, doors, water harvesting, bicycle hoops, and clubhouse upgrades. Competitive quotes and cost controls ensure the project stays within budget. The Club’s management committee will oversee delivery, supported by volunteers and contractors, with CIL-funded elements monitored by Croxley Green Parish Council. Routine inspections and ongoing maintenance will be funded through membership fees, fundraising, and operational income. The improvements integrate seamlessly with existing Sports Guild activities, enhancing accessibility, safety, sustainability, and community use while ensuring long-term benefit for Croxley Green residents.

Section F: Additional Information
Is there any additional information that may support the application? Croxley Guild Bowls Club, celebrating its Centenary in 2026, provides inclusive sport and social opportunities for all ages and abilities, including older adults and people with disabilities. The proposed improvements—accessible paving, timber pergola, energy-efficient doors, rainwater harvesting, and bicycle hoops—enhance safety, sustainability, and community wellbeing. The Club regularly hosts district and county competitions, open days, and community events, demonstrating strong local demand and support. Partial funding from Croxley Green Parish Council’s CIL allocation ensures deliverability, with the Club’s resources and volunteers providing ongoing maintenance. This project secures a safe, welcoming, and thriving hub for Croxley Green residents for years to come There is supporting evidence attached that this work is needed to enable continued use by the less able. Recent refurbishment of the clubhouse has been funded by the clubs member but further essential is required. Outdoor shelter is vital for players and visitors and will extend the use of the site during the autumn and Winter for the members for social meetings and quiet contemplation. 2026 is the centenary year of the club and there will be events to showcase the club and the Guild. Among the events there will be a game with the Chelsea Pensioners who will march onto the site.

Section G: Declaration

When you have completed the application, please sign this declaration and submit the application form as directed

To the best of my knowledge the information I have provided on this application form is correct.

If Three Rivers District Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform the Council's Infrastructure Delivery Coordinator of any material changes to the proposals set out above. When requested, I agree to provide the Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project. I recognise the Council's statutory rights as the designated CIL Charging Authority, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Three Rivers District Council checking all supplied information for the purposes of informing Decision making. The information on this form will be stored in the Council's Infrastructure Spending Board manual filling system and summarised in the Council's ICT system for the sole purpose of fund processing, analysis and accounting. Information about the project maybe publicised on the Council website and in public material for publicity purposes. Personal data will not be disclosed without any prior agreement of those concerned, unless required by law. For further information on the Council's privacy policy, please see: <https://www.threerivers.gov.uk/egcl-page/privacy-notice>

Signed: _____ Please see signed copy in documents 1.1

Organisation: _____

Date: _____

All organisations involved with the application will need to sign and date the form.

Signed: _____

Organisation: _____

Date: _____

Equality Impact Assessment

EIAs enable us to consider all the information about a project from an equalities perspective and then action plan to get the best outcomes for staff and service-users. They analyse how you might impact differently on different groups.

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

For further support or advice please contact the Strategy and Partnerships Team at Three Rivers District Council.

Project Information

Project Name <i>This should clearly explain what service / policy / strategy / change you are assessing</i>	Croxley Guild of Sport and Social Club Croxley Guild Bowls Club ;Accessibility Sustainability and Community Wellbeing Improvements
Organisation	<i>Croxley Guild of Sport and Social Club WD3 3HT</i>
EIA Author <i>Name and Job Title</i>	Linda Martin Member of club (volunteer)and member of the Guild
Date EIA drafted	5 November 2025

Executive Summary

Focus of EIA <i>A member of the public should have a good understanding of the policy or service and any proposals after reading this section.</i> <i>This section should explain what you are assessing:</i> <i>If the EIA is attached to a report, summarise the report.</i> <i>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?</i>	<i>This EIA assesses the proposed Croxley Guild of Sport and Social Clubs use the Croxley Bowls Clubs improvements funded through CIL, including new paving, a timber pergola, upgraded doors, bicycle hoops, Replacement Floor covering in club house and replacement Wash hand Basins in WCs. New cupboards for safe storage of cleaning products. The project enhances accessibility, safety, and inclusivity, ensuring facilities can be enjoyed by all.</i> <i>Key groups considered include:</i> Older adults: Level paving, seating, and sheltered areas support the growing number of 65+ members. People with disabilities: Improved access, entrances, and covered spaces accommodate wheelchair and motorised chair users. Gender equality: Facilities are fully accessible to all genders.
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	• Local residents: The project encourages participation from diverse socio-economic backgrounds. These upgrades create a safe, welcoming, and inclusive environment, promoting wellbeing, community engagement, and lifelong participation in sport for all Croxley Green residents
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Mitigations

Protected Characteristic	Potential Issue	Mitigating Actions
	<i>Against each protected characteristics, make a frank and realistic assessment of what issues may or do occur</i>	<i>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?</i>
Age	Older adults may find uneven paving, long distances, or lack of seating challenging. Young participants may feel less engaged if activities are focused on adults.	New level paving, pergola seating, accessible entrances, and social events for all ages. Engage in more youth engagement initiatives, trial sessions for younger participants, and monitor usage.
Disability	Mobility impairments may limit access to green or clubhouse. Visual or hearing impairments may restrict participation.	Fully accessible paving, ramps, door replacements, pergola shelter, signage in clear print, and staff/volunteer awareness. Engage with disabled members to ensure needs are met.
Gender reassignment (or affirmation)	Trans participants may feel excluded if facilities are gender-specific or locker rooms are not inclusive.	Ensure inclusive access to changing rooms and toilets. Clear policies promoting inclusivity. Staff/volunteer training on gender sensitivity.
Pregnancy or maternity	Pregnant users may have limited mobility or need seating/rest breaks.	Pergola seating, shaded areas, and flexible participation options. Ensure clear pathways and accessible toilets.

Race	Minority ethnic groups may feel less welcome or unaware of opportunities.	Outreach through local networks, promotional materials in community languages, and welcoming policies. Monitor membership diversity.
Religion or belief	Religious users may require space for prayer or modesty considerations.	Flexible use of club spaces for privacy when needed, inclusive scheduling of events, and consultation with interested members.
Sex	Male/female imbalance may exist in participation or club committees.	Mixed games, inclusive promotion, and encouragement for all genders to join competitions or social events. Monitor participation trends.
Sexual Orientation	LGBTQ+ members may feel excluded or experience harassment.	Inclusive club policies, clear anti-harassment statements, and supportive culture. Encourage reporting and dialogue.
Marriage and Civil Partnership	Couples may prefer to participate together; scheduling may conflict with family commitments.	Flexible sessions and social events accommodating couples and families. Monitor attendance and gather feedback.
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.	Vulnerable groups may feel unsafe, unwelcome, or isolated, and may face barriers to participation due to access, transport, equipment, confidence, or health challenges.	Provide safe, welcoming, and accessible facilities with clear codes of conduct. Offer inclusive programs, free trials, mentorship, and peer support. Train staff/volunteers in safeguarding, collaborate with local charities and services, and monitor participation to ensure all vulnerable groups can engage safely.

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.

Beyond the core mitigating actions, the Club will proactively promote equity, engagement, and inclusion by offering flexible session times, free trial sessions, and mentoring for new or vulnerable participants. We will maintain regular consultation with members and local community groups to ensure the facilities meet diverse needs and continue to identify barriers to access. Outreach to schools, youth groups, care leavers, carers, and other vulnerable populations will encourage participation across all ages and backgrounds. Policies on safeguarding, behaviour, and accessibility will be regularly reviewed, ensuring compliance with the Equality Duty and adapting to feedback. Further equality assessments will be undertaken as new initiatives or changes to facilities are proposed, ensuring ongoing due regard to inclusion and fairness.

Additional Information

Space to provide any additional information in relation to protected characteristics or equity, diversity, equality and inclusion.

Croxley Guild Bowls Club is committed to fostering a truly inclusive environment for all members of the community. Facilities and activities are designed to accommodate a wide range of ages, abilities, and backgrounds, including people with disabilities, older adults, carers, and other vulnerable groups. We actively encourage participation from underrepresented groups, including women, ethnic minorities, LGBTQ+ members, and those experiencing social or economic disadvantage.

Proactive measures include accessible entrances and paths, inclusive changing facilities, sheltered seating, flexible sessions, and outreach initiatives to schools, youth groups, and community organisations. Policies and procedures, including safeguarding, equality, and accessibility, are reviewed regularly. Engagement with members and local stakeholders ensures that feedback informs ongoing improvements, promoting fairness, equity, and safe participation for everyone.

Sign off:

Equalities Lead Officer	Date

TRDC Climate and Sustainability Impact Ass

Score / Colour Code
Dark green (4)
Light green (3)
Yellow (2)
Red (1)
Grey (0)

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 CIL@threerivers.gov.uk

Key to the colour coding of answers can be found at the top of the page.

Homes, buildings, infrastructure, equipment and energy	
Question	
1	What effect will this project have on overall energy use (electricity or other fuels) e.g. in buildings, appliances or machinery?
2	What effect will this project have on the direct use of fossil fuels such as gas, petrol, diesel, oil?
3	Does this project further maximise the use of existing building space? <i>E.g. co-locating services; bringing under-used space into use; using buildings out-of-hours</i>
4	Will any new building constructed or refurbished be highly energy efficient in use? <i>E.g. high levels of insulation, low energy demand per sq. m., no servicing with fossil fuels such as gas heating, EPC "A" or BREAM "excellent"</i>
5	Does this make use of sustainable materials / inputs in your project? <i>E.g. re-used or recycled construction materials, timber in place of concrete</i>

6	Does this use more sustainable processes in the creation of the project? <i>E.g. modular and off-site construction; use of electrical plant instead of petrol/diesel</i>
7	Will this increase the supply of renewable energy? <i>e.g. installing solar panels; switching to a renewable energy tariff</i>
8	Do any appliances or electrical equipment to be used have high energy efficiency ratings?
Average Score	
Travel	
Question	
9	Reducing travel: what effect will this project have on overall vehicle use?
10	Will this project use petrol or diesel vehicles?
11	Will this project support people to use active or low-carbon transport? <i>E.g. cycling, walking, switching to electric transport</i>
12	Will this project be easily accessible for all by foot, bike, or public transport, including for disabled people?
13	Has the project taken steps to reduce traffic? <i>E.g. Using e-cargo bikes; timing activities or deliveries to be outside peak congestion times</i>
Average Score	
Goods and Consumption	
Question	

14	Has this project considered ways to re-use existing goods and materials to the greatest extent possible, before acquiring newly manufactured ones?
15	Does the project reduce reliance on buying newly manufactured goods? <i>E.g. repair and re-use; sharing and lending goods between services or people, leasing or product-as-a-service rather than ownership</i>
16	Does the project use products and resources that are re-used, recycled, or renewable?
17	Does the project enable others to make sustainable choices within their lifestyles, or engage people about this?
18	Does the project have a plan to reduce waste sent to landfill in manufacture?
19	Will the material(s) used on the project be able to be re-used, re-purposed, or recycled at end of its life?
20	Has the project taken steps to ensure any food offered or consumed is more sustainable? <i>E.g. less and high-quality (high welfare) meat and dairy, minimise food waste, seasonal and locally sourced produce.</i>
	Average Score
Ecology	
	Question
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, gardens, lakes, rivers, ponds etc.)
22	Does the project create more habitat for nature? <i>E.g. planting native plants, trees, and flowers, creation of ponds or wetlands, provision of bird or bat boxes, installation of log piles or insect hotels</i>
23	Does the project make changes to existing habitats or have a negative impact on biodiversity? <i>E.g. use of pesticides, reduced extent and variety of plants, planting non-native species, light pollution, noise pollution, water pollution, disturbance to habitat, soil erosion, fragmentation of habitat</i>
24	Does the project help people understand the value of biodiversity, and encourage residents to support it in their private and community spaces?
	Average Score

Adaptation	
Question	
25	Does any planned project, construction or building include measures to conserve water? <i>E.g. low-flow taps and showerheads, water-efficient devices</i>
26	Does the project consider how to protect people from the effects of extreme weather? <i>E.g. including shading to prevent overheating</i>
27	Has any planned building work or infrastructure on the project considered how to mitigate flood risk? <i>E.g. implementing Sustainable Drainage Systems (SuDS), de-paving areas, installing green roofs</i>
28	Does any planned building work or infrastructure on the project increase the total surface area covered by hard surfacing (as opposed to green or permeable surfacing)?
29	Has the project considered its own resilience to extreme heat, flooding, or drought resulting from climate change?
Average Score	

Engagement and Influence	
Question	
30	Does this project raise awareness and understanding of the climate and ecological emergency, and the steps that people can take to mitigate and adapt to these?
Average Score	

Total Overall Average Score

Now the assesment is complete, please include a copy of the completed submit a copy of the form by email to Joanna.Hew

Climate and Sustainability Impact Assessment Summary
Homes, buildings, infrastructure, equipment and energy
Travel
Goods and Consumption

Ecology
Adaptation
Engagement and Influence
Total Overall Average Score

Assessment

Impact and Recommendation

Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.

Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.

Some possible negative impacts for sustainability. Recommendation to review this aspect.

Considerable inconsistency with the council's sustainability objectives. Score of -1 to -4

Neutral or not applicable. Recommendation to consider how benefits could be maximised.

Name of project/policy/procurement and date: Croxley Guild of Sports and Social club with specific reference to Croxley Guild Bowls Club environmental Improvements date 10th December 2025	
Sustainability and Community Wellbeing Improvements	

Impact (select from list)	Score (-1 to 4)
Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	3
Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	3
Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	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
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
	3.20

Impact	Score (0-4)
Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
	3.00

Impact	Score (0-4)
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Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
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
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
	3.50

Impact	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
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!

Impact	Score (0-4)
Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
	4.0

Impact	Score (0-4)
Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
	4
	3.54

assessment as part of your CIL application, and
itson@threerivers.gov.uk

3.80
3.25
3.50

3.50
4.00
4
3.7

th this aspect.

is aspect where possible and proceed.

these aspects and find mitigations where possible.

strong recommendation to review these aspects and find mitigations.

achieved in this area, but otherwise proceed.

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Justification or mitigation	Impact (select from list)	Revised Score (1-4)
1. New triple glazed doors will better insulate club house Pergala will provide better shelter reducing need for moving indoors	Some positive impact for sustainability. Recommendation to further enhance this aspect where	4
LED lights have been put in the clubhouse in september to reduce electricity use over our winter use of the club house . We had to do this ahead of the funding as we wanted to get	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
1. Pergola will bring into use paved area currently open to elements. This can accommodate more people for the after match teas and for social events.	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	3
N/A The pergola has a use to provide shade and shelter from the elements and is only used in summer . The improvements to the clubhouse will reduce energy demand but will not take the epc to an A or equivalent	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
1.Pergola will be constructed of wood rather than concrete or steel and plastic	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4

N/A	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
N/A	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
N/A	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
		3.80

Justification or mitigation	Impact (select from list)	Revised Score (0-4)
Provides local amenity to growing population of Three Rivers area . club is sited in a central walkable location Club encourages car sharing for matches. The Guild is on quiet roads suitable for cycling . Club in negotiation with The Guild to put cycling hoops on small car park.	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
The club to provide more lockers to enable more people to leave heavy bowls at club. The club will actively encourage car sharing for away games. Hoops for securing bikes to encourage use	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
Improving the surface around the rink and social areas will improve the site for the less mobile and those needing aids walking crutches and mobility scooters and wheel chairs. site itself is central within Croxley Green	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
We are intending to put more bike hoops to encourage the use of bikes	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
		3.25

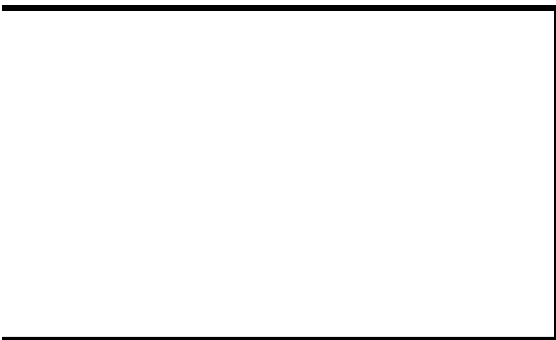
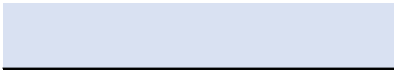
Justification or mitigation	Impact (select from list)	Revised Score (0-4)
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1. Pergola will be constructed of sustainable timber. Where possible will be made of reclaimed timber. Using durable material and old paving will be recycled	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
Limited circular economy measures beyond site level	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
1. Paving - It is important that the paving is a level surface and extremely durable. Half of the current paving has proved to be robust and will be chosen for the project	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
	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
	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
	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
		3.50

Justification or mitigation	Impact (select from list)	Revised Score (0-4)
we are not making any change to the green space or planted area.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Maintains and enhances existing green infrastructure	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
		#DIV/0!

Justification or mitigation	Impact (select from list)	Revised Score (0-4)
installation of water collection butts around the site to provide drought resilience.	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
The Pergola will protect players and visitors in the summer and spring and a place for quiet time watching the visiting birds in the autumn and winter	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
water collection from roof stops water flowing onto the paving and green	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
The is no change to the different spaces	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
The installation will help reduce heat gain in the Club House and the pergola will provide suitable shaded area .	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
		4.00

Justification or mitigation	Impact (select from list)	Revised Score (0-4)
members and visitors. Several clubs have chosen Pergolas with metal frames but Croxley club has decided that a timber frame sustainably grown is more environmentally	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
		4
		3.7



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 improved energy efficiency.
- Replace gas boilers with renewable heating, such as heat pumps. Consider District Heating.
- Construct new buildings to Passivhaus standard.
- Design and deliver buildings and infrastructure with lower-carbon materials, such as reusing materials.
- Use construction methods that reduce overall energy use, such as modular, factory-built or precast concrete.
- 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.
- Use energy-efficient appliances.
- Install low-energy (LED) lighting.
- Install measures to help manage building energy demand, such as smart meters, time-of-use tariffs and energy management systems.

