

ELSTREE and BOREHAMWOOD TOWN COUNCIL

Tel: 020 8207 1382
Fax: 020 8953 7645



Fairway Hall,
Brook Close,
Borehamwood,
Herts. WD6 5BT

All Committee Members are hereby summoned to attend a meeting of the
ENVIRONMENT AND PLANNING COMMITTEE

which will be held on
Tuesday 20 September 2016 at 7.00pm
in the Meeting Room at Fairway Hall,
Brook Close, Borehamwood, WD6 5BT
[Meeting Open to Press & Public]

1. **Apologies:** To receive and accept apologies for absence. At the time of agenda despatch, no apologies have been received.
2. **Declarations of Interest:** To:
 - a) receive declarations of interest from Councillors on items on the agenda;
 - b) receive written requests for dispensations for declarable interests; and
 - c) grant any requests for dispensation as appropriate.
3. **Minutes:** To confirm and sign the Minutes of the meeting held on 19 July 2016.

- Attached
4. **Planning Applications:** To consider:
 - (i) Planning Applications from Hertsmere Borough Council;

- Attached
 - (ii) Hertsmere Borough Council's requirements for the submission of planning comments by Town and Parish Councils; and
 - (iii) Core Strategy working group membership and representation.
5. **Planning Decisions:** To receive any decisions reached on applications upon which the Committee submitted comments.

- Attached

6. **Community Infrastructure Levy (CIL):** To consider revised (August 2016 edition) Hertsmere Borough Council guidelines in relation to the distribution of the Community Infrastructure Levy (CIL) funds to Parish and Town Councils (hard copies previously distributed to Committee Members - attached for ease of reference).

- Attached

7. **Committee Budget 2017/18:** To consider Headline Items for 2017/18 Budget and any recommendations to Committees for consideration during Budget Setting Procedure. Special regard should be had to anticipated increased income from Stapleton Gardens allotments rent receipts.

8. **Council Benches:** To consider correspondence in relation to a Women's Institute plaque on Council bench on high street together with publicity.

- Attached

9. **Allotments:** To consider all sites update report.

10. **Churchyards:** To consider all sites update report (noting tree work at All Saints churchyard).

11. **Centenary Place:** To consider possible options for Town Council involvement in management of surrounding site (including laurel replacement and addition of bench seating) and Hertfordshire County Council's "Working Together" programme (previously highlighted to Committee Members) for the delegation of duties to Town and Parish Councils:

<http://www.haptc.org.uk/uploads/highways-together-presentation-for-ptc-launch.pdf>

- Attached

12. **Close of Meeting:** To close meeting.



H R O Jones
Town Clerk
12 September 2016

Distribution List:

Name	Organisation	post	e-mail	courier
Cllr C Barker	EBTC		X	
Cllr C Butchins	EBTC		X	X
Cllr R Butler	EBTC		X	
Cllr A Coleshill	EBTC		X	
Cllr V Eni	EBTC		X	
Cllr G Franklin	EBTC		X	X
Cllr Mrs A Mitchell	EBTC		X	
Cllr Mrs S Parnell	EBTC		X	X
Cllr S Rubner	EBTC		X	
Cllr E Silver	EBTC		X	X
Cllr G Silver	EBTC		X	
Cllr Mrs P Strack	EBTC		X	X
Cllr Mrs F Turner	EBTC		X	
Library	Agenda only	X		
Borehamwood & Elstree Times	Agenda only	X		
B Redman	First Impressions	X		

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENVIRONMENT AND PLANNING COMMITTEE

MINUTES of a meeting held in the Meeting Room of Elstree & Borehamwood Town Council Offices, Fairway Hall, Brook Close, Borehamwood on **Tuesday 19 July 2016** at 7.00pm.

Present: Cllr G Franklin (Chairman) (in the Chair)
Cllr C Butchins (Vice Chairman)
Cllr Mrs S Parnell
Cllr E Silver
Cllr Mrs P Strack

In attendance: H R O Jones – Town Clerk

29. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were none.

30. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

31. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Special Environment and Planning Committee held on 5 July 2016 were signed as a true record.

32. PLANNING APPLICATIONS

A total of 24 applications received from the Borough Council were examined, on 17 of which the Committee had no specific objections to make, subject to the views of neighbours.

The Committee made the following observations on the remaining applications:

16/1175/FUL - Borehamwood Shopping Park Theobald Street Borehamwood Hertfordshire
Alterations to site layout and refurbishment of common areas to include replacement paving, furniture and cladding to elevations.

Observation - The Committee supported the enhancement to this area.

16/1154/FUL - 7 Milton Drive, Borehamwood WD6 2BA

Part single, part two storey rear extension to existing property and construction of new, 2 storey, end of terrace 3 bedroom dwelling to include habitable loft accommodation with a rear dormer window

Observation - The Committee felt that the application was an overdevelopment and contrary to the street scene (H8) planning policy.

16/1241/OUT - Land to rear of Wellington Public House, 4 Theobald Street, Borehamwood
Erection of 2 storey block including accommodation in the roof and containing 4 x 1 bed flats, 2 x 2 bed flats with associated parking (Outline application for access, appearance, layout and scale with landscaping reserved) Revised.
Observation - The Committee felt that the family sized units (3 and 4 bedrooms) were more appropriate to meet the local need of the population.

16/1203/LBC - 9 High Street, Elstree WD6 3BY
Change of use from office (A2) to 1 bed dwelling (C3) Listed Building Consent
Observation - The Committee felt that the application posed potential parking difficulties and was concerned that it was in a conservation area and for a listed building.

16/1302/OUT - Land to the south of Aldenham Reservoir, Watford Rd, Elstree
Outline planning application with all matters reserved, aside from access, for a residential development of up to 150 dwellings (use class C3), including affordable, on land to the south of Watford Road, Elstree to aid the creation of Community Interest Company to: acquire Aldenham Reservoir, acquire Aldenham Dam and undertake those arising structural works and allow for the continued use of Aldenham reservoir as a publically accessible destination for sport, recreation and education in perpetuity (Resubmission of Planning application 15/1144/OUT)
Observation - The Committee supported the attempt to secure the reservoir and surrounding area for community enjoyment. However, it recognised that the proposed development could be problematic on land to the south of Watford Road for the purposes of planning law.

16/1289/FUL - 10 Deacons Hill Rd, Elstree WD6 3LH
Erection of new detached 5 bed house adjacent to main dwelling following demolition of existing detached garage.
Observation - The Committee felt that the application was an overdevelopment.

16/1266/HSE - 26 Drayton Road, Borehamwood WD6 2BX
Retrospective application for a single storey side infill extension and rear extension
Observation - The Committee felt that retrospective applications were outside of the spirit of planning law.

33. PLANNING DECISIONS

Details were received of decisions by the Borough Council relating to applications on which the Committee had submitted comments.

34. EGBGS UPDATE

Members received an update report from Cllr Mrs P Strack on matters relating to the Green Belt. It was noted that some Members of the Public had made complaints concerning the smell emanating from certain recycling centres within the Borough area.

35. COMMUNITY INFRASTRUCTURE LEVY (CIL)

The results of the submission of the Council's CIL bids to Hertsmere Borough Council on 13 July 2016 were noted following an update report provided by Cllr Mrs P Strack. It was noted that the Committee would consider expenditure from "Top Sliced" CIL receipts (15%) at a later meeting.

36. CHURCH CLOCKS

Members considered a letter dated 4 July 2016 from Church Warden (St Nicholas Church, Elstree).

It was RESOLVED that:

St Nicholas Church, Elstree be advised to seek funding for the proposed conversion of clock from manual to automatic winding (£4,420 plus VAT) from some or all of the following authorities:

- **Elstree and Borehamwood Town Council (Community Grants application)**
- **Hertsmere Borough Council**
- **Hertfordshire County Council**
- **Hertfordshire Community Foundation**

37. ALLOTMENTS

Stapleton Gardens

Members considered carefully the report from Committee Chairman following the Stapleton Gardens site visit on 15 June 2016 and further correspondence received from Consensus Planning of 29 June 2016 and i-Transport of 30 June 2016 and 8 July 2016. It was felt that no further information was required to agree to the continued development of the site into allotments without the need for a change of use planning application.

It was RESOLVED that:

the instruction be reaffirmed for the Council's Contractor to proceed with work at Stapleton Gardens on the advice of Consensus planning relating to the Agricultural use of the site.

Grounds Team Grass Cutting Programme

The dates of the Grounds Team additional grass cutting programme were noted (first three weeks of August 2016).

