
POLICY AND RESOURCES COMMITTEE**MINUTES**

Of a meeting held in the Penn Chamber, Three Rivers House, Rickmansworth, on Monday 11 March 2019 between 7.30pm and 8.11pm.

Councillors present:

Sara Bedford (Chairman)	Chris Lloyd (Vice-Chairman) (Leisure)
Rupert Barnes	Alison Scarth (sub for Cllr Michaels)
Matthew Bedford (Resources and Shared Services)	Andrew Scarth (Housing)
Stephen Cox	Roger Seabourne (Community Safety and Partnerships)
Sarah Nelmes (sub for Cllr Giles-Medhurst)	Martin Trevett (Infrastructure and Planning Policy)
Reena Ranger (sub for Cllr Sansom)	Alison Wall
Alex Hayward	
Paula Hiscocks	

In attendance: Councillor Diana Barber

Officers Present: Steve Halls, Chief Executive
Geof Muggerridge, Director of Community and Environmental Services
Joanne Wagstaffe, Director of Finance
Sarah Haythorpe, Principal Committee Manager

PR63/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Stephen Giles-Medhurst, Alex Michaels and David Sansom with the appointed substitutes being Councillors Sarah Nelmes, Alison Scarth and Reena Ranger.

PR64/18 MINUTES

The Minutes of the Policy and Resources Committee meeting held on 22 January 2019 were confirmed as a correct record and were signed by the Chairman.

PR65/18 NOTICE OF OTHER BUSINESS

The Chairman ruled that the following item of business had not been available 5 clear working days before the meeting but was of sufficient urgency for the following reason:

Item 10A - LOCAL PLAN

To enable the Council to progress the work required for the Local Plan.

PR66/18 DECLARATION OF INTERESTS

None received.

PR67/18 BUSINESS RATES – LOCAL DISCRETIONARY REVALUATION RATE RELIEF SCHEME 2019/20

This report set out the proposals for Three Rivers District Council for the Business Rates Revaluation Support Scheme for 2019/20.

This would be a one year scheme using exactly the same criteria as last year. The Council had received a four year grant from the Government to support those businesses that faced the steepest increases in their business rates bills as a result of the revaluation.

On being put to the Committee the motion was declared CARRIED by the Chairman the voting being unanimous.

RESOLVED:

1. Agreed that the same criteria are used for the 2019/20 scheme as were used in the previous year's allocation so that Officers be delegated to make any small amendments to the scheme up to the maximum limit of the Government grant if felt appropriate; and
2. Agreed that any surplus grant at the end of February each year is distributed to the organisations which applied. This is to apply from 2018/19 onwards.

PR68/18 STRATEGIC PLAN 2019-22 AND SERVICE PLANS 2019-22

This report enabled the Committee to comment on the Strategic Plan for the three years commencing on 1 April 2019.

The following points were raised:

Objective: 1.1.1 Maintain high quality local neighbourhoods and streets

Measure: EP13- Manage the behaviour of dogs in our parks and open spaces – Target 167 – could clarification be provided on the target figure.

POST MEETING NOTE: the measure was based on legislation and the target was based on the number of dog fouling and dog anti-social behaviour incidents reported to the Council. The target (within the Environmental Protection service plan) had been set to have a reduction in the number of incidents reported to the Council.

Measure: CP17 – Reduce Fly-tipping across the District – Target – >950

POST MEETING NOTE:

The targets have been based on the ongoing fly tipping campaign, and the introduction of new Environmental Protection enforcement powers. Officers have anticipated an increase in fly tipping reports captured, which is also supported by more accurate data recording using the Bartec system.

Objective 1.1.2 Maintain the number of accredited open spaces, parks and woodland areas.

Measure: LL32 – UK Woodlands Assurance Scheme (UKWAS) accreditation – to be confirmed.

It was advised that the Council were awaiting confirmation that this was the most appropriate scheme for the Council to be accredited by. Further information may be available at the Leisure, Environment and Community Committee on Wednesday.

POST MEETING NOTE:

The full definition is to manage in accordance with the UKFS which is the reference standard for sustainable forest management in the UK. The standard demonstrates that forestry operations are both legal and sustainable. NB: UKFS forms the basis of good forestry practice for the independent UKWAS (which is used for voluntary independent certification).