Ways to optimise sustainability and work towards net-zero carbon:

- Reduce the need to travel e.g. through remote meetings, or rationalising routes and r
- 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 invc
- Support users and staff to walk, cycle, or use public transport e.g. with cycle parking,
- Use zero-emission deliveries
- Model and mitigate the project's effect on traffic and congestion e.g. re-timing the ser

Ways to optimise sustainability and work towards net-zero carbon:

-

- Procure goods through sharing, leasing, or product-as-a-service models rather than c
- Use pre-owned and reconditioned goods, and reduce reliance on procuring new good
- Use recycled materials, and procure items that can be reconditioned or recycled at er
- Use lifecycle costing in business cases to capture the full cost of operation, repair and
- Ensure meat and dairy is high-quality, high-welfare, if procured or consumed.
- Choose seasonal and locally sourced produce, and plant-rich meals.
- Design waste, including food waste, out of business models e.g. separating (and com
- single-use items with reusable items.
- Use contact points with residents, community groups and businesses to engage and i
- carbon behaviours.

Ways to optimise sustainability and work towards net-zero carbon:

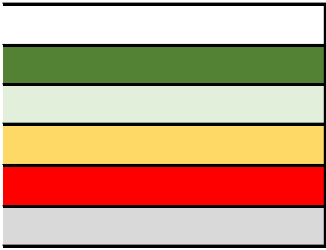
- Avoid converting green space to hard surfacing.
- Use underutilised space for planting, such as green roofs and walls.
- Plant native plants and perennials, rather than non-native ornamental species, to enc
- Reduce trimming of grass and hedges, and avoid use of synthetic pesticides.
- Provide space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

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, v
- Ensure all new building or refurbishment (especially of homes) models and mitigates adequate ventilation and shading
- Avoid increasing areas of hard surfacing.
- Convert hard surfacing to green and permeable surfacing where possible, and install (SuDS).
- Plant drought-tolerant plants and mulch landscapes to avoid water loss through evap

Ways to optimise sustainability and work towards net-zero carbon:

- 'Make every contact count' by using contact points with residents, businesses and co understanding of the climate and ecological emergencies.



vement in EPC ratings.

eat Networks where appropriate.

recycled material and timber frames.

uilt components, or use of electrical

ery storage.

its (PPA)

ers on lighting, or building

ounds.
.
olving transport.
training, incentives.
vice or deliveries

ownership.
Is.
nd-of-life.
d disposal of an item.

posting) food waste; replacing
enable them to adopt low-waste, low-

ourage biodiversity.
, ponds, hedgehog hides and
water pollution; water consumption;

watering garden, toilets
future overheating risk, with

Sustainable Drainage systems
oration.

community groups to promote



COMMUNITY INFRASTRUCTURE LEVY FUNDING REQUEST

Applications are invited for strategic infrastructure projects to be considered for Community Infrastructure Levy (CIL) funding.

To bid for CIL funding, you will need to fill out the following application form and submit relevant supporting material, as necessary. Please ensure the information you provide is correct and complete to the best of your knowledge.

Applications **must** be submitted in **full** on the correct forms, by the set deadline, and by the close of business (5pm)

deadline day; Any application received after the closing date and time will not be accepted.

As part of your application, we require the following or your submission may not be considered: Please refer to the CIL Funding Request Checklist for more details.

1. Community Infrastructure Levy Funding Request to be completed with reference to CIL Bid Scoring criteria and guidance
2. Equality Impact and Outcome Assessment
3. Climate and Sustainability Impact Assessment

Email: cil@threerivers.gov.uk

Address: Community Infrastructure Levy Officer, Three Rivers District Council, Three Rivers House, Northway, Rickmansworth, Herts. WD3 1RL

DO NOT AMEND THIS FORM

Please Note

Failure to answer all the questions on this form could impact upon the success of your application.

Bid Reference (Internal Reference):**Section A: Applicant Contact Information**

Name and address of your organisation	One YMCA Charter House, Charter Place, Watford, Hertfordshire WD17 2RT
Name and position of main contact	Donna Lawrie Head of Fundraising, Corporate Partnerships & Marketing
Applicant contact details (phone number, email and address)	Phone; 07717 348 915 Email: donna.lawrie@oneymca.org One YMCA Hostel and Central Hub, Comet Way, Hatfield AL10 9NG
Type of organisation (If a charity, please provide registration number)	Registered Charity Number 1102301
Describe your organisation's main purpose and regular activities	One YMCA serves the communities in Hertfordshire, Bedfordshire and Buckinghamshire. Each year, we help individuals and families to belong, contribute and thrive through a broad range of integrated services. We provide far more than accommodation. Our portfolio of services reflects the breadth of local needs and includes accommodation, housing and practical/emotional support including for unaccompanied asylum-seeking children, community HUBs, early years provision; specialist domestic abuse support and a comprehensive youth service for 11–19-year-olds. We work closely with neighbouring YMCA's across East and Central England and collaborate with the wider YMCA network on a national scale. We deliver programmes and services that respond to the issues facing local people and create meaningful opportunities for young people across all our work - from apprenticeships and work experience to childcare and youth services. We support people of all ages, faiths and backgrounds. Our strategy is to ensure we offer homes of the right type, in the right place and at the right cost. We achieve this by effectively identifying need across existing and emerging groups, housing types and specialist areas.

Is the organisation able to reclaim VAT?	Yes
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Section B: Project Overview	
Project Title	One YMCA Woodlands Community Hub – MUGA and 3G Pitch Refurbishment
Summary of the project proposal	One YMCA is seeking funding to resurface and install new drainage at two vital community sports facilities at our Woodlands Community Hub in Leavesden Country Park: a fenced multi-use games area (MUGA) marked for tennis, netball, and basketball and a 3G football pitch. Both facilities have been heavily used but are now unsafe due to age, poor drainage, and surface erosion. With few alternative options in the area, this project will provide safe, inclusive, and accessible facilities for thousands of local residents, community groups, and sports teams, including people with disabilities. This project will: • Provide safe and accessible facilities for thousands of community users • Give local teams of all ages a secure home, boosting participation from all ages in sport to help improve health and mental wellbeing. • Support youth engagement and physical activity, tackling isolation and inactivity. • Enable disability-inclusive sport and play opportunities for the first time at this site. • Provide a platform for community events, festivals, and inclusive play. • Reinforce Woodlands Café as a community training and social enterprise hub, linking hospitality and sport opportunities for local people.
Estimated project cost (including breakdown of the overall cost and what the CIL funding requested will cover)	The total project cost is £85,284 (see below breakdown – including project delivery/staffing costs, contingency and VAT). These costs are based on quotes received from an independent tender process. 3 quotes were submitted and the cheapest option selected. We would like to apply to the Three Rivers District Council CIL for £47,050 to fund the resurfacing of the MUGA, including accessibility enhancements and wheelchair-friendly surfacing.

	Resurfacing of MUGA, accessibility enhancements and wheelchair-friendly surfacing	£32,875
	Line markings for Netball and Basketball	£2,100
	Championship quality Tennis net	£1,000
	Adjustable height Netball posts	£1,650
	Basketball backboards posts, rings and nets	£2,150
	Floodlights	£7,275
	Project Resilience	£5,000
	Project management & administration	£7,250
	PR & Comms to relaunch new facility	£2,500
	subtotal	£61,800
	Contingency @ 15%	£9,270
	VAT	£14,214
	Total	£85,284
Full address of project location	Leavesden Country Park, YMCA Community Hub, College Rd, Abbots Langley WD5 0GU	
Project partner (if applicable)	n/a	

Section C: Strategic Case	
Why is CIL funding being sought and who are the likely beneficiaries of the project? Please provide usage details where appropriate Please refer to CIL Scoring Criteria Guidance under: Delivering Growth & Community Support	CIL funding is being sought to deliver essential capital improvements to existing community sports infrastructure at the Woodlands Community Hub, which is experiencing increased demand linked to population growth and intensified use of Leavesden Country Park and surrounding residential areas. The MUGA and 3G pitch are heavily used but are no longer fit for purpose due to surface failure, inadequate drainage and poor floodlighting, resulting in safety risks, reduced availability, and underuse for much of the year (see attached photographs). <i>....in wet conditions the water runs off the tennis courts onto the astro and leads to it being muddy/flooded and clumping the infill together. Also, in the colder months this then freezes meaning it's quite slippery by the gate comes in and being unable to use the first meter by the fence as too frozen.</i>

	Without intervention, the facilities will continue to deteriorate, leading to: • Reduced availability of outdoor sports provision • Increased safety risks for users • Loss of day and evening time, affordable community sports space • Inability to meet growing demand generated by local development CIL funding is essential because the project: • Delivers long-term, capital infrastructure improvements, not short-term programming • Protects a strategic, multi-use community asset used by residents across the Three Rivers area • Enables inclusive access and disability sport, addressing a clear infrastructure gap • Supports sustainable community provision rather than replacing statutory funding The project aligns directly with the purpose of CIL by mitigating the impact of development on community infrastructure and ensuring residents have access to safe, high-quality outdoor sport and recreation facilities. The improved facilities will operate 7 days per week, 9am–9pm, supported by improved floodlighting, and will be used for: • Scheduled sports training and matches (football, netball, tennis, basketball) • Daytime community hire and informal use • Youth engagement programmes and holiday activities • Disability-inclusive sport and family activities • Health and wellbeing initiatives, including Project Resilience • Community events and seasonal activities The facilities are expected to support: • Thousands of individual visits annually • Regular weekly bookings from established clubs • Increased daytime use, currently limited due to unsafe conditions
How does the project help address the demands of development in the area. What evidence is there to support this? Please refer to CIL Scoring Criteria Guidance under: Delivering Growth & Environment	The project directly supports Delivering Growth & Community Support by safeguarding and enhancing a strategic, multi-use community facility that serves residents across Abbots Langley, Leavesden and Watford. It meets the Delivering Growth & Community Support criteria by: • Responding directly to increased demand linked to local housing growth • Enhancing existing infrastructure rather than duplicating provision

	• Providing inclusive, accessible facilities that benefit the wider community • Supporting health, wellbeing, and social cohesion • Ensuring long-term sustainability of a valued community asset By investing CIL funding into this project, Three Rivers District Council will ensure that community infrastructure keeps pace with development, delivering tangible benefits for both existing and new residents.
Do you have planning permission in place to carry out the works? If so, please provide the application number Please refer to CIL Scoring Criteria Guidance under: Deliverability	Planning permission is not required for these works.
Please provide details of any supporting policy from the Local Plan Please refer to CIL Scoring Criteria Guidance under: Delivering Growth	The project helps address the demands of development by mitigating pressure on local outdoor sports provision arising from new and expanding housing developments in the area. Increased footfall and year-round use have accelerated surface deterioration. Evidence of demand includes regular enquiries and bookings from football and netball clubs, day/evening time community hire, youth programmes, and feedback from users confirming flooding, freezing and unsafe conditions that restrict access. The MUGA currently provides the only outdoor netball court in the local area. In line with Delivering Growth & Environment, the project improves the resilience and sustainability of existing infrastructure through modern drainage systems, reducing surface water runoff, mud, and erosion, and enabling safe, all-weather use. This represents a sustainable upgrade rather than new build, maximising use of an established community asset within an accessible park setting with adequate car parking, toilets and changing facilities for able and disabled users already in place. The project is fully deliverable. Planning permission is not required, designs are straightforward, and delivery is scheduled for completion by May 2026 subject to funding. One YMCA has extensive experience delivering successful capital projects and managing community facilities. The project is supported by relevant Local Plan objectives, specifically: • promoting healthy, active communities • improving access to open space and sport • supporting inclusive facilities • and ensuring infrastructure keeps pace with development.

Would the community support the project? Please refer to CIL Scoring Criteria Guidance under: Community Support	There is strong community support, evidenced by ongoing high usage, formal backing from sports' governing bodies (including Herts Sports Partnership, Hertfordshire County Netball Association, Herts FA and the LTA), and testimonials from local clubs, carers, families and users. <i>The outdoor courts at YMCA are such an asset to the local community. People use them for tennis, netball and basketball etc. Little children are often seen learning to ride their bikes there. It's such a shame they can only be utilised for such a limited time during the year. Investing in resurfacing them will mean they can become an all-weather facility and serve our local community better.</i> The project responds directly to identified community need, including unmet demand for wheelchair-accessible outdoor sports provision.
Please outline how the project will demonstrate value for money Please refer to CIL Scoring Criteria Guidance under Project cost	The project demonstrates value for money by refurbishing and future-proofing existing facilities rather than replacing them, extending lifespan, reducing maintenance costs, and enabling year-round use. As set out in the lease agreement, income through community hire will be modest, as pricing will be set in accordance with Three Rivers District Council's adopted pricing policy, providing residents of Three Rivers an affordable local resource.
Would the project lead to any income generation? Please refer to CIL Scoring Criteria Guidance under: Project Cost	The project will generate a modest income through increased community hire and regular bookings, contributing to ongoing maintenance. A proportion of this income will also be set aside into a sinking fund to ensure long-term sustainability while remaining affordable and accessible for local residents.

Section D: Financial information

Please show in the table below the amount of CIL funding being sought and any other contributions that may have been allocated for this scheme. **PLEASE ENSURE THE AMOUNT BEING SOUGHT FROM TRDC CIL EXCLUDES VAT**
Please refer to CIL Scoring Criteria Guidance under: Project Cost

	Amount		Detail
Please indicate total cost of project (Excluding VAT)	£54,550.00		
Please provide a detailed breakdown of the costs for the project (Excluding VAT)	Preliminaries	£1,450	This is the total cost of the project excluding VAT, Consultancy, Project management and contingency. <u>Submit these quotes NOT</u> the total cost of project.
	Preparation	£2,665	
	Retaining Edges	£500	
	Macadam Surface Course	£22,310	
	Colour coating	£4,500	
	Line Markings	£500	
	Fixed Equipment	£700	
	Site clearance	£250	
	Line markings for Netball and Basketball	£2,100	
	Championship quality Tennis net	£1,000	
	Adjustable height Netball posts	£1,650	
	Basketball backboards posts, rings and nets	£2,150	
	Floodlights	£7,275	
	subtotal	£47,050	
	Project Resilience	£5,000	
	Project management & administration	£0	
	PR & Comms to relaunch new facility	£2,500	
	subtotal	£7,500	
	Contingency @ 15%	£0	
	VAT	£0	
Total	£54,550		
Please provide a detailed summary of the total CIL funding required, including phasing (Excluding VAT)	Preliminaries	£1,450	
	Preparation	£2,665	
	Retaining Edges	£500	
	Macadam Surface Course	£22,310	
	Colour coating	£4,500	
	Line Markings	£500	

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	Fixed Equipment	£700				
	Site clearance	£250				
	Line markings for Netball and Basketball	£2,100				
	Championship quality Tennis net	£1,000				
	Adjustable height Netball posts	£1,650				
	Basketball backboard posts, rings and nets	£2,150				
	Floodlights	£7,275				
	subtotal	£47,050				
How much funding in total does the project currently have? E.g. Reserves Match funding Donations	£0.00					Fundraising for the project has only recently started and is based on a robust strategy approaching Charitable Trusts & Foundations, HNWI, Corporates and the local community in addition to the application to Three Rivers District Council. Securing funding for the capital works is the priority and One YMCA will commit £15,000 of its own reserves to fund the project management & administration, PR & Comms and project resilience work if we are unable to secure the full target amount.
Are there any revenue costs (i.e. day-today running costs, maintenance cost) associated with the project and if so how will they be funded and has that funding been secured?	MUGA revenue costs					This project is a refurbishment of an existing facility and does not create any new or additional revenue costs. The new LED lighting will actually reduce costs by approx. £3,200 p/a. All day-to-day running, maintenance, and management costs are already covered within One YMCA’s existing operational budgets, which are secure and well established. In addition, One YMCA has recently invested in an upgraded online booking system, supported by a PR and communications campaign, which will improve accessibility, increase usage, and help sustain income to support ongoing maintenance. All ongoing revenue funding is secured.
	Description	Cost £	P/A	Total £	Notes	
	3G - maintenance	350	6	2100		
	3G - deep clean	500	2	1000		
	MUGA - maintenance	400	3	1200		
	MUGA - cleaning	750	2	1500		
	Lighting - lamp replacement	800	0	0	This cost will not be required with new LED lighting	
	1-off repair of lighting equipment	2400	0	0	This cost will not be required with new LED lighting	
	Staff costs	35000	20%	12250		
Total			18050	excluding VAT		

Please indicate in the table below the source of additional funding that has been secured/ is being sought.						
Source	Amount requested	Conditions Attached	Use by Date	Funding Confirmed Yes or No	FULL Amount given.	Amount secured/ is being sought.
Sport England	£15,000	tbc	n/a	No		
Abbots Langley Parish Council	£15,000	tbc	n/a	No		
Football Foundation	£7,500	tbc	n/a	No		
Herts Sports & Physical Activity Partnership	tbc	tbc	n/a	No		
HS2	£20,000	tbc	n/a	No		
The Priory Foundation	£5,000	tbc	n/a	No		
The Mohn Westlake Foundation	£5,000	tbc	n/a	No		

Does the CIL funding help secure the release of additional funding?	Yes	It will help leverage other funding applications by demonstrating a clear need for the facilities locally.
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Section E: Delivery and on Going Maintenance
What is the delivery timescale for the project? Please refer to CIL Scoring Criteria Guidance under: Deliverability The need is urgent as the current surfaces are unsafe and deteriorating further each season, but funding needs to be secured before work can commence. Our aim is to secure funding by April 2026, so work can be completed by May 2026 in advance of the main summer season. In parallel, a new online booking system is being installed. On completion of the capital works, a PR and communications campaign will be launched to improve awareness of the facilities to a far wider audience which will increase usage and help sustain income to support ongoing maintenance.

Section F: Additional Information

Is there any additional information that may support the application?

The following quotes have been received from community users of the facilities:

I've been using the astro at Leavesden with Evergreen FC for 6 years and think it's a great space for our young footballers. We currently have 2 slots on a Saturday morning and 1 on a Tuesday night. From past experience the only down sides are in wet conditions the water runs off the tennis courts onto the astro and leads to it being muddy/flooded and clumping the infill together. Also, in the colder months this then freezes meaning it's quite slippery by the gate coming in and being unable to use the first meter by the fence as too frozen.