Committee Site Visit

The Committee site visit took place at Melrose Allotments on the date of the meeting from between 6.00pm to 6.45pm. Members emphasised the following matters about the site for consideration by the Melrose Allotment Committee:

- The number of non-cultivated plots on site was visibly reduced and most plots looked well maintained;
- The track improvements appeared to be “well bedded in”;
- Some polytunnel structures were noted on site and whilst their dimensions may be within existing regulations, their continued use on site would be monitored for review at an appropriate time;
- The water supply on site appeared to be well used; and
- The area of raised beds near the Council garage was well constructed.

38. CLOSURE

The Meeting closed at 8.20pm pm.

It was noted that the next meeting was scheduled for Tuesday 20 September 2016 at 7.00 pm.

Date:.....

CHAIRMAN.....

**ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 20 September 2016**

Planning Applications from Hertsmere Borough Council

16/1326/HSE	57 Robeson Way, Borehamwood WD6 5RY Two storey extension
16/1333/FUL	163 and 165 Coleridge Way, Borehamwood WD6 1AF Single storey rear extensions to both properties
16/1244/HSE	25 Allum Lane, Elstree WD6 ENE Conversion of garage to habitable room reconfiguration of front entrance and 2 storey rear extension
16/1338/HSE	31 Tallis Way, Borehamwood WD6 4TQ Conversion of garage to habitable room, replacing garage door with a window
16/1307/HSE	30 Grosvenor Road, Borehamwood WD6 1BT First floor rear extension to include installation of new dormer window to side elevation
16/1323/HSE	4 Water End Close, Borehamwood WD6 4PW Erection of two storey side extension
16/1350/HSE	7 Tennison Ave, Borehamwood WD6 2BG Single storey side and rear extensions
16/1324/FUL	The Synagogue, Croxdale Road Erection of a temporary portacabin for a period of five years within the grounds of the synagogue to be used as additional office space
16/1353/HSE	15 Wordsworth Gardens, Borehamwood WD6 2AB Conversion of garage to habitable room
16/1359/HSE	40 Stainer Road, Borehamwood WD6 4TR Single storey front, side and rear extensions following removal of existing conservatory
16/1312/HSE	8 Hillside Avenue, Borehamwood WD6 1HJ Demolition of existing garage and erection of single storey front porch and part single, part two storey side and rear extensions
16/1397/HSE	Elmhurst, Elstree Hill South, Elstree Single storey side/rear extension with roof lantern
16/1381/HSE	1 Robeson Way, Borehamwood WD6 5TY Erection of first floor side extension

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 20 September 2016

Planning Applications from Hertsmere Borough Council continued

16/1370/HSE	35 Wetherby Road, Borehamwood WD6 4LH Single storey side extension
16/1410/HSE	185 Cowley Hill, Borehamwood WD6 5ND Two storey rear extension
16/1427/CLP	60 Whitehouse Avenue, Borehamwood WD6 1HD Erection of single storey rear extension and loft conversion to provide habitable living accommodation to include insertion of a rear dormer window
16/1380/FUL	25 Micklefield Way, Borehamwood WD6 4LG Erection of two storey side extension and part single, part two storey rear extension to facilitate the conversion of the existing 3 bed dwelling to 2 x 3 bed self-contained flats
16/1149/OUT	Land to the rear of 52 Stratfield Road/Badminton Close, Borehamwood Outline application for the erection of 2 x 2 bed dwellings (access arrangement including parking provision, layout and scale to be determined at this stage).
16/1429/HSE	29 Farm Close, Borehamwood WD6 4TX Single storey rear extension with pitched roof and new front porch
16/1474/HSE	63 Deacons Hill Road, Elstree WD6 3HZ Erection of side dormer window and first floor rear extension
16/1377/HSE	3 Ely Gardens, Borehamwood WD6 2PT Two storey side extension
16/1460/HSE	9 Beech Drive, Borehamwood WD6 4QU conversion of loft into habitable room to include hip-to-gable roof alteration with small hip, front facing roof light, side window and 3 rear dormers (Revised)
16/1496/HSE	1 Caishowe Road, borehamwood WD6 5JB Erection of front porch and single storey side extension
16/1259/FUL	Wellswood House, Fairway Avenue, Borehamwood Change of use of first floor from mixed use pharmacy and D1 to residential to provide 2 apartments (1x1 bed & 1 studio); Raise ridge height and creation of second floor to provide a further 2 studio apartments with dormers to all elevations; installation of new external steel staircase to serve all apartments

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Planning Applications from Hertsmere Borough Council continued

16/1511/OD42	105 Grantham Green, Borehamwood WD6 2JH Single storey rear extension
16/1501/HSE	16 Park Crescent, Elstree WD6 3PU New front porch, part single, part two storey rear extension, first floor side extension & conversion of loft into habitable room with rear dormer & 3 front roof lights
16/1498/HSE	7 Gateshead Road, Borehamwood WD6 4NH Erection of single storey side extension and rear conservatory
16/1550/HSE	37 Studio Way, Borehamwood WD6 5NN Erection of first floor side and rear extension
16/1513/HSE	11 Goodwood Path, Borehamwood WD6 1UN Demolition of existing porch and erection of replacement
16/1384/HSE	1 Balmoral Drive, Borehamwood WD6 2QH Single storey front extension
16/1542/HSE	47 Wordsworth Gardens, Borehamwood WD6 2AB Insertion of new window to front elevation in existing converted garage
16/1525/FUL	1 Shenley Road, Borehamwood WD6 1AA Basement extension to create a gymnasium (class D2) with associated ground floor access & fire escape & 20 cycle parking spaces
16/1556/HSE	7 Gables Avenue, Borehamwood WD6 4SP Two storey rear extension
16/1566/HSE	41 Furzehill Road, Borehamwood WD6 2DJ Part single, part two storey rear extension, to include pitched roof. Conversion of loft into habitable room with rear dormer window and new front porch
16/1571/VOC	22 Barham Avenue, Elstree WD6 3PN Application for variation of condition 10 to allow for amendments to approved plans in order to remove the approved basement level and provide a platform lift following grant of planning permission 15/1939/FUL

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Planning Applications from Hertsmere Borough Council continued

16/1561/FUL	Gasworks, Station Road, Borehamwood Demolition of remaining structures including gas pressure reduction station and compound; engineering works to facilitate environmental improvement (remediation) of land
16/1527/HSE	22 Shelley Close, Borehamwood WD6 2AU Erection of rear conservatory
16/1548/HSE	25 Balmoral Drive, Borehamwood WD6 2QJ Conversion of loft to habitable room with hip to gable roof alterations, insertion of roof lights to front elevation and dormer window to the rear
16/1591/HSE	51 Melrose Avenue, Borehamwood WD6 2BH Demolition of existing garage and erection of single storey front & rear extensions; two storey side extension and loft conversion with front & side rooflights & rear dormer window
16/1595/HSE	14 Linton Avenue, Borehamwood WD6 4QZ Single storey front extension
16/1608/HSE	19 Essex Road, Borehamwood WD6 1BP Single storey side and rear extension
16/1587/HSE	34 Grange Road, Elstree WD6 3LY Two storey side and rear extensions; new front porch & single storey detached outbuilding
16/1606/HSE	20 Grange Road, Elstree WD6 3LY Conversion of loft into habitable room with 3 front rooflights first floor extension with front dormer over existing garage & alterations to roof to form new front porch
16/1266/HSE	26 Drayton Road, Borehamwood WD6 2BX Retrospective application for single storey rear extension (amended plans 24.8.16)
16/1589/HSE	25 Beech Drive, Borehamwood WD6 4QU First floor side extension
16/1593/HSE	4 Felton Close, Borehamwood WD6 4LF Erection of single storey rear extension following removal of existing lean to conservatory

