THREE RIVERS DISTRICT COUNCIL

# MEMBERS' INFORMATION BULLETIN
# SEPTEMBER 2011

## This edition includes…

- Planning appeals received, determined, appeals to be heard and decisions in ward areas for the period 23 August to 23 September 2011
- Investment Portfolio Quarterly Comparison 31 January 2011 – 31 August 2011
- Revised Three Rivers District Council Data Quality Policy
- Croxley Green Rail Link Update
- Annual Report on Licensing Hearings, Review Hearings and Appeals
- Chairman's engagements for September 2011
- Forward Plan from 1 October 2011 to 31 January 2012
- Meetings Calendar – October 2011

# MEMBERS' INFORMATION BULLETIN

# SEPTEMBER 2011

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***Appeals Received =*** **4**

***From:*** 23/08/2011 ***To:*** 22/09/2011

| *Planning ref number* | *Appeal Lodged date* | *Appeal ref number* | *Committee or delegated* |
|---|---|---|---|
| **11/1020/RSP** | **23/08/2011** | **11/0047/REF** | **DEL** |
| Dew Pond House Common Road Chorleywood Rickmansworth Hertfordshire WD3 5LT | | | |
| **11/0725/FUL** | **12/09/2011** | **11/0048/REF** | **COM** |
| Land Between Langleybury Lane And Old House Lane Langleybury Lane Langleybury Hertfordshire | | | |
| **11/0157/FUL** | **15/09/2011** | **11/0049/REF** | **DEL** |
| Cedarwood South Park Avenue Chorleywood Rickmansworth Hertfordshire WD3 5DY | | | |
| **11/1308/FUL** | **14/09/2011** | **11/0050/REF** | **DEL** |
| Frithcote Watford Road Northwood HA6 3PP | | | |

*Appeals Determined =* **2**

***From:*** 23/08/2011 ***To:*** 22/09/2011

| *Planning ref number* | *Appeal decision date* | *Appeal ref number* | *Committee or delegated* | *Decision* |
|---|---|---|---|---|
| **11/0746/FUL** | **19/09/2011** | **11/0019/REF** | **Committee Decision** | **Appeal Dismissed** |
| Applegarth Parrotts Close Croxley Green Rickmansworth Hertfordshire WD3 3JZ | | | | |
| **11/0159/FUL** | **30/08/2011** | **11/0025/REF** | **Committee Decision** | **Appeal Dismissed** |
| 3 Carew Way Carpenders Park Watford Hertfordshire WD19 5BG | | | | |

# Appeals to be heard this month = 2

**From:** 23/08/2011 **To:** 22/09/2011

**Appeal reference** 11/0009/REF **To be heard:** 06/09/2011 Dickinson Room 10 a.m. to 5.30

12 Chestnut Avenue Rickmansworth Hertfordshire WD3 4HB

Proposed demolition of existing house, retention of existing garage and erection of 3 no. 5 bedroom houses including new garages to 2 of the houses, extension of existing drive with alterations to existing crossovers and associated landscaping including replacement planting (Application B)

**Planning reference**
10/1717/FUL

**Event**
Informal Hearing

**Appeal reference** 11/0008/NONDET **To be heard:** 06/09/2011 10.00 a.m. Dickinson Room

12 Chestnut Avenue Rickmansworth Hertfordshire WD3 4HB

Proposed demolition of existing house and garage and erection of 3 no. 5 bedroom houses with garages, extension of existing drive with alterations to existing crossovers and associated landscaping, removal of one TPO tree and replacement planting (Application A)