Sean, Football Manager

These outdoor courts are in desperate need of repair and resurfacing and are not fit for purpose. The gravel is loose; the surface is uneven and when they are wet they are slippery and therefore dangerous. These are the only outdoor courts in Watford and the surrounding area that can be hired during the day but are only suitable in the summer months when it is dry. They are so worn and uneven that any sign of damp or if they are wet, they become very slippery and unsafe to play on. The outdoor courts at YMCA are such an asset to the local community. People use them for tennis, netball and basketball etc. Little children are often seen learning to ride their bikes there. It's such a shame they can only be utilised for such a limited time during the year. Investing in resurfacing them will mean they can become an all-weather facility and serve our local community better.

Whippets Netball Club

Danielle Elkerton, Club President, Whippets Netball Club

I'm a single mum to my 15-year-old autistic son Fraser. I am his full-time carer meaning I needed to give up my career to care for his special needs. My one and only passion and saviour is my netball club! This is the only time I get for me. I started Whippets Netball Club about 9 years ago when I asked some other mums at Frasers special needs school if they fancied a little game of netball for some fun, fitness and a run around. Over the years the club has grown to around 50 women (and one man!) who love the game as much as me. We vary in standard, fitness, and age - ranging from teenagers to over 70-year-olds! We play for fitness and fun in the mornings several times a week. For those of us a little more serious, we have five teams of around 12 players each who play in evening and weekend leagues competitively. However, collectively one thing is for sure, netball has really helped our mental health and well-being, especially after covid. For us it is more than just about playing a sport we all love. We're a support network in the local community. Welcoming new members all the time.

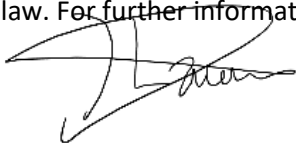
Section G: Declaration

When you have completed the application, please sign this declaration and submit the application form as directed

To the best of my knowledge the information I have provided on this application form is correct.

If Three Rivers District Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform the Council's Infrastructure Delivery Coordinator of any material changes to the proposals set out above. When requested, I agree to provide the Council with all necessary information required for the purpose of reporting on the progress or otherwise of the identified project. I recognise the Council's statutory rights as the designated CIL Charging Authority, which includes provisions to reclaim unspent or misappropriated funds. Privacy Notice: By signing this form, the applicant agrees to Three Rivers District Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Council's Infrastructure Spending Board manual filling system and summarised in the Council's ICT system for the sole purpose of fund processing, analysis and accounting. Information about the project may be publicised on the Council website and in public material for publicity purposes. Personal data will not be disclosed without any prior agreement of those concerned, unless required by law. For further information on the Council's privacy policy, please see: <https://www.threerivers.gov.uk/privacy>

Signed:



Organisation: **One YMCA**

Date: 10th February 2026

All organisations involved with the application will need to sign and date the form.

Signed: n/a _____

Organisation: n/a _____

Date: n/a _____

Equality Impact Assessment

EIAs enable us to consider all the information about a project from an equalities perspective and then action plan to get the best outcomes for staff and service-users. They analyse how you might impact differently on different groups.

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

For further support or advice please contact the Strategy and Partnerships Team at Three Rivers District Council.

Project Information

Project Name <i>This should clearly explain what service / policy / strategy / change you are assessing</i>	One YMCA Woodlands Community Hub – MUGA and 3G Pitch Refurbishment
Organisation	One YMCA
EIA Author <i>Name and Job Title</i>	Donna Lawrie Head of Fundraising, Corporate Partnerships & Marketing
Date EIA drafted	22 nd January 2026

Executive Summary

Focus of EIA <i>A member of the public should have a good understanding of the policy or service and any proposals after reading this section.</i> <i>This section should explain what you are assessing:</i> <i>If the EIA is attached to a report, summarise the report.</i> <i>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?</i>	The project assessed is the refurbishment of the Multi-Use Games Area (MUGA) and 3G football pitch at One YMCA's Woodlands Community Hub in Leavesden Country Park. Both facilities have deteriorated significantly due to age, heavy usage and poor drainage, resulting in flooding, slippery surfaces, freezing conditions and uneven areas that make the courts unsafe and inaccessible for large parts of the year. This project will deliver resurfacing, modern drainage, accessibility upgrades including wheelchair friendly surfacing, new sports equipment, and improved floodlighting. These changes aim to ensure safe, year-round access for the local community, including sports clubs, families, young people, disabled residents, and vulnerable groups using One YMCA programmes. We expect this project to have significant positive equality impacts, especially for: - Children and young people - Disabled residents - Carers - Women and girls (high netball demand) - People experiencing homelessness (Project Resilience) - Local low-income families who rely on free/low-cost community facilities. No negative equality impacts have been identified. Where potential barriers exist, mitigation measures are included below.
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Mitigations

Protected Characteristic	Potential Issue	Mitigating Actions
	<i>Against each protected characteristics, make a frank and realistic assessment of what issues may or do occur</i>	<i>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?</i>
Age	Older people and young children may be at increased risk of injury on unsafe, uneven or slippery surfaces. Lack of lighting restricts use during darker months.	Full resurfacing and improved drainage to remove slipping hazards. New floodlighting to support safe early evening use. Continued scheduling of youth and family sessions. Inclusive design suitable for all ages.
Disability	The current surface restricts access for wheelchair users and people with mobility impairments. Flooding, mud and uneven surfaces create specific barriers for disabled players.	Wheelchair friendly surfacing and level access included in the redesign. Improved drainage prevents mud and pooling. Engagement with disability-sport partners. Ensuring accessible routes from the car park to the pitch remain maintained.
Gender reassignment (or affirmation)	No direct negative impacts identified. However, trans and non-binary users can face barriers to participation if facilities feel unsafe or unwelcoming.	Clear anti-discrimination messaging in booking and welcome materials. Inclusive programming and safeguarding policies. Well-lit facilities to improve safety and comfort.
Pregnancy or maternity	Pregnant women may avoid uneven or slippery surfaces due to the risk of falls. Carers with prams may struggle with poor access.	New even surfacing greatly reduces fall risks. Level access supports prams and young children. Flexible community booking allowing parent/carers groups to use the facilities.
Race	No direct negative impacts identified. People from ethnically diverse backgrounds participate heavily in informal sport. There could be barriers to access.	Maintain open community access, not club-only use. Remain conscious and inclusive when considering promotion and being accessible to all.
Religion or belief	Some faith groups prefer separate male/female sessions or modest dress environments.	Ability to schedule women only sessions. Continue to engage with local community and faith groups.
Sex	Women and girls are disproportionately affected when facilities deteriorate, particularly for netball, while relies on the MUGA as the only local outdoor court.	Resurfacing ensures safe participation for netball clubs. Flexible scheduling to accommodate women's daytime sessions. Lighting to support safe evening use.
Sexual Orientation	No direct issues. However, LGBTQ+ residents may avoid spaces that feel unsafe or poorly lit.	Improved lighting. Inclusive code of conduct and safeguarding standards. Staff oversight from the Woodlands Hub team.
Marriage and Civil	No barriers identified.	Ensure fair and open access to all.

Partnership		
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.	These groups rely on affordable, local community spaces to support wellbeing, structure and mental health. Unsafe facilities reduce access and participation.	Improved facilities will support One YMCA's Project Resilience, benefitting our residents and people in recovery. Daytime accessible sport for carers and parents, including low pressure activity spaces. Community friendly pricing protects access for low-income and vulnerable users.

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.

- Install wheelchair friendly surfacing and level access to enable inclusive sport.
- Improve drainage to prevent mud, freezing and flooding, increasing safety for all.
- Upgrade floodlighting to allow safe evening and winter use.
- Promote the improved facilities across diverse communities, including clubs, youth groups, disability networks and informal sports users.
- Continue offering women only sessions on request.
- Monitor usage to track accessibility and identify and groups under-represented.
- Strengthen links with local partners to expand inclusive opportunities.

Additional Information

Space to provide any additional information in relation to protected characteristics or equity, diversity, equality and inclusion.

The refurbished MUGA will become the only wheelchair accessible outdoor sports court in the immediate area, removing a longstanding barrier to participation. The project also supports mental health and social inclusion through One YMCA programmes such as Project Resilience, youth activities and family sessions.

The improvements will significantly expand access to affordable sport and physical activity during a time when local communities are experiencing increased pressures on wellbeing, cost of living challenges, and in parts of the region, environmental disruption linked to wider infrastructure works.

The project directly aligns with Three Rivers priorities around:

- Healthy, active communities
- Inclusive neighbourhoods
- Accessible public spaces
- Supporting young people and vulnerable adults.

Sign off:

Equalities Lead Officer	Date
Michael Howe	22 nd January 2026

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 and proceed.
Yellow (2)	Some possible negative impacts for 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.

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		Woodlands MUGA and 3G Refurbishment
Brief description (1-2 sentences):		Improvement works on the MUGA at Woodlands Community Hub in Leavesden Country Park: a fenced multi-use games area (MUGA) marked for tennis, netball, and basketball and a 3G football pitch. Both facilities have been heavily used but are now unsafe due to age, poor drainage, and surface erosion. With few alternative options in the area, this project will provide safe, inclusive, and accessible facilities for thousands of local residents, community groups, and sports teams, including people with disabilities. The proposed works include: Resurfacing the MUGA, including accessibility enhancements and wheelchair friendly surfacing, renewing the floodlights with LED lighting, applying new line markings for netball and basketball, Installing drainage around the MUGA, fixed tennis net posts and providing netball and basketball posts, sockets, and backboards.

Homes, buildings, infrastructure, equipment and energy					
Question	Impact (select from list)	Score 1 to 4)	Justification or mitigation	Impact (select from list)	Revised Score (1-4)
1 What effect will this project have on overall energy use (electricity or other fuels) e.g. in buildings, appliances or machinery?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	The project will replace older floodlights with modern LED units, significantly reducing energy consumption for lighting while maintaining safe illumination levels.	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
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	The works do not involve any ongoing use of fossil-fuel-powered systems. Contractors may use standard equipment temporarily, but this has no long-term impact.	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	The project improves and renews an existing outdoor recreation space, but does not affect building use.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	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 "A" or BREAM "excellent").	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	No buildings are involved; however, the installation of LED floodlights improves overall energy efficiency of site infrastructure.	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
5 Does this make use of sustainable materials / inputs in your project? E.g. re-used or recycled construction materials; timber in place of concrete	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	Where feasible, recycled rubber and material infill will be specified, and durable materials will reduce future replacement frequency.	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
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,	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	Contractors will be encouraged to use electric tools/plant where possible, and waste will be minimised through efficient project phasing.	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
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	No renewable energy generation is planned.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	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	Aside from LED floodlights, no additional equipment with energy ratings is used.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Average Score		3.00			3.00

Ways to optimise sustainability and work towards net zero carbon:

- Insulate buildings to a high standard.
- Include energy efficiency measures when carrying
- 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, wool- or hemp-based insulation, 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.

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 and proceed.
Yellow (2)	Some possible negative impacts for 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.

Travel					
Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
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	Minor construction traffic only; no ongoing travel demand created.	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	Contractors may use mixed fleets for short-term works; no operational vehicle use afterward.	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? <i>E.g. cycling, walking, switching to electric transport</i>	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	The upgraded facility encourages active recreation locally, reducing the need for residents to travel farther to find suitable sports facilities.	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
12 Will it be easily accessible for all by foot, bike, or public transport, including for disabled people?	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	The MUGA is already located within a community setting and accessible by foot and local public transport.	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
13 Has the project taken steps to reduce traffic? <i>Using e-cargo bikes; timing activities or deliveries to be outside peak congestion times</i>	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	No impact on vehicle traffic once construction is completed	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0
Average Score		3.50			3.50

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

Goods and Consumption					
Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
14 Has this project considered ways to reuse existing goods and materials to the greatest extent possible, before acquiring newly manufactured ones?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	Existing sub-base is retained where possible. Old turf will be recycled.	Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
15 Does it reduce reliance on buying newly manufactured goods? <i>E.g. repair and re-use; sharing and lending goods between services or people; leasing or product-as-a-service rather than ownership</i>	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	Some new materials are required, but specification will favour durable items with long life expectancy.	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
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	Recycled rubber, materials and sustainably sourced posts will be used where available.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	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	Indirect benefits only through encouraging local, low-carbon leisure activity.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
18 Is there a plan to reduce waste sent to landfill in manufacture?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	Contractor will minimise waste through accurate ordering and recycling of removed surfacing.	Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
19 Is the material used able to be re-used, re-purposed, or recyled at end of its life?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	Modern MUGA surfacing systems are recyclable and designed for future reuse	Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
20 Has it taken steps to ensure any food it offers is more sustainable? <i>E.g. less and high-quality (high welfare) meat and dairy; minimises food waste; seasonal produce; locally sourced.</i>	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	Not applicable to this project.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Average Score		3.00			3.00

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.

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 and proceed.
Yellow (2)	Some possible negative impacts for 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.

Ecology					
Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
21What 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,	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	Works occur entirely within an existing hard-surfaced recreation area.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
22Does the project create more habitat for nature? E.g. native plants, trees, and flowers	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	Opportunity to incorporate small enhancements such as native planting around the perimeter or wildflower margins.	Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
23Does 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	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	No natural habitats affected.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
24Does it help people understand the value of biodiversity, and encourage residents to support it in their private and community spaces?	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this area, but otherwise proceed.	0	Indirect benefits only; signage could be added in future if required.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Average Score		3			3
Adaptation					
Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
25Does 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	Not applicable but drainage improvements will reduce pooling and run-off.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
26Does anythe project , consider how to sustainably protect people from extreme weather?	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3	New drainage reduces surface flooding risk, making the area safer during heavy rain.	Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
27Has any planned building work or infrastructure considered how to mitigate flood risk? E.g. Sustainable Drainage Systems (SuDS); de-paving areas; green roofs	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4	Improved drainage significantly increases resilience, reducing flood-related surface water issues.	Strong positive impacts for sustainability. Recommendation to proceed as is with this aspect.	4
28Does any planned infrastructure or building work increase the overall footprint of hard surfacing? (as opposed to green or permeable surfacing)	Some possible negative impacts for sustainability. Recommendation to review these aspects and find mitigations where possible.	2	Existing hard surface is retained; however drainage improvements offset any increase in runoff.	Some positive impact for sustainability. Recommendation to further enhance this aspect where	3
29Has 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	Drainage upgrades help futureproof the facility against heavier rainfall events.	Neutral or not applicable. Recommendation to consider how benefits could be achieved in this	0
Average Score		3.0			3.33
Engagement and Influence					
Question	Impact	Score (0-4)	Justification or mitigation	Impact (select from list)	Revised Score (0-4)
30Does 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	activity locally, reducing travel and highlighting sustainable community investment. Optional signage could promote responsible environmental behaviour.	Some positive impact for sustainability. Recommendation to further enhance this aspect where possible and proceed.	3
Average Score		3			3
Total Overall Average Score		3.08			3.1

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

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.

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.

Climate and Sustainability Impact Assessment Summary	
Homes, buildings, infrastructure, equipment and energy	3.00
Travel	3.50
Goods and Consumption	3.00
Ecology	3.00
Adaptation	3.33
Engagement and Influence	3
Total Overall Average Score	3.1

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 and proceed.
Yellow (2)	Some possible negative impacts for 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.

PRIMATE LICENSING 14/07/2026

**Full Council
14 July 2026**

PART I

**PRIMATE LICENSING
(ADE)**

1 Summary

- 1.1 To inform Members of the introduction of the Animal Welfare (Primate Licences) (England) Regulations 2024 and the enforcement provisions which commenced on 1st April 2026.
- 1.2 To seek approval for the implementation of a licensing regime for the keeping of primates within Three Rivers.
- 1.3 To approve a schedule of fees to enable the Council to recover the reasonable costs associated with administering the regime.

2 Recommendation

- 2.1 That Members:
- 2.2 Note the introduction of the Regulations and the Council's duties as the licensing authority.
- 2.3 Approve the adoption of a primate licensing scheme in accordance with the Regulations
- 2.4 Approve the proposed fee structure set out in 3.7 of this report, which will then form part of the annual fees and charges process.

Report prepared by: (Jennie Probert, Environmental Services Manager)

3 Details

- 3.1 The Regulations introduce a mandatory licensing regime for the keeping of primates in England. The most common kept species are believed to be marmosets, tamarins and squirrel monkeys and the Council's Animal Welfare Licensing Inspector (AWLI) has had two enquiries in relation to marmosets.
- 3.2 This new regime covers all primates not specified in the Dangerous Wild Animals license, although some larger primates may require both.
- 3.3 On 5 March 2024, The Animal Welfare (Primate Licences) (England) Regulations 2024 ('the Regulations') became law and introduced a licensing regime to protect the welfare of primates kept in England. The Regulations apply to the keeping of any non-human primate in England on or after 6 April 2026 unless the primate is kept under a Zoo Licensing Act 1981 licence ('zoo licence') or an Animals (Scientific Procedures) Act 1986 licence ('ASPA licence'). The Regulations requires any person who keeps any such primate to hold a primate licence.
- 3.4 From 6 April 2026, it is an offence to keep a primate without a licence, unless exempt.

- 3.5 The Regulations and associated guidance aim to ensure that primates are kept to zoo-level welfare standards, reflecting their complex needs. They set out an application, renewal and compliance process, including that inspections must be conducted by a 'suitable person' which is defined by the Regulations as being a veterinarian or any other person, in the view of the local authority, is suitably qualified and competent to carry out the inspection. At the current time the Council's AWLI is completing the Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 (LAIA) qualification and City of London are providing licensing cover in the mean time. The AWLI has already completed a primate training course.
- 3.6 Fees must be set on a cost recovery basis, must not generate a surplus and must be reviewed annually.
- 3.7 Any veterinary fees incurred will be charged, at cost, on top of the fee set by the Council.
- 3.8 It is proposed to set the following fees

New licence application – 1 species	£580*
New licence application – 2 or more species	£675*
As this is a new fee structure fees for renewals and variations will be considered during the annual fees and charges process.	TBC

*Noting that any vet fees will be charged, at cost, as well as the fee set by the Council.