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 20 September 2016

Planning Applications from Hertsmere Borough Council continued

16/1626/HSE	90 Cardinal Avenue, Borehamwood WD6 1SU First floor rear extension to include insertion of 3 new roof lights to the side elevation
16/1563/HSE	9 Winthorpe Gardens, Borehamwood WD6 4QQ Single storey rear extension
16/1605/FUL	117 Theobald Street, Borehamwood WD6 4PT Erection of detached 3 bed bungalow in rear garden of existing property
16/1650/HSE	The Haven, Barnet Lane, Elstree Conversion of garage to habitable room, new side conservatory to link to single storey side infill extension
16/1491/HSE	6 Norfolk Gardens, Borehamwood WD6 2LR Erection of single storey front extension
16/1310/HSE	24 Deacons Hill Road, Elstree WD6 3LH Erection of first floor front extension and alterations to existing morning room/tv room to include insertion of 3 rooflights
16/1641/HSE	6 Darrington Road, Borehamwood WD6 4LL Single storey front, side and rear extensions
16/1665/HSE	60 Lullington Garth, Borehamwood WD6 2HF Single storey rear extension; Conversion of loft into habitable room with rear dormer incorporating Juliet balcony and new front porch
16/1651/HSE	17 Sinderby Close, Borehamwood WD6 4JZ Retrospective application for erection of single storey front porch extension, 2 storey side extension & alterations to single storey rear extension (revised application to 15/1614/HSE, 15/0714/HSE & 16/1053/HSE)
16/1665/HSE	60 Lullington Garth, Borehamwood WD6 2HF Single storey rear extension; hip to gable roof conversion. Conversion of loft into habitable room with rear dormer incorporating Juliet balcony and new front porch

Notifications of Planning Decisions from Hertsmere Borough Council

Application No	Decision	Description
16/0921/FUL	Grant Permission	Marston, High Street Elstree WD6 3EY Demolition of existing attached garage and erection of two storey front extension, part single, part two storey and first floor side extensions, creation of first floor rear facing terrace and loft conversion to include front and rear dormer windows to facilitate conversion of existing 3 bed dwelling into a pair of 3 semi detached dwellings
16/1175/FUL	Grant Permission	Borehamwood Shopping Park, Theobald Street Alterations to site layout and refurbishment of common areas to include replacement paving, furniture and cladding to elevations
16/1053/HSE	Refuse Permission	17 Sinderby Close, Borehamwood WD6 4JZ Retrospective application for erection of 2 storey side extension and modifications to existing single storey rear extension. Revised application to 15/1614/HSE and 15/0714/HSE
16/1154/FUL	Grant Permission	7 Milton Drive, Borehamwood WD6 2BA Erection of part single, part two storey rear extension to existing property and construction of new, 2 storey end of terrace, 3 bedroom dwelling to include habitable loft accommodation with two rear roof lights
16/1266/HSE	Grant Permission	26 Drayton Road, Borehamwood WD6 2BX Single storey rear extension (Amended Plans 24.8.16)
16/1241/OUT	Refuse Permission	Land to the Rear of Wellington Public House 4 Theobald Street, Borehamwood WD6 4SE Erection of 2 storey block including accommodation in the roof and comprising 4 x 1 bed flats, 2 x 2 bed flats with associated parking (outline application for access, appearance, layout and scale with landscaping reserved (Revised Application))

**GUIDELINES IN RELATION TO THE DISTRIBUTION
OF THE COMMUNITY INFRASTRUCTURE LEVY (CIL)
FUNDS TO PARISH AND TOWN COUNCILS**

**Hertsmere Borough Council
August 2016**



1. Summary

Regulations 59A and B of the Community Infrastructure Levy Regulations 2011 (the CIL Regulations) requires Hertsmere Borough Council (HBC) as the Charging Authority to pass a proportion of CIL receipts collected from developments in its area directly to the Town and Parish Councils established in the Borough to be spent on infrastructure or anything else that is concerned with addressing the demands that development places on their area. HBC will transfer accumulated funds to the Parish and Town Councils every 6 months who will be required to report publicly on the income they have received and how this has been spent each year.

In accordance with Paragraph 78 of National Planning Practice Guidance (NPPG), HBC will expect the Town and Parish Council's in the Borough to work closely with HBC and their neighbouring Councils to agree on infrastructure spending priorities. This co-operation on spending priorities and plans will be important to avoid any prospect of a Town or Parish Council having to pay CIL receipts back to HBC or having HBC make deductions from future CIL entitlements to compensate for impermissible or inappropriate expenditure.

2. Introduction

Regulation 59A of the CIL Regulations, which came into effect in April 2013 provides that HBC as the Charging Authority must pass a proportion of CIL receipts to Town and Parish Councils from developments that take place in their areas. The proportion of CIL receipts that are required to be passed to relevant Parish and Town Councils arising from developments in their areas has been set nationally at 15% but capped at £100 per council tax dwelling per year. For example, a Parish Council with 400 dwellings in its area can never receive more than £40,000 per year in CIL receipts. However, should any of the Town or Parish Council in the Borough adopt a Neighbourhood Plan, HBC will hand over 25% of the CIL receipts arising from chargeable developments in the Neighbourhood Plan area and this will not be subject to any cap. However, these receipts must be spent only in Neighbourhood Plan area if such area is not contiguous with the whole of the Town or Parish area.

3. How the funds must be spent

Regulation 59C of the CIL Regulations provides that CIL receipts received by Town and Parish Councils must be used to support the development of their area, or any part of that area, by funding:-

- (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
- (b) anything else that is concerned with addressing the demands that development places on an area.

Regulation 59C is framed in wider terms than the expenditure powers given to HBC (which are limited to funding the provision of infrastructure only) in order to give local councils more flexibility in deciding what needs to be done in their area to mitigate the impacts of development on the area. CIL funds received by Town and Parish

Councils may potentially be spent on revenue projects whereas Hertsmere Borough Council, as charging authority, is unable to do so, except in respect of the neighbourhood portion in those areas which are not covered by a Parish or Town Council and following consultation with the local community. As such Parish and Town Councils should not submit CIL bids to Hertsmere Borough Council for revenue expenditure in their areas. However, there are expenditure restrictions, especially for Town or Parish Councils who do not have a General Power of Competence (GPC) and these are set out in more detail in Paragraphs 4, 5 and 6 below.

The CIL Regulations provide that where a Town or Parish Council has failed to spend CIL funds passed to it within **five years** of receipt, or has applied the funds otherwise than in accordance with the CIL Regulations, HBC can serve a notice on the relevant Council requiring it to repay unspent CIL receipts. However, misspent CIL receipts will be recovered by deduction from future CIL receipts and not from current precept balances. In such cases HBC will be required to spend recovered funds in the area of the Town or Parish Council in question on anything the Town or Parish Council could have spent it on.

Should a Town or Parish Council decide that it does not want to receive CIL receipts funding, it must notify HBC in advance stating that the funding is to be retained by HBC who will then use it for the benefit of that Town or Parish Council area. In such cases HBC has the power to decide which projects within the Town or Parish area that the CIL monies are spent on. This may be appropriate in cases where the Town or Parish Council lacks the statutory powers to fund particular infrastructure, but HBC does not.

4. Restrictions on Neighbourhood Spending

Although Regulation 59C of the CIL Regulations authorises Town and Parish Councils to spend CIL receipts on the provision, maintenance or improvement of infrastructure in their area or on anything else that is concerned with addressing the demands that development places on the area, it is considered that this does not authorise a Town or parish Council to spend CIL receipts on infrastructure or other matters that they could not incur expenditure on under their existing statutory powers. Consequently, Town or Parish Councils that have the benefit of the General Power of Competence in Part 1 of the Localism Act 2011 (GPC) will have significantly wider expenditure powers under Regulation 59C than local councils that do not have a GPC. In this regard, in order to have a GPC, at least two thirds of councillors must be elected and the Council must employ a qualified Clerk who has completed the requisite training on the exercise of the GPC.

In addition, although the HBC CIL Monitoring Officer can give an informal opinion on whether proposed expenditure by a Town or Parish Council is compliant with the CIL Regulations and its statutory powers, it is important to stress that such informal opinion will not be binding on HBC nor will it prejudice the powers of HBC as the Charging Authority to recover misspent CIL receipts in appropriate circumstances. Consequently, Town and Parish Council's should always consider seeking independent legal advice on the matters that can lawfully be funded out of CIL

receipts, particularly if such matters have previously been funded out of the Town/Parish precept.

It should also be emphasised that if Town or Parish Councils choose to spend CIL receipts on more tangential items or items which already are well provided for in the locality, some developers may challenge subsequent requests from the Local Planning Authority for site-specific s106 contributions. This is because it could be argued that CIL monies previously received should have been allocated towards those site-specific items of infrastructure now being requested through a s106 agreement.

5. Town and Parish Councils without the General Power of Competence

Where a Town or Parish Council does not have a GPC, this will restrict the use of CIL funds to infrastructure or other matters which it has a statutory power to provide, maintain or improve. A list of the infrastructure items that a Town or Parish Council can provide under statutory powers is set out at Appendix 1 and although fairly extensive, the only way that CIL receipts in Town or Parish Council area without a GPC can be used to fund strategic infrastructure, is for the Town or Parish Council to work closely with HBC (as the NPPF requires) to agree infrastructure priorities (i.e. as set out in a Local Investment Plan and Programme). HBC could then “retain” CIL receipts to spend on specific agreed infrastructure item/s. This could include infrastructure outside the Town or Parish Council’s statutory remit and/or outside the Council’s geographic boundary, for example the provision of a new road.