**Planning reference**
10/1716/FUL

**Event**
Informal Hearing

# Decisions

**From:** 23/08/2011 **To:** 23/09/2011 **144**

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1664/FUL<br>Mr Neil Cooper | Single storey rear extension<br>97 Gallows Hill Lane Abbots Langley Hertfordshire WD5 0DD | approved | 16/09/2011 | Committee Decision | Abbots Langley |
| 11/1064/RSP<br>Mr Presswell | Retrospective: Shed at bottom of garden<br>7 Langley Road Abbots Langley Hertfordshire WD5 0EH | approved | 25/08/2011 | Delegated Decision | Abbots Langley |
| 11/1506/CLPD<br>Mr N Nicolas | Certificate of Lawfulness Proposed Development: Single storey rear extension<br>14 Trowley Rise Abbots Langley Hertfordshire WD5 0LW | approved | 31/08/2011 | Delegated Decision | Abbots Langley |
| 11/1383/FUL<br>Mr And Mrs Nick Buxton | Two storey and single storey rear extension, first floor side extension with rooflights and sunpipe, replacement rear patio and landscaping<br>89 Abbots Road Abbots Langley Hertfordshire WD5 0BJ | approved | 06/09/2011 | Delegated Decision | Abbots Langley |
| 11/1495/FUL<br>Mr Stephen Brennan | Demolition of existing single garage, construction of a new double garage<br>34 Summerhouse Way Abbots Langley Hertfordshire WD5 0DY | approved | 24/08/2011 | Delegated Decision | Abbots Langley |
| 11/1408/FUL<br>Mr Steven Norris | Rear conservatory<br>121 Summerhouse Way Abbots Langley Hertfordshire WD5 0EA | approved | 06/09/2011 | Delegated Decision | Abbots Langley |
| 11/1433/FUL<br>Mr G Rees | Single storey rear extension<br>135B Abbots Road Abbots Langley Hertfordshire WD5 0BJ | approved | 25/08/2011 | Delegated Decision | Abbots Langley |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1576/FUL<br>Mr Mohanaruban | Single storey rear extension<br>30 Little Oxhey Lane South Oxhey Watford Hertfordshire WD19 6FR | approved | 19/09/2011 | Delegated Decision | Ashridge |
| 11/0975/FUL<br>Mr L Uggla | Renewal of 08/1101/FUL: Demolition of various outbuildings and The Bar House (residential dwelling) and erection of a four bed dwelling with rooflights to the front and rear elevations. Conversion of part of barn/garage to habitable accommodation with alterations to fenestration detail and floor levels. Internal alterations to The Cottage with single storey rear extension linking the dwelling to the barn/garage. Two single storey rear extensions to the main dwelling known as The Farmhouse and a single storey detached garage and internal alterations with the removal of a large area hardstanding (used for parking). Resiting of vehicular access and associated landscaping<br>Kings View Farm Toms Lane Kings Langley Hertfordshire WD4 8NH | approved | 06/09/2011 | Delegated Decision | Bedmond And Primrose Hill |
| 11/1515/FUL<br>Mr Marc Arietti | Vehicle crossover<br>327A Toms Lane Kings Langley Abbots Langley Hertfordshire WD5 0RA | approved | 09/09/2011 | Delegated Decision | Bedmond And Primrose Hill |
| 11/1481/FUL<br>Mr Robert Long | Single storey side and rear extension<br>181 Toms Lane Kings Langley Hertfordshire WD4 8PA | approved | 06/09/2011 | Delegated Decision | Bedmond And Primrose Hill |
| 11/1198/FUL<br>A.P. Rail And Civil Engineering Ltd | Installation of 3 new windows to the rear facing elevation at first floor level<br>Unit 16 Abbots Business Park Primrose Hill Kings Langley Hertfordshire WD4 8FR | approved | 23/09/2011 | Delegated Decision | Bedmond And Primrose Hill |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1620/DIS | Discharge of Conditions 3, 10 and 14 pursuant to planning permission 11/0521/FUL | Determine | 31/08/2011 | Delegated Decision | Bedmond And Primrose Hill |
| Imagination Technologies | Imagination Technologies Imagination House Home Park Industrial Estate Station Road Kings Langley Hertfordshire WD4 8LZ | | | | |
| 11/1566/RSP | Retrospective: Erection of bin shed attached to front of property | approved | 19/09/2011 | Delegated Decision | Bedmond And Primrose Hill |
| Ms Sara Ryder | 328 Toms Lane Kings Langley Abbots Langley Hertfordshire WD5 0RB | | | | |
| 11/1608/FUL | Change of use from public house (Class A4) to single family dwellinghouse (Class C3), part demolition of extensions, alterations and new extensions, refurbishment of detached garage, replacement of rear car park with private garden and associated landscaping | approved | 09/09/2011 | Delegated Decision | Bedmond And Primrose Hill |
| J K Developments | White Hart Public House Sergehill Lane Abbots Langley Hertfordshire WD5 0RT | | | | |
| 11/1609/LBC | Listed Building Consent: For change of use from public house (Class A4) to single family dwellinghouse (Class C3), part demolition of extensions, alterations and new extensions, and refurbishment of detached garage | approved | 09/09/2011 | Delegated Decision | Bedmond And Primrose Hill |
| J K Developments | White Hart Public House Sergehill Lane Abbots Langley Hertfordshire WD5 0RT | | | | |
| 11/1806/NMA | Non Material Amendment to planning application 11/0521/FUL: Omission of basement 'computer room' | approved | 25/08/2011 | Delegated Decision | Bedmond And Primrose Hill |
| Imagination Technologies | Imagination Technologies Imagination House Home Park Industrial Estate Station Road Kings Langley Hertfordshire WD4 8LZ | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1286/FUL | Demolition of utility room, erection of single storey extension | approved | 26/08/2011 | Delegated Decision | Carpenders Park |
| Miss Nora Ford | 105 Carpenders Avenue Carpenders Park Watford Hertfordshire WD19 5BN | | | | |
| 11/1623/FUL | Conversion of existing garage into habitable room, single storey rear extension | approved | 21/09/2011 | Delegated Decision | Carpenders Park |
| Mr Mohamed Fazal | 14 Leigh Rodd Carpenders Park Watford Hertfordshire WD19 5BJ | | | | |
| 11/1527/FUL | Rear and side extension, front extension, loft conversion with new raised roof and front and rear dormer windows. Conversion of garage into habitable accommodation with rear extension, new roof including raise in ridge height and dormer windows. Electric sliding gate and piers to frontage. | refused | 06/09/2011 | Delegated Decision | Chorleywood East |
| Mr Igor Tarasenko | 2 Briery Field Chorleywood Rickmansworth WD3 5TG | | | | |
| 11/1389/FUL | Two storey and single storey side and rear extensions, single storey front extension and alterations to existing driveway | approved | 15/09/2011 | Delegated Decision | Chorleywood East |
| Mr Arif Bharwani | 51 Chestnut Avenue Rickmansworth Hertfordshire WD3 4HA | | | | |
| 11/1310/FUL | First floor side extension | approved | 06/09/2011 | Delegated Decision | Chorleywood East |
| Mrs S James | Glen Cottage Trout Rise Loudwater Rickmansworth Hertfordshire WD3 4JZ | | | | |
| 11/1412/CLPD | Certificate of Lawfulness Proposed Development: Proprietary log cabin to be built onto foundations | approved | 01/09/2011 | Delegated Decision | Chorleywood East |
| Mr Chris Wood | 63 The Drive Rickmansworth Hertfordshire WD3 4EA | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1570/FUL | Single storey and two storey rear extension, conversion of garage into habitable accommodation, porch extension and extension to drive | refused | 14/09/2011 | Delegated Decision | Chorleywood East |
| Mr P Beesley | Carsu Chenies Road Chorleywood Rickmansworth Hertfordshire WD3 5LY | | | | |
| 11/1537/FUL | Part demolition of existing dwelling and erection of an open porch to the front elevation, two storey and single storey extensions across rear elevation and internal alterations | approved | 13/09/2011 | Delegated Decision | Chorleywood East |
| Mr & Mrs P Kalhan | Woodstock Violet Way Loudwater Rickmansworth Hertfordshire WD3 4JP | | | | |
| 11/1538/CAC | Conservation Area Consent: Part demolition of existing dwelling | approved | 13/09/2011 | Delegated Decision | Chorleywood East |
| Mr And Mrs P Kalhan | Woodstock Violet Way Loudwater Rickmansworth Hertfordshire WD3 4JP | | | | |
| 11/1425/FUL | New driveway and garage | approved | 01/09/2011 | Delegated Decision | Chorleywood East |
| Mrs Janet Stewart | Delgany Solesbridge Lane Chorleywood Rickmansworth Hertfordshire WD3 5SW | | | | |
| 11/1573/DIS | Discharge of Conditions 3, 4, 7, 8, 10, 12 and 13 pursuant to planning permision 11/0557/FUL | Determine | 24/08/2011 | Delegated Decision | Chorleywood East |
| Yeoman Homes Ltd | Briery Court Briery Field Chorleywood Hertfordshire | | | | |
| 11/1617/FUL | Creation of independent driveway and crossover | approved | 23/09/2011 | Delegated Decision | Chorleywood East |
| Mr K Rajani | Rajanis Chorleywood Road Rickmansworth Hertfordshire WD3 4ER | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1725/NMA | Non Material Amendment to planning permission 10/2139/FUL: Clarification of external materials. Minor repositioning of some windows and doors. | approved | 26/08/2011 | Delegated Decision | Chorleywood East |
| Corlyn D&B LLP | Rondavels Rickmansworth Road Chorleywood Rickmansworth Hertfordshire WD3 5SB | | | | |
| 11/1503/DIS | Discharge of Conditions 2, 4, 7, 8, 9, 11, 14, 15 and 16 pursuant to planning permission 09/1843/FUL | Determine | 05/09/2011 | Delegated Decision | Chorleywood East |
| Retirement Village | Cedars Village Dog Kennel Lane Chorleywood Rickmansworth Hertfordshire WD3 5EW | | | | |
| 11/0881/FUL | Demolition of an existing storage unit and rebuilding to provide residential unit. Reinstatement of the existing residential unit as a barn. | refused | 26/08/2011 | Delegated Decision | Chorleywood East |
| Loudwater (Troutsteam) Estate Ltd | Trout Rise Farm Troutstream Way Loudwater Rickmansworth Hertfordshire WD3 4LB | | | | |
| 11/1634/DIS | Discharge of Conditions 3 , 10 , 11 , 12 , 13 and 15 pursuant to planning permission 11/0844/FUL | Determine | 22/09/2011 | Delegated Decision | Chorleywood East |
| Mr And Mrs Kumar | Tilehurst Rickmansworth Road Chorleywood Rickmansworth Hertfordshire WD3 5SD | | | | |
| 11/1211/CAC | Conservation Area Consent: Demolition of workshops to rear | approved | 16/09/2011 | Committee Decision | Chorleywood West |
| Mr A R Brummell | Wharncliffe Old Common Road Chorleywood Rickmansworth Hertfordshire WD3 5LW | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1135/FUL | Demolition of workshops to rear. Change of use of ground and basement floor accommodation from commercial use to residential. New build single storey extension to create residential accommodation to three bedroom flat in basement and ground floors. Retention of existing first and second floor flat. New detached three bedroom house and associated garaging and parking on ground to the rear. | approved | 16/09/2011 | Committee Decision | Chorleywood West |
| Mr A R Brummell | Wharncliffe Old Common Road Chorleywood Rickmansworth Hertfordshire WD3 5LW | | | | |
| 11/1521/FUL | Alteration and lifting of roof to form loft conversion including rear dormers, front gables and solar panels | approved | 16/09/2011 | Committee Decision | Chorleywood West |
| Mr And Mrs D Sims | 47 Berks Hill Chorleywood Rickmansworth Hertfordshire WD3 5AJ | | | | |
| 11/1012/FUL | Change of Use from amenity land to residential curtilage and erection of boundary fencing | approved | 02/09/2011 | Delegated Decision | Chorleywood West |
| Mrs Isabelle Hems | Meadow View Farm Road Chorleywood Rickmansworth Hertfordshire WD3 5QA | | | | |
| 11/1332/FUL | Replacement of wooden single glazed units with wooden double glazed units | approved | 26/08/2011 | Delegated Decision | Chorleywood West |
| Mrs Mary Wilde | 5 Berks Hill Chorleywood Rickmansworth Hertfordshire WD3 5AG | | | | |
| 11/1483/FUL | Demolition of existing dwelling and erection of a replacement two storey dwelling with further accommodation in roofspace | approved | 20/09/2011 | Delegated Decision | Chorleywood West |
| Mrs N Marshall Foster | Birchwood Old Shire Lane Chorleywood Rickmansworth Hertfordshire WD3 5PW | | | | |
| 11/1657/DIS | Discharge of Condition 3 pursuant to planning permission 11/0870/FUL | Determine | 07/09/2011 | Delegated Decision | Chorleywood West |
| Allenie Smith | Land At Chorleywood Railway Station Station Approach Chorleywood Rickmansworth Hertfordshire WD3 5ND | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1542/DIS | Discharge of Condition 5 pursuant to planning permission 11/0238/FUL | Determine | 09/09/2011 | Delegated Decision | Chorleywood West |
| Mr Kevin Simmonds | 31 Grovewood Close Chorleywood Rickmansworth WD3 5PX | | | | |
| 11/1604/DIS | Discharge of Condition 10 pursuant to planning permission 10/0596/FUL | Determine | 16/09/2011 | Delegated Decision | Chorleywood West |
| Mr And Mrs J Pilkington | Fir Trees Quickley Rise Chorleywood Rickmansworth Hertfordshire WD3 5PE | | | | |
| 11/1589/FUL | Demolition of existing dwelling and erection of a replacement dwelling with associated parking and landscaping | approved | 19/09/2011 | Delegated Decision | Chorleywood West |
| Mr A Matthews | Dellwood Woodland Lane Chorleywood Rickmansworth Hertfordshire WD3 5LS | | | | |
| 11/1522/CLPD | Certificate of Lawfulness Proposed Development: Single storey rear extension | approved | 02/09/2011 | Delegated Decision | Chorleywood West |
| Mr M Quelch | 49 Dove Park Chorleywood Rickmansworth Hertfordshire WD3 5NY | | | | |
| 11/1629/FUL | Part two storey rear, part single storey rear and side extension | approved | 12/09/2011 | Delegated Decision | Croxley Green |
| Mr And Mrs S Maye | 6 Fuller Way Croxley Green Rickmansworth Hertfordshire WD3 3PJ | | | | |
| 11/1612/DIS | Discharge of Condition 4 pursuant to planning permission 11/0564/FUL | Determine | 13/09/2011 | Delegated Decision | Croxley Green |
| Mrs Marilyn Loveday | West Lodge Scots Mill Lane Croxley Green Rickmansworth Hertfordshire WD3 4AA | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1422/FUL | Extension of time of planning permission 08/0125/FUL dated 25th March 2008 - Change of use from Class B1 Office to Class D1 Dental practice | approved | 24/08/2011 | Delegated Decision | Croxley Green |
| Dr Riaz Qureshi | Elmcote House The Green Croxley Green Rickmansworth Hertfordshire WD3 3HN | | | | |
| 11/1423/FUL | Erection of a detached garage to rear following demolition of existing garage and car port | approved | 25/08/2011 | Delegated Decision | Croxley Green |
| Mr And Mrs L Springer | 147 New Road Croxley Green Rickmansworth Hertfordshire WD3 3HB | | | | |
| 11/1616/FUL | Proposed porch to south elevation of existing dwelling and skylight with brick plinth | approved | 15/09/2011 | Delegated Decision | Croxley Green |
| Mr And Mrs Chris And Wendy Jordan | Southview The Green Croxley Green Rickmansworth Hertfordshire WD3 3HT | | | | |
| 11/1487/RSP | Retrospective application: Single storey pitched roof rear extension with 2 velux windows and double glazed back doors. | approved | 31/08/2011 | Delegated Decision | Croxley Green |
| Mr John Clapinson | 62 Malvern Way Croxley Green Rickmansworth Hertfordshire WD3 3QG | | | | |
| 11/1431/FUL | Installation of 2 replacement external mechanical plant units with acoustic screen | approved | 02/09/2011 | Delegated Decision | Croxley Green |
| The Co-Operative Group | 132 - 146 New Road Croxley Green Rickmansworth Hertfordshire WD3 3ER | | | | |
| 11/1476/FUL | Two storey rear extension | approved | 26/08/2011 | Delegated Decision | Croxley Green |
| Dr P N Singh | 4 Lancing Way Croxley Green Rickmansworth Hertfordshire WD3 3LN | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1121/FUL | Dropped kerb | approved | 02/09/2011 | Delegated Decision | Croxley Green North |
| Mrs Elisa Shead | 316 Baldwins Lane Croxley Green Rickmansworth Hertfordshire WD3 3LB | | | | |
| 11/1692/DIS | Discharge of Condition3 pursuant to planning permission 10/2470/FUL | Determine | 22/09/2011 | Delegated Decision | Croxley Green North |
| Barratt North London | Old Merchant Taylors Sports Club Durrants Lincoln Way Croxley Green Rickmansworth Hertfordshire WD3 3ND | | | | |
| 11/1508/FUL | Ground floor side/front extension and first floor side/rear extension, following demolition of existing garage | approved | 07/09/2011 | Delegated Decision | Croxley Green North |
| Mr S Takher | 140 Baldwins Lane Croxley Green Rickmansworth WD3 3LJ | | | | |
| 11/1421/FUL | Single storey and two storey side and rear extension | approved | 24/08/2011 | Delegated Decision | Croxley Green North |
| Mr T Baldwin | Braemar Little Green Lane Croxley Green Rickmansworth Hertfordshire WD3 3SR | | | | |
| 11/1601/FUL | Erection of a new detached dwelling | refused | 22/09/2011 | Delegated Decision | Croxley Green North |
| Mr Lee Rainbow | Land To The Rear Of 155 - 157 Links Way Croxley Green Rickmansworth WD3 3RW | | | | |
| 11/1558/FUL | Loft Conversion with rear dormer and front roof windows with one small side window in new gable end. | approved | 20/09/2011 | Delegated Decision | Croxley Green South |
| Mrs Paula Neal | 22 Frankland Road Croxley Green Rickmansworth WD3 3AU | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1514/FUL | Proposed part single, part two storey rear extension, dormer windows to rear and new front porch | approved | 06/09/2011 | Delegated Decision | Croxley Green South |
| Mr Paul Hegarty | 10 Gonville Avenue Croxley Green Rickmansworth WD3 3BY | | | | |
| 11/1581/CLPD | Certificate of Lawfulness Proposed Development: existing hip removed and roof extended to form new gable end. Existing loft space layout amended, new rear dormer added | approved | 16/09/2011 | Delegated Decision | Croxley Green South |
| Mr Peter Rowe | 18 Frankland Close Croxley Green Rickmansworth Hertfordshire WD3 3AR | | | | |
| 11/1713/DIS | Discharge of Conditions 3 , 4 , 5 and 6 pursuant to planning permission 11/0863/FUL | Determine | 19/09/2011 | Delegated Decision | Croxley Green South |
| Miss Allenie Smith | Monopole Adjacent To Grand Union Canal Lavrock Lane Croxley Green Hertfordshire | | | | |
| 11/1526/FUL | Loft conversion including hip to gable roof alteration, front and rear dormer windows. | approved | 02/09/2011 | Delegated Decision | Croxley Green South |
| Mr And Miss S And P Hankin And Harris | 26 Frankland Close Croxley Green Rickmansworth Hertfordshire WD3 3AR | | | | |
| 11/1720/FUL | Construction of a brick paved hardstanding area and set of double access gates to give access to woods adjacent to 14 Hamilton Road, South Oxhey | approved | 16/09/2011 | Committee Decision | Hayling |
| Three Rivers District Council | Land Adjacent To 14 Hamilton Road South Oxhey Watford Hertfordshire WD19 7BS | | | | |
| 11/1272/FUL | The provision of a scooter store facility | approved | 02/09/2011 | Delegated Decision | Hayling |
| Riverside Housing Association | Catharine House 134 Gosforth Lane South Oxhey Hertfordshire | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1825/DIS | Discharge of Condition 14 pursuant to planning permission 10/2422/FUL | Determine | 15/09/2011 | Delegated Decision | Langleybury |
| Mr Paul O'Reilly | 1 Lauderdale Road And 13 Hunton Bridge Hill Hunton Bridge Kings Langley Hertfordshire WD4 8QA | | | | |
| 11/1786/HCR3 | Herts County Council Regulation 3 Application: Single storey classroom block with associated hard play areas, new pedestrian path, 2 new storage sheds and 6 additional parking spaces | no objection | 23/09/2011 | Delegated Decision | Langleybury |
| Hertfordshire County Council | Tanners Wood JMI School Hazelwood Lane Abbots Langley Hertfordshire WD5 0LG | | | | |
| 11/1874/PDNTG | Permitted Development Notification Telecommunications: Installation of 14.8m street furniture pole containing 6 antennas, an equipment cabinet, a meter cabinet and equipment ancillary thereto | withdrawn | 23/09/2011 | Withdrawn | Langleybury |
| Vodafone Ltd/Telefonica Uk Ltd | Street Record Hazelwood Lane Abbots Langley Hertfordshire | | | | |
| 11/1065/FUL | Refurbishment of existing dwelling to include demolition of existing extensions and erection of new two storey extension, alterations to fenestration, creation of terrace area with retaining wall, creation of parking areas and new access to highway | approved | 26/08/2011 | Delegated Decision | Leavesden |