4 Options and Reasons for Recommendations

- 4.1 It is recommended to implement a licensing regime, as per the Regulations and associated guidelines to ensure the Council is meeting its animal welfare obligations in relation to primates.
- 4.2 It is recommended to approve the fees, which are designed to meet cost recovering, but not make a surplus, as outlined.
- 4.3 No further alternative options have been considered as this is legal requirement.

5 Policy/Budget/Financial Implications

- 5.1 The number of applications is likely to be minimal and, as the fee should be set for cost recovery, there should be no impact on the overall budget for the service, however this will be monitored during the budget monitoring cycle.

6 Legal Implications

- 6.1 The Council has a statutory duty to enforce the Regulations.
- 6.2 Failure to implement a licensing regime may expose the authority to legal and reputational risk.

- 6.3 Fee setting must comply with the principle that charges do not exceed the cost of providing the service.

7 Equal Opportunities Implications

- 7.1 As outlined in the Equality Impact Assessment there may be an impact in relation to age, disability and race, however there are mitigating actions in place to address potential issues. Mitigating actions include having clear information on the Council website, use of the Recite Me tool and that the AWLI can answer specific queries.

8 Staffing Implications

- 8.1 This function falls under the remit of Council's Animal Welfare Licensing Inspector and, as it's likely there will be minimal applications, can be met within existing resources.

9 Environmental Implications/Community Safety/Public Health/Customer Service Implications

- 9.1 None specific

10 Communications and Website Implications

- 10.1 The website will be updated, which can be met within existing resources.

11 Risk and Health & Safety Implications

- 11.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.
- 11.2 The subject of this report is covered by the Waste and Environment 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)
Legal Implication	Legal implication to the Council for not having a regime in place to license correctly, as this is a statutory function.	Implement a licensing process, with fee	Treat	1
Animal welfare	Animal welfare	Implement a	Treat	1

	at risk if there is no process in place	licensing process, with fee		
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- 11.3 The above risks are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

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

Impact Score

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

Likelihood Score

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

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

Data Quality

Data sources:

<https://www.gov.uk/guidance/licensing-process-for-keeping-primates>

<https://www.gov.uk/licence-wild-animal>

Data checked by:

Emma Sheridan, Associate Director for Environment

Data rating:

1	Poor	
2	Sufficient	X
3	High	

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**FULL COUNCIL –
COUNCIL PLAN 2026-29 –
DELIVERY PLAN
14/07/2026**

- **FULL COUNCIL**

PART I

Council Plan 2026-2029 – Delivery Plan (ADCCC)

1 Summary

- 1.1 The Council Plan 2026-2029 was agreed by Full Council on 24 February 2026.
- 1.2 The Plan sets the following four strategic themes for the council –
 - Healthy, safe and thriving communities
 - A green and sustainable future
 - A prosperous and vibrant district
 - A well-run council
- 1.3 Under each of these strategic themes, sits a set of individual aims that are more specific to service areas within the council. The delivery of these aims will ensure the delivery of the four strategic themes outlined within the Plan.
- 1.4 Following a recommendation made by the Peers who conducted the council's Corporate Peer Challenge in February 2026 to 'produce a single annual delivery plan and secure critical deliverables' the plan has been developed to support the successful implementation of the Council Plan.
- 1.5 This delivery plan enables CMT, JLT and the Policy and Resources Committee to monitor and track progress effectively.

2 Recommendation

- 2.1 That:

Full Council to review and agree the adoption of the Council Plan 2026 - 2029 Delivery Plan

Full Council to agree the Delivery Plan will be presented to the Policy and Resources committee every 6 months.

Report prepared by: Jason Hagland, Strategic Housing Manager

Katie Stacey, Corporate Services Manager

3 Details

- 3.1 The Delivery Plan has been drafted following a thorough review of the 2026-2029 Service Plans agreed by Full Council, along with consultation with Heads of Service via the Teams platform.

- 3.2 Relevant projects and ongoing work to be undertaken by the services have been aligned with an aim listed within the Council Plan 2026-2029.
- 3.3 The delivery of this project or ongoing piece of work will ensure the delivery of the stated aim, therefore, ensure the delivery of the strategic theme over the three-year course of the Council Plan.
- 3.4 It is anticipated that the Delivery Plan will be updated in line with the progression of the Council Plan.
- 3.5 Therefore, the Delivery Plan presented outlines the first year of delivery. However, it is to be noted that some projects will continue beyond the first year of delivery.
- 3.6 This will be updated in April 2027 to reflect new projects or ongoing work that will contribute to the delivery of the Council Plan.

4 Options and Reasons for Recommendations

- 4.1 It is recommended that Full Council adopt this Delivery Plan to ensure that the delivery of the Council Plan is adequately monitored and the strategic themes listed within the Council Plan are achieved over the course of the three years.

5 Policy/Budget Reference and Implications

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

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

None specific.

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

- 6.2 Impact Assessment

The Delivery Plan will ensure the delivery of the strategic themes and the aims listed within the adopted Council Plan 2026-2029. The Equalities Impact Assessment that was completed for the Council Plan 2026-2029 has been attached to this report as an appendix.

7 Environmental Implications

- 7.1 The Delivery Plan will ensure the delivery of the strategic themes and the aims listed within the adopted Council Plan 2026-2029. The Sustainability Impact Assessment that was completed for the Council Plan 2026-2029 has been attached to this report as an appendix.

8 Communications and Website Implications

- 8.1 The Delivery Plan will be required to be uploaded to the council's website by Communications on adoption, with updated versions of the Delivery Plan uploaded to the council's website following updates and review cycles.

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 Strategy and Partnerships 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)
The Delivery Plan for the Council Plan 2026-2029 is not adopted by Full Council	Critical deliverables that are listed within the Council Plan are not delivered. A lack of adequate oversight on the progression on the Council Plan for Members.	The Delivery Plan for the Council Plan 2026-2029 is adopted and updates are presented to Committee.	Tolerate	4

- 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.

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

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4 (Very Likely (≥80%))
 3 (Likely (21-79%))
 2 (Unlikely (6-20%))
 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.

Data Quality

Data sources:

Nil

Data checked by:

N/A

Data rating:

1	Poor	N/A
2	Sufficient	N/A
3	High	N/A

Background Papers

APPENDICES / ATTACHMENTS

Appendix One – Delivery Plan for the Council Plan 2026-2029

Appendix Two – EIA for the Council Plan 2026-2029

Appendix Three – SIA for the Council Plan 2026-2029

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Council Plan Theme	Aims	Action	Owner	Start date	Completion date
Healthy, safe and thriving communities	Improve access for all ages to health facilities, leisure services and community spaces.	Managing parks and open spaces by delivering the new Green Space Strategy	Leisure and Natural Infrastructure	Apr-25	Mar-27
	Improve access for all ages to health facilities, leisure services and community spaces.	Enhance existing tennis courts to improve leisure experience for residents	Leisure and Natural Infrastructure	Apr-24	Mar-27
	Improve access for all ages to health facilities, leisure services and community spaces.	Delivery of Healthy Hub provision at four locations across Three Rivers as well as pop up hubs	Strategy & Partnerships	Apr-26	Mar-27
	Improve access for all ages to health facilities, leisure services and community spaces.	Secure developer contributions through the planning process in accordance with relevant legislation and policy	Regulatory Services	Ongoing	Ongoing
	Improve access for all ages to health facilities, leisure services and community spaces.	Delivery of active travel and other transport schemes (inc LCWIP)	Regulatory Services	Ongoing	Ongoing
	Improve access for all ages to health facilities, leisure services and community spaces.	Delivery of Health and Wellbeing Initiatives and development of partnerships	Strategy & Partnerships	Ongoing	Ongoing
	Work with developers and housing providers to help increase affordable housing within the district.	Implementation of relevant Local Plan policies for new development including requirement for affordable housing contributions, public open space and leisure policies, consideration of sustainable forms of development including sustainable transport	Regulatory Services	Ongoing	Ongoing
	Work with developers and housing providers to help increase affordable housing within the district.	Work in partnership with Registered Providers to agree nomination rights on all new developments containing an affordable housing provision	Housing & Residential Services	Ongoing	Ongoing
	Work with developers and housing providers to help increase affordable housing within the district.	Complete annual review on council's housing register and TA placements to ensure that correct property sizes are allocated by developers	Housing & Residential Services	Apr-26	Mar-27
	Work with our partners in the Community Safety Partnership (CSP) to maintain a low crime, low antisocial behaviour district	Deliver initiatives through the Community Safety Partnership including Safer Streets, Cuckooing and Hate Crime Awareness	Strategy & Partnerships	Ongoing	Ongoing
	Work with our partners in the Community Safety Partnership (CSP) to maintain a low crime, low antisocial behaviour district	We will use a whole system approach by working with partners to jointly target ASB through, ASBAG, ASB Case Reviews and YAP	Strategy & Partnerships	Ongoing	Ongoing
	Work with our partners in the Community Safety Partnership (CSP) to maintain a low crime, low antisocial behaviour district	Focus on Prevention of Violence Against Women and Girls (VAWG) and domestic abuse (White Ribbon Accreditation)	Strategy & Partnerships	Ongoing	Ongoing
	Support planning applications that aim to deliver thriving communities and a healthier environment.	Promoting net carbon zero and the Councils' Climate Agenda at an early stage in pre-application discussions	Regulatory Services	Ongoing	Ongoing
	Support planning applications that aim to deliver thriving communities and a healthier environment.	Implementation of national planning policies and Local Plan policies for renewable energy/energy efficiency	Regulatory Services	Ongoing	Ongoing
	Work with the voluntary sector to support positive outcomes for vulnerable residents.	Manage and monitor Community and Voluntary Sector Grants	Strategy & Partnerships	Ongoing	Ongoing
	Work with the voluntary sector to support positive outcomes for vulnerable residents.	Developing and overseeing the Equalities Forum	Strategy & Partnerships	Ongoing	Ongoing
	Work with the voluntary sector to support positive outcomes for vulnerable residents.	Boost awareness of Pension Credit to reduce pensioner poverty by Collaborating with Citizens Advice to increase take-up to mitigate the cost of living crisis	Revenues and Benefits	May-26	Dec-26
	Actively pursue grant opportunities to fund our major projects and services.	Submit the Delivery Phase Funding Application to the National Lottery Heritage Fund for the Rickmansworth Aquadrome Programme.	Leisure and Natural Infrastructure	Apr-26	Mar-27
	Actively pursue grant opportunities to fund our major projects and services.	Apply for Crisis Resilience Funding from Hertfordshire County Council to enhance or develop resilience services within Three Rivers	Strategy & Partnerships	Apr-26	Mar-28
	Actively pursue grant opportunities to fund our major projects and services.	Identify opportunities to fund sustainable transport schemes in partnership with external stakeholders	Regulatory Services	Ongoing	Ongoing

	Continue to prevent homelessness in the district.	Continue to support vulnerable customers, including those who are experiencing or have experienced domestic abuse, engaging with the council's Housing Service	Housing & Residential Services	Ongoing	Ongoing
	Continue to prevent homelessness in the district.	Successful implementation of the required legislative changes following the introduction of the Renters Rights Act	Housing & Residential Services	May-26	Mar-29
	Continue to prevent homelessness in the district.	Continue to maintain our green RAG rating on the H-CLIC performance dashboard issued by MHCLG	Housing & Residential Services	Ongoing	Ongoing
A green and sustainable future	Finalise a local plan that delivers on our statutory responsibilities and the priorities of our residents.	Following direction from government to add more sites to Local Plan, supporting evidence is being updated. Regulation 19 consultation will commence in July 2026 and the plan will be submitted to the Planning Inspectorate in November 2026. Examination is expected early next year with adoption of the plan expected spring/summer 2027	Planning Policy & Conservation	Jul-17	Jun-27
	Maintain our performance as a top recycling authority in UK	Redevelopment of satellite depot at Furtherfield	Waste & Environment	Feb-26	Mar-28
	Maintain our performance as a top recycling authority in England.	Procurement of new MRF contract to secure the disposal route for the districts household and commercial recycling waste	Waste & Environment	Mar-25	Feb-27
	Maintain our performance as a top recycling authority in England.	Procurement of new fleet maintenance contract	Waste & Environment	Dec-25	Jul-26
	Continue to invest in and improve our parks, open spaces and walking routes.	Through the new Green Space Strategy outline how sustainable travel will be implemented across the Council's green estate, including opportunities to upgrade routes, subject to securing external funding	Leisure and Natural Infrastructure	Apr-25	Mar-27
	Continue to invest in and improve our parks, open spaces and walking routes.	Glade Bridge Replacement - to replace the existing glade bridge, which is reaching end of life, with associated biodiversity enhancements	Leisure and Natural Infrastructure	Jul-25	Jun-27
	Continue to invest in and improve our parks, open spaces and walking routes.	The Aquadrome Programme will deliver a suite of improved and sustainable routes for active travel, including the Woodland Walk, hydrological enhancements and an activity programme that will encourage active travel	Leisure and Natural Infrastructure	Apr-27	Mar-30
	Continue to invest in and improve our parks, open spaces and walking routes.	Delivery of the LCWIP priority walking routes	Regulatory Services	Ongoing	Ongoing
	Continue to invest in and improve our parks, open spaces and walking routes.	Undertake enforcement action in relation to fly-tipping and other environmental offenses	Waste & Environment	Ongoing	Ongoing
	Continue to invest in and improve our parks, open spaces and walking routes.	Investigate walking and cycling improvements across the district	Regulatory Services	Ongoing	Ongoing
	Focus on restoring nature, boosting biodiversity, protecting trees and woodlands and key habitats.	To deliver the S106 obligations from the Maple Lodge Developments in relation to non-mandatory Biodiversity Net Gain	Leisure and Natural Infrastructure	Apr-24	Nov-28
	Focus on restoring nature, boosting biodiversity, protecting trees and woodlands and key habitats.	Delivering a programme of tree planting initiatives and implement a robust monitoring regime	Leisure and Natural Infrastructure	Ongoing	Ongoing
	Focus on restoring nature, boosting biodiversity, protecting trees and woodlands and key habitats.	Through the Aquadrome Programme, enhancing, restoring and sustaining the unique habitats of the site	Leisure and Natural Infrastructure	Apr-27	Mar-30
	Work on adjusting to the impacts of climate change and continue progress on making Three Rivers a more climate resilient district.	Undertake a feasibility study to determine the viability of heat network using the waste heat from the Abbots Langley data centre	Climate Change & Sustainability	Mar-26	Mar-27
	Work on adjusting to the impacts of climate change and continue progress on making Three Rivers a more climate resilient district.	Deliver grant funding to eligible residents to retrofit their homes	Climate Change & Sustainability	May-25	Mar-28
	Work on adjusting to the impacts of climate change and continue progress on making Three Rivers a more climate resilient district.	Encourage and support self funding homeowners to retrofit their property	Climate Change & Sustainability	Jan-26	Mar-29
	Encourage sustainable transport initiatives and greener vehicle options.	Continue to work with Hertfordshire County Council on delivering the Local Electric Vehicle Infrastructure (LEVI) fund	Regulatory Services	Ongoing	Ongoing
	Encourage sustainable transport initiatives and greener vehicle options.	Monitor the expansion of the Beryl Bike hire scheme and review plans for further expansion	Regulatory Services	Apr-25	Apr-27

	Encourage sustainable transport initiatives and greener vehicle options.	Continue to review the council's Green Travel Plan and encouragement of sustainable travel initiatives	Regulatory Services	Ongoing	Ongoing
	Champion a greener and more sustainable council and district that strives to reduce our carbon footprint.	Move all election staff role confirmations and appointments to a fully digital system, removing the need for sending multiple letters	Legal, Elections & Democratic Services	Mar-26	Jun-26
	Champion a greener and more sustainable council and district that strives to reduce our carbon footprint.	Install solar panels on SOLC and TRH and Batchworth depot investigate other viable net zero projects for council buildings and car parks	Climate Change & Sustainability	Jan-26	Mar-29
	Champion a greener and more sustainable council and district that strives to reduce our carbon footprint.	Support the delivery of the Hertfordshire Retrofit Strategy as a member of the Hertfordshire Retrofit Partnership	Climate Change & Sustainability	May-25	Mar-29
	Champion a greener and more sustainable council and district that strives to reduce our carbon footprint.	Create an Energy Plan with associated targets and actions and support the development of Regional Energy Strategic Plans and informing infrastructure upgrades	Climate Change & Sustainability	Jan-25	Oct-27
A prosperous and vibrant district	Attract and retain economic investment in the district.	Ensure that all Council owned properties are used efficiently to attract and retain businesses	Property Services & Major Projects	Ongoing	Ongoing
	Attract and retain economic investment in the district.	Planning and Licensing pre application process offered to prospective applicants to support business opportunities within the district	Regulatory Services	Ongoing	Ongoing
	Continue to build and nourish the council's partnerships with local businesses.	Support initiatives and work with the Chamber of Commerce through Connecting Three Rivers	Strategy & Partnerships	Ongoing	Ongoing
	Continue to build and nourish the council's partnerships with local businesses.	Continue to provide grants for solar installations for businesses	Climate Change & Sustainability	Mar-26	Mar-28
	Continue to build and nourish the council's partnerships with local businesses.	Continue to provide an annual careers fair in partnership with WBC and Herts Futures to encourage career opportunities with local businesses	Climate Change & Sustainability	Ongoing	Ongoing
	Encourage and facilitate external investment into our high streets and shopping areas.	Implementation of a Parking Management Programme designed to manage parking demand, balancing the need to encourage turnover for visitors while accommodating longer-term parking for businesses, residents, and visitors	Regulatory Services	Ongoing	Ongoing
	Encourage and facilitate external investment into our high streets and shopping areas.	Solar grants from TRDC and air source heat pump grants are available to high street businesses. These are promoted through social media and the business newsletter	Climate Change & Sustainability	Mar-26	Mar-28
	Encourage and facilitate external investment into our high streets and shopping areas.	Continue to review wayfinding (signage) around town centre locations	Regulatory Services	Ongoing	Ongoing
	Celebrate and invest in local culture, art and heritage.	Rickmansworth conservation area appraisal	Planning Policy & Conservation	Mar-26	Dec-26
	Celebrate and invest in local culture, art and heritage.	Supporting local community and amateur theatre groups by offering reduced rate packages for multi day highers	Communications, Customer & Culture	Ongoing	Ongoing
	Celebrate and invest in local culture, art and heritage.	Provide film hire opportunities for local and national film organisations within Three Rivers	Leisure and Natural Infrastructure	Ongoing	Ongoing
	Celebrate and invest in local culture, art and heritage.	Delivery of Artistmeet, providing 4 showcase opportunities for local, aspiring artists	Leisure and Natural Infrastructure	Ongoing	Ongoing
	Continue to encourage equal access to council services for all residents.	Support local providers of holiday activities for children, by working in partnership to deliver the Three Rivers ACE (Accessible Childcare for Everyone)	Leisure and Natural Infrastructure	Ongoing	Ongoing
	Continue to encourage equal access to council services for all residents.	Service signposting and regular attendance at the Healthy Hubs by the council's Customer Service Representatives to widen accessibility for residents	Communications, Customer & Culture	Ongoing	Ongoing
	Continue to encourage equal access to council services for all residents.	Continue to maintain an above sector average accessibility tool on the council's website that remains disability compliant	Communications, Customer & Culture	Ongoing	Ongoing
	Promote inclusive communities and resident participation.	Assist council departments by offering residents and businesses a clear, single point of contact for enquiries	Communications, Customer & Culture	Ongoing	Ongoing

