
LEISURE, ENVIRONMENT AND COMMUNITY COMMITTEE

Draft MINUTES

of a meeting held in the Penn Chamber, Three Rivers House, Rickmansworth, on Wednesday 28 November 2018 from 7.30pm to 9.20pm.

Councillors present:

Councillors Chris Lloyd (Lead Member for Leisure)	Alex Michaels (Lead Member Environmental Services)
Rupert Barnes	David Sansom
Donna Duncan	Alison Scarth
Stephen Cox (substitute for Cllr Stephen King)	Kate Turner
	Alison Wall
Sarah Nelmes (substitute for Cllr Roger Seabourne)	Phil Williams

Officers:

Kelly Barnard – Leisure Contracts Officer
Malcolm Clarke – Waste and Environment Manager
Ray Figg, Head of Community Services
Charlotte Gomes – Leisure Development Manager
Julie Hughes – Principal Landscape Officer
Alison Mirpuri – Consultation Officer
Geof Mugeridge, Director of Community and Environmental Services
Nigel Pollard – Section Head, Financial Planning and Analysis
Jennie Probert – Environmental Strategy Manager
John Scott – Commercial Standards Manager
Josh Sills – Watersmeet Venue Manager
Karl Stonebank – Partnerships Officer
Andy Stovold – Head of Community Partnerships
Sherrie Ralton, Committee Manager

In attendance

John Sewell – Area Contracts Manager SLM
Paul Christie – Contracts Manager SLM
Clare MacLeod – Knight, Kavanagh and Page
Marion Seneschall – District Manager of Citizens' Advice Service in Three Rivers District
Paul Shaw - Chairman of Citizens' Advice Service in Three Rivers District

Councillor Alex Michaels in the Chair

LEC 26/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Roger Seabourne and Stephen King with the substitute Members being Councillors Sarah Nelmes and Stephen Cox.

LEC 27/18 MINUTES

The Minutes of the Leisure, Environment and Community Committee meeting held on Wednesday 10 October 2018 were confirmed as a correct record.

LEC 28/18 ANY OTHER BUSINESS

Under Council Procedure Rule 30 item 14 Regulatory Fees and Charges was accepted as a late item as a matter of urgency so that the fees and charges could be agreed as part of the Council's budget setting process.

LEC 29/18 DECLARATION OF INTERESTS

Councillor Chris Lloyd and Councillor Phil Williams declared a non-pecuniary interest in item 13 Environmental Fees and Charges as Governors at two schools within the District.

LEC 30/18 BUDGET MONITORING REPORT MONTH 4 (July)

The report had already been presented to the Policy & Resources Committee at its meeting on Monday 5 November 2018 which sought approval to a change in the Council's 2018 - 2021 medium-term financial plan.

The Section Head, Financial Planning and Analysis highlighted the following:

- A favourable variance of £6,000 was due to increased income from garden waste which was offset against an increase in the data protection fee.
- £367,000 of Variants mostly due to re-phasing

Members raised the following:

A request was made for a breakdown of the Heritage and Tourism variance to be included in the document. Officers noted this request.

Was the re-phasing of the improvement work to the Leisure Facility in South Oxhey due to a delay? There was no delay, the major works would commence in February as planning permission had been granted at the Planning Committee meeting on 15 November 2018. Part of the budget would come from this financial year and the remainder would carry over to the next financial year.

RESOLVED:

That the report be noted.

LEC 31/18 CITIZENS' ADVICE SERVICE IN THREE RIVERS ANNUAL REPORT 2017/18

The Committee received a presentation from Marion Seneschall, District Manager of the Citizens' Advice Service Three Rivers (CASTR). She was

accompanied by Paul Shaw, Chairman of CASTR. The presentation highlighted their performance and achievements for the financial year 2017/2018.

Thanks were extended to CASTR, to all the staff and volunteers for all the work they carry out and to let them know how highly valued they were.

The Chairman also thanked Karl Stonebank, who was leaving Three Rivers, for all his hard work over the past nine and a half years and said he would be missed by the Members.

RESOLVED:

That the presentation and report be noted.