| Mr Shane Lanigan | Farm Cottage East Lane Abbots Langley Hertfordshire WD5 0NY | | | | |
| 11/1614/FUL | Single storey extension to 'house 6' within enclosed courtyard of Warren Court (to provide additional space to relocate bedroom accommodation from first floor level to ground floor level) and installation of light tubes to roofslopes of 'house 6' | approved | 20/09/2011 | Delegated Decision | Leavesden |
| Hertfordshire Partnership NHS Foundation Trust | Eric Shepherd Unit Warren Court Woodside Road Abbots Langley Hertfordshire WD5 0HT | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1571/CLPD | Certificate of Lawfulness Proposed Development: Garage conversion and front porch | approved | 20/09/2011 | Delegated Decision | Leavesden |
| Mr And Mrs Connor | 53 Stewart Close Abbots Langley Hertfordshire WD5 0LU | | | | |
| 11/1691/DIS | Discharge of Condition 20 pursuant to planning permission 11/0590/RSP | Determine | 31/08/2011 | Delegated Decision | Leavesden |
| Warner Bros. Studios Leavesden | Leavesden Studios Leavesden Aerodrome South Way Abbots Langley Hertfordshire WD25 7LT | | | | |
| 11/1457/DIS | Discharge of Conditions 8, 20, 25 and 26 pursuant to planning permission 11/0590/RSP | Determine | 31/08/2011 | Delegated Decision | Leavesden |
| Warner Bros. Studios Leavesden | Leavesden Studios Leavesden Aerodrome South Way Abbots Langley Watford Hertfordshire WD25 7LT | | | | |
| 11/1619/FUL | Two storey side and rear extension including removal of chimney, creation of front gable feature and front bay window; single storey rear extension; single storey side extension | approved | 22/09/2011 | Delegated Decision | Leavesden |
| Mr L Charteris | 78 Bucknalls Lane Garston Watford Hertfordshire WD25 9JQ | | | | |
| 11/1661/FUL | Construction of a new single storey reception/entrance to Block A | approved | 23/09/2011 | Delegated Decision | Leavesden |
| Telereal Trillium | British Telecom 100 Hercules Way Leavesden Watford Hertfordshire WD25 7GR | | | | |
| 11/1367/FUL | Front and rear extensions to Flats 8 and 26 | approved | 07/09/2011 | Delegated Decision | Leavesden |
| Mr James Taylor | Flat 8 And 26 Parkview Bucknalls Close Garston Watford Hertfordshire WD25 9NF | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1607/ADV | A total of 9 individual advertisement signs, including directional signage, at Warner Bros. Studios Leavesden and the associated Studio Tour (including externally illuminated entrance signs, fascia signs and poster advertisements) | approved | 21/09/2011 | Delegated Decision | Leavesden |
| Warner Bros. Studios Leavesden | Leavesden Studios Leavesden Aerodrome South Way Abbots Langley Hertfordshire WD25 7LT | | | | |
| 11/1474/FUL | Single storey rear extension, velux windows to roof and creation of en-suite in roof void, conversion of garage | approved | 09/09/2011 | Delegated Decision | Leavesden |
| Mrs V Fraser | 40 Dowding Way Leavesden Watford Hertfordshire WD25 7GA | | | | |
| 11/1266/RSP | Retrospective: Retention of Ten Pin bowling lane with polytunnel cover | refused | 02/09/2011 | Delegated Decision | Maple Cross And Mill End |
| Mr Simon Taylor | West Hyde House Old Uxbridge Road West Hyde Rickmansworth Hertfordshire WD3 9XP | | | | |
| 11/1416/FUL | Provision of single storey extension for storage room to rear of existing storage room.<br>Mill End | approved | 06/09/2011 | Delegated Decision | Maple Cross And |
| Maple Cross Club Limited | Maple Cross Club Longcroft Road Maple Cross Rickmansworth Hertfordshire WD3 9TJ | | | | |
| 11/1718/RSP | Retrospective: Garage to rear garden and garden wall | approved | 21/09/2011 | Delegated Decision | Maple Cross And Mill End |
| Mr Isa Dinler | 25 Oakhill Road Maple Cross Rickmansworth Hertfordshire WD3 9RE | | | | |
| 11/1513/RSP | Retrospective application: Wooden picket fence 3ft high around front garden | approved | 02/09/2011 | Delegated Decision | Maple Cross And Mill End |
| Mr Keren Marie | 7 Ladywalk Maple Cross Rickmansworth WD3 9YZ | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1507/FUL | Single storey front, two storey side, first floor rear and single storey rear extensions | approved | 07/09/2011 | Delegated Decision | Maple Cross And Mill End |
| Mr And Mrs Gallagher | 50 Chalfont Road Maple Cross Rickmansworth WD3 9TB | | | | |
| 11/1509/DIS | Discharge of Conditions 8, 9, 11 and 21 pursuant to planning permission 07/1401/FUL | Determine | 02/09/2011 | Delegated Decision | Maple Cross And Mill End |
| IHG | Witney Place Denham Way Maple Cross Hertfordshire | | | | |
| 11/1615/DIS | Discharge of Conditions 2, 5, 6, 7, 9, 10, 11, 12, 13 and 14 pursuant to planning permission 08/0134/FUL (granted on appeal 9 October 2008). | Determine | 14/09/2011 | Delegated Decision | Maple Cross And Mill End |
| Virdi Contractors Ltd | 81 And 81A Hornhill Road Maple Cross Rickmansworth Hertfordshire WD3 9TG | | | | |
| 11/1907/NMA | Non Material Amendment to planning permission 10/1779/FUL: Approved garage to be used as habitable room with window replacing garage door to south east elevation and door to north east elevation repositioned | approved | 20/09/2011 | Delegated Decision | Maple Cross And Mill End |
| Mrs Nicola Stewart | Newells Cottage Cherry Tree Lane Heronsgate Rickmansworth Hertfordshire WD3 5DW | | | | |
| 11/1325/FUL | Enlargement of approved rear loft window permitted under planning permission reference 10/2254/FUL (Two-storey side and rear extensions, alterations to roof including formation of rear gable and single-storey front extension. Alterations to front hardstanding). | approved | 16/09/2011 | Committee Decision | Moor Park And Eastbury |
| Mr Kelly Vhora | 31 Crofters Road Northwood Middlesex HA6 3EB | | | | |
| 11/1223/RSP | Retrospective application: Retention of roof dormer | approved | 05/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr & Mrs Mahesh, Sanjay And Chandrabala Chohan | 6 Pembroke Road Moor Park Northwood Hertfordshire HA6 2HR | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1633/DIS | Discharge of Conditions 3 , 7 , 8 and 11pursuant to planning permission 11/1149/FUL | Determine | 30/08/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr Anil Sharma | 1 Russell Close Moor Park Northwood Hertfordshire HA6 2LZ | | | | |
| 11/1406/FUL | Two storey rear extension and loft conversion involving raise in ridge height and rear dormer windows | approved | 25/08/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr Pritesh Shah | The Willows 27 The Fairway Northwood HA6 3DZ | | | | |
| 11/1501/FUL | Variation of Condition 6 of planning permission 11/0858/RSP to enable approval of details shown on plan 3177/7C. | approved | 02/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr And Mrs A Hussain | 32 South Approach Moor Park Northwood Hertfordshire HA6 2ET | | | | |
| 11/1502/DIS | Discharge of Conditions - Condition 3 pursuant to planning permission 10/0890/FUL | Determine | 25/08/2011 | Delegated Decision | Moor Park And Eastbury |
| Dr _ Mrs Joseph | 10 Wolsey Road Moor Park Northwood Hertfordshire HA6 2HW | | | | |
| 11/1397/FUL | Loft conversion with 4 no. rear dormers and 3 no. front facing dormers. Front porch and garage roof alterations. Conservatory to rear and carport to side of house. Internal alterations | refused | 24/08/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr And Mrs Devshi Gami | 35 Sandy Lodge Road Moor Park Rickmansworth Hertfordshire WD3 1LP | | | | |
| 11/1751/DIS | Discharge of Condition 5 pursuant to planning permission 08/1722/FUL | Determine | 15/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr Surinder Mongia | 32 Bedford Road Moor Park Northwood Hertfordshire HA6 2AZ | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1427/FUL | Widening of driveway and parking area | approved | 02/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr M Mullins | 42A Batchworth Lane Northwood HA6 3DT | | | | |
| 11/1584/FUL | Demolition of existing single storey rear extension, erection of a two storey rear extension with a recessed balconied terrace and central dormer window in the roof. Erection of a first floor side extension above the garage. Replacement of the existing catslide roof with an elevated front elevation with a recessed balconied terrace and pitched roof | refused | 23/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr And Mrs J Soneji | 41 Russell Road Moor Park Northwood Hertfordshire HA6 2LP | | | | |
| 11/1585/FUL | Demolition of existing single storey rear extension, erection of a two storey rear extension with a recessed balconied terrace and central dormer window in the roof. Erection of a catslide roof with an elevated front elevation and a recessed balconied terrace and pitched roof | refused | 23/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr And Mrs J Soneji | 41 Russell Road Moor Park Northwood Hertfordshire HA6 2LP | | | | |
| 11/1586/FUL | Front garden boudary walls | approved | 19/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr Festvs Oseghale | 21 Sandy Lodge Way Northwood HA6 2AR | | | | |
| 11/1489/FUL | Single storey porch extension | approved | 02/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr Sanjay Gupta | 25 Sandy Lodge Lane Moor Park Northwood Hertfordshire HA6 2HZ | | | | |
| 11/1587/CLPD | Certificate of Lawfulness Proposed Development: Installation of solar panels on roof slope of South elevation | approved | 15/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr And Mrs Joseph | 10 Wolsey Road Moor Park Northwood Hertfordshire HA6 2HW | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1722/FUL | Two storey rear extension, front porch extension and pitched roof over garage | approved | 23/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr And Mrs Rajesh Parmar | 22 Westbury Road Northwood HA6 3BU | | | | |
| 11/1524/LBC | Listed Building Consent: Replace 2no existing final fire exit doors due to narrow widths to the main school refectory to enable accessible access for a wheelchair using student | approved | 02/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Merchant Taylors School Ltd | Merchant Taylors School Sandy Lodge Lane Moor Park Northwood Hertfordshire HA6 2HT | | | | |
| 11/1590/DIS | Discharge condition 3 of Listed Building Consent 11/0817/LBC | Determine | 23/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Merchant Taylors School | Merchant Taylors School Sandy Lodge Lane Moor Park Northwood Hertfordshire HA6 2HT | | | | |
| 11/1523/FUL | Replace 2no existing final fire exit doors due to narrow widths to the main school refectory to enable accessible access for a wheelchair using student | approved | 02/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Merchant Taylors School Ltd | Merchant Taylors School Sandy Lodge Lane Moor Park Northwood Hertfordshire HA6 2HT | | | | |
| 11/1632/DIS | Discharge of Conditions 7 and 8 pursuant to conservation area consent 11/1204/CAC | Determine | 30/08/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr Anil Sharma | 1 Russell Close Moor Park Northwood Hertfordshire HA6 2LZ | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1475/FUL | Revision to previously approved planning permission ref 09/1044/FUL to include amendment to front facade and ground floor entrance hallway, retention of all existing windows around stair enclosure, omission of brick pier between garage doors to allow a single full width garage door. Alteration and omission to rear roof lanterns above single storey extension, reduction of door size from family room to garden and omission of loft conversion and rear dormers | approved | 31/08/2011 | Delegated Decision | Moor Park And Eastbury |
| Mr Farouq Sheikh | 20 Bedford Road Moor Park Northwood Hertfordshire HA6 2AZ | | | | |
| 11/1477/FUL | Change of use to a house from offices | approved | 02/09/2011 | Delegated Decision | Moor Park And Eastbury |
| Westcombe Management | Bracken Hill House The Woods Northwood HA6 3EX | | | | |
| 11/1473/CLPD | Certificate of Lawfulness Proposed Development: Solar Panels | refused | 16/09/2011 | Delegated Decision | Northwick |
| Mrs Pamela Wise | All Saints Church Gosforth Lane South Oxhey Hertfordshire | | | | |
| 11/1805/NMA | Non Material Amendment to Planning Application 10/2223/FUL - Alterations from roof lantern in flat roof to glazed roof with ridge plus minor changes to rear facing glazing | approved | 20/09/2011 | Delegated Decision | Oxhey Hall |
| Mr R Bills | 23 Brookdene Avenue Oxhey Hall Watford Hertfordshire WD19 4LG | | | | |
| 11/1334/FUL | Conversion of single dwelling to two dwellings - 1 x three bedroom house with garden and 1 x one bedroom flat | refused | 26/08/2011 | Delegated Decision | Penn |
| Mr Rajendra Shah | 18 Aldbury Road Mill End Rickmansworth Hertfordshire WD3 8LJ | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1415/FUL | Extension and conversion of the garage to provide habitable living space. | approved | 19/09/2011 | Delegated Decision | Penn |
| Mrs Mary Calton | 3 Jordans Road Mill End Rickmansworth Hertfordshire WD3 8GN | | | | |
| 11/1479/FUL | Single storey side extension and conversion of existing garage to habitable room | approved | 05/09/2011 | Delegated Decision | Penn |
| Mr Alan Rea | 9 Harriet Walker Way Mill End Rickmansworth Hertfordshire WD3 8RT | | | | |
| 11/1574/NMA | Non Material Amendments - Replacement of 2 x external doors indicated on 10/1175 DRG N0 5 REV.G as between the breakfast area and the kitchen with 2 x double glazed UPVC white windows. | withdrawn | 06/09/2011 | Delegated Decision | Penn |
| Removal of the ramp gradient either | side of the 2 x proposed external doors on 10/1175 DRG NO 5 REV G and keep the existing elevations as 10/1175 DRG NO 3 (RELATES T0 10/1175/FUL) | | | | |
| Mr Ishil Mehta | 39 The Queens Drive Mill End Rickmansworth Hertfordshire WD3 8LN | | | | |
| 11/1094/FUL | Erection of porch | approved | 30/08/2011 | Delegated Decision | Rickmansworth |
| RMIG Endowment Trust | Royal Masonic School Rickmansworth Park Rickmansworth Hertfordshire WD3 4HF | | | | |
| 11/1178/LBC | Erection of porch | approved | 30/08/2011 | Delegated Decision | Rickmansworth |
| RMIG Endowment Trust | Royal Masonic School Rickmansworth Park Rickmansworth Hertfordshire WD3 4HF | | | | |
| 11/1298/FUL | Two storey rear extension with external access stair and change of use of first floor to offices | approved | 24/08/2011 | Delegated Decision | Rickmansworth |
| Amore Select Ltd | 68 High Street Rickmansworth Hertfordshire WD3 1AJ | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1531/FUL | Proposed extensions including first and second storey rear extensions and raising height of building to enable conversion of first floor office into housing in multiple occupation with 5 bedrooms and ground floor rear extension to provide storage to existing shop. | approved | 13/09/2011 | Delegated Decision | Rickmansworth |
| Longmill Realty Ltd | 90A High Street Rickmansworth Hertfordshire WD3 1AQ | | | | |
| 11/1504/DIS | Discharge of Conditions 1 , 2 , 3 , 4 , 5 and 6 pursuant to Conservation Area Consent 11/0003/CAC | Determine | 26/08/2011 | Delegated Decision | Rickmansworth |
| Oakford Homes | Goodyer House Caravan Lane Rickmansworth Hertfordshire WD3 1HN | | | | |
| 11/1642/NMA | Non Material Amendments - Remove pillar inside garage(whilst retaining structural integrity) , remove "woodstore" identified on left of garage , widen garage door from 4.3m to 4.5m. Extend eaves by 20cm to enable us to store wood under the eaves. | approved | 30/08/2011 | Delegated Decision | Rickmansworth |
| Mrs Helen Webb | The Priory 40 Church Street Rickmansworth Hertfordshire WD3 1DJ | | | | |
| 11/1658/FUL | Installation of an Air Source Heat Pump in the courtyard of Stockers House. | approved | 20/09/2011 | Delegated Decision | Rickmansworth |
| Mr Brian Morgan | Stockers House Stockers Farm Road Rickmansworth Hertfordshire WD3 1NZ | | | | |
| 11/1659/LBC | Installation of an Air Source Heat Pump in the courtyard of Stockers House. | approved | 20/09/2011 | Delegated Decision | Rickmansworth |
| Mr Brian Morgan | Stockers House Stockers Farm Road Rickmansworth Hertfordshire WD3 1NZ | | | | |
| 11/1605/DIS | Discharge of Conditions 1-30 pursuant to planning permission 11/0002/FUL. | Determine | 22/09/2011 | Delegated Decision | Rickmansworth |
| Oakford Homes | Goodyer House Caravan Lane Rickmansworth Hertfordshire WD3 1HN | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1635/FUL | First floor extension to bungalow including new gable ended pitched roof with raise in ridge and insertion of dormer windows and rooflights; demolition of garage and erection of detached double garage | approved | 20/09/2011 | Delegated Decision | Rickmansworth |
| Mr Derek Yates | Cleveland Loudwater Drive Loudwater Rickmansworth Hertfordshire WD3 4HJ | | | | |
| 11/1564/FUL | Renewal of 08/1908/FUL: Change of use of farmhouse (Class C2) to residential (Class C3) with alterations to elevations and new boiler room to include change of use of outbuilding to provide car parking and guest accommodation | approved | 02/09/2011 | Delegated Decision | Rickmansworth |
| Royal Masonic Trust For Girls And Boys | Loudwater Farm Loudwater Lane Loudwater Rickmansworth Hertfordshire WD3 4HG | | | | |
| 11/1569/FUL | Replacement of timber front door and frame with similar timber construction | approved | 02/09/2011 | Delegated Decision | Rickmansworth |
| Thrive Homes | 60 Talbot Road Rickmansworth Hertfordshire WD3 1HE | | | | |
| 11/1525/FUL | Rear orangery | approved | 02/09/2011 | Delegated Decision | Rickmansworth |
| Mr And Mrs Trigg | 7 Armitage Close Loudwater Rickmansworth Hertfordshire WD3 4HL | | | | |
| 11/1804/NMA | Non Material Amendment to planning permission 09/0169/FUL: Amendments to glazing, doors, windows, brickwork and roof of single storey rear extension | refused | 13/09/2011 | Delegated Decision | Rickmansworth |
| Mr Andy Rogers | 149 The Drive Rickmansworth Hertfordshire WD3 4DJ | | | | |
| 11/0914/RSP | Part Retrospective: Two storey/single storey side and rear extensions with revised location of ground floor flank wall to south eastern side extension | approved | 16/09/2011 | Committee Decision | Rickmansworth West |
| Mr Michael Dowd | 62 Highfield Way Rickmansworth Hertfordshire WD3 7PR | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1319/FUL | Erection of a three storey building consisting of 16 no. 1 & 2 bedroom flats with associated car parking and landscaping | approved | 16/09/2011 | Committee Decision | Rickmansworth West |
| Hightown Praetorian & Churches Housing Association | Morningside 8 Uxbridge Road Rickmansworth Hertfordshire | | | | |
| 11/1152/FUL | Erection of 5 No. 4-5 bedroom houses and partial demolition of existing property to allow access to the land | approved | 22/09/2011 | Committee Decision | Rickmansworth West |
| Citycourt Homes LLP | The Paddock And Land Rear Of 23 And 25 Upper Hill Rise Upper Hill Rise Rickmansworth Hertfordshire | | | | |
| 11/1482/FUL | Two storey and first floor rear extension, single storey side extension | refused | 02/09/2011 | Delegated Decision | Rickmansworth West |
| Mr Pat McNicholas | 16 Meadow Way Rickmansworth Hertfordshire WD3 7NQ | | | | |
| 11/1390/FUL | First floor side extension and removal of rear chimney stack. | approved | 24/08/2011 | Delegated Decision | Rickmansworth West |
| Mr & Mrs J Pennell | 27 Beacon Way Rickmansworth Hertfordshire WD3 7PF | | | | |
| 11/1577/FUL | Single storey rear extension | approved | 16/09/2011 | Delegated Decision | Rickmansworth West |
| Ms Jean Parry | 5 Beacon Way Rickmansworth Hertfordshire WD3 7PQ | | | | |
| 11/1261/RSP | Retrospective: Removal of dilapidated ancillary outbuildings and erection of two outbuildings for ancillary uses | approved | 24/08/2011 | Delegated Decision | Sarratt |
| Mr A Grant | Cherry Tree Farm Olleberrie Lane Belsize Rickmansworth Hertfordshire WD3 4NU | | | | |
| 11/0990/LBC | Listed Building Consent: Retrospective: Single storey extension and internal alterations | approved | 14/09/2011 | Delegated Decision | Sarratt |
| Mr Ronald Price | Ramblers Bucks Hill Sarratt Kings Langley Hertfordshire WD4 9AP | | | | |