6. Town and Parish Councils with the General Power of Competence

Town or Parish Councils that have a GPC will be able to spend CIL receipts on all the infrastructure items that non GPC local councils can spend CIL receipts on (see Appendix 1) but will also be able to rely on the exercise of the GPC to fund wider strategic infrastructure, for example providing new roads or new or extended school, libraries or doctors surgeries or providing affordable housing or village shops, gyms or cafés or funding or part funding a PCSO or a Community Warden etc. - so long as such expenditure can properly be said to relate to the provision, improvement, replacement, operation or maintenance of infrastructure or assists in addressing the demands that development places on the area.

7. Expenditure of CIL Receipts on Matters Currently Funded by the Precept

So long as Town or Parish Councils spend CIL receipts in accordance with Regulation 59C and within their statutory powers, such expenditure will be lawful, even if it is being used to funding local infrastructure that has previously been funded out of the Town/Parish precept. Whilst ultimately, it will be for a Town or Parish Councils itself to be satisfied that all CIL expenditure either supports the development of its area or addresses the demands that development places on the area, HBC is of the opinion that the following kinds of expenditure may not be funded by CIL receipts and that any such expenditure would be likely to result in a reclaim:-

- Provision of Fireworks Displays
- Provision of Carnivals

- Provision of Christmas Lighting
- Improvements to Council Offices or other operational buildings
- Provision of improvements to existing allotments sites e.g. locker rooms or toilets, that do not address the demands imposed on an area by development
- Ground maintenance, verge mowing or hedge cutting.
- Improvements to parks and other open spaces that do not address the demands imposed on the area by development

This is not an exhaustive list and Town and Parish Councils are strongly advised to agree CIL-related spending priorities with HBC.

8. Payment periods

HBC will make payment in respect of any CIL monies it receives from 1st April to 30th September in any financial year to the Town or Parish Council by 28th October of that financial year and pay the CIL received from 1st October to 31st March in any financial year by the 28th April of the following financial year.

9. Interest

Where amounts are paid over to the Town or Parish Councils six monthly, no interest will be accrued. However should a Parish or Town Council decline the funding and ask HBC to take responsibility for it then it will be held in a separate holding account and administered by HBC. The account will be credited with any funds due to it from the six monthly lump sum payments of CIL funding and debited with any expenditure. Interest will be applied daily, based on the seven day libor rate.

10. Reporting

To ensure transparency Town and Parish Councils must publish each year:-

- their total CIL receipts
- their total expenditure
- a summary of what the CIL was spent on; and
- the total amount of receipts retained at the end of the reported year from that year and previous years

Reports can be combined with reports already produced by parish council and must be placed on their websites (or on the HBC's website where the Town or Parish Council does not have a website) and a hard copy of the report must be sent to HBC.

Appendix 1

Infrastructure which can be Provided or Maintained by Town and Parish Councils

(The list below is not exhaustive)

Infrastructure Type	Duty or Power	Statutory Provision
Allotments	Duty to provide and manage allotments	Small Holding and Allotments Act 1908 s.23 Allotments Acts 1922 and 1950
Burial Grounds: Cemeteries and Crematoria	Power to acquire and maintain; Power to provide Power to agree to maintain monuments and memorials	Open Spaces Act 1906 ss.9 & 10; Local Government Act (LGA) 1972 s.214 Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1
Bins	Power to provide litter bins	Litter Act 1983 ss. 5,6
Bus Shelters	Power to provide Bus Shelters	Local Government (Miscellaneous Provision) Act 1953 s.4
Clocks	Power to provide Public Clocks	Parish Councils Act 1957, s.2
Closed Church Yards	Duty to maintain such	LGA 1972 , s.215
Commons and Common Pastures	Power in relation to inclosure, regulation and management and providing common pasture	Inclosure Act 1845; Small Holdings and Allotments Act 1908, s.34
Conference Facilities	Power to provide	LGA 1972 s.144 - now managed under Section 19 of the Local Government (Miscellaneous Provisions) Act 1976
Community Centres	Power to provide and equip building for use of clubs (sport/social/educational); Power to acquire, provide and furnish community building	Local Government (Miscellaneous Provisions) Act 1976 s.19 LGA 1972, s.133
Crime Prevention	Power to spend money on crime prevention	Local Government and Rating Act 1997, s.31
Drainage	Power to deal with ponds and ditches	Public Health Act 1936 s.260
Entertainment and the Arts	Power to provide	LGA 1972 s.145

	entertainments or pay other to do so including the power to provide theatres, concert halls, dance halls and arts and crafts centres together with the power to maintain a band or orchestra	
Highways Powers	Power to repair and maintain public footpaths and bridleways	Highways Act 1980 ss.43 & 50
Ditto	Power to light roads and public places	Parish Councils Act 1957 s.3; Highways Act 1980, s.301
Ditto	Power to provide parking places for vehicles, bikes, and motorbikes	Road Traffic Regulations Act 1984 ss.57,63
Ditto	Power to enter into agreement as to dedication and widening	Highways Act 1980 ss.30 ,
Ditto	Power to provide roadside seats and shelters and bus shelters	Parish Councils Act 1957 s.1
Ditto	Power to provide certain traffic signs and other notices	Road Traffic Regulations Act 1984 s.72
Ditto	Power to plant trees and maintain roadside verges	Highways Act 1980 s.96
Ditto	Powers to contribute financially to Traffic Calming Schemes	Local Government and Rating Act 1997 s.30
Ditto	Power to spend money on Community Transport Schemes	Local Government and Rating Act 1997 ss.26-29
Land and Buildings	Power to acquire and dispose of land	LGA 1972 ss.124; 126; 127
Mortuaries and Post Mortem Rooms	Power to provide such	Public Health Act 1936 s.198
Village Halls and Community Buildings	Power to acquire and provide buildings for public meetings and assemblies	LGA 1972 s.133
Leisure Centres and Facilities	Power to provide or pay others to provide a wide range of Leisure facilities including Leisure Centres and Swimming Pools	Local Government (Miscellaneous Provisions) Act 1976 s.19
Public Toilets	Power to provide such	Public Health Act 1936 s.87 as amended by the LGA 1974 Schedule 14 para 9.
Parks, Gardens and Open Spaces	Power to acquire land for recreation grounds, public walks, pleasure grounds and open space; and to manage maintain and control them.	Public Health Act 1875 s.164; LGA 1972 sch.14 para 27; Public Health Acts Amendments Act 1890 s.44; Public Health Acts Amendment Act 1907 - ss .76 and 77
	Power to provide boating pools	Open Spaces Act 1906 ss.9, 10 and 14
War Memorials	Power to maintain, repair,	Public Health Act 1961 s.54 War Memorial (Local

Water Supplies

protect and adopt such

Power to utilise well or spring
and to provide facilities for
obtaining water from them

Authorities' Power) Act 1923,
s.1; as extended by Local
Government Act 1948
Public Health Act 1936 s.125

BOREHAMWOOD WOMEN'S INSTITUTE



46 Cardinal Avenue
Borehamwood, Herts
WD6 1ER
Tel: 020 8386 2844

2 September 2016

Mr H.R.O. Jones
Town Clerk
Elstree & Borehamwood Town Council
Fairway Hall, Brook Close
Borehamwood, Herts
WD6 5BT

Dear Mr Jones

Re: Council Bench: Women's Institute Plaque

Thank you for your letter of the 18 July.

I have looked at the benches in the Shenley Road and suggest one of the benches outside of Peacocks shop on the opposite of the road to the Church for our plaque. I hope this would be convenient.

Looking forward to hearing from you.

Yours sincerely

Janet Martin
President

Enc

ELSTREE and BOREHAMWOOD TOWN COUNCIL

Admin Office
Tel: 020 8207 1382
Fax: 020 8953 7645



Fairway Hall,
Brook Close,
Borehamwood,
Herts. WD6 5BT

Janet Martin
Borehamwood WI
46 Cardinal Avenue
Borehamwood WD6 1ER

28 July 2016

Dear Mrs Martin

Council Bench : Women's Institute Plaque

Thank you for the reply to my letter regarding dedicating a Town Council Bench to the Borehamwood Women's Institute. It was interesting to see the newspaper article from 1973 which certainly highlights the fact that the Borehamwood WI has continued to play a positive community role for a significant period of time in the local area.