LEC 32/18 STRATEGIC, SERVICE AND FINANCIAL PLANNING

This report enabled the Committee to comment to the Policy and Resources Committee on the draft Strategic Plan, the Committee's draft service plans, and the growth bids to support them for the three years commencing on 1 April 2019.

There were no comments on the Service Plans.

PIDs:

South Oxhey Playing Fields

A Member queried the phase one 'quick wins' stated in Paragraph 1.3.3 of the PID. The Principal Landscape Officer advised that this was work achievable early on directed by the public consultation exercise, such as improving access points and getting an action plan of events led by Park Rangers to show residents that they could get involved.

Councillor Chris Lloyd proposed, seconded by Councillor Sarah Nelmes, the recommendations in the South Oxhey Playing Fields PID.

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being unanimous.

Watersmeet Cinema Screen Replacement and Watersmeet Hot Water Pipe Replacement

Councillor Chris Lloyd proposed, seconded by Councillor David Sansom, the recommendations in both the PIDs

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being unanimous.

Batchworth Depot Offices

The Head of Community Services highlighted 1.2 of the Executive Summary and the poor state of repair of the building which was the hub of the operation. Also in section 3, the original £500k originally assigned was likely now to be in the region of £995k. Costs to repair the building would be in the region of £150k.

The following points were raised:

- What was the percentage of operational staff compared to office staff?
There were 25 office staff and just over 100 operational staff.

- In the short term could some of the office staff be transferred work out of Three Rivers House rather than the Depot? *This would be a possibility whilst work was being carried out, but due to the tight operation and working relationships it would not be ideal in the long term.*
- Health and safety issues had been raised as the building was surrounded by lorries and needed to be pushed back.
- It was clarified that the rodents referred to were rats.
- It was confirmed that there was an additional toilet downstairs at the Depot which was within the ratio required for the number of female staff employed at the depot.
- The Depot was confident the operational work would be able to continue during the building work.

Councillor Alex Michaels proposed, seconded by Councillor Alison Wall, the recommendation.

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being unanimous.

Community Safety Partnership

The Head of Community Partnerships said that the significant number of bids submitted on behalf of the Community Safety Partnership is demanding increased officer resources to provide reporting on performance.

The team were kept aware of grant availability via emails from Grant Finder.

Councillor Alex Michaels proposed, seconded by Councillor Chris Lloyd, the recommendation.

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being unanimous.

Anti-Social Behaviour Casework

The Head of Community Partnerships gave an update in paragraph 1.4.2 that since preparing the PID, the Council were currently preparing the 13th application in the current year and detailed the volume of work.

The following points were raised:

The District was fortunate that this work was carried out by the Council and wanted to extend thanks to the team.

Once the Part Time Officer had been employed would there be more opportunity to look at preventative work? The Head of Community Partnerships advised that part of the work carried out was to develop a Three Rivers Community Safety Partnership Strategy to include Prevention, Early Intervention, Reactive Intervention and Enforcement. He highlighted some of the issues that were dealt with and said he would bring a presentation to a future Leisure, Environment and Community Committee Meeting to show the breadth of work that takes place.

Councillor Alison Scarth proposed, seconded by Councillor Sarah Nelmes, the recommendation.

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being unanimous.

RESOLVED:

- 1) That the Committee considered the draft Strategic Plan and conveyed any comments to the Policy and Resources Committee and
- 2) That the Committee considered its draft service plans and recommend their content to the Policy and Resources Committee.

LEC 33/18 CUCKOOING AND COUNTY LINES

The purpose of the report was to brief Members on the extent of cuckooing and county lines within the District and on the development of County-wide and Three Rivers Community Safety Partnership Strategies in relation to cuckooing and county lines.

The report also briefed Members on the impact of cuckooing and county lines on Council resources and to seek support for the growth bids submitted as part of the Strategic and Financial Service Planning Process for 2019/20. The report affirmed the priorities of the Community Safety Team to respond to complaints of cuckooing and county lines.

Councillor Alison Scarth moved, seconded by Councillor Phil Williams, the recommendations.

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being unanimous.