	Promote inclusive communities and resident participation.	Implement the outcomes from the Aquadrome Accessibility Audit to provide opportunities for all - from physical disabilities to those with sensory or medical needs	Leisure and Natural Infrastructure	Apr-27	Mar-30
	Promote inclusive communities and resident participation.	Maintain and develop the Inclusion and Wellbeing Working Group to achieve the council's Equality Objectives	Strategy & Partnerships	Ongoing	Ongoing
	Promote inclusive communities and resident participation.	Proactively deliver a programme of community co-design opportunities as outlined in the Three Rivers Play Space Strategy	Leisure and Natural Infrastructure	Apr-25	Mar-30
	Promote inclusive communities and resident participation.	Commitment to engage with our communities on new schemes, projects and policies utilising the Have Your Say platform	All service areas	Ongoing	Ongoing
	Collaborate with partners to advance shared economic, environmental, and community goals.	Inspire businesses to adopt renewable energy and EV infrastructure through encouragement and grant offers, thus improving business resilience through reduced energy costs	Climate Change & Sustainability	Ongoing	Ongoing
	Collaborate with partners to advance shared economic, environmental, and community goals.	Collaborate with local businesses to understand their needs and how the council can support their growth	Property Services & Major Projects	Ongoing	Ongoing
	Collaborate with partners to advance shared economic, environmental, and community goals.	Secure funding for promoting and allocating grants through the Connecting Three Rivers Fund to deliver partnership initiatives and the Community Strategy	Strategy & Partnerships	Ongoing	Ongoing
A well-run council	Ensure the delivery of good quality, efficient and effective services for our residents.	Monitor and deliver the Corporate Peer Challenge Action Plan	Strategy & Partnerships	Jul-26	Dec-26
	Ensure the delivery of good quality, efficient and effective services for our residents.	Provide financial support to residents on low incomes by running a take-up campaign to promote the Council Tax Reduction Scheme	Revenues and Benefits	May-26	Dec-26
	Ensure the delivery of good quality, efficient and effective services for our residents.	Ensure call wait times are kept to a minimum, not exceeding 10 minutes, improving experience for those who can only use phone contact	Communications, Customer & Culture	Ongoing	Ongoing
	Ensure the delivery of good quality, efficient and effective services for our residents.	Adopt the updated Customer Experience Strategy and monitor outcomes	Communications, Customer & Culture	Apr-26	Mar-29
	Ensure the delivery of good quality, efficient and effective services for our residents.	Governance and allocation of CIL spend to ensure the money is well spent	Regulatory Services	Ongoing	Ongoing
	Ensure the delivery of good quality, efficient and effective services for our residents.	To complete the review of the constitution to ensure it is up to date and delegations and procedures are in line with current practices.	Legal, Elections & Democratic Services	Ongoing	Ongoing
	Ensure the delivery of good quality, efficient and effective services for our residents.	Review and maintain the council's policy and procedure on RIPA	Legal, Elections & Democratic Services	Jun-26	Dec-26
	Ensure the delivery of good quality, efficient and effective services for our residents.	Review the annual canvass procedure	Legal, Elections & Democratic Services	Jun-26	Jun-27
	Maintain a balanced and transparent budget that upholds the council's secure financial position.	Produce an annual Medium Term Financial Plan (MTFP)	Finance	Ongoing	Ongoing
	Maintain a balanced and transparent budget that upholds the council's secure financial position.	Ensure budget monitoring reports are presented to the relevant Committee within agreed timeline to enable robust scrutiny	Finance	Ongoing	Ongoing
	Set clear performance targets that are aligned with our Council Plan to ensure accountability and continuous improvement.	Prepare and analyse annual and quarterly Performance Management reports to monitor performance over time and against target	Strategy & Partnerships	Ongoing	Ongoing
	Set clear performance targets that are aligned with our Council Plan to ensure accountability and continuous improvement.	Oversee the major and minor project reporting process, including management of the major projects board	Strategy & Partnerships	Ongoing	Ongoing
	Set clear performance targets that are aligned with our Council Plan to ensure accountability and continuous improvement.	Lead and coordinate the Connecting Three Rivers Board (including the Community Safety Board) and develop and progress actions to achieve the Community Strategy	Strategy & Partnerships	Ongoing	Ongoing
	Set clear performance targets that are aligned with our Council Plan to ensure accountability and continuous improvement.	Ensure minutes and decisions post committee and Full Council are circulated within the agreed timeframe	Legal, Elections & Democratic Services	Ongoing	Ongoing
	Guarantee value for money in all council activities.	Implement a new procurement strategy	Finance	Apr-26	Nov-26
	Guarantee value for money in all council activities.	Finance colleagues to guide and oversee robust budget monitoring process in collaboration with Heads of Service	Finance	Ongoing	Ongoing

	Provide clear, timely, and innovative communication to keep residents informed, engaged and empowered.	Develop a regular podcast series highlighting the council's work across all service areas, for internal and external use	Communications, Customer & Culture	Apr-26	Nov-26
	Provide clear, timely, and innovative communication to keep residents informed, engaged and empowered.	Empower residents to have their say through the delivery of the annual residents survey	Communications, Customer & Culture	Oct-26	Dec-26
	Provide clear, timely, and innovative communication to keep residents informed, engaged and empowered.	Providing the council's elected and corporate leadership with communications support for external platforms to reach a diverse audience across the district and further afield	Communications, Customer & Culture	Ongoing	Ongoing
	Explore the use of existing and developing technology to improve efficiency across the organisation.	To develop a chatbot function on the main website to reduce the number of calls and emails to customer services at TRDC	Communications, Customer & Culture	Apr-26	Dec-26
	Explore the use of existing and developing technology to improve efficiency across the organisation.	Exploration of greater integration with the Finance system to provide live rent accounting	Property Services & Major Projects	Apr-26	Mar-27
	Continue to be responsible, conscientious and proactive landowners across the council's diverse estate.	Proactively manage and maintain the Council's Tree Stock	Leisure and Natural Infrastructure	Apr-26	Mar-27
	Continue to be responsible, conscientious and proactive landowners across the council's diverse estate.	Ensuring the Council's woodlands have up to date, and deliverable Management Plans	Leisure and Natural Infrastructure	Ongoing	Ongoing
	Continue to be responsible, conscientious and proactive landowners across the council's diverse estate.	Complete garage, car park, footpath and road refurbishment in accordance with the works programme	Property Services & Major Projects	Apr-26	Mar-27
	Continue to be responsible, conscientious and proactive landowners across the council's diverse estate.	Undertake an investment Property review	Property Services & Major Projects	Apr-26	Sep-26

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Lead Member Reports 14/07/2026

Report from the Leader of the Council, Councillor Stephen Giles-Medhurst

Leader's Report to Council

As I write this report, I am preparing to attend the Annual Local Government Conference in Bournemouth, and we await both the appointment of a new Prime Minister and England's continued progress in the World Cup.

We also continue to await clarity - amid various rumours - on the future of Three Rivers and the wider Local Government Reform agenda. While I cannot comment on the latter two issues, I hope the Conference will provide further insight on LGR, and I will update Council on 14 July.

National context: safety, standards and public life

Last month marked a deeply significant milestone: the 10th anniversary of the tragic murder of Jo Cox MP. Five years later, we lost Sir David Amess MP. Before that, the attack on Nigel Jones MP cost Cllr Andrew Pennington his life.

Sadly, the situation has worsened over the last decade, with a growing level of abuse and threats — in person, but especially online. As the Chair rightly reminded us at Annual Council, it requires all of us to set an example and uphold the highest standards. The Speaker of the House of Commons has had to remind MPs of the same, and not to misuse individuals or groups for political gain.

Community Asset Transfers

I chaired the regular meeting with Parish Councils last week. Taking on board the issues raised, I said that this Council will invite, receive, sift and consider Expressions of Interest (EOIs) from parish and community councils for the potential transfer of suitable assets, in line with Government guidance (July 2025) and TRDC's existing 2016 Community Asset Transfer Framework.

Officers will need to set up a process. It may also require additional resources or re-prioritisation of activities.

This is a process - not an automatic transfer of assets - and while other councils in Hertfordshire are undertaking similar work, the Government requirements are clear: the Council must achieve **Best Value** and must not fetter a future Unitary Council. Nonetheless, it is right to consider any requests properly.

Chorleywood Neighbourhood Plan

A recent request to formally change the Chorleywood Neighbourhood Plan to classify Chorleywood as a "Town" was received. We were not able to progress this immediately due to work relating to the Local Plan, following the Minister's Direction that imposed

seven additional sites on Three Rivers.

However, I can confirm that I - and I suspect other members of Council - fully support the classification of Chorleywood, and indeed other areas, as “Towns” for planning purposes, as does our emerging Local Plan (subject to the Minister’s Direction).

Despite other work I am pleased that Marko Kalik and his team have now been able at my request to bring the report direct to Full Council on the 14th for approval. I thank them for fitting this in.

Local Plan: Regulation 19 Consultation

I have discussed with officers the upcoming Regulation 19 consultation on the Government’s newly imposed Local Plan for Three Rivers. The statutory consultation period is six weeks. However, due to the Minister’s Direction requiring it to start on **31 July**, during a key holiday period, following discussion, officers have confirmed that the consultation can run for **eight weeks**, until **25 September**.

This will enable key interest groups to submit what they need to, and ensure they have the opportunity to be heard at the Public Inquiry that will follow.

Housing numbers and national petition

Regarding the Local Plan and housing numbers, I urge all councillors and residents to sign the **Home of Commons Petition: “Pause housebuilding targets imposed on councils, review and identify local need.”**

<https://petition.parliament.uk/petitions/762214>

If it receives **100,000 signatures**, there must be a House of Commons debate. If so, I hope our MP will stand up in the House and back the Council’s **27 January** position. So far, he has declined to meet with me or discuss the matter, and has supported the Minister’s intervention in blocking the plan.

Development sites

I continue to speak to and meet groups opposing development sites across Abbots Langley, Bedmond, Sarratt and Carpenders Park.

Woodland Walk & Aquadrome – Clarification of the Council’s Position

It is regrettable that some continue to present a misleading picture to residents regarding my statements on the Woodland Walk and the Aquadrome. The council’s position has been set out clearly and consistently.

The **16 March press release** stated:

“In the light of the recent hydrology report and the ongoing long-term plans for the

Aquadrome, including the feasibility of the boardwalk, I have asked officers to undertake a full review of the Woodland Walk to reassess the feasibility of reopening all or part of it, on an interim basis, and any remedial measures that may be required to enable this to occur including likely costs and assessments on health and safety.”

However, the **3 June press release** made the position absolutely clear:

“The Woodland Walk at the Rickmansworth Aquadrome will remain closed following the discovery of high-risk asbestos near the path. Three Rivers District Council is currently taking action to further secure the Woodland Walk so that this area is safely contained. The council continues to work with the National Lottery Heritage Fund on long-term improvements, including a new raised walkway. The Woodland Walk was originally closed due to the erosion impacts seasonal flooding has at this location. Due to the discovery of high-risk asbestos, residents and visitors are reminded to continue to observe the closure.”

I stated:

“The council is committed to public health and safety but, at the same time, recognises that the Woodland Walk is well liked and enjoyed by residents. That is why the council remains committed to working with multiple partners on plans for long-term improvements so that the walkway is resilient to future and significant seasonal flooding. I remain committed to reviewing the continued closure.”

Taken together, these statements make the council’s position **unambiguous**:

The path cannot be reopened until the high-risk asbestos is fully dealt with and all associated health and safety risks are resolved. Once the high-risk asbestos is addressed, as I have promised, the matter will be reviewed and further assessments will be carried out.

Officers are working with our contractors on the measures required to secure the high-risk asbestos at the Woodland Walk and to address some medium-risk areas nearby. Group Leaders, including myself, have asked detailed questions about the proposed works and costs. Once these matters are resolved, an urgent action decision is likely.

Policing and community safety

I have communicated with our local Chief Inspector, who has agreed to attend the October Abbots Langley Area Forum and the Watford Rural Area Forum to update residents on policing activity and crime prevention measures following recent changes in parading. He has assured me that officers are fully deployed in these areas.

At a recent Council meeting, a councillor suggested there had been a “seven-fold increase” in crime around Station Road/Shannon House in Kings Langley. I requested clarification from the Chief Inspector, who provided the following information regarding Shannon House. The reply is printed verbatim:

“I’ve looked at June – December 2025 compared to January – June 2026:

June 25 – end Dec 25 = 27

Jan 26 – end June 26 = 14

As you can see there has been a decrease in the last 6 months compared to the 6 months prior.”

Tribute to Kimberley

Finally, I want to pay tribute to a senior officer who has served this Council exceptionally well, has risen to meet great challenges, and is someone I and many others will miss. That is **Kimberley Grout**.

Kimberley is not moving to another council, but to Spain! We can all be jealous — and it may mean one fewer Kimberley for me to send the wrong email to -she will be missed.

Let's all give her a big thank you on the 14th.

Stephen

PS: For those who saw myself and Kevin Raeburn on TV — and in the highlights of the Scotland v Haiti match — it really was a once-in-a-million moment to be filmed right in front of the cameras in Gillette Stadium just as Scotland scored. With odds of around **65,000 to 1**, it was pure chance... and utterly surreal!

Report from the Lead Member for Resources, Regeneration and Economic Development, Councillor Louise Price

Finance Updates

The Budget Outturn shows final outturn expenditure was £13.860M compared to the latest budget of £13.979M or the original budget plus carry forwards of £15.108M. We are currently preparing the first monitoring report for 2026/27.

The Peer Review Report taken to Policy and Resources in May reported that:

“Three Rivers District Council enters this CPC [Corporate Peer Challenge] from a position of strength. The council is widely regarded – by officers, councillors, partners and residents alike – as a well-run and financially stable organisation. Staff consistently describe feeling proud to work for the council, pointing to close working relationships and a loyal, long serving workforce that delivers successfully”

“TRDC benefits from strong financial leadership supported by robust budget monitoring, comprehensive financial reporting and effective risk management arrangements, providing confidence in the council’s financial control environment. The council’s medium term financial planning is well embedded, and its disciplined financial culture has positioned it effectively for the demands and opportunities associated with a future unitary arrangement. This shared understanding of the council’s financial position – anchored by clear oversight from the Section 151 Officer and the Audit Committee – creates a firm foundation on which to guide decisions during a period of sector uncertainty.”

“The council has demonstrated creative, effective approaches to housing delivery, including significant investment through the Local Authority Housing Fund (LAHF) and successful collaboration with Watford Community Housing. The redevelopment of garage sites into brownfield homes shows a thoughtful and resource sensitive approach to managing local constraints, particularly the protection of the Green Belt”

The Draft Statement of Accounts has been published in line with the statutory deadline of the end of June and officers continue to work in a positive relationship with our new auditors Azets to audit the accounts in line with statutory deadlines and build back full assurance of the accounts following national issues with the audit of local authority accounts.

Projects and Property Updates

Local Authority Housing Fund

The Council continues to make strong progress across the Local Authority Housing Fund programme. Following the successful completion of LAHF2, work under LAHF1 is moving into the delivery phase, with the construction of six new apartments at Queens Drive and two further developments at Pollards, Maple Cross. All three sites expected to be completed by Winter 2027.

Under LAHF3, nine homes have already been acquired, with further purchases progressing. The programme remains on track to deliver 12 properties, providing both temporary accommodation and homes for Afghan families through the resettlement scheme.

Building on this momentum, the Council has secured £997,750 through LAHF4 to purchase a further four homes. These acquisitions will help meet local housing needs and are expected to be completed by March 2027.

Three Rivers House – Ground Floor Letting

Planning permission has now been approved for key external improvements, including new entrance doors, extractor vents, signage and a bin store. Good progress has been made on site, with the bin store completed, vents installed, and new paving and an access ramp laid in preparation for the entrance doors. Internal fit-out works are now nearing completion, and Harrow Health is aiming to welcome its first staff into the building by the end of July.

Barton Way Building, Croxley Green

Planning permission for the redevelopment of the former Red Cross Building was approved in February 2026, marking a significant milestone for the project. The development will deliver eight affordable homes alongside new offices and community space for Croxley Green Parish Council, creating a valuable community hub for local residents.

Progress continues behind the scenes, with the District and Parish Councils working towards finalising lease arrangements and exploring ways to streamline delivery, reduce costs and support earlier occupation. The scheme will benefit from £1 million of Section 106 affordable housing funding, and work is also progressing on related lease and parking arrangements to enable development to move forward. With key legal and commercial discussions advancing, preparations for the delivery programme and site redevelopment are now underway.

The former Pavilion PH, South Oxhey

Following a recent condition survey of the Pavilion, a programme of improvement works has been identified to address maintenance issues and significantly enhance the building's appearance. These improvements will form an important part of the Pavilion's future development and long-term upkeep.