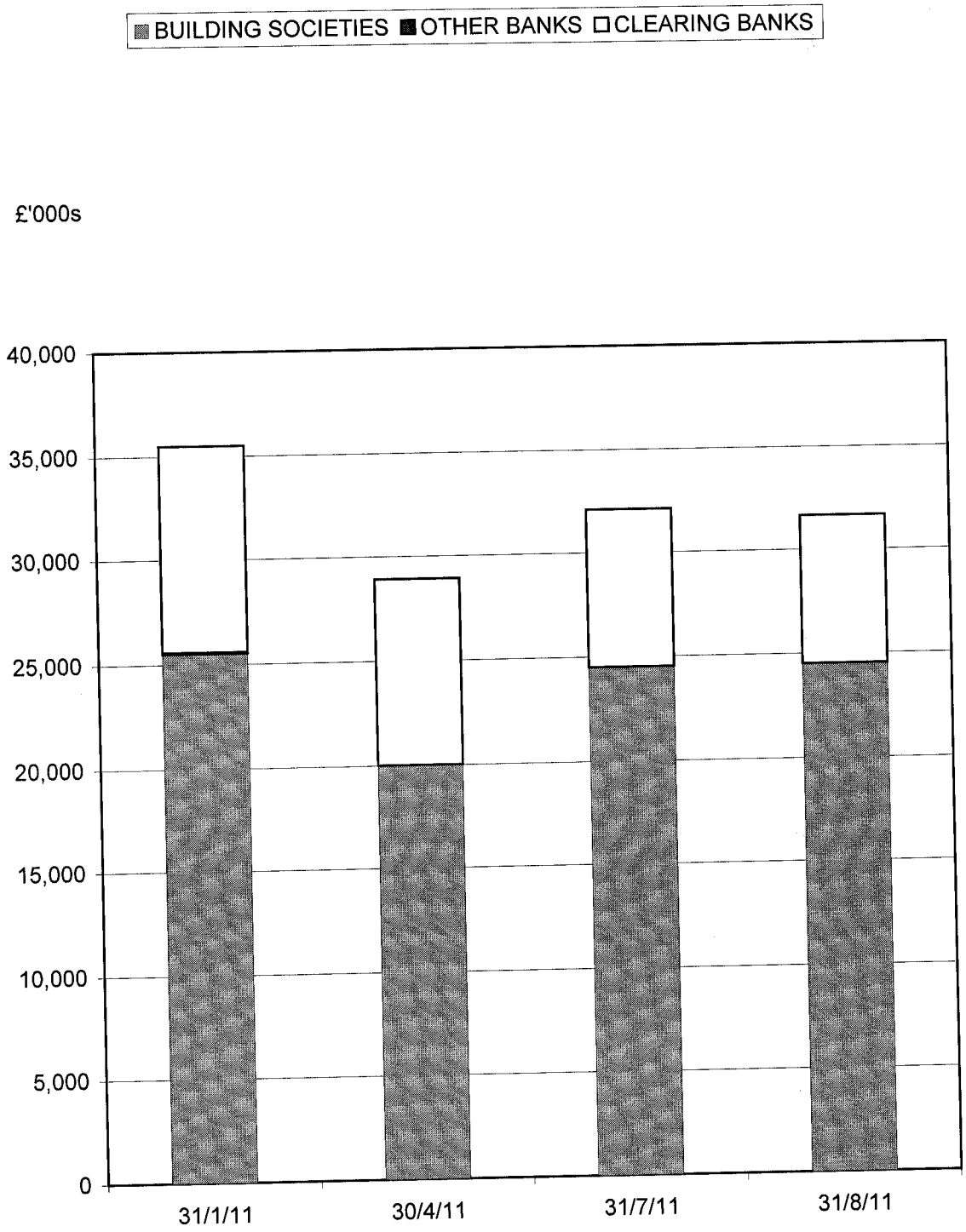
| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1148/RSP | Retrospective: Single storey extension and internal alterations | approved | 14/09/2011 | Delegated Decision | Sarratt |
| Mr Ronald Price | Ramblers Bucks Hill Sarratt Kings Langley Hertfordshire WD4 9AP | | | | |
| 11/1480/FUL | Single storey side extension | approved | 12/09/2011 | Delegated Decision | Sarratt |
| Sir And Lady Nichols | The Stables Newhall Farm Bucks Hill Sarratt Hertfordshire | | | | |
| 11/1528/DIS | Discharge of Condition 2 pursuant to planning permission 09/1489/FUL | Determine | 14/09/2011 | Delegated Decision | Sarratt |
| Mr Kevin Struve | GYFRES FARM Bucks Hill Kings Langley Hertfordshire WD4 9BR | | | | |
| 11/1529/DIS | Discharge of Conditions - Condition 4 ( RELATES TO 09/0967/LBC) | Determine | 14/09/2011 | Delegated Decision | Sarratt |
| Mr Kevin Struve | GYFRES FARM Bucks Hill Kings Langley Hertfordshire WD4 9BR | | | | |
| 11/1520/FUL | Single storey rear extensions and first floor side extension with front and rear dormer windows and front rooflight | refused | 26/08/2011 | Delegated Decision | Sarratt |
| Mr Colin Adams | Harvest Cottage Deadmans Ash Lane Sarratt Rickmansworth Hertfordshire WD3 6AL | | | | |
| 11/1694/DIS | Discharge of Condition 3 pursuant to planning permission 11/0136/FUL | Determine | 09/09/2011 | Delegated Decision | Sarratt |
| Mr Daryl Bowden | The Barn The Green Sarratt Rickmansworth Hertfordshire WD3 6BP | | | | |
| 11/1467/FUL | Construction of 20m x 40m open-air horse training menage with 1.5m high enclosure fence for private use | approved | 12/09/2011 | Delegated Decision | Sarratt |
| Jeff Green | Quickmoor Poultry Farm Quickmoor Lane Sarratt Kings Langley Hertfordshire WD4 9AX | | | | |