May I suggest that you contact the office with a view to accompanying our Council Warden on a tour of the Council benches so that you may select one for the WI plaque. This may be the most straightforward way of covering each of the sites and having a first-hand look at each bench. The tour would take place in the Council's Ford Transit van.

Thank you again for your assistance in this matter and I look forward to working with you to rededicate the bench. It is hoped that, once this has been done, a short article and photograph may be prepared for the Town Crier magazine.

Yours sincerely

A handwritten signature in dark ink, appearing to read "H R O Jones", written in a cursive style.

H R O Jones
Town Clerk

BOREHAMWOOD WOMEN'S INSTITUTE



46 Cardinal Avenue
Borehamwood, Herts
WD6 1ER
Tel: 020 8386 2844

Mr H.R.O. Jones
Town Clerk
Elstree & Borehamwood Town Council
Fairway Hall, Brook Close
Borehamwood, Herts
WD6 5BT

Dear Mr Jones

Re: Council Bench: Women's Institute Plaque

Thank you for your letter of the 11 July.

We would appreciate you letting us know which benches are managed by the Town Council when we will be able to select one for our plaque. For your interest enclosed is a photo which appeared in the Borehamwood Times in 1973 when the bench was presented.

Yours sincerely

Janet Martin
President

enc



BOREHAMWOOD WOMEN'S INSTITUTE formally handed over their golden jubilee seat to Herefordshire chairman Councillor Arthur Armstrong, last week.

The bench was bought through money raised by the Institute's 50 members during the jubilee celebrations in 1973. It has been available for the community's use at the little garden at the corner of Shenley Road and Purzehill Road for some months.

At the formal ceremony members gathered to admire the new plaque on it (right) and to hear Councillor Armstrong thank the Women's Institute for their generosity.

"We are delighted that it has been handed over. It is something that we know will be put to good use by the community in the future," he said.

Our picture shows Women's Institute president Mrs Jacqueline Hubert and Councillor Armstrong trying out the new bench, surrounded by the members who attended the ceremony.

Seat presented by

BOREHAMWOOD WOMEN'S INSTITUTE

Golden Jubilee

1923 - 1973

Highways Together

- HCC Corporate Plan
 - *We want every Hertfordshire resident to have the opportunity to maximise their potential and live full lives as confident citizens. We also want everyone to have the opportunity to live in communities where the value of Hertfordshire's clean and green environment is respected".*
- The council's key priorities and how it intends to deliver this vision across four key themes:
 - Opportunity to Thrive
 - Opportunity to Prosper
 - Opportunity to be Healthy and Safe
 - Opportunity to Take Part
- Localism
 - Hertfordshire County Council has made a commitment to giving local people more say and control over local services.

What is Highways Together?

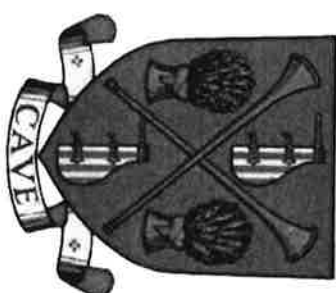
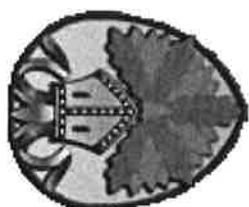
- A programme of projects developed to enable Parish and Town Councils to tackle local highway issues in their community – voluntary participation
- It aims to:
 - empower and enable Parish and Town Councils to address local priorities
 - improve engagement and partnership working between HCC and PTCs
- Support Herts Local



HERTFORD TOWN COUNCIL



WHEATHAMPSTEAD
PARISH COUNCIL

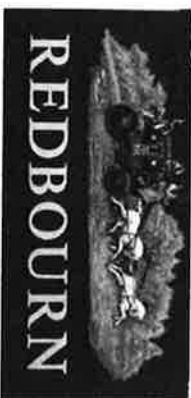


Watford Rural



Welwyn Parish Council

Codicote Parish Council



Knebworth Parish Council



Hertfordshire Association of Parish and Town Councils



What are the projects?

- Volunteers undertaking environmental work
- Using HLB to fund environmental works
- Community Payback Team (CPT)
- Local Project Support (Ringway)
- Enforcement - How to address overgrown vegetation
- Improving communications

Volunteers undertaking environmental work

- Can we allow volunteers to work on the highway?
- Can we allow the work to be done unlicensed?
- How can we do it?
- What sort of rules would be needed?

St Stephen Parish Council Project

- Hire a mini digger
- Clean out a ditch
- Spread silt
- Replant bulrushes
- 40mph road
- 'C' road – Local distributor



Redbourn Parish Council Project

- Clearance of scrub
- Cut-back hedge
- Removal of arisings
- Hand held garden tools
- 30mph
- Local access road



So, how can we do it?.....

- Discussions with:
 - Our Legal Team
 - Network Management colleagues
 - Highways Together group members
- Agreed that PTCs could carryout certain work at certain locations
- Subject to meeting a number of conditions / requirements set-out
Letter of Enablement

Letter of Enablement

Enable PTCs to carryout work
without further recourse to HCC

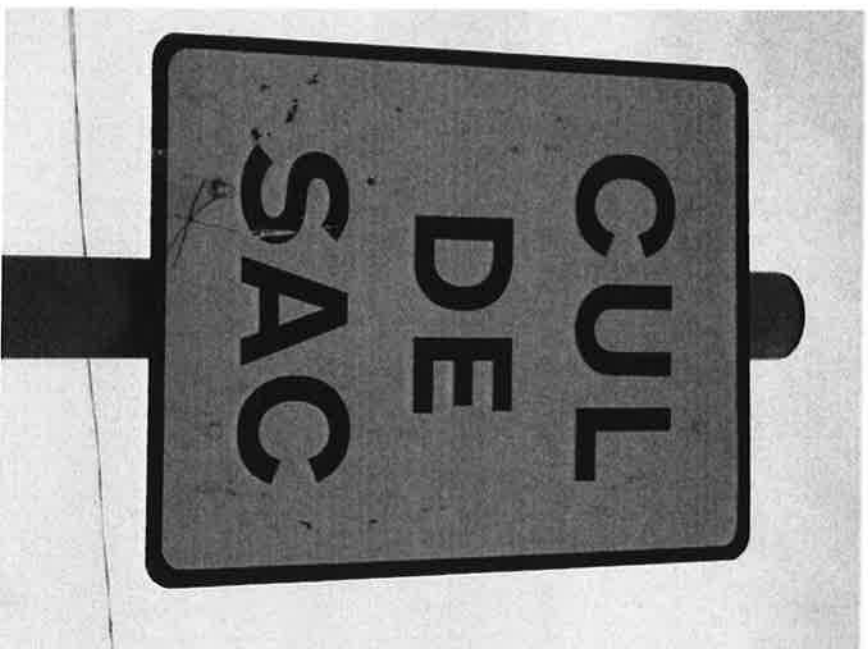
Enable Self Service

Enable PTCs to carryout Low Risk
Work at Low Risk Locations
without any form of consent.
(No excavation, no traffic
management)



Letter of Enablement

Low Risk Locations



Class 1 Locations

- Local Access Road
- 30mph speed limit
- With a footway
- With <250 pedestrians per day

Letter of Enablement

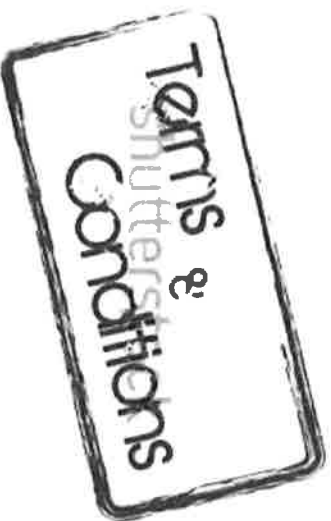
Low Risk Work

'Specified Highway Activities'



- Siding-out back of footway
- Grass cutting
- Re-paint street furniture
- Clean signs
- Sweep channels
- Cut-back basal growth
- Cut overhanging branches
-and weeding

Letter of Enablement



www.shutterstack.com 101460706

Subject to, e.g:

- Registering intent to use LOE
- Attend risk assessment briefing
- Hold £10m public liability insurance
- Indemnify HCC against claims
- Carry out work to HCC Specification

Extra Enabled Locations

- Contact Ringway's District Service Agent
 - If no Traffic Management (vehicular or pedestrians) is required, the specified highway works maybe possible in other locations
- Where DSA indicates the location is acceptable, work can be carried out using Letter of Enablement

Licensed Activity

If the PTC wishes to carry out work which is not a specified highway activity, and / or they have been advised that TM is needed.