The Council has also reviewed proposals from the tenant to transform the Pavilion into a wedding venue and restaurant. While proposals for additional office and residential accommodation will not be supported, discussions are continuing on the remaining elements of the scheme. Should the project proceed, approval will be linked to the completion of the necessary repair and improvement works, helping to secure a high-quality future for this well-known local asset.

Thank you to officers for their assistance in compiling this report

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

Waste Services

- Aware of supply chain issues from Garden Waste. Officers have been in regular contact with Supplier and are working to inform those affected.

April Animal Inspection and Licensing

- GPSCE Committee unanimously agreed Primate Licensing at June's Meeting

Environmental Enforcement

- EEO attended court for fly tipping cases – both pleaded guilty and were convicted in March.

Bereavement Services

- Public Health Funeral report was supported by Members at March's Committee Meeting.

Parking

- An On Street Parking Consolidation update (essentially a review and consolidation of existing restrictions) took place in May and the TRO has now been formally adopted.
- Chorleywood parking scheme scheduled to be implemented late July
- Gosforth Lane parking scheme is scheduled to be implemented late July
- Rickmansworth West Review – consultation results are being reviewed with a further consultation due later in the year
- Rickmansworth Carpark review – the council reviewing data from carpark surveys to make further recommendations
- Rickmansworth Controlled Parking Zone review – Initial plans have been drafted and will be reviewed once carpark data is received
- Silk Mill Road Area – A detailed design for consultation is in development
- Various Schemes – Officers are currently preparing the consultation documents for this now that Silk Mill Road has been removed as a separate project.
- Community Way Car Park – officers are investigating survey options to present to Councillors
- Barnhurst Path Verge Hardening – this work to create additional parking bays has been completed.
 - Work has begun on two new schemes which were added to the programme Bedmond and Kindersley Way
 - A Parking Management Policy is being prepared for presenting to committee.

Wider Transport

- High Elms Lane – Consultation took place during March and April with scheme implementation expected during the summer holidays. £250,000 of S106 monies from HCC have been confirmed for these works.
- Ebury Way Improvements – officers are investigating plans for path improvements at the Rickmansworth end
- LEVI – the County Council are progressing on-road EV chargepoints around the District in consultation with the district council. Initial site designs are being reviewed by officers and Ward Councillors have been asked for views
- Beryl Bikes – officers are reviewing the results of the recent consultation for proposed Beryl bike locations with a view to implementation.

Report from the Lead Member for Sustainability and Climate Change, Councillor Aidan Bentley

Foreword

It is a real privilege to serve as the Lead Member for Sustainability and Climate Change in Three Rivers. There are many challenges ahead, as well as exciting opportunities to try and meet these challenges.

The Climate and Nature crisis continues to negatively impact the district and the UK as a whole. We are increasingly living through erratic weather patterns, with heat waves and flood events becoming all too commonplace.

Three Rivers has strong 'eco-credentials', something I glad to see reflected in the Peer Challenge review. The following points were noted in the review as areas of strength:

- Climate Emergency & Sustainability Strategy
- ecological expertise
- the Aquadrome project's great potential for environmental enhancement
- retrofit of Council assets
- sustainability embedded within the Council Plan
- partnerships (eg GUCE)

Despite these achievements, there is still a visible need to further progress our efforts with respect to climate change, sustainability and nature restoration. The recent heat wave, which saw temperatures reach 36 degrees Celsius in the district, is a testament to the urgency of this work.

Site Visits

It has been very interesting to visit a number of special locations around the District in my first couple of months as lead member.

River Chess

The bank reinforcement work and other restoration work at the river Chess at Scotsbridge was a fantastic site to visit.

The bank reinforcement is helping to protect against flooding of the nearby cricket pitches. The addition of large logs and other features to the river helps create varying water speeds, which facilitates to growth of different aquatic plants, and provides conditions for spawning and hiding spots for fish, amphibians and invertebrates. Some parts of the chalk stream now visibly have five distinct water speeds, which is very encouraging to see.

The council has also undertaken some hedge laying here. Hedges create fantastic habitats which mature quickly to support an array of life. I aim to explore further areas in the District with officers where hedge laying may be possible.

Rickmansworth Aquadrome

The aquadrome project is flagship project for the council with great potential for our residents and nature enhancement in the District.

It was valuable to see the Woodland Walk, and I appreciate the frustration at this path's closure due to the dangerous asbestos present.

It was also a pleasure and very insightful to meet residents who live beside the Mill Stream, fed by the Bury Weir. Residents understandably have concerns about the weir's removal as part of the river restoration works, and potential impacts on the Mill Stream.

The council's modelling does not indicate that there will be impacts on the Mill Stream from the weir's removal at present, and I will continue to work with ward Councillors, residents and other stakeholders wherever possible to protect the Mill Stream's ecological and historical value for the community.

The Withey Beds

A special feature of our District, with flooded woodland, a flooding meadow, and the iconic reedbeds coming together to form a kaleidoscope of habitat.

The site remains difficult to access due to a lack of parking. However, the lack of human presence may have in fact benefited the nature of the site. For example, whilst on my short visit, I saw two grass snakes and a slow worm (two of only seven native reptile species in the UK).

AR18 – Kings Langley

It was fantastic to visit AR18's new site, opposite Kings Langley train station. This workshop embodies a fantastic ethos. They have clearly prioritised sustainability and nature in the design of the factory – which is heated with offcuts from their work, benefits for cutting edge insulation and is planting to enhance the plot which is next to the river Gade.

It was also fantastic to hear of their apprenticeships and trainee schemes, which will benefit local young people. At a time when over one million 18-24 year olds are NEET, this is particularly important.

GUCE

I met with a GUCE representative, primarily to discuss the Bedmond data centre and the potential for a heat network. Whilst the data centre is clearly an example of inappropriate development, the potential heat network carries massive potential for our resident's energy supply, sustainability and security.

If any Members would like to walk a certain site in their ward with them, please do not hesitate to contact me.

Air Quality

It is positive news that we are in a position to revoke the NO2 and PM10 AQMAs at junction 18 of M25.

This is only possible as the pollution levels in the are AQMA have remained below the 10% margin of error consistently (for over 3 years) (36ug/m3 for NO2).

The decision to revoking the AQMA was unanimous and will free up some resource which can be reinvested into further advancing our air quality standards. For example, by planting trees such as hawthorns or aspen which have high UTAQ scores.

I have asked officers to look at pushing our air quality enhancements even further. It would be a great achievement to push for WHO air quality levels, which are significantly more stringent than the UK's own targets and represent science-based air quality standards.

Warm Homes Local Grant (2025-2028):

This scheme is funded by central government and delivered by Watford Borough Council in partnership with Three Rivers District Council. It aims to improve the energy efficiency of lower-income households living in properties with EPC ratings D-G. Eligible households can get fully funded energy efficiency improvements worth up to £30,000 per eligible home.

55 live applications from Three Rivers residents to date and these are progressing through the customer journey.

The capital budget doubles in year 2 of the scheme (current year) and so we will have to work hard to achieve full spend. Watford currently has seven properties proceeding to installation, while Three Rivers has one, however we have two close to batching, and another eight awaiting survey/quote.

The principal current risk is delivering the spend, while also keeping the costs caps balanced as we are only allowed to spend an average of £15,000 per home for low carbon heating, and an average of £15,000 per home for energy efficiency measures, by scheme end.

Environmental Champions Award:

A new award scheme was introduced this year aiming to recognise and celebrate local individuals, organisations, and groups that have demonstrated outstanding environmental action and leadership within the district. There were 24 valid applications to the Awards in total. Finalists were chosen by an external panel of judges.

The awards ceremony took place on 6:30-7:30pm on 4th June 2026 and was followed by a screening of the film 'Finding Harmony: A King's Vision'. My thanks to Councillor Ranger and Councillor Giles-Medhurst for hosting the event so well. It was a successful evening and the council has received a considerable amount of public praise and positive feedback on the awards.

Grand Union Community Energy contracts:

Sustainable Streets

Sustainable Streets is an award-winning programme (based on Transition Streets) that aims to help households live more sustainably and save money on their bills. TRDC trialled the programme in 2025, and had 3 groups of neighbours from Moor Park, Chorleywood and Rickmansworth take part. The council subsequently commissioned Grand Union Community Energy – our local community energy group – to deliver Sustainable Streets to more residents until November 2026.

Under Sustainable Streets, small groups of neighbours meet in each other's homes (or other venue) over a few months to complete a programme of seven short, home-based workshops covering key topics to save money and cut carbon emissions: energy, food, travel, water, resource use, and nature.

Two Chorleywood-based Sustainable Streets groups are live and are progressing through the modules (one is an online group, one is in-person). Another Sarratt-based group has formed and completed their third session. GUCE are in discussions with Chime Housing (local social housing provider) to explore if Sustainable Streets workshops can be delivered to their tenants.

Retrofit Events:

GUCE have been contracted to run local events that promote domestic retrofit, primarily to “able to pay” households i.e. those who are not eligible for grant funding, until October 2026.

GUCE have completed two successful “open home” events (one in Croxley Green and one in Chorleywood) where residents who have retrofitted their homes have opened their homes to residents to showcase their retrofit and answer questions. Feedback from these events has been very positive and each event was fully booked.

There are further such “open home” events planned for around autumn time this year, taking place across the District.

GUCE completed their first “Renewables Roadshow” on 25 April 2026, where three local solar and heat pump installers, a St Albans-based retrofit advocate, GUCE, and a representative from TRDC gave presentations on retrofit measures and funding, etc. Installers had stalls to allow residents to ask questions, book surveys or request quotes.

These events can help residents overcome confidence and knowledge barriers to retrofit and helps local installers gain exposure and potential work. Feedback from this event has also been positive.

Plans to hold another “Renewables Roadshow” event in Autumn 2026, with possible support from Hertfordshire Futures (local enterprise partnership).

Hertfordshire Retrofit Strategy

Ellie Nathan will be representing TRDC on the Hertfordshire Retrofit Steering Group.

The East Herts DC has recruited a Retrofit Strategy Coordinator role. Working groups to agree the details of how the priority actions should be delivered have been established.

Priority actions identified:

1. Countywide brand, website and core information materials
2. Procurement for a group buying scheme e.g. Solar Together
3. A clear pathway for households whose boiler/heating system breaks
4. A coherent countywide Retrofit Advice service

Determine viability of Air Source Heat Pump and Solar Canopy on the Car Park for William Penn Leisure Centre through pre-market engagement

Background

William Penn Leisure Centre is a the most significant user of energy in our building estate, accounting for 31% of total electricity consumption and 46% of total gas consumption. This project would save 325 tonnes CO₂e per annum.

The boilers are due to be replaced in 2028, and we are trying to determine if there is a financially viable option to decarbonise the building. Since 2024 we have undertaken several externally funded studies to determine the optimal technical and financial solution. However, in 2025 the government withdrew capital grant support for these types of projects and viability diminished.

Roof Top Solar on council buildings:

Background

William Penn Leisure Centre had a large solar array installed in 2024, and large arrays have just been completed on Three Rivers House and South Oxhey Leisure Centre. An installation at Batchworth depot commences May 26th. Since the installation at Three Rivers House (April 2026), the array has saved £1,989.47 and 1.89tCO₂e (as of EOD 15/06/2026).

Local Area Energy Plan:

Background

A Local Area Energy Plan is a strategic framework that helps towns, cities, and regions support national clean energy and net zero policies by planning how local energy systems will transition over time.

It looks at electricity, heating, transport, and buildings to understand what changes are needed as more homes, vehicles, and businesses switch to electric power.

The plan helps councils, energy companies, and communities prepare the grid for

electrification by identifying where network upgrades, renewable energy, storage, and EV charging will be needed.

Its goal is to create a more reliable, affordable, and low-carbon energy system that supports future demand

This is a large undertaking for officers, a complex document. The final draft is close to completion and will be completed by the end of June / start of July, whereby consultations will be requested from internal and external stakeholder (UKPN and major energy users in the district). The plan will be presented to the Climate Change and Leisure Committee in the Autumn.

Three Rivers Environmental Network

The Three Rivers Environmental Network (TREN) exists to improve the quality of the environment, support the climate and nature recovery agenda, and help create a healthier, more sustainable future for everyone in Three Rivers.

It brings together community voices, environmental interests, and local knowledge to:

- **Connect** people, ideas, and initiatives
- **Inspire** behaviour change and collective action
- **Educate** with expert insight and lived experience
- **Influence** Council decision-making through community-led input

TREN is not a decision-making body or formal Council committee.

Next Meeting: 7th July 2026 chaired Cllr Lloyd who is Vice Chair

Where: Education Centre, Batchworth Lock Canal Centre, 99 Church Street, Rickmansworth, Herts, WD3 1JJ

The theme is food growing and biodiversity in gardens with a strong push to horticultural societies, allotment groups, Friends Of groups Dig Deep, community Garden groups etc. The event will include a tour of S3R community Gardens and talk from Sarratt Community Garden. This event will be run by Rory Shenton

Proposed Data Centre and Heat Network

The 96MW data centre approved for development in Abbots Langley presents a huge opportunity to decarbonise building heating, by using the waste heat emitted by the data centre by creating a heat network which takes the waste heat and delivers it through a network of pipes to users of heat.

A feasibility study has been completed which identifies that a network is viable. The network would involve 48km of pipes, would start in Abbots Langley and finish at the new Watford Hospital. It would save over 2m tonnes of carbon £154m on heating bills over 40 years.

However, it is an extremely large and complex infrastructure project and will be a huge challenge for all to deliver.

Community and Business Grants

We provide community grants up to £1650 to community groups who are either trying to improve the sustainability of their group or improve sustainability in the district.

In addition, we provide £3,000 grant to businesses to encourage the uptake of solar panels.

The community grant is popular and is allocated fully each year.

Solar and Heat Pump campaigns

We are running a marketing campaign linked to the Sustainable Streets programme and Retrofit Events described above, using waste vehicles and social media to encourage the uptake of solar panels and air source heat pumps in the district.

Council to improve the energy efficiency of lower-income households living in properties with EPC ratings D-G. Eligible households can get fully funded energy efficiency improvements worth up to £30,000 per eligible home.

Lead Member report from the Lead Member for Leisure, Councillor Chris Lloyd

Watersmeet

Panto:

- Peter Pan the 2026 panto is on sale with just under 5428 tickets on reserve and 584 sold.
- Panto civic night date Friday 5 December – invites sent after May elections.

Box office/Marketing:

- The membership scheme has 161 members.

Capital works:

- Electrical Works Contractor - Govier Electrical has been appointed with works taking place around events. There will be a generator onsite for duration of the works during August with works estimated to be finished in September.
- Door replacement and refurbishment works are currently being carried out by Global HSE with works due to be completed in September.
 - Replace 29 doors
 - Repair 26 doors
- Capital investment that will need to be considered in the next 2 years include:
 - Replacement of auditorium air conditioning
 - Replacement of motorised theatre access equipment
 - Replacement of theatre sound system, speakers and subs
 - Replacement of auditorium and foyer carpets
 - Replacement of stage winch and hemp flying system

Staffing :

- Judy Simpson – Marketing & Campaigns Manager is taking early retirement with her last day being 9 July 2026. She has been working 50% on communications and 50% on Watersmeet and has worked for Three Rivers for 17 years. Some of you will remember her husband Mike who worked in the committee team.

- A new Theatre Manager has been appointed, subject to references and background checks, and is anticipated to be in post by August.
- The Building and Technical Manager position was filled in June. Welcome to Alex Slack.

Leisure

I have attended

- I heard Sophie Rowarth at event on Monday June 8th organized by Chorleywood Bookshop on new book “Running on Air”.
- Watford and Three Rivers Sports Partnership – Annual Awards at Watersmeet on Monday 15th June
- I have attended several Parkruns
- I will be attending the Herts Sports Partnership Annual Partner event on Friday 10th July.

Management Plans for 2026/2027

- Scotsbridge – Following the briefing document consultation which yielded 26 responses; in partnership with CMS the management plan draft is in production. It will go to Climate Change and Leisure Committee later this year.

The Glade Bridge (Aquadrome)

- The EA initially objected to the planning application but granted permission of the FRAP.
- The EA have reversed the decision to object to the planning application. The Planning application was approved to Planning Committee on the 18 June 2026. Officers are looking at a new proposed timetable for the project, as well as updated costs. I am keen to see the bridge replaced with something which will last beyond our life-time. The next steps include: developing the detailed design, procuring the work and applying for funding, with the aim of securing this by March 2027.

Cattle Grazing

- Cattle grazing for 2026:
- Cattle arrived on Monday 11 May at Leavesden Horses Field - 12 Sussex cattle to be grazed until beginning of September (exact timings of removal of cattle will be flexible)
- Cattle arrived on Monday 11 May at Chorleywood House Estate - 17 Sussex and Angus Cross cattle to be grazed until mid-September (exact timings of removal of cattle will be flexible)

- Cattle arrived on Monday 1 June 2026 at Croxley Common Moor - 25 Sussex and Angus cross cattle
- Date for Cattle to arrive at The Withey Beds – TBC

Leisure Management Contract with Everyone Active (SLM)

- They presented to the June Committee of Climate Change and Leisure their Annual Report.
- Golfpod at Rickmansworth Golf Course - anticipated construction works to take 8-12 weeks with groundworks anticipated to commence 13th July 2026 assuming legal agreements signed.
- The SOLC EV chargers are fully commissioned and live, as are most of the chargepoints in William Penn Leisure Centre carpark and KGV carpark. Two of the chargepoints in the KGV carpark require further works which is currently being worked on by the contractor which will be completed by the end of the year.
- Beryl Bikes are being considered for South Oxley Leisure Centre, alongside other locations. Anticipated to be introduced later this year pending the review of the consultation held.
- Options on 1hr limited parking on the pavement directly in front of SOLC. The parking bays are proposed to be half on pavement, and half in road parking, with the pavement opposite the centre becoming permit only parking. This is anticipated to be introduced in the next few months.
- Free Gym and Swim at William Penn
 - o U19 (School Holidays only) Swim - 15 in April
 - o U19 (School Holidays only) – Gym – 29 in April
 - o Over 60's Swim – 3 in April , 6 in May
- Free Gym and Swim at South Oxley
 - o U19 (School Holidays only) Swim - 22 in April
 - o U19 (School Holidays only) – Gym – 0 in April
 - o Over 60's Swim – 13 in April , 4 in May

Artistsmeet

The exhibition will cover July-Sept with September being Herts Open Studios Month. Alison Imren 'Scenes of Summer' will be the artist featured. Meet the artist event date 9th July.