| Application Number<br>Applicants Name | Description of Work<br>ADDRESS:<br>ADDRESS: | Decision | Date of Decision Issued | Decision level | Ward Description |
|---|---|---|---|---|---|
| 11/1565/FUL | Erection of single storey log cabin at rear of property for continued use as a music room | approved | 15/09/2011 | Delegated Decision | Sarratt |
| Mr Nicholas Sandison | 1 Dawes Lane Sarratt Rickmansworth Hertfordshire WD3 6BA | | | | |
| 11/1610/RSP | Retrospective: Installation of a gas boiler flue to the front elevation | approved | 20/09/2011 | Delegated Decision | Sarratt |
| Ms Nicola Gale | Barley Cottage The Green Sarratt Rickmansworth Hertfordshire WD3 6AY | | | | |
| 11/1602/DIS | Discharge of Conditions 3 and 6 pursuant to planning permission 10/1938/FUL | Determine | 14/09/2011 | Delegated Decision | Sarratt |
| Mr G Miekle | Cakebread Cottage Dawes Lane Sarratt Rickmansworth Hertfordshire WD3 6DA | | | | |

**THREE RIVERS DISTRICT COUNCIL**
**Investment Portfolio Quarterly Comparison**
**31 January 2010 to 31 August 2011**

| AS AT | 31-Jan-11 | 30-Apr-11 | 31-Jul-11 | 31-Aug-11 |
|---|---|---|---|---|
| | £000 | £000 | £000 | £000 |
| CLEARING BANKS | 9,920 | 8,910 | 7,590 | 7,140 |
| OTHER BANKS | 67 | 0 | 0 | 0 |
| BUILDING SOCIETIES | 25,500 | 20,000 | 24,500 | 24,500 |
| LOCAL AUTHORITY | 450 | 375 | 300 | 300 |
| TOTAL INVESTED | 35,937 | 29,285 | 32,390 | 31,940 |

THREE RIVERS DISTRICT COUNCIL
Investment Portfolio Comparison



Authority: THREE RIVERS DC

Reporting for Deal Types: D

Deals Outstanding as at 31/08/2011

Deal Type D - Deposit/Investment

| Counter Party Reference | Name | Deal Reference | Broker Code | P R | F V | N O | Start | Last | Next | Maturity | Term | | % Rate | From | Principal O/S £ |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NATWEST | NAT WEST BANK PLC | 2759 | | V | V | C | 13/01/2004 | 30/06/2011 | 30/09/2011 | / / | 0 | 0 | 0.90000000 | 05/03/2009 | -7,140,000.00 |
| | Totals for Type BANKS | | | | | | | Average Rate / Total Principal | | | | | 0.90000000 | | -7,140,000.00 |
| COVENTRY | COVENTRY BUILDING SOCIETY | 3319 | SB | M | F | | 15/04/2011 | 15/04/2011 | 16/09/2011 | 16/09/2011 | 0 | 0 | 1.00000000 | 15/04/2011 | -2,000,000.00 |
| COVENTRY | COVENTRY BUILDING SOCIETY | 3323 | SB | M | F | | 10/05/2011 | 10/05/2011 | 14/11/2011 | 14/11/2011 | 0 | 0 | 1.11000000 | 10/05/2011 | -2,000,000.00 |
| COVENTRY | COVENTRY BUILDING SOCIETY | 3326 | SB | M | F | | 16/05/2011 | 16/05/2011 | 22/11/2011 | 22/11/2011 | 0 | 0 | 1.12000000 | 16/05/2011 | -1,500,000.00 |
| LEED&HOL | LEEDS BUILDING SOCIETY | 3322 | SB | M | F | | 09/05/2011 | 09/05/2011 | 09/11/2011 | 09/11/2011 | 0 | 0 | 1.11000000 | 09/05/2011 | -2,000,000.00 |
| LEED&HOL | LEEDS BUILDING SOCIETY | 3325 | TRAD | M | F | | 13/05/2011 | 13/05/2011 | 14/11/2011 | 14/11/2011 | 0 | 0 | 1.12000000 | 13/05/2011 | -2,000,000.00 |
| NEWCASTL | NEWCASTLE BUILDING SOC | 3328 | TRAD | M | F | | 05/07/2011 | 05/07/2011 | 03/10/2011 | 03/10/2011 | 0 | 0 | 0.93000000 | 05/07/2011 | -1,000,000.00 |
| NEWCASTL | NEWCASTLE BUILDING SOC | 3332 | TRAD | M | F | | 15/08/2011 | 15/08/2011 | 15/11/2011 | 15/11/2011 | 0 | 0 | 0.93000000 | 15/08/2011 | -1,000,000.00 |
| NORPETER | NORWICH & PETERBOROUGH BS | 3330 | SB | M | F | | 03/08/2011 | 03/08/2011 | 03/11/2011 | 03/11/2011 | 0 | 0 | 0.95000000 | 03/08/2011 | -2,000,000.00 |
| PRINCBS | PRINCIPALITY BUILDING SOC | 3320 | TRAD | M | F | | 03/05/2011 | 03/05/2011 | 03/11/2011 | 03/11/2011 | 0 | 0 | 1.20000000 | 03/05/2011 | -1,500,000.00 |
| PRINCBS | PRINCIPALITY BUILDING SOC | 3329 | SB | M | F | | 15/07/2011 | 15/07/2011 | 15/12/2011 | 15/12/2011 | 0 | 0 | 1.05000000 | 15/07/2011 | -1,500,000.00 |
| PRINCBS | PRINCIPALITY BUILDING SOC | 3333 | TRAD | M | F | | 17/08/2011 | 17/08/2011 | 17/02/2012 | 17/02/2012 | 0 | 0 | 1.22000000 | 17/08/2011 | -2,000,000.00 |
| SKIPTON | SKIPTON BUILDING SOCIETY | 3310 | SB | M | F | | 17/11/2010 | 17/11/2010 | 16/11/2011 | 16/11/2011 | 0 | 0 | 1.70000000 | 17/11/2010 | -2,500,000.00 |
| SKIPTON | SKIPTON BUILDING SOCIETY | 3327 | SB | M | F | | 16/05/2011 | 16/05/2011 | 16/11/2011 | 16/11/2011 | 0 | 0 | 1.15000000 | 16/05/2011 | -1,500,000.00 |
| SKIPTON | SKIPTON BUILDING SOCIETY | 3331 | TRAD | M | F | | 08/08/2011 | 08/08/2011 | 08/02/2012 | 08/02/2012 | 0 | 0 | 1.20000000 | 08/08/2011 | -2,000,000.00 |
| | Totals for Type BUILDING SOCIETY | | | | | | | Average Rate / Total Principal | | | | | 1.15551020 | | -24,500,000.00 |
| WH CREM | WEST HERTS CREMATORIUM | 3302 | | V | V | C | 16/09/2010 | 17/08/2011 | 17/09/2011 | / / | 0 | 0 | 4.96000000 | 01/04/2011 | -300,000.00 |
| | Totals for Type LOCAL AUTHORITY | | | | | | | Average Rate / Total Principal | | | | | 4.96000000 | | -300,000.00 |
| | Totals for Deal Type D - Deposit/Investment | | | | | | | Average Rate / Total Principal | | | | | 1.13412648 | | -31,940,000.00 |
| | Totals for Report | | | | | | | Average Rate / Total Principal | | | | | 1.13412648 | | -31,940,000.00 |

**MEMBERS' INFORMATION BULLETIN, SEPTEMBER 2011**

**THREE RIVERS DISTRICT COUNCIL - DATA QUALITY POLICY**

Three Rivers District Council's Data Quality Policy has recently been reviewed and re-written.

As Data Quality is the responsibility of all staff and all Members, the policy is attached, primarily for your information.

Can you please take a few moments to familiarise yourself with the Policy and in particular view pages 8 & 9, where you will find a description of your roles and responsibilities.

For the future you can find the policy on our intranet pages, under Financial and Performance Management – or follow this link to the location on the shared drive.

For further information, please contact Gordon Glenn at Three Rivers House, 01923 727244; or Gordon.glenn@threerivers.gov.uk

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# Three Rivers District Council

# Data Quality Policy

## September 2011

| | |
|---|---|
| File name: | DataQualityPolicy_Sept2011_FINAL VERSION.doc |
| Author: | Gordon Glenn |
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| Version: | 4 |
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THREE RIVERS DISTRICT COUNCIL

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# Introduction

The purpose of this policy is to outline Three Rivers District Council's approach to improving data quality. Accurate, high-quality, timely and comprehensive information underpins the Council's performance management system, and is vital to support good decision-making and improved service outcomes.

The Council also needs reliable, accurate and timely information with which to manage services, account for our performance and to keep residents and service users informed of our progress. The information we produce needs to be accessible to enable service users, the general public, and our partners to make informed decisions.

To help us make decisions about our priorities and use of resources, we actively encourage a performance management culture to:

- ✓ Manage resources effectively to achieve our ambitions and priorities
- ✓ Facilitate timely access to performance reports for service managers, Members and Senior Management
- ✓ Ensure that performance information is used to drive improvement leading to better services for local people
- ✓ Monitor and review our performance.

# Our Commitment

We provide a wide range of services to a diverse community – people who live, work, visit and do business in the district. We want to ensure that all services maintain high quality service provision, provide value for money, are customer focussed and achieve high customer satisfaction results. We want our customers to consistently receive first class customer service, and we recognise the importance of reliable information in delivering this.

We are committed to ensuring the highest standards of data quality and aim to provide reliable, accurate and timely information at all times. We are also committed to improving our data management within the organisation and in partnership with others.

All Council staff and Members are required to adhere to the Data Quality Policy. The Policy is fully supported by the Council's Management Board, Executive and Portfolio Holder for Resources.

# Characteristics of Data Quality

We have taken steps to improve our activities and systems that are involved in collecting and analysing the data which underpins our performance information. However, as performance management and assessment regimes are becoming increasingly reliant on performance information, the need for reliable data is even more important.

Six key characteristics of good quality data:

### 1.1. Accuracy

Data should be sufficiently accurate for the intended use and should be captured only once, although it may have multiple uses. Data should be captured at the point of activity.

- *Data is always captured at the point of activity. Performance data is directly input into Performance Data Collection (PDC) by the service manager or nominated data entry staff.*
- *Where appropriate, base data, i.e. denominators and numerators, will be input into the system which will then calculate the result. These have been determined in accordance with published guidance or agreed locally. This will eliminate calculation errors at this stage of the process, as well as provide contextual information for the reader.*
- *Data used for multiple purposes, such as population and number of households, is input once by the system administrator.*
- *Service heads will give an assurance as to the accuracy of data under their control*
- Procedure notes are produced and kept up-to-date for all performance data captured on the PDC system (se appendix A for an example).

### 1.2. Validity

Data should be recorded and used in compliance with relevant requirements, including the correct application of any rules or definitions. This will ensure consistency between periods and with similar organisations, measuring what is intended to be measured.

- *Relevant guidance and definitions are provided for all statutory performance indicators. Service Heads are informed of any revisions and amendments within 24 hours of receipt from the relevant government department. Local performance indicators comply with locally agreed guidance and definitions.*

### 1.3. Reliability

Data should reflect stable and consistent data collection procedures across collection points and over time. Progress toward performance targets should reflect real changes rather than variations in data collection approaches or methods.

- *Source data is clearly identified and readily available from manual, automated or other systems and records. Protocols exist where data is provided from a third party, such as Hertfordshire Constabulary and Hertfordshire County Council*

### 1.4. Timeliness

Data should be captured as quickly as possible after the event or activity and must be available for the intended use within a reasonable time period. Data must be available quickly and frequently enough to support information needs and to influence service or management decisions.

- *Performance data is requested to be available within one calendar month from the end of the previous quarter and is subsequently reported to the respective Policy and Scrutiny Panel on a bi-annual basis.*

### 1.5. Relevance

Data captured should be relevant to the purposes for which it is to be used. This will require a periodic review of requirements to reflect changing needs.

- *We have a duty to collect and report performance information against a wide range of indicators. Where appropriate each service will identify reliable local performance indicators to manage performance and drive improvement. These are reviewed on an annual basis to ensure relevance.*

**1.6. Completeness**

Data requirements should be clearly specified based on the information needs of the organisation and data collection processes matched to these requirements.

- *Checks will be made to ensure for completeness of data. Procedure notes will be reviewed and updated where necessary to ensure all the six key characteristics are maintained.*

# Performance management culture

The Council's Director of Corporate Resources and Governance is the lead officer for data quality.