Objective: 1.2.1 Encouragement of Business

Measure: ESD06 – Change in employment floor space – Target +/- 5%

Should the Council be looking to provide more employment space to keep the area viable for to provide local jobs for local people. A lot of employment sites had been lost through permitted development. The Director of Community and Environmental services advised that there would be an increase in floor space for employment at the Croxley Business Park which would outweigh the plus or minus 5%. In addition the process to formulate the Local Plan would cover employment land as well as housing sites. The Brownfield Register would also be used to protect land for employment use.

Objective: 2.5.1 Improve and facilitate access to leisure and recreational activities for adults

Measure: LL31 – Number of attendances by adults at leisure venues and activities – Target 460,473

It was noted that this Performance Indicator (PI) had been working for the Leisure, Environment and Community Committee and had specifically been agreed as a number rather than a percentage.

There were no comments on the Legal, Committee, Property and Major Projects, Revenue and Benefits, Finance, Corporate Services, Customer Service Centre, Economic Development and Sustainability.

On the Elections service plan, Councillor Stephen Cox moved an amendment to PI ES01 (Canvass return) and that the 90% target be for each Ward across the District and not as one target for the whole canvass, seconded by Councillor Sara Bedford.

The following comments were made:

- More effort should be made in Wards which had a lower registration.
- The characteristics of each Ward could mean that residents were not able to register to vote or were not eligible to vote.
- In some Wards the canvass return was a lot higher than 90% and it was inevitable there would be different returns in each Ward.
- All the Council PI targets were SMART targets which could be achievable. Having a 90% target in every Ward was not achievable;
- There should be different targets in the different Wards and not 90% in every Ward.

The Chief Executive advised that a 90% target for each Ward would be reasonable and could be put in place for one year to see if it was achievable.

On being put to the Committee the amendment to the motion that the PI in the Elections service plan (ES01 – Canvass Return) be amended to a 90% target for all Wards was declared CARRIED by the Chairman the voting being unanimous.

RECOMMEND:

That subject to the amendment to the PI for ES01 Canvass return in the Elections service plan for one year the service plans for Legal, Committee, Property and Major Projects, Revenue and benefits Finance, Elections, Corporate Services, Customer Service Centre and Economic Development and Sustainability be recommended to Council for approval.

PR69/18 BUDGET MONITORING – MONTH 10 (JANUARY)

The budget monitoring report is a key tool in scrutinising the Council’s financial performance. It is designed to provide an overview to all relevant stakeholders. It is essential that the council monitors its budgets throughout the year to ensure that it is meeting its strategic objectives and that corrective action is taken where necessary.

This report seeks approval to a change in the Committee’s 2018 - 2022 medium-term revenue financial plan. The report shows the Council’s overall consolidated medium term financial plan for both revenue and capital.

In response to a question on the cost of the CAB moving to a new location in Three Rivers House the Director of Community Environmental Services advised that the overspend was a combination of moving the CAB to a new location and re-fitting out the offices they were leaving. The CAB were investigating possible funding for the move. Rivertech were looking to bring in more businesses to use the vacant office space.

In response to question on the reduced income from large scale planning applications it was noted that applications had not materialised due to the process taking place on the Local Plan and the situation with Brexit. There had been a 20% uplift on the planning fees.

On being put to the Committee the motion was declared CARRIED the voting being 9 For, 0 Against and 5 Abstentions.

RECOMMEND:

That the following revenue and capital budget variations be approved and incorporated into the three-year medium-term financial plan:-

Variance	2018/19 £	2019/20 £	2020/21 £	2021/22 £
Revenue - (Favourable)/ Unfavourable	56,890	0	0	0
Capital - Increase / (Decrease)	(1,128,320)	(244,342)	1,369,602	0

PR70/18 WORK PROGRAMME

The Committee received their work programme. .

RESOLVED:

That the work programme be agreed.

PR71/18 LOCAL PLAN

To receive the recommendation from the Local Plan Sub-Committee meeting held on 7 March 2019 to write to the Three Members of Parliament for the Three Rivers area with regard to the standard method for Calculating Housing Need.

On being put to the Committee the motion was declared CARRIED by the Chairman the voting being unanimous.

RESOLVED:

To write to the Three Members of Parliament for the Three Rivers area with regard to the standard method for Calculating Housing Need.

CHAIRMAN