RESOLVED:

- 1) That Members affirm the Commitment to working through the Community Safety Partnership to develop an improved response to cuckooing and county lines and the development of a Three Rivers Community Safety Partnership Cuckooing Strategy;
- 2) That Members recommend the support of the growth bids for ASB and the Community Safety Partnership to Policy and Resources Committee;
- 3) That Members endorse the triage process used by the Community Safety Team to prioritise response to high risk ASB and crime issues and.
- 4) That officers bring back the Community Safety Partnership Cuckooing Strategy for Three Rivers District Council's approval and support.

LEISURE

LEC 34/18 WILLIAM PENN LEISURE USAGE INFORMATION UPDATE

The purpose of the report was to provide Members with William Penn Leisure Centre's usage data for the period 1 July to 31 October 2018.

The Leisure Contracts Officer advised that Everyone Active had been in contact with Active Life to find out how their September data was collated to establish why there had been a difference. To date there had been no response from Active Life, therefore the data had not been amended. John Sewell (Area Contracts Manager SLM) advised both he and Paul Christie, the Contracts Manager had attended Active Life sessions but the registers had not been available to clarify the user information. It was suggested that

SLM should meet with Active Life outside the meeting to clarify the situation.

A Member had been advised of problems with the booking system with people unable to book more than a week in advance, many courses being overbooked and everyone on the waiting list being emailed at once with the first person to reply getting the place.

SLM replied that members were able to book seven days in advance. They confirmed that with group exercise classes, once the class was full then an email was sent to all those on the waiting list and the first to respond would be allocated the space.

A Member queried the data at 2.6 highlighting that the usage had increased in recent months. SLM advised that this could be due to the change in weather and also the accuracy of the usage collated, which in the first month or two, was based on a number of assumptions.

A Member highlighted that the facilities were very heavily oversubscribed and, thinking ahead with the Local Plan, where would construction of Leisure Facilities be for the additional residents.

SLM were asked to provide further information on the data report on how many exercise classes were fully booked and how many people were on the waiting lists. They advised that they did report on the actual occupancy of classes which for October was 61.9% which showed that there was capacity.

RESOLVED:

That the report be noted.

LEC 34/18 LEISURE NEEDS ANALYSIS AND USER PROFILE

The purpose of this report was to update Members on the outcome of the questions raised as part of the Full Council meeting on 17 July 2018, which placed a moratorium on changes to the existing sports hall at William Penn Leisure Centre (WPLC) for a 12 month period.

Specifically, this report provided information relating to the following points:

Re-examining the current and future user profile of particularly WPLC and there will be further data in 2019 on the other sports and leisure venues in the area;

Speaking with a cross-section of residents across the District to discuss future leisure needs.

The Leisure Development Manager introduced Clare MacLeod from Knight, Kavanagh and Page who gave an overview of the Needs Analysis

The following points were raised by Members:

- How did SLM come to the conclusion of the Soft Play Area and Climbing Wall bringing in an extra £40,000 per annum?

Clare MacLeod responded that although she could not specifically answer the financial question she could confirm that there was an increase in centres across the Country that are changing over and converting their facilities as financially advantageous. Although they have not gone into the figures for this study, elsewhere the figures have been similar.

The Leisure Contracts Officer confirmed that the figures had been based on other SLM facilities offering similar activities

- What would be the impact on the roads / infrastructure of the additional users of William Penn Leisure Centre?

The Leisure Contracts Officer said although there would be additional people visiting the facility, there would still be local people who would walk, currently they may have to get buses or drive out of the district to attend facilities.

- Were there any health organisations found who were promoting soft play?
Clare MacLeod replied that the idea was to get more people participating in physical activity. This proposal would achieve this, however there was no formal link to obesity and the use of soft play.

- The sale of sugary foods at William Penn creates inconsistencies.

- Has there been any analysis on the size of soft play areas?

Clare Macleod advised that the larger the facility the further people would travel.

The Consultation Officer provided the results of the Leisure Needs Consultation that took place in October.

The following points were raised by Members:

- Not sure of the benefit of the analysis.
The analysis was to look at what activities were being offered to each demographic to ensure no group was discriminated against. Head of Community Partnerships reminded the Committee that it was Three Rivers' legal duty under the Equalities Act to consider the impact of changes to their services

- Did people have to log on to participate in the survey?
No – an open link to the survey was made available on the Council website, and promoted widely. Responses were anonymous

- A Councillor made reference as to why Officers were looking at the social and mental wellbeing on potential users over those of the current users who already gain social and mental health benefits.