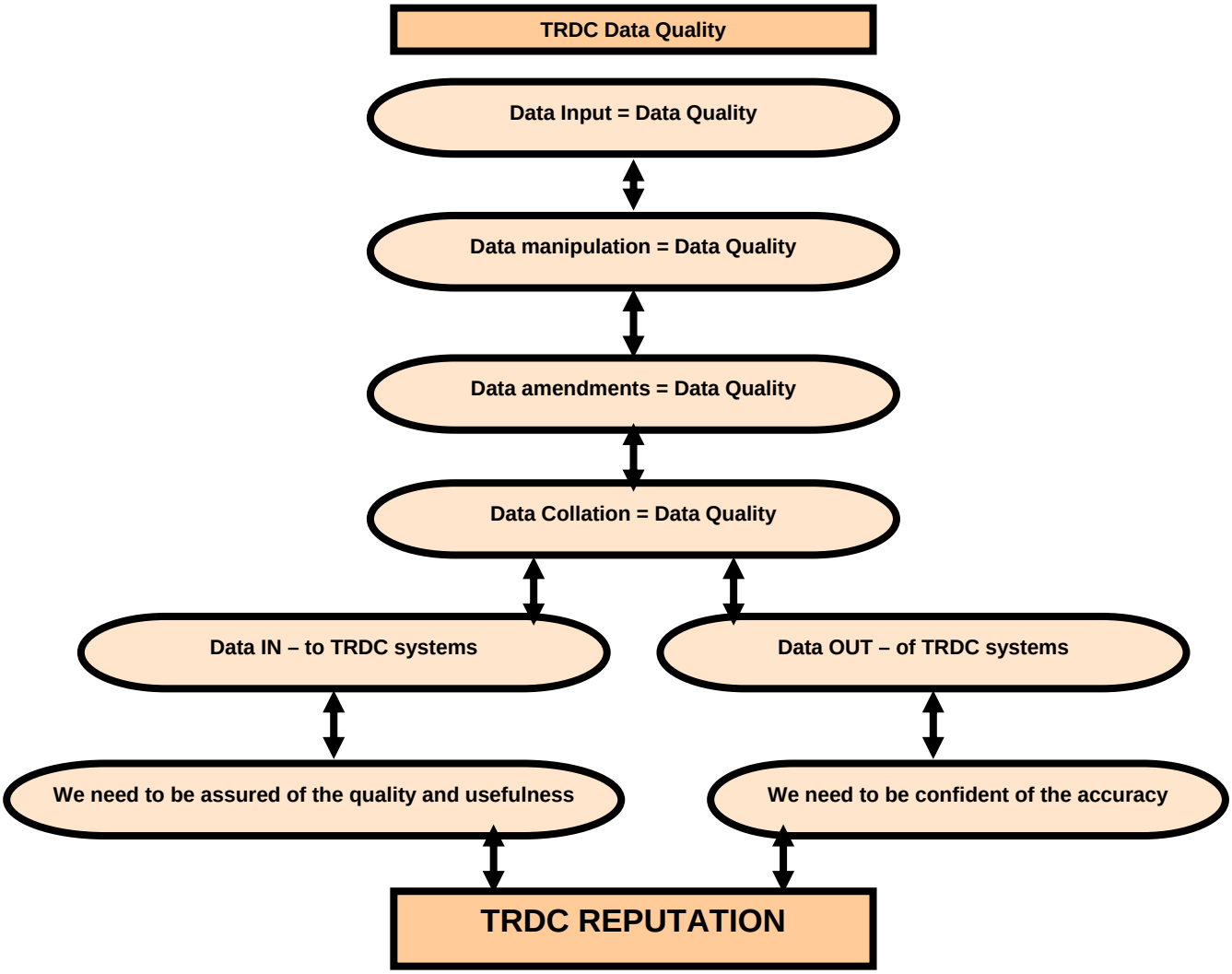
The Portfolio Holder for Resources is the Member of the council with responsibility for Performance Management.

With regard to performance indicators, each service has nominated in its service plan an officer or officers responsible for source data, data entry and checking the data.

The accuracy of data held within computer systems is the responsibility of nominated systems administrators and the ICT Manager has overall responsibility for data security.

The Council needs to be assured that the information it uses to demonstrate its performance is accurate and timely, otherwise we will not be able to properly plan and deliver the services we provide. Producing data which is fit for purpose should not be an end in itself, but an integral part of our operational, performance management, and governance arrangements. If we put data quality at the heart of our performance management systems we will be more likely to actively manage data in all aspects of our day-to-day business, in a way which is proportionate to the cost of collection, and turning that data into reliable information.

## Our Approach to Data Quality



## Policy Objectives

To help us achieve the highest standards of data quality, we have set ourselves the following objectives:

- ✓ To ensure that the information we use is:
    - high quality
    - consistent
    - timely
    - comprehensive
    - held securely and confidentially.
- ✓ To put in place arrangements council-wide to secure the quality of data we use to manage our services and demonstrate our performance (via procedure notes and PDC).
- ✓ To make clear what we expect from our staff and Members in terms of the standards of data quality, and communicate these expectations
- ✓ To put in place systems, policies and procedures to ensure the highest possible data quality
- ✓ To ensure that we put in place the right resources, and in particular have the right people with the right skills, so that we have timely and accurate performance information
- ✓ To ensure that there are clear protocols in place where information is shared with partners
- ✓ To ensure that we have the right controls in place so that we achieve what is expected of us
- ✓ To ensure that data is stored, used and shared in accordance with the law including the Data Protection Act and Freedom of Information Act.

## Setting and Meeting High Quality Standards

We are committed to collecting and processing data according to national and locally defined standards. Where national standards are not available or are not sufficient, local standards will be developed and implemented.

Where possible, data must be corrected at source and it will be the responsibility of the service managers to ensure that this happens.

A formal set of quality requirements, in the form of a procedure note, will be applied to all data used by the organisation which is shared externally, or which is provided by a third-party organisation.

TRDC will aim to provide good quality data to all our partners and will expect to receive an equally high standard from our partners in return.

## Roles and Responsibilities (See diagram overleaf)

Within the Council information and data quality is everyone's responsibility. More specifically we have set out the following roles and responsibilities to help us achieve the highest standards of data quality:

- ✓ **A Strategic Director** has senior management responsibility for data quality (with delegated authority from the Chief Executive)

- ✓ **Members and Portfolio Holder for Resources**, responsible for performance management strategy; for setting the Strategic Themes and Aims in the strategic plan. These will be the standards by which performance will be measured.

- ✓ **Internal Audit** is responsible for checking performance and data quality procedures are adhered to.

- ✓ The **Performance Improvement** officer in the Community Partnership Unit is responsible for promoting Data Quality and Performance Management throughout the organisation and will provide support and guidance to services and teams.

- ✓ **Heads of Service** and **Team Managers** are responsible for ensuring that adequate, safe systems holding an acceptable standard of information are developed and maintained and that the performance information they provide is accurate, timely and meets relevant guidance. They are also responsible for ensuring the implementation of corporate policy and procedures, the development of service based policies and procedures, and the completeness of procedure notes for all performance indicators.

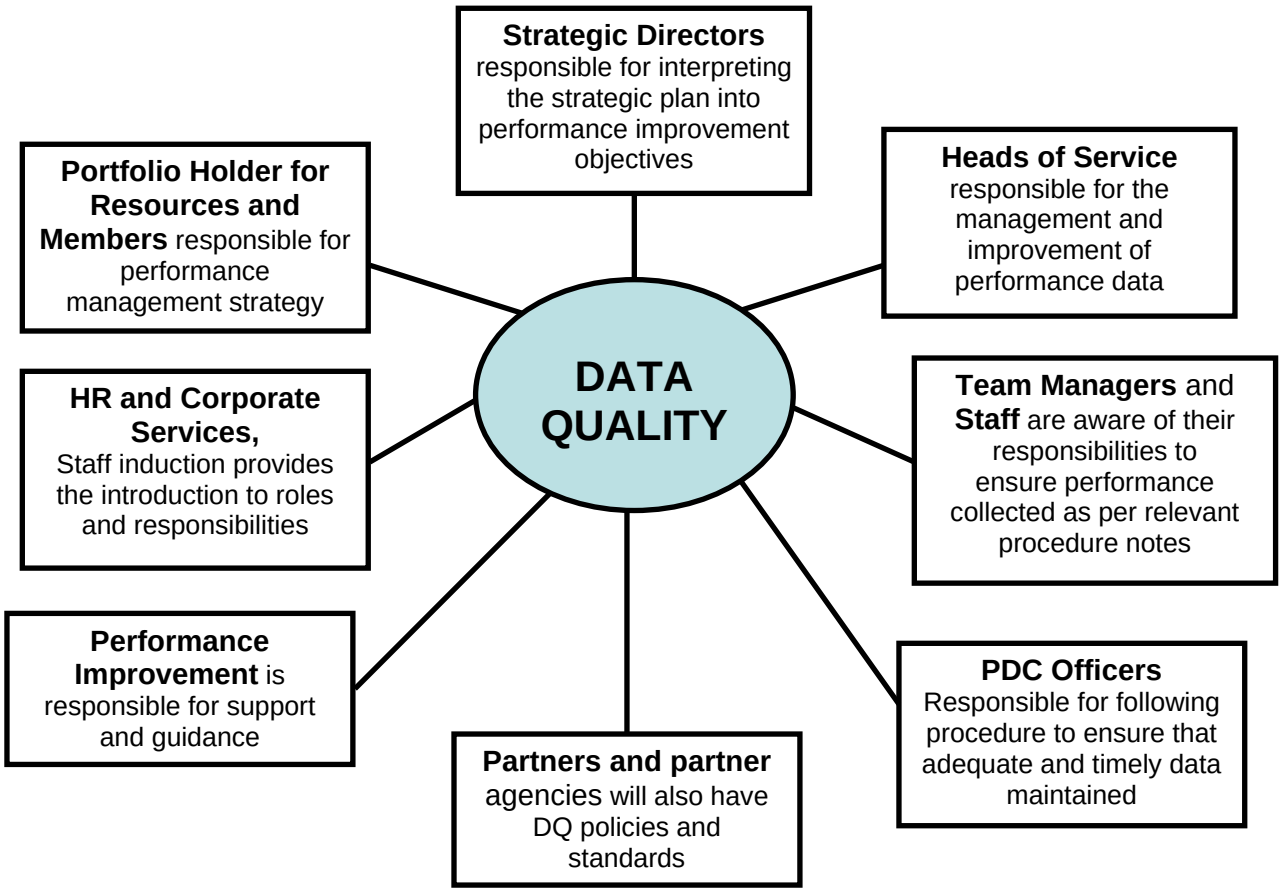
- ✓ **All staff** will be made aware of the responsibilities of who inputs, stores, retrieves or otherwise manages data to ensure that it is of the highest quality, via procedure notes.

- ✓ **All staff** will be responsible for following and complying with the policies and procedures and all line managers for ensuring that this is the case in their respective teams. It is the responsibility of all managers to ensure that their staff are fully aware of their obligations to maintain complete, accurate and timely records. A data quality competency checklist is available on the Intranet – Data Quality/Competency Checklist

- ✓ **Performance Data Collection Officers** in all service areas will take particular responsibility for the quality of the data used to report performance and drive improvement within individual service delivery units.

- ✓ **Partners and external agencies** will also have DQ policies and standards

**Everyone in the organisation will be responsible for complying with this Data Quality Policy.**



### Everyone in the organisation is involved in data collection

**Types of Data**

- Consultation
- Financial data
- Address data bases
- Applications and forms
- Requests for service
- Performance data
- Customer lists
- Employee data
- Contracts data and contractor lists
- Community groups
- Partnerships data

## Capacity Building

The Council is committed to ensuring that it has the right people with the right skills, using the right processes and systems, to deliver our services in line with its strategic themes and aims. Training and development of staff is key to the achievement of high levels of data quality. The following principles will be met to achieve this:

- ✓ All existing staff will receive information on the Council's performance reporting procedures, including the importance of data quality at induction

- ✓ All new staff who use Information Systems will receive training in the use of these systems

- ✓ Policies, procedures and guidance will be developed for appropriate work and copies provided to all staff engaged in data quality work.

## Communications

The Council recognises the importance of communicating expectations of data quality to staff and Members, and where appropriate, to the public.

- ✓ Policies and procedures will be communicated to all staff. Procedure notes will be used to train staff in each unit reporting data, to promote the importance and raise awareness of data quality.

- ✓ A performance management culture will be communicated and embedded across the Council to raise its importance as a corporate priority.

- ✓ Data Quality Guidance, procedure notes and the PDC are all available via the intranet – see 'Financial and Performance Management on the 'Home' page.

## Data Protection and Risk Management

TRDC adheres to the Eight Principles of Data Protection:

- ✓ Anyone processing personal data must comply with the eight principles of good practice:
  - fairly and lawfully processed
  - processed for limited purposes
  - adequate, relevant and not excessive
  - accurate and up to date
- ✓ Data must also:
  - not be kept longer than necessary
  - be processed in accordance with the individual's rights
  - be secure
  - not be transferred to countries outside the European Economic Area unless the country has adequate protection for the individual

As part of the Council's approach to data quality management we will ensure that we adequately manage the risks associated with data quality.

## Monitoring, Review and Learning

The Strategic Director for Corporate Resources will take the lead role on data quality issues. Internal Audit will provide internal assurance controls.

Data quality will be regularly monitored by the Strategic Directors at Management Team Meetings.

Procedures notes for data capture, processing and storage must be reviewed and updated regularly. These procedures will include specific arrangements for ensuring data quality at the point of data capture, during the processing of that data, and appropriate data quality checks before data/information is released.

Responsibility for this will rest with the nominated 'responsible officer' who is responsible for the data capture or data processing system and any issues should be escalated to the appropriate Head of Service.

The Council recognises the need to achieve a balance between the resources required to set and meet data quality standards and the relative benefits this can bring. It will take this into account in developing its approach to monitoring and reviewing data quality management. It

will be necessary to focus resources on data that the Council regards as critical to its overall business objectives.

The purpose of the data quality monitoring process is to ensure that the Council supports a learning culture so that current issues can be identified and minimised (or resolved), and future mistakes can be avoided. All members of staff are encouraged to report any data quality issues, and to facilitate action to continually improve our standards.