- The activity will need to be licenced
 - S278 Highways Act – To license third party activity
 - S50 NRSWA – To license private apparatus
 - Agency Agreements – To license agents working on our behalf
- A standard Highways Together Licence has been drafted
- PTC will have access to the HT Licence
- PTCs wanting a no cost, Licence will have to apply via email
- Clauses within the HT Licence are onerous

Guidance

1. Consider the task you want to do
 - Is it on the list of specified Highway Activities
 - Does the location meet our requirements
2. Ensure you satisfy the requirements of the Letter of Enablement
3. Contact your District Service Agent for advice if you do not meet the requirements
 - Apply for a licence

Using HLB to fund environmental work

The aim of this project is to enable PTCs to access Highways Locality Budget to carry out works ON the public highway

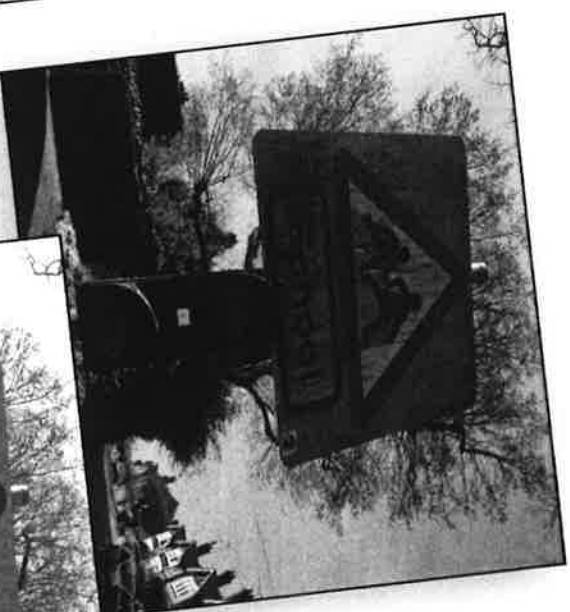
- Can you meet the conditions in the letter of enablement?
- Seek a contribution from your County Councillor
- Are you on the HCC finance system?
- Keep the County Councillor & HLO updated

What if the works do not fit with the Letter of Enablement?

- Contact your DSA for advice

Using HLB to fund environmental work

Feedback from Sawbridgeworth and Harpenden Town Councils



Local Project Support

Principal Officer Roles

- Highway Locality Officer (HCC)
- District Service Agent (Ringway) (DSA)

Maps and contact details

Ringway DSA will provide a nominated contact for PTCs on Highways Together

- What they will provide
- What they will not provide

HIGHWAYS TOGETHER CARRYING OUT HIGHWAY ENVIRONMENTAL WORK USING THE COMMUNITY PAYBACK TEAM

Project Team:

Bob Hall, Paul Davis, Dave Thomas, David Swan

(Ringway and HCC)

Karen Harding + (Community Payback Team)

Julia Warren and Allan Witherick

(Wheathampstead and Welwyn PCs)



What is the Community Payback Team (CPT)

- CPT is part of the probation Service (BeNCH)
- Convicted Offenders (Service Users) carrying out unpaid work in the community .
- CPT supervisor .
- Working method
 - Come from 3 magistrate court areas,
 - Largely self sufficient
 - Prefer to work independently of other work forces and individuals
 - Work Promoter arranges for consumables (paint etc) and disposal of arisings
 - Typically on site from 9:30-3:30
- Pilot has been running successfully for over a year

What sort of work they do for us and where can they do it

- Low Priority Cat 2 work. Unlikely to be funded from core budgets
- Specified Highway Activities
 - Environmental Maintenance Works Typically Low Value , Low priority, Hand work e.g
 - Other work by agreement
- Where ?
 - Class1 -CPT able to work on certain sites
 - Class 2- DSA will provide guidance where there is doubt.
- Risk Assessments- Activity and Location- CPT

CPT costs and output

- Paying for a CPT supervisor, £100 pd, not the work carried out
- Type of work
- Outputs **Indicative outputs in How To guide**
- Cost underwritten from Cat 2 budget and HCC recover costs from HLB and PTC

How to order work

- CPT working 3 days work a week. Thu, Fri, Sat
- Work Promoters
- Sources of Funding?
- CPT Work Package Request Form mandatory
 - Work package details flexible but should adequately describe location and scope of work
 - CPT assess work packages, site visit, RA and determine programme for work

Section 1- to be Completed by work promoter

Location(s):	Butterfield Road, Wheathampstead		
Post Code	AL4 8DY		
Type of work	Siding out footway		
Date sent to CPT	23/03/2015		
Organisation promoting work (Parish/HCC member/Ringway)	Contact Name	E-Mail	Tel. No.
Wheathampstead PC	Louise Harrison	<louise.harrison@wheathampstead-pc.gov.uk>	01582 832541

Work Promoter	Funding source and commitment (£)	Name	Agreed (Y/N)
Member/Highway Locality Officer	HLB		
Parish/Town Council (PTC)	PTC		
District Service Agent	Cat 2	£600	Eralp Yucelt Y
	Total budget	£600	

District Service Agent Email address	Eralp.yucelt@xxxxxxxxxxxx
--------------------------------------	---------------------------

Section 2- To be Completed by CPT/ BST Site Reference:

Costs	(£) Estimated	(£) Actual
CPT Supervision Charge (£100 per day)		
Other costs (materials, disposal of arisings, etc)		
Total cost		

Location / Site Drawing:

For reference purposes only
No further copies may be made



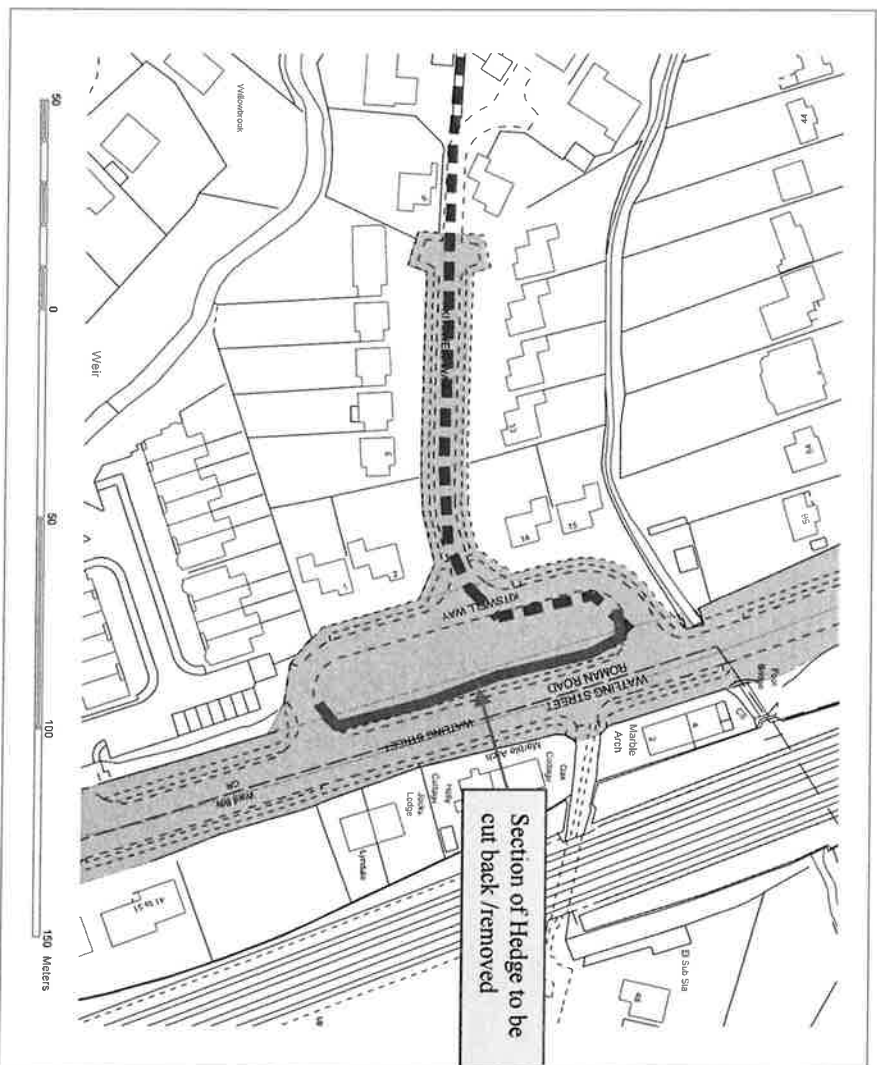
scale before copying

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Kiswell Way
Radlett

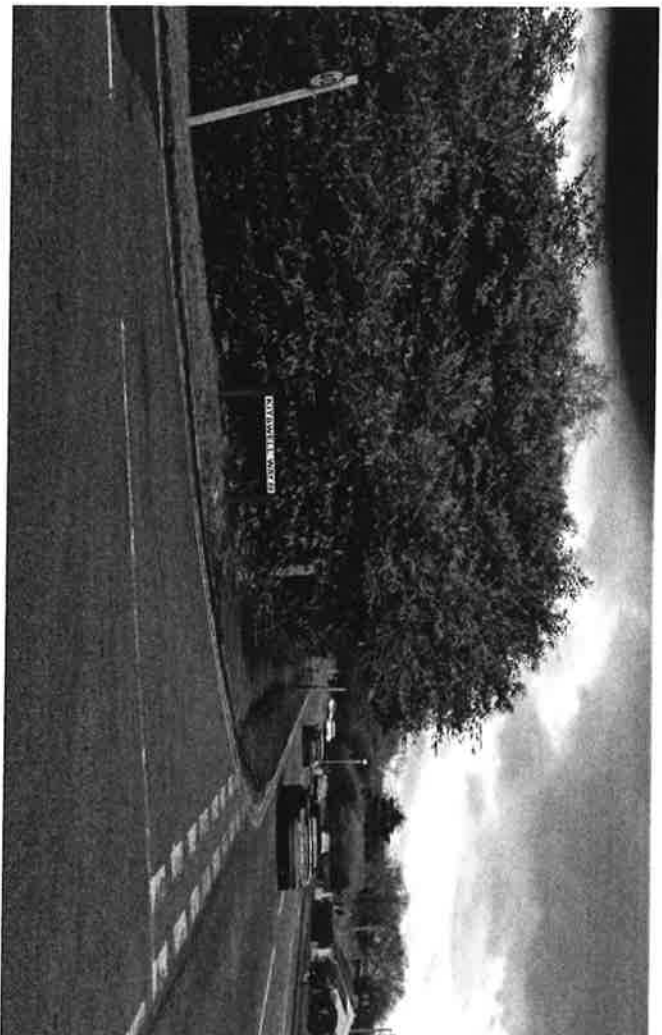
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Public Rights of Way
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Produced using ArcView by Hertfordshire County Council Environment Department Tue, July 7, 2009

Details of required works / Pre – Photos:



Cut /remove hedging to 0.5 m(approx.) behind the rear of the footway.

Works Delivery

- CPT Receives Works Package request
- Works Promoter agrees to proceed
- CPT Plans and programmes and carries out work
- PTC liaises with CPT and with community

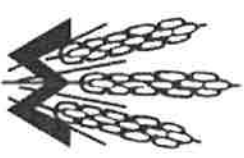
Administration, Cost and Charges

SLA HCC and BENCH

- Management and Reporting arrangements
- Light touch (work satisfactory to promoter)
- Regular progress meetings
- Spreadsheet and reports (**CPT Works Request Form**)
- Enabling PTCs

Costs and Charges

- Re Allocating costs to HLB, PTCs, Cat 2



Benefits

- High profile work undertaken = good PR
- Partnership working
- Value added
- Comparison to Ringway 'resource'
- Funding



Wheathampstead Parish
Council

Mardley Hill, PH- Briary Wood Lane
4 Service users with 2 supervisors

Removing Ivy off front of low level wall and painting
(30 June)

Before



After

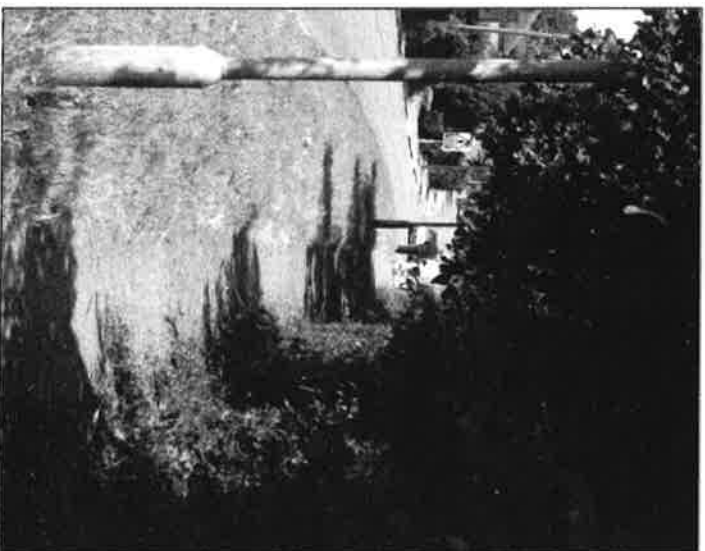


Wheathampstead Parish Council

Lower Luton Rd, Wheathampstead
4 Service users with 1 supervisor

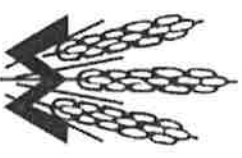
Cutting back vegetation over hanging footpath, sweeping debris from right hand footpath Lower Luton Road (14 July)

Before



After





Wheathampstead Parish

Lower Luton Rd, Wheathampstead/Batford

3 Service users with 1 supervisor

Cutting back vegetation over hanging footpath, sweeping debris from right hand footpath Lower Luton Road just before roundabout into Batford (21

July)

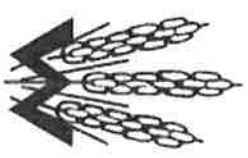
Before



After

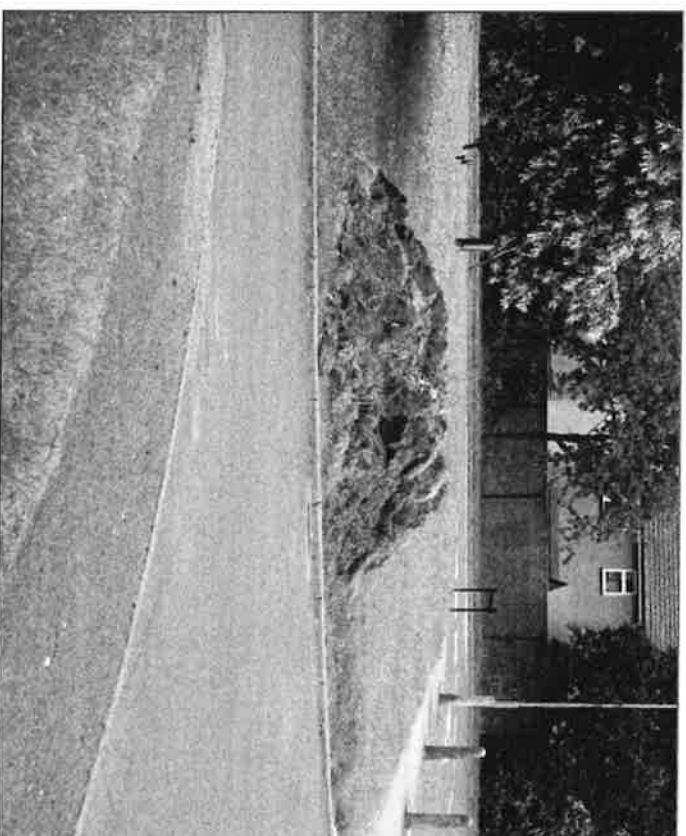
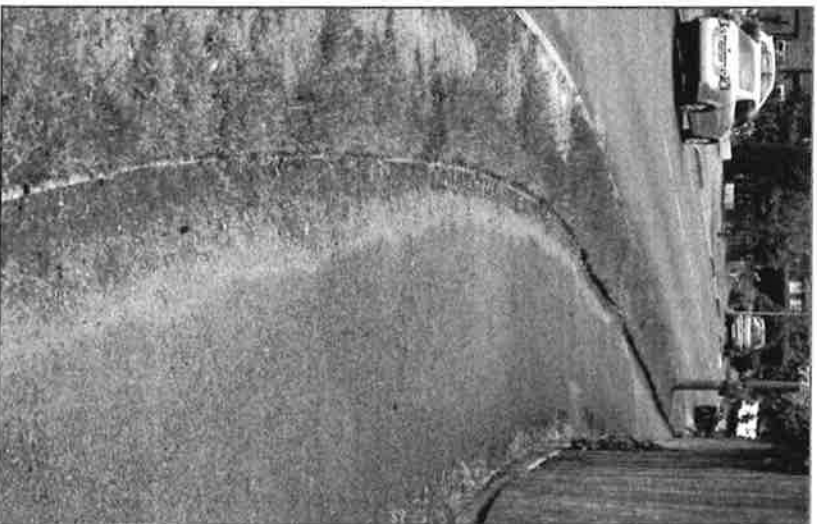


Wheathampstead Parish
Council



Butterfield Road, Wheathampstead
siding out of vegetation across footway

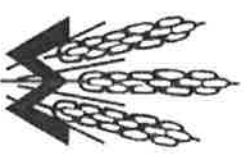
May- June





What we could not do!

