

---

# REGULATORY SERVICES COMMITTEE MEETING

## Draft MINUTES

of a meeting held in the Penn Chamber, Three Rivers House, Rickmansworth, on Monday 5 December 2018 from 7.43pm to 8.12pm.

Councillors present: Councillors Steve Drury (Chairman), Martin Trevett (Vice-Chairman), Stephen Cox (substitute for Councillor Stephen King), Heather Kenison, Joy Mann, Keith Martin, Ralph Sangster, Alex Turner, Alison Wall.

Officers: Gordon Glenn, Performance and Projects Manager  
Steven Halls, Chief Executive  
Michael Summerville, Electoral Services Manager  
Sherrie Ralton, Committee Manager

Also present: Councillor Andrew Scarth

### **RG10/18 APOLOGIES FOR ABSENCE**

Councillor Stephen King (Councillor Stephen Cox substitute), Councillor Valerie Coltman

### **RG11/18 MINUTES**

The minutes of the Regulatory Services Committee Meeting held on 20 June 2018 and the Extraordinary Licensing Committee Meeting held on 15 October 2018 were agreed as a correct record and were signed by the Chairman.

### **RG12/18 DECLARATIONS OF INTERESTS**

There was none.

### **RG13/18 REVIEW OF POLLING DISTRICTS AND POLLING PLACES**

This report considered the results of the voter consultation exercise conducted in August 2018 year for Polling District DCAA.

Upon Committee review to confirm or change the current Polling Station and or Polling District for DCAA.

The result of the consultation had been declared as Option 2, Mobile Polling Station, Oxhey Pavillion Car Park.

A Member asked for the cost of the Portakabin versus the other two venues to be noted for future budget setting.

Thanks were extended to the Elections Services Manager for the work involved in carrying out the consultation.

It was confirmed that the Community Centre would be retained along with the Portakabin.

Councillor Keith Martin moved, seconded by Councillor Stephen Cox the recommendations in the report

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

**RESOLVED:**

That the Committee considered the results of the consultation exercise carried out for DCAA Polling District and designated a Polling Place in accordance with guidance and electoral law.

**RG14/18 REVIEW OF BYELAWS: NEW MODEL BYELAWS FOR PLEASURE GROUNDS, PUBLIC WALKS AND OPEN SPACES**

This report provided Members with an update to the report received at Regulatory Committee on the 6 December 2017. At that time officers had prepared documents in support of new byelaws for Pleasure Grounds, Public Walks and Open Spaces. Please see Appendix 1 for the Minutes RG13/17.

The Performance and Project Manager advised that it was decided to await the amendments to the Model Byelaws by the Ministry of Housing, Communities and Local Government (MHCLG), to include the use of Sky Lanterns before finalising the Three Rivers Byelaws.

The Performance and Project Manager gave a demonstration of the consultation document to be published on the Three Rivers Web Site. This featured maps showing the boundaries and shapes of every place covered by the byelaws. This included 92 locations, 105 maps and a further six nature reserves.

The following points were raised:

- What qualified land to be on the list? The Performance and Project Manager advised that there were two old pieces of legislation (Sections 12 & 15, Open Spaces Act 1906 and Section 164, Public Health Act 1875) for which MHCLG had created a flow chart to use to check whether the land fits the criteria. This only applied to land controlled by Three Rivers and common land, not private land.
- Parish Council land maintained by Three Rivers would come within the scope of the byelaws.
- The Council were consulting with all the Parish Councils about adopting the byelaws.

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

RESOLVED

That the Regulatory Services Committee:

- 1) Reconfirmed its decision to go out to formal consultation on the new model bylaws as soon as possible;
- 2) That the consideration of any responses to the consultation exercise be delegated to the DCE in consultation with the Chairman of the Committee and that authority be delegated to the DCE again in consultation with the Chairman to make any minor amendments to the model byelaw Pleasure Grounds, Public Walks and Open Spaces, as drafted and
- 3) That following the consultation exercise DCE be authorised to apply to the Secretary of State for approval of the new byelaws

TO COUNCIL

- a) That the Council formally adopts the new byelaws for Pleasure Grounds, Public Walks and Open Spaces on approval from the Secretary of State to come into operation in 2019 and
- b) That once the new byelaws for Pleasure Grounds, Public Walks and Open Spaces are adopted, the existing byelaws for Parks and Open Spaces (1981) be revoked.

**RG15/18 WORK PROGRAMME**

That the Committee considered and made any necessary changes to its work programme.

The review of Regulatory Services Committee Fees and Charges recommendations were agreed at the Leisure, Environment and Community Committee, Minute LEC38/18 November 2018.

Community Governance Review

**Post Meeting Note:** *The Elections Services Manager confirmed that this report would be presented at the February Regulatory Services Committee Meeting.*

Upon a request by the Lead Licensing Officer, the Committee agreed for an additional meeting to be set up for Early March 2019 for a Taxi Licensing Policy Review

RESOLVED:

That the Committee noted the items included in the work programme, subject to any amendments agreed at the meeting.

CHAIRMAN