Post meeting note: officers consider the mental health and wellbeing of all residents and this includes both existing and potential users, when planning and programming activities.

RESOLVED:

The report be noted

LEC 35/18 LEISURE AND COMMUNITY SERVICES FEES AND CHARGES 2019/20

The Committee was asked to consider the fees and charges shown in Appendices 1, 2 and 3 for Leisure and Community services for 2019/2020 and to recommend accordingly to the Policy and Resources Committee.

Councillor Chris Lloyd moved, seconded by Councillor Alex Michaels, the recommendation.

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being 10 For, 0 Against, 1 Abstention.

RESOLVED:

1) That the fees and charges detailed within this report are accepted into the Committee budget, which is recommended to the Policy and Resources Committee;

2) Agreed the increase of 2.5% for Watersmeet hire rates, equipment and staff, the increase of 5% for not for profit theatre style hire rate, reduce the radio microphone daily charge and introduce three new weekly charge rates, as set out in Appendix 1;

3) Agreed the increase of 2.5% for fees relating to the hire of a park, recreation ground or open space, filming and hire of outdoor sports facilities as set out in Appendix 2 and

4) Agreed to the increase of 2.5% for cemeteries, except for grounds maintenance which will not increase and the removal of adoption of rose bush for 5 years and adoption of bench for 10 years as set out in Appendix 3.

LEC 36/18 DRAFT MANAGEMENT PLANS FOR CARPENTERS WOOD, BISHOPS WOOD, OXHEY WOODS AND CHORLEYWOOD HOUSE ESTATE

The purpose of the report was to provide to the Committee, for approval, details of the draft management plans for Carpenters Wood, Bishops Wood, Oxhey Woods and Chorleywood House Estate.

Councillor David Sansom left the meeting.

Councillor Chris Lloyd moved, seconded by Councillor Sarah Nelmes, the recommendation.

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being 10 For, 0 Against, 0 Abstention.

RESOLVED:

That the Committee approves the report, and

The draft management plans for Carpenters Wood, Bishops Wood, Oxhey Woods LNR and Chorleywood House Estate LNR are adopted.

ENVIRONMENTAL SERVICES

LEC 37/18 ENVIRONMENTAL SERVICES FEES AND CHARGES

To recommend to Members the Environmental Protection fees and charges for 2019/20.

Councillor Alex Michaels moved, seconded by Councillor Kate Turner, the recommendation.

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being 9 For, 0 Against, 1 Abstention.

RESOLVED:

That this Committee recommends the fees and charges detailed within the report are approved by the Policy and Resources Committee.

LEC 38/18 REGULATORY FEES AND CHARGES

The purpose of the report was to consider a review of discretionary fees and charges, with any adjustments to take effect from 1 April 2019

Councillor Alex Michaels moved, seconded by Councillor Kate Turner, the recommendation.

On being put to the Committee the recommendations were declared CARRIED by the Chairman, the voting being 8 For, 0 Against, 2 Abstentions.

RESOLVED:

That the Committee recommends for the EHC function, if the delegation of service is agreed by Policy and Resources Committee then TRDC fees will be set to match those of WBC. If the delegation is not agreed, then a 2.5% increase will be applied. And

For the Licensing function there is no current change to the fees.

WORK PROGRAMME

LEC 39/18 WORK PROGRAMME

To agree the Committee's Work Programme with the following addition:

- A presentation on violent crime strategy to a meeting agenda to be confirmed

RESOLVED:

That subject to the changes above the work programme be agreed.

LEC 40/18 EXCLUSION OF PRESS AND PUBLIC

“that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined under paragraph 3 of Part I of Schedule 12A to the Act. It has been decided by

the Council that in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

LEC 41/18 ENVIRONMENTAL SERVICES FEES AND CHARGES

The Committee considered Appendix A of the Part I report.

RESOLVED:

That the Appendix be noted.

CHAIRMAN