## Data Quality

Data quality is identified as a specific section of every committee report and management board report, produced at TRDC. Authors must complete the data quality section and the their opinion of the data sourced within the report; see example below

Data sources:

■
***Please list the sources of any data provided in the report***
***eg service request data provided from ProActive April 2009-Oct 2009***
***eg crime statistics provided by Hertfordshire Constabulary (non–audited data.)***

Data checked by: ■
***Insert name and title of officer who has checked data.***

Data rating: ***Tick*** (✓) ***one box in table below – see below for definitions.***

***Poor – data is collected manually, or electronic records are manually analysed. No data quality checks are made.***

***Sufficient – data is collected electronically, and basic analysis is electronically calculated. No data quality checks are made.***

***High – data is collected electronically, data samples are checked for validity, and errors corrected before final electronic calculation of results. Data quality checks are systematically applied e.g. to Market Research Society standards.***

| | | |
|---|---|---|
| 1 | Poor | |
| 2 | Sufficient | |
| 3 | High | |

## Example Performance Indicator Procedure note Appendix A

| | | | | |
|---|---|---|---|---|
| 1 | PI Reference (alpha/numeric) | **LC29** | | |
| 2 | PI Title | No of attendances by children from low income families at Easter and summer play schemes | | |
| 3 | Purpose of indicator | To ensure that holiday playschemes are accessible to low income families | | |
| 4 | Full definition | Number of sessional (daily) attendances by children on the TRDC referral scheme at each of five holiday play schemes (Easter and Summer):<br>Maple Cross (5-12 yrs)<br>Abbots Langley (5-7 yrs)<br>Abbots Langley (8-12 yrs)<br>York Meade (5-7 yrs)<br>York Meade (8-12 yrs) | | |
| 5a | Calculation formula | Sum of daily sessional totals for each playscheme by referral scheme members | | |
| 5b | Data format / decimal places | Integers (no decimals) | | |
| 5c | Preferred status? | High | | |
| 6a | Targets | 2011/12 | 2012/13 | 2013/14 |
| | | Q1 172<br>Q2 458<br>Q3 0<br>Q4 0<br>Total 630 | Q1 172<br>Q2 458<br>Q3 0<br>Q4 0<br>Total 630 | Q1 172<br>Q2 458<br>Q3 0<br>Q4 0<br>Total 630 |
| 6b | Tolerance? | +/- 10% | | |
| 7 | Frequency of collection / reporting | Collected at end of each scheme (i.e. Easter and summer) | | |
| 8 | Data collection and storage (inc. file-path) | Electronic records generated by Gladstone/Plus 2 booking software operated by TRDC CSC | | |
| 9 | Supporting evidence available? (inc. file-path) | Raw database is booking records held by Gladstone/Plus2 | | |
| 10a | Responsibility for provision and calculated by? | Contract Monitoring Officer | | |
| 10b | If third party - data provision/sharing agreement? | n/a | | |
| 10c | If third party - quality checks / data quality policy? | n/a | | |
| 11 | Checking method | Checking against Plus 2 reports | | |
| 12 | Verified by | Play Development Officer | | |
| 13 | Entered onto P+ by | Contract Monitoring Officer | | |
| 14a | Externally reported? | No | | |
| 14b | If yes, where and by who? | n/a | | |
| 15 | Other details | | | |
| 16 | Reason for significant change | New indicator 2011/12 | | |
| 17 | Service Head | Head of Leisure and Community | | |
| 18 | Revision date | 1/2/2011 | | |

Croxley Rail Link
Connecting Watford

# Elected Member Briefing September 2011

## Best and Final Funding Bid Submission

The Croxley Rail Link project team is pleased to announce that the best and final funding bid (BAFB) was submitted to the Department for Transport (DFT) on Friday 9th September. This marked the next important stage in the process to obtain the necessary funding from central government for the project.

The BAFB follows the successful Expression of Interest, submitted to the DfT in January 2011 which moved Croxley Rail Link into the development pool of projects competing for funding.

It is expected that a decision whether to fund Croxley Rail Link will be made by the DfT prior to parliament rising in December 2011.

In the meantime the project is continuing to develop the Transport and Works Act Order (TWAO) application which will be submitted to the Secretary of State for Transport, to gain the powers necessary to construct and operate the rail link, later in the year.

## Consultation

The results from the recent consultation exercise are being analysed and assessed.

In total 750 feedback forms were received with 611 agreeing Croxley Rail Link would provide improvements to travel connections within Watford.

As anticipated the closure of Watford Met Station remains the key issue with 138 mentioning it as a concern on the feedback form. We have undertaken further appraisal and concluded that it is unaffordable to construct the rail link and operate a service to both Watford Met station and Watford Junction station.

However many of those who raised concerns about the closure were still in favour of the scheme.

Concerns regarding noise and disruption during the construction phase also featured.

## Next Steps

- A further information round for the project stakeholders and public is planned this autumn prior to the submission of the TWAO, to provide feedback from the consultation, more details on the impacts of the scheme and mitigation and to discuss any concerns individuals may have
- The Environmental Impact Assessment (EIA) is nearing completion and early drafts of the Environmental Statement are being reviewed. The planned information round will include the key conclusions of the EIA.
- Finalising the documents required for the TWAO submission
- Approaching the county council for full council approval to proceed with the submission of the TWAO in Late November

**MEMBERS' INFORMATION BULLETIN**

**SEPTEMBER 2011**

**ANNUAL REPORT ON LICENSING HEARINGS, REVIEW HEARINGS AND APPEALS**
(DCRG)

1. **Summary**

1.1 This report provides details on all the licensing hearings, review hearings and appeals which have taken place between September 2010 and September 2011.

2. **Details**

2.1 At the Licensing Committee meeting held on 23 January 2008 (Minute No LC22/07), it was requested that the Committee receive an annual report with details on all the licensing hearings, reviewing hearings and appeals.

2.2 A report was presented to the Licensing Committee on 13 August 2008 (Minute No LC08/08), where the Committee requested that the annual report be provided in the Members' Information Bulletin subject to any conditions attached to the decision being included.

2.3 **Licensing Hearings**

Provided below is a table of all the licensing hearings which have taken place between September 2010 and September 2011 and the decisions made by the Licensing Sub-Committee at the hearing including any conditions attached to the decision.

| Hearing Date | Hearing Panel | Premises | Type of Application | Decision |
|---|---|---|---|---|
| 8 November 2010 | Councillors Barbara Lamb, Richard Laval and Les Mead | Merchant Taylors' School | A new club premises certificate. | After considering the application, the written representations and the further information given at the hearing, the Committee decided to grant the amended application, subject to the following amendments and Conditions<br><br>To permit the following :-<br><br>• The performance of plays, exhibition of films and indoor sporting events; the playing of live & recorded music and performance of dance and anything of a similar description; the provision of facilities for making music, dancing and anything of a similar description and the supply of alcohol on Monday to Saturday from 10:00 to 00:00 and Sunday from 10:00 – 23:00.<br><br>• All of the above on 21 additional occasional days , plus Christmas Eve and New Years Eve, from 10:00 to 02:00 with no more than 7 of these occasional days to be Monday to Thursday or Sunday.<br><br>• The opening times of the Club to be Monday to Saturday from 08:00 – 00:30 and Sunday 08:00 – 23:30 with the occasional days as above plus 30 minutes.<br><br>To refuse the following :-<br><br>Seasonal variations for alcohol supply; to extend the permitted hours to 02:00 the following morning for the following days: New Year's Day, Burn's Night, Royal Jubilees, St. Valentines, UK and Ireland National Saints Days, Halloween, St John the Baptist day (24 June ) , Public/Bank holidays and their preceding evenings, the principal Hindu, Moslem, Sikh and Jewish festivals, the 4 July (American Independence) , 14 July (Bastille Day) , the OMT day and School Speech day |

| | | | | |
|---|---|---|---|---|
| | | | | and<br><br>Non Standard timings for alcohol supply; In the case of a recognised televised major event and /or major international sporting event falling outside the clubs permitted hours, to allow the licensable activity to start one hour before the event and end one hour after it finishes.<br><br>Conditions<br><br>1. There shall be no noise nuisance audible at the nearest residential boundary after 23:00 Monday to Thursday and Sunday and after 00:00 on Friday and Saturday.<br>2. There will be no licensable activities in the outside areas including the cricket pavilion after 21:00 with the exception of up to 6 of the occasional days when licensable activities can take place until 00.00.<br>3. All the Clubhouse doors and windows to be closed by 21:00<br>4. The provisions of the Operating Schedule. |
| 7 July 2011 | Councillors Pam Hames, Ty Harris and Martin Trevett | The Whip and Collar Public House | Variation of a Premises Licence | After considering the evidence given by the applicant, the written representations and the further information given at the hearing by Mr Seabourne, the Committee decided to grant the amended application in the following terms:-<br><br>To re-define the licensable area of the premises to include the island area where the old water cress beds were and also to have a bar on that island to retail alcohol from. The times this would be licensed for would be Monday to Sunday 10:00 – 22:00<br><br>The Licensing Sub-Committee agreed to remove the embedded restrictions.<br><br>The Licence is to be subject to the following Conditions:<br>1. A scheme of lighting for the rear garden area (across the bridge) shall be submitted to and approved by the Environmental Health Department prior to use of this area. |

| | | | | |
|---|---|---|---|---|
| | | | | 2. Any artificial lighting used must be turned off when the garden area is not in use.<br>3. Prominent, clear and legible notices must be displayed on the premises requesting the public not to park in the private road and to leave the premises and the area quietly.<br>4. Before the island area can be used a gate must be installed on the bridge, which must be kept shut when the area is not being used, with details submitted to and approved by the Licensing Authority. |
| 25 August 2011 | Councillors Malcolm Butwick, Paul Goggins and Keith Williams | Shell Garage Croxley Green | A new Premises Licence | As a result of the Police and Environmental Health concerns the applicant amended the application in the following terms:<br><br>The sale of alcohol hours will be amended to 07:00 – 23:00 hours Monday to Sunday to include the Late Night Refreshment aspect of the application and the opening hours will remain the same (23:00 – 05:00 and 24 hours respectively).<br><br>CCTV images will be kept for 31 days.<br><br>The Committee considered whether the premises was 'excluded premises' under Section 176 of the Licensing Act 2003 (Prohibition of alcohol sales at services areas, garages etc). It decided from the information submitted by the applicant that the premises was not primarily used for the sale of petrol and derv. It followed that the premises was not 'excluded premises' and could be licensed to sell alcohol.<br><br>The Committee then considered the written representations and the evidence given by the applicant at the hearing and decided to grant the amended application, namely to:-<br>Permit the sale of alcohol for consumption off the premises only Monday to Sunday 07.00 to 23.00<br><br>And<br><br>Permit the sale of late night refreshment Monday to Sunday from |

| | | | | |
|---|---|---|---|---|
| | | | | 23.00 to 05.00<br><br>The Licence is subject to the following Conditions:<br><br>1. Parking bays to be marked out for the use of shoppers within the forecourt of the garage.<br>2. Prominent clear and legible notices will be displayed about the premises requesting customers and other visitors to respect the needs of local residents and to leave the premises and the area quietly and to put litter in the bins provided.<br>3. The 24 hour contact telephone number of the Duty Manager to be made available to the owners/occupiers of the premises in Watford Road who made written representation.<br>4. The Mandatory Conditions.<br>5. The Provisions of the Operating Schedule shall apply.<br>6. The Provision in the Operating Schedule regarding CCTV to be amended to read: “CCTV system with recording facilities to be in place at the site, with images to be kept for 31 days and to be made available upon reasonable request by a relevant officer of a responsible authority”. |

2.4 **Review Hearings**

Since September 2010, there have been four review hearings for the following premises:

Hemel Newsagents, 14 Hallowes Crescent, South Oxhey, WD19 7NT
The Post Office Stores, 10 Hallowes Crescent, South Oxhey, WD19 7NT
Carpenders Parks Convenience Store, 6 The Parade, Carpenders Park, WD19 5BL
Tesco Express South Oxhey, Prestwick Road, South Oxhey, WD19 6EG

Details on these review hearings are provided below:

**Hemel Newsagents – hearing panel – Councillors Richard Laval, Paula Hiscocks and Keith Williams**

The review hearing was held on 7 December 2010 following an application received from Herts Constabulary due to the underage sales of alcohol at the premises. The decision of the Licensing Sub-Committee was that the breaches were sufficiently serious to impose the following Conditions.

1. The Licence Holder shall adopt and adhere to the "Challenge 25" protocol (seeking identification from everyone who appears to be under 25, to prove they are 18 or over, prior to the sale of alcohol).

2. The Licence Holder shall erect and maintain a sufficient number of signs, as agreed with the Licensing Officer, on the premises informing staff and customers of the current "Challenge" protocol operated on the premises in relation to the sale of age restricted products.

3. The Licence Holder shall maintain a refusal book/record and staff to complete it when sales are refused to persons under 18 or to those who fail to provide sufficient evidence of their age. The refusals book/record to be regularly checked, signed and dated by the Designated Premises Supervisor and must be made available to any visiting Enforcement Officer or the Police on request.

4. The Licence Holder will ensure that an electronic till with a "till prompt" which will automatically prompt the cashier to check the age of the buyer for age related goods is <u>used</u> at all times on the premises.

5. The Licence Holder shall adopt and maintain suitable training for all staff on a regular basis, ensure all staff are trained to maintain the refusals record, enter sales correctly on the tills so the till prompts show when appropriate and monitor staff to ensure their training is put into practice and keep training records, which must be made available to any visiting Enforcement Officer or the Police on request.