Active Parks

Our Active Parks programme started on Monday 8th June, with sessions to continue throughout the summer months. This includes Yoga, Tai Chi, Pilates, Tennis, Beginners running, Stroller strength, Mum and baby yoga, Zumba, Nordic Walking, Circuits, SK8 Jam, Playday and summer Activity Trails.

Leavesden Country Park football pitch and pavilion

Evergreen FC have agreed the five-year lease term. This will allow them time to secure planning permission and obtain funding. If they can't get the required planning permission or funding, they are not obligated to enter the 25-year lease. Awaiting Legal to send them the paperwork to sign.

Scotsbridge Football Facility

Croxley FC were the only club to submit an expression of interest. Officers have reviewed the submission and submitted several questions back to the club for follow up.

Wellies in the Woods at the Aquadrome

The Wellies in the Woods session on Thursday 28th May (a trial activity for the Aquadrome programme) was a success! This taster session partnered with Groundwork East was planned around the children's story "The Very Hungry Caterpillar". Six families (7 children) attended the session. Emily from Groundwork East prepared paper butterfly masks with sticky tape for children to stick nature objects on and complete a nature colour bingo!

Play Rangers at the Aquadrome

The Play Rangers session on Thursday 28th May (a trial activity for the Aquadrome programme) was a success. Out of 16 booked, we had 7 attend which is probably because it was 30 degrees! We had children supported by the Intensive Family Support Team (IFST), children who are members of our ACE scheme, and a few friends of our ACE scheme children. Our Play Ranger hosted a range of activities, such as a rope swing, kite making, wooden crafts, a water fight, and catapults. All the children got engaged in all the activities and

seemed to have a thoroughly good time! One child said, “I made a new friend today!”

Bloom Education at the Aquadrome

On Monday 8th June TRDC partnered with Bloom Education to host two workshops at the Aquadrome for primary schools as a trial activity session for the Aquadrome programme. Bloom Education specialise in hosting nature focused workshops to children with SEND. The first workshop was 10am-12pm with Yorke Mead Primary School Year 3s and the second workshop was 1-3pm with St Johns Primary School Year 5s. The Bloom Education workshop leaders had an open discussion with children about aspects of nature they may not normally have considered. They branched similarities between nature with patterns and symmetry by showing children the different types of symmetry present in nature objects, such as apples, pinecones, and roses. Children then had the chance to create their own mandala on the ground using nature objects. The children seemed to thoroughly enjoy the workshop and were engaged throughout.

Watercolour class in the Aquadrome

On Saturday 13th June, the 2-hour watercolour painting class in the Aquadrome (a trial activity for the Aquadrome programme) was a success and well received by participants! Out of 15 booked, all attended welcoming a variety of abilities. The artists who hosted the session, Frances Black and Gillian Blair, introduced the session giving a small demonstration on how to achieve certain watercolour painting techniques. Participants were given the option to paint from scenes at hand or previously taken pictures of the Aquadrome. Some beautiful paintings were done celebrating the beauty of the Aquadrome. Participants gave only positive feedback, with a large emphasis on attendees thoroughly enjoying the class being held outdoors in the lovely weather.

Summer Playscheme

Summer playscheme will run from Monday 27 July – Friday 21 August with 96% of places booked already – only a few days remain.

We have successfully been awarded a grant of £12,000 from HSP again this year to host HAPpy at our Playscheme. This funding will provide 20 spaces a day for children in receipt of free school meals, with a total of 400 places across the summer holidays.

National Play Day event

This year's National Playday will take place on Wednesday 5th August. The event will be hosted at King George V Playing Fields between 12pm to 3pm. This is a FREE drop-in event where families and children are welcome to visit different stalls hosted by organisations such as Families First, Otley Way Family Centre, Home Start and more. These stalls will have an activity for children to engage in and relevant advice for parents. TRDC have organised a few additional free activities for children, such as face painting, a bouncy castle, Play Rangers, and Mr Marvel. Last year's event was held at South Oxhey Play Fields.

Parkrun

Three Rivers have offered a contribution towards the new storage unit required at the Aquadrome. When not running Marathons or half marathons I have been volunteering at the two Junior Parkruns in Three Rivers. 2K event for ages 4

Aquadrome Programme

NLHF main application- WWW bid

- o Development Phase (£787,315.40). This phase will be completed in the coming months and the Delivery Phase bid submitted in November 2026 for approximately £5m. If successful, this funding will be confirmed for a start date of March 2027 to April 2030.
- o Following successful public engagement for RIBA Stage 2, RSK have now produced RIBA Stage 3 designs for the site, including key areas of change e.g. the Welcome Hub, the Meadow, Woodland path and Dog Enrichment. A full RIBA stage 3 report will be shared summarising changes from RIBA 2 through to RIBA 3 in due course.
- o
- o The Activity Plan has been redrafted following feedback from the National Lottery and it now reflects targeted groups such as: Pupil Premium children as opposed to a more generic children's group.
- o A Walking Audit has been conducted by Age Concern to assess the site from an elderly perspective. This audit will give us a greater understanding of the changes required.

Ebury Play Area

- Work progressing well with weekly updates on the website.
- The play area will be open before Full Council.

Weir

- I will be joining other cllrs on a site visit later this week.

Woodland Path

- Verbal update at the meeting or written after the meeting.

Parking Issues on The Green in Croxley Green

- Verbal update at the meeting or written after the meeting.

Skate Jam , Baldwins Lane

Skate Jam will be Sunday 30 August more info to follow.

New Road GP Surgery Secures Active Practice Status

The New Road GP Surgery has become the latest GP Surgery in Hertfordshire to be accredited through the Active Practice Charter, a national initiative supporting GPs to embed physical activity advice and guidance into everyday practice for staff and patients.

HSP's Active Connections team, responsible for driving the uptake of the initiative across Hertfordshire, delivered key workshops at a recent staff Protected Learning Time session, allowing staff to develop how the practice can continue to embed movement across general practice to improve patient outcomes.

Active Connections is a free-to-use service, providing simple and effective ways for general practice surgeries to embed physical activity into their routine practice.

Lead Member report for the Lead Member for Community Engagement, Public Safety and Housing, Councillor Steve Drury.

Questions from Members 14/07/2026

Questions from Members to Full Council
14 July 2026

Questions from Members

Priority 1
1. Question for the Leader of the Council Stephen Giles-Medhurst from Mike Sims
I witnessed members of the public present their petitions to full council or to the relevant committee and see them walk out of chambers in disgust as they felt that they hadn't had the chance to be heard properly. Petitions take a great deal of time and effort to put together and the public deserve to be heard. I feel that the current constitution has created a democratic deficit. So why can't you table an amendment to the constitution to allow the chair of the council or relevant committee to be able to grant councillors if they wish a maximum of 15 minutes to debate the petition?
I do not agree that the petitions process has resulted in a "democracy deficit". All petitions are reviewed once they are formally submitted. The process for hearing a petition is explained to the petitioner by officers in advance of the meeting. However, I have also requested that the Chair of any committee meeting explains the process to members of the public at the start of the meeting. This means that the Lead Member responsible will outline what the next stage is — normally an officer report or an investigation, with feedback provided in due course. A debate on a petition at the point of receipt could lead to Members taking a decision without an officer investigation and report, or without understanding the financial or operational implications.
2. Question for the Leader of the Council Stephen Giles-Medhurst from Chris Mitchell
We have agreed that the Council should establish a formal asset transfer process with parish and community councils, in line with DHCLG guidance issued on 25 July 2025 and the principle of subsidiarity. This work is now urgent. The move to unitary government will be disruptive, and there is a risk that local priorities and asset transfer opportunities will be overlooked for many years. Despite discussing this in March, no progress has been made. We are therefore bringing forward a motion on this issue. If the motion is not reached at the meeting, will you commit to starting this work immediately by inviting expressions of interest from all parish and community councils in Three Rivers for assets that could be considered for transfer?
The Council established its Transfer of Assets Framework at the Policy & Resources Committee meeting on 25 January 2016. This remains the Council's governing policy for considering any potential asset transfers. Policy and Resources Committee - 25 January 2016 Three Rivers District Council At my regular meeting with Parish Councillors on Monday 1 July, I asked that any Expressions of Interest for asset transfers to TRDC be submitted by 31 July, so they can be considered in line with this Framework and the recent DHCLG guidance issued on 25 July. Although current government guidance on pre-LGR disposals states that councils undergoing reorganisation should avoid major decisions that could constrain the future unitary authority—particularly decisions involving assets or long-term finances—it is clear that some authorities, including those in Hertfordshire, have already agreed or are considering transfers at Best Value. It would therefore be inappropriate for TRDC not to at least consider such requests. Officers have indicated that, depending on the number and nature of Expressions of Interest received, additional officer time, resources, and reallocation of capacity may be required to consider such requests properly.

3. Question for the Lead Member for Resources, Regeneration and Economic Development Louise Price from Joan King

What efforts, if any, has this authority made to assist with the letting of the remaining shop units facing Prestwick Road which remain empty, thus reducing still further retail opportunities as a result of the South Oxhey Initiative?

The vacant retail units overlooking the Market Place in South Oxhey are the responsibility of Vistry, formerly Countryside Partnerships who were the developers of the South Oxhey Regeneration scheme. The council is aware that Vistry have agents instructed to seek occupiers for these units.

The council is no better positioned than Vistry to find suitable occupiers for their vacant premises. There has been no request for, or any offer of help made, in connection with these premises.

4. Question for the Leader of the Council Stephen Giles-Medhurst from Vicky Edwards

Conservative councillors have been asked by Liberal Democrat Lead Member Jon Tankard to use their knowledge and professional skills to contribute to the evidence base to show that local fields are not 'Grey Belt'.

Such evidence would be in direct contradiction to the "off-the-shelf" Arup Stage 4 Green Belt Review commissioned by and supported by the Liberal Democrats. That review reduced Green Belt protections for these fields by designating them as provisional 'Grey Belt'.

That was opposed by Conservative councillors, who noted several ways that the designation as 'Grey Belt' could be resisted, but were ignored. Conservative councillors are already supporting residents' groups in this capacity, including on the evidence that would prove it is not Grey Belt.

However, the request by Cllr Tankard shows that the Lib Dems now recognise that it was an error on their part to approve the Stage 4 Green Belt Review, when it clearly excluded factors that Lead Members now realise are important and that they want Conservative councillors' help in identifying.

As such, will this Council commission a new Green Belt Review that fully engages with the legal tests, including the physical and visual landscape of the district, to show that it is deserving of Green Belt protections, rather than leaving it all to residents and opposition councillors?

Clarification on the Abbots Langley fields and the Green Belt Review

You are of course referring to the Abbots Langley fields when you refer to "the Fields".

The Stage 4 Green Belt Review was undertaken by impartial, independent consultants who are recognised as one of the leading consultancies in this field. The review clearly states that it is not the role of the consultants to designate land as *grey belt*; that designation is a matter for the Council as part of the plan-making process.

For development management decisions, the review can assist in forming a view, but the specifics of an individual site may differ from the parcels assessed in the review. As such, it is for the Council to reach its own position on whether a site is considered grey belt. This is a matter of planning judgement, based on the policy tests in the National Planning Policy Framework and Planning Practice Guidance. These are not legal tests.

I find it regrettable that in your question you characterised the Arup report in derogatory terms, suggesting it was "off the shelf".

Officers, in their report, clearly stated publicly that it is for Councillors to take into account not only the review but also that:

“Ultimately the final decision on whether the site is grey belt is for the Council to make based on planning judgement considering the NPPF policy and PPG guidance.”

At the Committee meeting on 26 January, the decision - which you did not support - was that the site is Green Belt, an area of Fundamental Importance, and that releasing it would undermine the Green Belt on grounds of its contribution to purposes (a), (b) and (c). That remains my view, and the view of Cllr Jon Tankard, as well as others including the Abbots Langley Association and Abbots Langley Parish Council.

It is therefore a pity that our MP has so far refused to raise this very point in Parliamentary debates despite repeated requests to do so.

Given the Ministerial Direction, commissioning a new Green Belt Review in order to achieve a particular outcome would almost certainly result in the evidence being challenged, with significant ramifications for the Local Plan at examination.

The Council has been directed by the Minister of State for Housing and Planning to proceed to Regulation 19 consultation by the end of July, and to submission by the end of November.

Priority 2

5. Question for the Leader of the Council Stephen Giles-Medhurst from Mike Sims

Officers have stated publicly that they have had to take a certain course of action as they do not wish to be held personally liable in a court of law and are not prepared to put themselves quite rightly in that position. It is unacceptable that officers can feel this way so I ask, does TRDC have sufficient insurance cover for these instances and should a case like this arise shouldn't the officer seek immediate approval of the potentially litigious action by committee or council so that particular decision is not theirs and therefore it is the decision of councillors, thus avoiding the personal liability route?

The Council carries full insurance for Public Liability and to provide legal support to officers accused of offences whilst carrying out their duties. Insurance would not protect officers from criminal charges arising from negligence or failure to carry out duties. Officers could still be prosecuted under Health and Safety and Corporate Manslaughter Legislation and their professional duties cannot be absolved.

6. Question for the Leader of the Council Stephen Giles-Medhurst from Chris Mitchell

You recently instructed officers to restart the Community Governance Review relating to the parish boundary between Croxley Green and Sarratt. Could you please provide an update on the actions taken to date and set out the proposed timetable for the review, including key milestones and anticipated completion dates?

Following the instruction to restart the Community Governance Review, Officers have undertaken an initial review of the previous work completed. A detailed project plan and timetable are now being developed to ensure the review is undertaken in accordance with the relevant statutory requirements and guidance. Officers are currently identifying the key stages of the review, resource requirements and statutory consultation periods. A proposed timetable, including key milestones and anticipated completion dates, will be reported to Members. This will include the timetable with key milestones and completion dates. There will be an urgent report to Full Council on July 14th covering this and other Community Governance Reviews.

7. Question for the Leader of the Council Stephen Giles-Medhurst from Stephen Cox

Does the Leader agree that electors rightly expect those who put themselves forward for election to do so honestly, openly and refrain from standing for this authority under self-confessed knowingly false colours and in the process duping voters and demeaning themselves?

Thank you, Councillor Cox. I assume you are referring to the Reform candidate for South Oxhey, who has openly stated on social media and in the press that even *before* the election he was planning to defect to Restore, and has now done so. Standing under one

label while planning, if elected, to immediately change parties is not only misleading but, in my view, dishonest and deceitful.

8. Question for the Lead Member for Resources, Regeneration and Economic Development, Louise Price from Oliver Cooper

The Court, a listed building on Rickmansworth Road, burned down in mysterious circumstances in February 2025.

Last month, the council boasted about (rightly) securing enforcement action against the loss of trees. However, residents were perplexed by this boast, as no action had been taken regarding the building itself beyond a temporary stop notice to prevent further works last year.

I have asked several times since then for a Listed Building Enforcement Notice to be issued compelling the landowner to rebuild it brick-by-brick, to no avail. The most recent question was simply ignored.

The council is legally allowed to do this, and many councils have done so in similar circumstances, and had such Listed Building Enforcement Notices or Enforcement Notices upheld.

However, the longer the period between the damage to the listed building and the notice, the less likely it is to be upheld.

Will the council commit to issuing a Listed Building Enforcement Notice urgently to require The Court to be rebuilt brick-by-brick?

Following unauthorised works to The Court in July 2025, the Council has taken the following steps to date:

- Served a Temporary Stop Notice which was in effect for 56 days until 15 September 2025
- Following an application for an injunction at the High Court, obtained a Consent Order from Mrs Justice Hill (King's Bench Division) on 9 September 2025

Since the service of the TSN and Consent Order, no new reports have been received regarding further unauthorised works at The Court. All plant and machinery has been removed from the Site in accordance with the requirements of the Consent Order.

In order to serve a Listed Building Enforcement Notice, there must have been a breach of planning control, i.e that the fire and subsequent acts of demolition / damage constituted a breach of section 9(1) or (2) - offences under the Listed Buildings and Conservation Areas Act 1990.

Officers note that in situations involving a fire damaged building the Secretary of State has found that where a listed building has been damaged by acts outside of the owner's control and not planned or instigated by him/her, there cannot generally have been a contravention of listed building control. The Police have confirmed, *"due to evidential difficulties this investigation is now closed with no further action being taken. As with any investigation if new evidence comes to light, then this can be reviewed."*

Officers continue to review their position on the building. Officers are currently in discussions with the owner and heritage specialists about securing temporary protection measures, although at this stage it is unclear whether this can be practicably possible and officers are awaiting further details following site visits. The council's conservation officers are also currently assessing the current heritage significance of the building which will be reviewed and discussed with officers before considering next steps.

Priority 3

9. Question for the Leader of the Council Stephen Giles-Medhurst from Mike Sims

The council is out of stock of garden waste wheelie bins. Considering this is 'an extra' paid service, I do not accept it is good enough for residents to wait nearly two months and counting, for a simple bin change. It would help if the bin collection teams were not so

heavy handed, rolling them so fast they fall over and break the lids! Making a racket at 6am. Why is this stock issue so bad?

The Waste and Environment Service is aware of the inconvenience and frustration caused by the delay in residents receiving garden bins, particularly as this is a paid-for service, and has apologised to residents for this.

Bins are ordered at intervals throughout the year as the Council has limited storage capacity. Orders are made based on projected demand and, while every effort is made to forecast requirements accurately, demand can sometimes be higher than expected. This can lead to stock being temporarily unavailable before the next delivery is received. When this happens, requests are placed on a waiting list and deliveries are prioritised as soon as new stock becomes available. At present, the Council's supplier has also reported a delay in production, which has extended the usual delivery window by 6–8 weeks.

Many of the Council's bins have been in use for a considerable number of years, meaning replacements are now more frequently required. Where bins are stored outside without cover, they can become brittle over time.