6. Conditions 1 – 5 will come into effect from 1 January 2011.

**The Post Office Stores – hearing panel – Councillors Keith Williams, Paul Goggins and Richard Laval**

The review hearing was held on 7 December 2010 but was adjourned to 5 January 2011. The hearing was held following an application received from Herts Constabulary due to the underage sales of alcohol at the premises. The decision of the Licensing Sub-Committee was that the breaches were sufficiently serious to impose the following Conditions.

1. From 6 April 2011, at least one additional member of staff must hold a Personal Licence

2. From 6 April 2011 a Personal Licence Holder must be on the premises for a minimum of 50% of the hours covered by this licence.

3. The Premises Licence Holder shall adopt and adhere to the “Challenge 25” protocol (seeking identification from everyone who appears to be under 25, to prove they are 18 or over, prior to the sale of alcohol).

4. The Premises Licence Holder shall erect and maintain a sufficient number of signs, as agreed with the Licensing Officer, on the premises informing staff and customers of the current “Challenge” protocol operated on the premises in relation to the sale of age restricted products.

5. The Premises Licence Holder shall maintain a refusal book/record and staff to complete it when sales are refused to persons under 18 or to those who fail to provide sufficient evidence of their age. The refusals book/record to be regularly checked, signed and dated by the Designated Premises Supervisor and must be made available to any visiting Enforcement Officer or the Police on request.

6. The Premises Licence Holder will ensure that an electronic till with a "till prompt" which will automatically prompt the cashier to check the age of the buyer for age related goods is <u>used</u> at all times on the premises.

7. The Premises Licence Holder shall adopt and maintain suitable training for all staff on a regular basis, ensure all staff are trained to maintain the refusals record, enter sales correctly on the tills so the till prompts show when appropriate and monitor staff to ensure their training is put into practice and keep training records, which must be made available to any visiting Enforcement Officer or the Police on request.

**Carpenders Park Convenience Store – hearing panel – Councillors Paul Goggins, Les Mead and Keith Williams**

The review hearing was held on 20 April 2011 following an application received from Herts Constabulary due to the underage sales of alcohol at the premises. The decision of the Licensing Sub-Committee was that the breaches were sufficiently serious to impose the following Conditions.

1. The Premises Licence Holder shall adopt and adhere to the “Challenge 25” protocol (seeking identification from everyone who appears to be under 25, to prove they are 18 or over, prior to the sale of alcohol).

2. The Premises Licence Holder shall erect and maintain a sufficient number of signs, as agreed with the Licensing Officer, on the premises informing staff and customers of the current “Challenge” protocol operated on the premises in relation to the sale of age restricted products.

3. The Premises Licence Holder shall maintain a refusal book/record and all staff must complete it when sales are refused to persons under 18 or to those who fail to provide sufficient evidence of their age.

4. The refusals book/record is to be regularly checked, signed and dated by the Designated Premises Supervisor and must be made available to any visiting Enforcement Officer or the Police on request.

5. The Premises Licence Holder shall adopt and maintain suitable training for all staff on a regular basis (with refresher training every six months), to ensure all staff are trained to:

- Know their responsibilities under the Licensing Act 2003.
- Operate and enforce the 'Challenge 25' age verification scheme.
- Maintain the refusals book/record.
- Enter sales correctly on the tills so that any till prompts show when appropriate.

6. That the Premises Licence Holder undertake refresher Licensing Act training every year and that proof of this be kept for inspection by any visiting Enforcement officer or the Police.

7. The Premises Licence Holder and Designated Premises Supervisor to monitor staff to ensure their training is put into practice and to keep training records, which must be made available to any visiting Enforcement Officer or the Police on request.

8. The Premises Licence Holder and Designated Premises Supervisor will ensure that by 31 May 2011 an electronic till with a "till prompt" for the sale of age related goods is installed, which after that date must be used at all times when such products are offered for sale .

**Tesco Express (South Oxhey) – hearing panel – Councillors Barbara Lamb, Paula Hiscocks and Keith Williams**

The review hearing was held on 20 April 2011 but was adjourned to 10 May 2011 following an application received from Herts Constabulary due to the underage sale of alcohol at the premises. The decision of the Licensing Sub-Committee was that the breaches were sufficiently serious to impose the following Conditions:

1. The Premises Licence Holder shall adopt and adhere to the "Challenge 25" protocol (seeking identification from everyone who appears to be under 25, to prove they are 18 or over, prior to the sale of alcohol).

2. The Premises Licence Holder shall erect and maintain a sufficient number of signs, as agreed with the Licensing Officer, on the premises informing staff and customers of the current "Challenge" protocol operated on the premises in relation to the sale of age restricted products.

3. A till prompt to be in place to remind the cashier to check for age when alcohol is being sold.

4. The store to maintain a refusal log to document refused sales of alcohol. The refusal log to be kept at the store and made available immediately to an Enforcement Officer or Police Officer upon request.

5. The Premises Licence Holder shall adopt and maintain suitable training for all staff on a regular basis (with refresher training every six months), to ensure all staff are fully trained in their respective roles. In particular to:

   a. Know their responsibilities under the current licensing legislation.
   b. Operate and enforce the 'Challenge 25' age verification scheme.
   c. Enter sales correctly on the EPOS till system, so that any till prompts show when appropriate.

6. The Premises Licence Holder and Designated Premises Supervisor to monitor staff to ensure their training is put into practice and keep training records at the store, which must be made available immediately to any visiting Enforcement Officer or the Police on request.

7. A Personal licence Holder to be working at the premises at all times when alcohol is being sold unless there are exceptional circumstances which would prevent the Personal Licence Holder from being at the premises.

8. Test purchase results to be made available to the Council's Licensing Officer on a quarterly basis for the next 12 months.

2.5 **Appeals**

Tesco appealed the decision made by the Licensing Sub-Committee on 10 May 2011 for the Tesco Express in South Oxhey due to the wording of Condition 7 of the decision. Following mediation between the Council's Legal Department and Tesco's Legal Team in consultation with the Members of the Licensing Sub Committee hearing panel agreement was reached to amend the wording of Condition 7.

2.6 **Licensing Training**

Licensing Training was held on Monday 4 July organised jointly with Watford Borough Council and Dacorum Borough Council. 6 Members of the Licensing Committee attended the training which was led by Stephen Whale, an experienced licensing and planning law barrister. The training included an introduction to the Licensing Act, with particular emphasis on guidance and policy and details on licensing committee procedure and protocol; assessing and weighing evidence; forming conditions and giving reasoned decisions; sub-committee case studies; case-law and legislation update.

3. **Options/Reasons for Recommendation**

3.1 The recommendation is to note the information provided on the licensing hearings, review hearings and appeals which have been held since July 2008.

4. **Policy/Budget Reference and Implications**

4.1 The recommendations in this report are within the Council's agreed policy and budgets. The relevant policy is entitled the Statement of Licensing Policy 2011 – 2014 and was agreed on 14 December 2010 (Minute CL59/10). The Statement of Licensing Policy will be reviewed in 2014.

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

5.1 None specific.

6. **Recommendation**

6.1 That the report be noted.

Report prepared by: Sarah Haythorpe, Principal Committee Manager

**Background Papers**
Licensing Sub Committee agendas and decision notices

**APPENDICES / ATTACHMENTS**
None.

**Item 6**

THREE RIVERS DISTRICT COUNCIL

**CHAIRMAN / VICE–CHAIRMAN OF THE COUNCIL**
**LIST OF ENGAGEMENTS FOR SEPTEMBER 2011**

| | |
|---|---|
| Sunday 4 September | 3.00pm **Chairman, Cllr Chris Whately-Smith** attended the Mayor of Welwyn Hatfield Civic Service in Welwyn Garden City. |
| Wednesday 7 September | 8pm **Chairman, Cllr Chris Whately-Smith** attended the Chorleywood Youth Club AGM at the Field Study Centre, Chorleywood House Estate. |
| Thursday 8 September | 11.30am **Chairman, Cllr Chris Whately-Smith** attended the Open Day and AGM at Nine Lives Furniture in Rickmansworth. |
| Saturday 10 September | 11.45am **Chairman, Cllr Chris Whately-Smith** attended the Opening of Tanners Wood Hall in Abbots Langley. |
| Monday 12 September | 6.30pm **Chairman, Cllr Chris Whately-Smith** attended the Annual Herts Service to Sport Awards at the University of Hertfordshire in Hatfield. |
| Thursday 15 September | 3.00pm **Chairman, Cllr Chris Whately-Smith** attended the South Oxhey Open Day. |
| Friday 16 September | 2.30pm **Vice-Chairman, Cllr Kemal Butt** attended the Long Service Award Celebration at MD Homes in Northwood. |
| Sunday 18 September | 11.00am **Chairman, Cllr Chris Whately-Smith** attended the Battle of Britain Service at St Paul's Church, Langleybury. |
| Sunday 18 September | 7.15pm **Chairman, Cllr Chris Whately-Smith** attended and Chaired the Three Rivers Music Society AGM at the Royal Masonic School in Rickmansworth. |
| Friday 23 September | 7.00pm **Chairman, Cllr Chris Whately-Smith** and Mrs Whately-Smith hosted the Charity Wine Tasting Evening in Rickmansworth. |
| Friday 23 September | 7.00pm **Vice-Chairman, Cllr Kemal Butt** attended the Chairman's Charity Wine Tasting Evening in Rickmansworth. |
| Sunday 25 September | 3.00pm **Chairman, Cllr Chris Whately-Smith and Mrs Whately-Smith** attended the Mayor of Hertsmere Civic Service in Potters Bar. |
| Sunday 25 September | 7.00pm **Chairman, Cllr Chris Whately-Smith and Mrs Whately-Smith** attended the Mayor of St. Albans Charity Meal in St. Albans. |

| | |
|---|---|
| Monday 26 September | 6.30pm **Chairman, Cllr Chris Whately-Smith** attended the Young People of the Year in the whole of Hertfordshire awards ceremony at the Bushey Centre in Bushey. |

**THREE RIVERS DISTRICT COUNCIL FORWARD PLAN**
**2010/2011**
**1 October 2011 – 31 January 2012**

**This Forward Plan indicates when key decisions are to be made by the Executive Committee of the Council**
**(A key decision is one which will result in the Council incurring expenditure or making savings of £50,000 or to be significant in terms of its effect on communities living or working in an area comprising two or more wards in the District)**

| Month | Subject Matter | Decision to be made by | Date Decision to be made | Proposed Consultation | | Date by which Representations must be made | Documents Available | Contact Officer |
|---|---|---|---|---|---|---|---|---|
| | | | | Body(ies) to be Consulted | Method of Consultation/ Reply | | | |
| | | | | | | | | |
| October | LDF Site Allocations & Development Management Policies | Executive | 5 December 2011 | LDF Member Working Group/SEPSC | Various, in accordance with Statement of Community Involvement | End of 2011 | Previous reports/consultations | |
| | | | | | | | | Geof Muggeridge |

Note The Members of the Executive Committee are as follows
Executive Committee - 10 Members
Liberal Democrat Group – 7 Members
Councillors Ann Shaw, Phil Brading (Public Health), Matthew Bedford (Resources ), Roger Seabourne ( Community Safety) Sara Bedford (Sustainability ), Martin Trevett (Environment), Keith Williams (Leisure and Community Development),.
Conservative Group –2 Members – Chris Hayward and Ralph Sangster Labour Group – 1 Member – Stephen King

THREE RIVERS DISTRICT COUNCIL

| Calendar of Meetings | October 2011 | |
|---|---|---|
| **Licensing Sub Committee** (To consider the application for a review of the premises licence at Budgens Supermarket, Abbots Langley by PC Glen Hill on behalf of the Chief Constable of Hertfordshire Constabulary) | **Thursday** | **6** |
| **Chorleywood Local Area Forum** (Chorleywood War Memorial Hall, Common Road, Chorleywood (2pm) | **Monday** | **10** |
| **Sustainable Environment Policy and Scrutiny Committee** | **Tuesday** | **11** |
| **Licensing Committee followed by Regulatory Services Committee** | **Wednesday** | **12** |
| **Extraordinary Council (6.30pm)** | **Monday** | **17** |
| **Executive Committee** | **Monday** | **17** |
| **Youth Council (5.30pm)** | **Tuesday** | **18** |
| **Planning Committee** | **Thursday** | **20** |
| **Pensioners' Forum (2pm)** | **Friday** | **28** |
| **Environmental Forum** | **Monday** | **31** |

Meetings start at 7.30pm and are held at Three Rivers House, Northway, Rickmansworth, unless otherwise stated.

Copies of the agenda are available for inspection five days prior to meetings at Three Rivers House, and on the day of the meeting at libraries and Citizens Advice Bureaux, or at www.threerivers.gov.uk

The Council welcomes contributions from Members of the public to its discussion on agenda items at Committee meetings. Contributions will be limited to one person speaking for and one against each item for not more than three minutes. Please note that in the event of registering your interest to speak on an agenda item but not taking up that right because the item is deferred, you will automatically be given the right to speak on that item at the next meeting of the Committee.

Details of the procedure and the list of those registering the wish to speak are available 30 minutes before the start of the meeting.