It is recognised that bins can sustain wear and damage after several years of use, and we understand how frustrating this can be when a bin is no longer suitable for regular collections. To manage public resources responsibly, the Council replaces bins on a needs basis, rather than routinely replacing all bins currently in use. Some other councils charge residents for replacement bins.

Collection crews are asked — and regularly reminded — to handle bins carefully. However, bins can be difficult to manoeuvre, particularly when they are heavy or when surfaces are uneven. Inevitably, some wear and damage will occur over time through regular use and repeated lifting by the vehicle's bin-lift equipment, especially where bins are overfilled.

Please be assured that we will work to fulfil outstanding requests as quickly as possible once stock is replenished, which is currently anticipated to be towards the end of July.

As set out in our Terms and Conditions (section 11) for garden waste — available here: <https://www.threerivers.gov.uk/services/waste-and-recycling/garden-waste-collection> — residents are entitled to a partial refund under certain conditions, which can be arranged upon request.

10. Question for the Lead Member for General Public Services Paul Rainbow from Narinder Sian

Unauthorised parking on The Green in Croxley Green continues to be a concern for residents.

We previously discussed bringing forward a parking-related Public Spaces Protection Order (PSPO) report to committee to address this issue.

Can the Lead Member provide an update on progress, confirm when the PSPO report will be presented to committee, and indicate when residents can expect enforcement measures to be implemented?

Croxley Green – PSPO considerations and current position

At present, there remains limited unauthorised parking on The Green at Croxley Green with to the installation of boulders. PSPO work has not been formally agreed or programmed. Officers undertook some initial investigation into whether a Public Space Protection Order (PSPO) might be appropriate, but indicated that this is a very long and complex process. The earlier initial review suggested there was not sufficient evidence to meet the statutory threshold for a PSPO, prior to the presence of the boulders.

I think it would be helpful to outline what is required for a PSPO, as this may be the fix it is not necessarily quick:

- Statutory evidence test — The Council must demonstrate that the behaviour is persistent, unreasonable, and has a detrimental effect on the quality of life of those

in the locality. This is the most challenging requirement; general complaints are not enough.

- Consultation requirements — The Council must consult the police, the PCC, affected communities, and other relevant bodies. Weak consultation is a common reason PSPOs are challenged.
- Legal drafting — The order must be drafted precisely. Over-broad wording risks being unlawful; overly narrow wording risks being unenforceable.
- Enforcement practicality — A PSPO is only effective if officers can realistically enforce it. Without clear enforcement arrangements, the order becomes symbolic rather than operational.
- Risk of judicial review — PSPOs are frequently challenged. The Council must be able to defend the evidence base and demonstrate proportionality.

In addition to the above — all of which require officer time, particularly around evidence gathering — there would also be costs associated with implementation and enforcement. At the very least, if the boulders are removed, the Council would need to observe the impact — in terms of the criteria above — before even considering a PSPO. In addition, while the Council has allocated extra resource to dealing with the current list of outstanding parking issues (some of which are safety-related and therefore higher priority), it has faced difficulties not only with staff losses but also with recruitment. I trust you understand that these matters must remain the higher priority.

I am happy to keep this under review, particularly regarding any proposed changes to the current boulders or any other measures that may be considered for The Green.

11. Question for the Lead Member for General Public Services, Paul Rainbow from Stephen Cox

What schemes are presently being worked upon, or are under consideration to alleviate the chronic lack of parking across the whole of South Oxhey and what guarantee can they give regarding installation of more verge hardening/car parking bays within the next two years, near the junction of Kilmarnock Road and Newport Mead and other locations across South Oxhey.

In 2026 the council completed new verge hardening on Barnhurst Path in response to a petition and requests from Ward Councillors. Additionally, the Gosforth Lane scheme is planned to be implemented in July to better manage parking demand for residents and visitors. Due to the imminent South Oxhey parking study, no further parking schemes are currently in development in the area. This is to ensure the study results are not distorted but a parking scheme being implemented and to ensure that all schemes align with the wider recommendations of the study.

Officers are presently evaluating the submission from 4no. Traffic & Parking Surveying firms regarding the post-development parking study, approximately 1km from the centre of the South Oxhey Regeneration area. Once instructed, the results of the study are expected later this summer/early autumn and will be used to inform targeted parking alleviation schemes in the area.

12. Question for the Lead Member for Leisure Chris Lloyd from Andrea Fraser

A former council officer responsible for engaging the public on matters related to the Aquadrome reported that they had left their post after concerns that public communications did not accurately reflect the reality on the ground.

In their own words, "Public messaging continued in a way that did not reflect the reality on the ground. The disconnect is something that deserves scrutiny."

At the same time, the report considered by the Climate Change & Leisure Committee states that community engagement was undertaken regarding the Aquadrome proposals. However, three of the planned engagement sessions did not take place, without meaningful prior notice, and due to the cancellations and distrust of the council, several of the sessions that did proceed attracted limited attendance.

Furthermore, the council's communication department used taxpayers' resources to make the nakedly political announcement before the election that the Leader had asked officers

to re-open the Woodland Walk (despite him not even sitting on the relevant committee). However, after the election, the council announced it would remain closed indefinitely. Does the council recognise that its communication on the Aquadrome has been widely seen – including by some of its own staff responsibly – as misleading and – due to the cancellation of sessions – incomplete, and will it commit to undertaking further consultation before making decisions based on its limited engagement?

The council does not accept that communication on the Aquadrome has been misleading. A comprehensive programme of communication, engagement and consultation has taken place and continues as the programme to deliver the management plan for the site develops.

“Talk to Me” – Drop in Sessions

The initial public engagement sessions referred to were the “*Talk to Me*” sessions organised to allow residents to “drop in” and find out more about the overall Aquadrome project and to discuss options/ideas for the Activity Plan, which is planned to be delivered if successful in the funding application to the National Lottery Heritage Fund. These sessions were led by the Aquadrome Community Engagement Officer and ran from December 2025 to March 2026 and ended when the main public engagement on RIBA Stage 2 was taking place. Social media posts were shared when, due to the departure from the organization of the officer leading, the sessions could not take place. Residents were informed as part of this, that they could still share comments and feedback via the *Have Your Say* platform.

RIBA 2 Public Engagement

Separate to the “Talk to Me” was the main public engagement on the RIBA Stage 2 concepts for the project. This included:

- an online survey running from 12 February 2026 – 17 March 2026
- Face to face engagement at a public drop in event on Saturday 7 March
- Engagement with the Aquadrome Steering Group – including Councillor representatives from local wards, key stakeholders, such as the Environment Agency, Three Rivers Museum, Canals and Rivers Trust etc.
- Engagement with groups on site: Bury Lake Young Mariners, Uxbridge Rovers Angling and Conservation Society.

The engagement period was widely publicised via onsite notices, information in My Ricky News, online social media posts, website information and 124 letters hand delivered directly to residents along Uxbridge Road, adjacent to the River Colne.

During the engagement period, 157 people responded to the online survey, after 1,635 people viewed the information and upwards of 160 people attended the drop-in session.

Alongside this, a separate online Accessibility survey with a focus on pan-disability. This survey provided 46 specialised responses and alongside the main Accessibility Audit, undertaken by Inclusion and Accessibility UK will inform the way in which the accessibility of the Aquadrome can be further enhanced through the project.

Marketing and Communications

During the period November 2025 – May 2026, the following marketing and communications have been sent out in relation to the Aquadrome:

- The programme’s communications plan continues to make use of onsite Storyboards, copies of which are also accessible on the council website. Currently the site displays information boards on the Woodland walk, Ebury Play Area and the National Lottery funding phases. Over Easter, the site also displayed a board promoting local play opportunities and holiday activities.
- The Aquadrome programme has been widely communicated to the community and other stakeholders through a variety of media channels as part of a NLHF approved Communications Plan.

- Website - The dedicated website pages are regularly refreshed to reflect the progress of the programme. Website visitor details for the period November 2025 to May 2026 were 2670, significantly higher than in previous recording periods.
- Following a recommendation from the site Accessibility Audit a new tab has been added to the website to enable people to plan their visit, using better information and imagery.
- Have your Say - The council's dedicated consultation platform was used successfully for public engagement for both the RIBA Stage 2 engagement and the Accessibility Audit. The RIBA engagement has 60 survey submissions and 304 documents downloaded.
- Press Release/videos - This period saw 10 News Stories published covering topics relating to the woodland path, the Masterplan and Ebury Play Area. A video is in production that documents the development of the masterplan over the year.
- YouTube coverage - Three videos have been produced to enhance press release publications. The most recent being the video of the Leader of the council explaining the process of the Development phase. This gained 63 visits with 321 impressions. <https://youtu.be/jupYxJ9WSuM> (published 20 Jan 2026)
- MyNews- Monthly editorial articles are submitted to the My Ricky Newspaper, a hyperlocal media publication. Each month the article covers a topic related to the programme. In the period since the last Committee report topics have included:

• November 2025	• The Master Plan for the Aquadrome
• December 2025	• Appointment of RSK and their role
• January 2026	• Engagement officer – Have your Say
• February 2026	• Come and meet the RSK Experts
• March 2026	• Woodland walk and Path
• April 2026	• Remediation works to Ebury Play Area
• May 2026	• Public Engagement feedback on RIBA Stage 2

- Future articles will include content on the planning process for the project as the plans at RIBA Stage 3 will be subjected to planning approval as part of the NLHF requirements.
- Social media – Regular social media posts continue to be issued across all the council's platforms to share details of the Aquadrome programme; the activities visitors can and can't participate in at the site, as well educate about the wildlife that the site provides a home for. Press releases and videos have also been shared on all council social media platforms as well as proactive messaging encouraging participation on the wide variety of engagement activities that have been available in this period. A total of 113 posts across 3 platforms have been posted in this period with a total reach of 159,253.
- Social media and Have Your Say have also been used reactively to answer direct questions received from residents and visitors regarding aspects of the project.

The above clearly demonstrates a substantial amount of public engagement as part of the project. A full report on the engagement and progress from RIBA Stage 2 through to RIBA Stage 3 will be shared on the council website once complete. Further engagement will take place as the project progresses.

It is regrettable that the councillor has continued to present a misleading picture to residents regarding the Leader's statements, in effect defaming him by misquoting him, and the council's position on the Woodland Walk.

For example, in the 16 March press release, the Leader stated:

“In the light of the recent hydrology report and the ongoing long-term plans for the Aquadrome, including the feasibility of the boardwalk, I have asked officers to undertake a full review of the Woodland Walk to reassess the feasibility of reopening all or part of it, on an interim basis, and any remedial measures that may be required to enable this to occur including likely costs and assessments on health and safety.”

However, the 3 June press release made the position absolutely clear:

“Three Rivers District Council is currently taking action to further secure the Woodland Walk so that this area is safely contained. The council continues to work with the National Lottery Heritage Fund on long-term improvements, including a new raised walkway. The Woodland Walk was originally closed due to the erosion impacts seasonal flooding has at this location. Due to the discovery of high-risk asbestos, residents and visitors are reminded to continue to observe the closure.”

The Leader further stated:

“The council is committed to public health and safety but, at the same time, recognises that the Woodland Walk is well liked and enjoyed by residents. That is why the council remains committed to working with multiple partners on plans for long-term improvements so that the walkway is resilient to future and significant seasonal flooding. I remain committed to reviewing the continued closure.”

Taken together, these statements make the council’s position unambiguous: the path cannot be reopened until the high-risk asbestos is dealt with and the health and safety risks are fully resolved.

It is therefore unacceptable for the councillor to suggest—whether at a recent committee meeting or elsewhere—that the path should be reopened irrespective of the serious health and safety risks associated with high-risk asbestos. Such comments mislead residents and undermine the council’s duty to protect public safety.

I take this matter extremely seriously. Once the required planned action has been completed to address the high-risk asbestos, a further review of the feasibility of reopening the path will take place. Until then, the closure remains necessary and justified.

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Motions

14/07/2026

Full Council – 14 July 2026
Motions

Removal of the Weir

Proposed by Councillor Mike Sims and seconded by Councillor Ian Morris

“The Mill Stream that runs adjacent to the River Colne from the weir behind the Dial house on the Uxbridge Road to the pumping station on Springwell Lane is an important part of our industrial heritage as well as our natural heritage. The Aquadrome project calls for the removal of the weir which could impact hundreds of residents from the Ebury Play area to Springwell Avenue as the water levels of the Colne and Mill Stream could be severely reduced.

We call on TRDC to issue an immediate consultation on the removal of the weir with the residents that live alongside the Colne and Mill Stream, as well as the organisations that use the waters mentioned such as fishing clubs and Kayak clubs.”

Get legal advice on HMO policy

Proposed by Cllr Vicky Edwards, seconded by Cllr Oliver Cooper

In accordance with Rule 22 of the Constitution, to readdress a policy decision made within the past 6 months, 10 signatures are required.

Councillors, Cooper, Alley, Campbell, Chopra, Edwards, Fraser, Hudson, Hunt, Milliken, Morris, Patel, Ranger, Reed and Trivedi have requested this motion be considered.

This council recognises the harmful impact that HMOs may have on a community due to the intensification of use, the correlation with increases in anti-social behaviour and lack of parking provision.

This council supports the withdrawal of Permitted Development rights for HMOs through issuing an Article 4 Direction, to stop the proliferation of unsuitable HMOs in our communities.

It is noted that the Policy & Resources Committee meeting on 30th May resolved not to issue an immediate Article 4 Direction, despite the Leader of the Council pledging before the election that an immediate Article 4 Direction would be issued.

However, it was admitted at the meeting that no legal advice had been taken to support the council's claim that it would face significant numbers of compensation claims if it issued an immediate Article 4 Direction.

Instead, a 'Doomsday' scenario was presented that was not based on the statutory requirements and that assumed that developers would succeed in establishing liability for compensation in respect of all claims made.

However, that has not been the experience of any other council that has implemented such immediate Directions, with most having faced zero claims.

This was not the right approach, as legal advice is essential to properly understand the legal and financial implications arising from issuing an immediate Article 4 Direction.

This council instructs and delegates authority to the Head of Planning Policy to commission this advice to be presented to an urgent extraordinary meeting of the Policy & Resources Committee, so that it can reconsider its decision not to issue an immediate Article 4 Direction.

Make Three Rivers graffiti-free

Proposed by Cllr Andrea Fraser, seconded by Cllr Oliver Cooper

Graffiti is a rising scourge across our district, and particularly in Rickmansworth. The presence of graffiti leads to more anti-social behaviour and crime of all sorts, so stemming this rising tide before it is normalised is essential to protect our community.

Under the Anti-Social Behaviour, Crime, and Policing Act 2014, the council can issue Community Protection Warnings and Community Protection Notices to require landowners – whether of premises, telecoms boxes, bridges, street signs, or stand-alone walls – to remove graffiti.

Where they haven't removed graffiti within a specific number of days, the council can issue fines and/or remove graffiti and charge the landowner the cost of removing the graffiti.

This is done routinely by several other councils, and would ensure that property owners – including other local authorities, Transport for London, and telecoms companies – remove graffiti and end its normalisation.

This Council therefore commits to:

- Develop a statement of graffiti policy that commits to imposing Community Protection Warnings on premises that have graffiti, to be followed up by Community Protection Notices where the warnings are not complied with.
- Begin the process of issuing Community Protection Warnings to all premises within our town and village centres, one settlement at a time, so that towns and villages progressively become graffiti-free zones.
- Ask the Policy & Resources Committee to increase all Fixed Penalty Notice fines for environmental offences to the maximum permitted by law, to demonstrate a zero-tolerance approach to graffiti.

Take care of our green spaces

Proposed by Cllr Kerry Milliken, seconded by Cllr Oliver Cooper

This Council notes that it has adopted a 'no mow' policy in many of its public open spaces for the last few years.

In some specific places, where the local biodiversity benefits outweigh the loss of recreational area, this will have been beneficial. However, in other areas, it has proven to be negative, and is in urgent need of review.

Very tall grass can hide glass, dog waste, and worse. For example, the Coombe Hill Open Space gives a vista over the town, yet only a small part of it is mown, meaning it detracts from the view, is filled with dozens of bottles and other rubbish, and cannot be used as a local park.

Long grasses can block visibility for drivers and reduce the visual amenity of local areas. For example, the long grass on an already elevated pavement on Tanners Wood Lane makes the road more dangerous by obscuring visibility on a single-track road.

This Council therefore resolves to review and – where necessary – revise the policy in light of the experience, including but not limited to restoring regular mowing to Coombe Hill Open Space and said patch on Tanners Wood Lane.

This Council asks the Climate Change & Leisure Committee to determine the scope of the changes and asks the Policy & Resources Committee to allocate the necessary funding.

Fly the Union Flag

Proposed by Cllr Oliver Cooper, seconded by Cllr Andrea Fraser

This Council notes its discontent and disgust at the council leadership removing the Union Flag from Three Rivers House on D-Day and replacing it with the Intersex-Inclusive Progress Pride Flag. That flag includes divisive symbolism for the trans movement and for the Black Lives Matter movement.

Last year, the council unlawfully flew the Intersex-Inclusive Progress Pride Flag over Three Rivers House, when Conservative councillors objected that it was unlawful to fly a political flag without advertisement consent.

However, despite the council admitting it had acted unlawfully, the flag was still not taken down until the end of June and the council then gave itself the consent to fly it.

In July 2025, Conservative councillors asked the Leader to commit to fly the Union Flag over Three Rivers House every day, noting the sensitivity of days like D-Day, which the Leader mocked the Conservatives for, claiming that happened anyway.

Despite that claim, the Union Flag was not flown for much of June this year, and Three Rivers instead flew only the Intersex-Inclusive Progress Pride Flag. That was the only flag flown on D-Day, 6th June.

This Council deplores the council's leadership placing its own political causes ahead of flying the Union Flag, especially on days like D-Day. Three Rivers is proud to be the home of the British Armed Forces' principal HQ at Northwood, yet this clear decision to remove the Union Flag to fly the Intersex Inclusive Progress Pride Flag shows that Three Rivers pays lip service to our Forces.

This Council therefore resolves to fly the Union Flag over Three Rivers House on all days when any flag is flying, and furthermore resolves not to fly the Progress Pride Flag, the Intersex Inclusive Progress Pride Flag, or any other derivations.

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