- Identification matters! Eyes all around
- Access to facilities
- ‘Acceptable’ precludes lots of Wheathampstead
- Works near class 2 roads - 40mph
- Works near busy roads such as Lamer Lane roundabout without ‘safety’ verge and access
- Disposal of arisings



Delivery Challenges

- CPT have little if any control over numbers of ‘service users’
- CPT manager availability crucial to success of pilot
- Clarity of briefing of CPT supervisor
- Attendance of service users
- Follow up of works
- Variety of works types
- Majority of work identified by parishes not within brief.



Tips

- Variety of 'snags' identified and hopefully resolved
- Communication with CPT
- Promotion/ advertising to local community, including house to house pays dividends
- Funding
- Guide to works essential tool



Looking forward

- Highways Together nominated for NALC Star Award for exemplary project
- Would we do it again? - YES!



Enforcement

- The aim of this project was to enable PTC to take local enforcement actions
- A-Boards
 - Advised by HCC Legal team that the law prevents us from delegating power to Parish or Town Council
 - Parish or Town Council can still be our eyes on the ground and help share information
- Overhanging vegetation letters
 - Standard 'nice' letter to residents delivered by Parish or Town Council with Parish/Town logo and name
 - Advertises at relevant times of the year in parish newsletters reminding residents to cut hedges

Enforcement

Overhanging vegetation examples



Bad
Overhanging
Needs Cutting



OK
But can affect
Maintenance



Good
Well
maintained



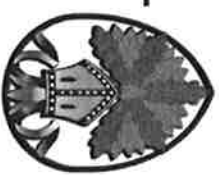
Highways Together - Project 7

PC Guidance & Information

*Project Team: Lucy Clarke, Meinir Jones, Rob Payne,
Hamid Kassari, Mark Fell (Ringway & HCC)*

*Yvonne Merritt (Chorleywood PC) & Tim Perkins (Abbots
Langley PC)*

Monday 29th June 2015



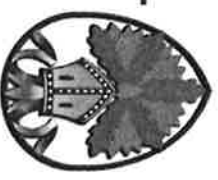
Project Brief:

- Provide Information to Parish Councils on Service Standards and the opportunities for influence
- Develop communication Plan with Parish Councils to communicate the initiative, outputs from the project to stakeholders and others who have an interest in the project
- Change the cultural relationship between the highway service and parish councils to one in which parishes are a valued part of the team delivering the service, rather than being external recipients of the service with little input.



Project Brief Summarised:

- There is lots of great highways and service information out there, but..
- It is often buried in impenetrable websites
- Usually impossible to find
- If you are lucky enough to find what you want it is often written in “Highways” speak. Think “Klingon” but more difficult for mere mortals to understand



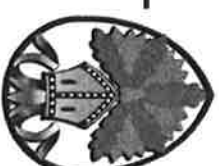
A simple example:

- We will report Highways faults for residents, but try to explain the service standards.
- Service standards for fixing residential street lights = 20 days
- When residents report defective street lights to us, always lots from October onwards, we explain the service standards, the rounds that the repair crews follow and the resident is not back in a day or so saying the light is not fixed.
- To the residents we are “The Council”. They do not necessarily want to understand the different levels, they want something fixed.



Project 7 “How To” guides:

- Contact the Highway Service (who and how?)
- Stay informed on the latest news
- Understand the top highway issues (including the applicable service standards)
- Understand some of the technical terminology - “What is a footway?”

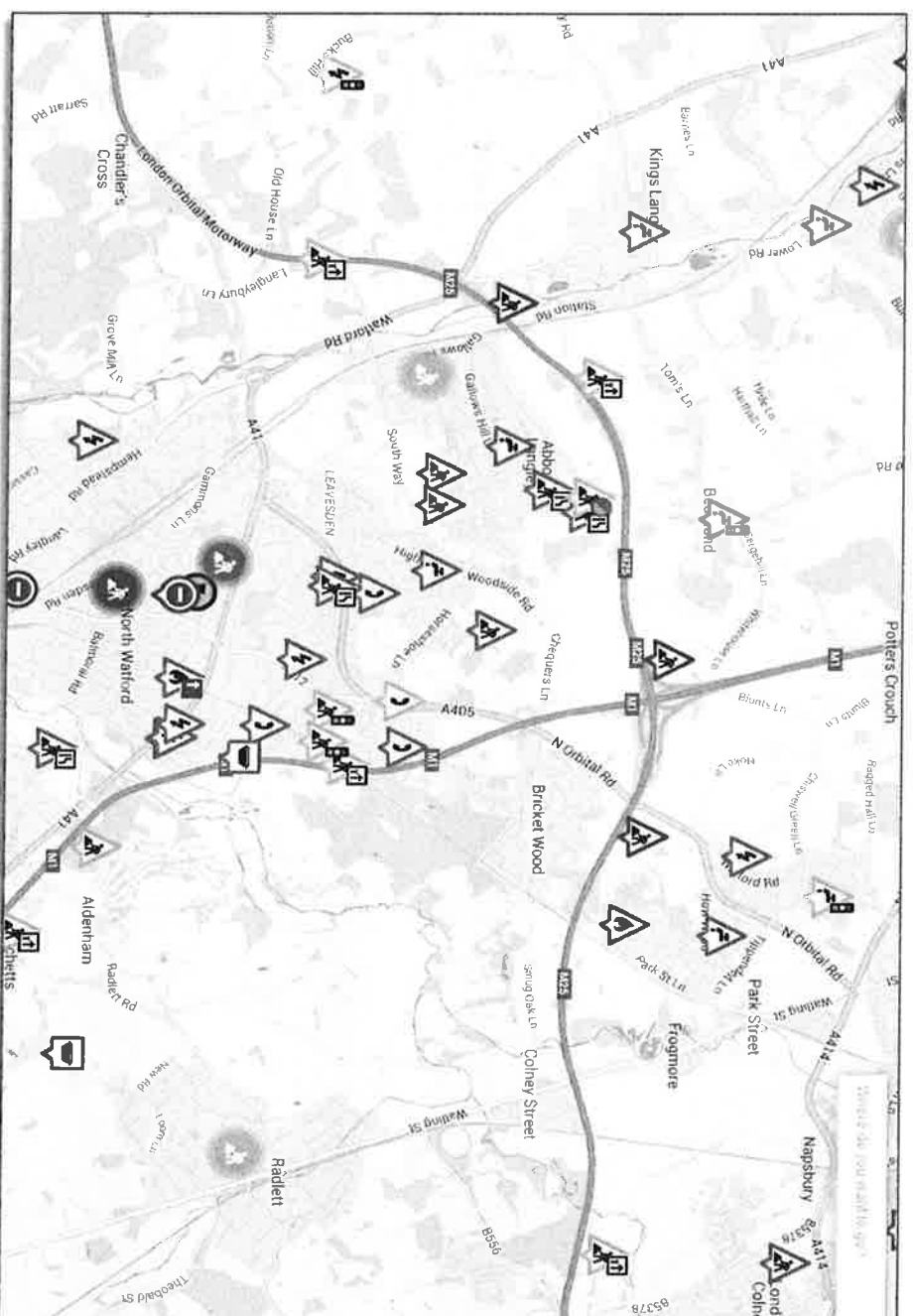


Project 7 “How To” guides:

- Practical information on getting things done
 - How to obtain a licence to plant
 - How to purchase a village sign
 - How to ascertain the extent of highway ownership
 - How to obtain a licence for road closures
 - How to organise Christmas lights
- Joint Working - Highways & Local Councils
 - Programme sharing - Drainage cleansing, use local social media and newsletters to improve contractors hit rate in accessing drainage systems

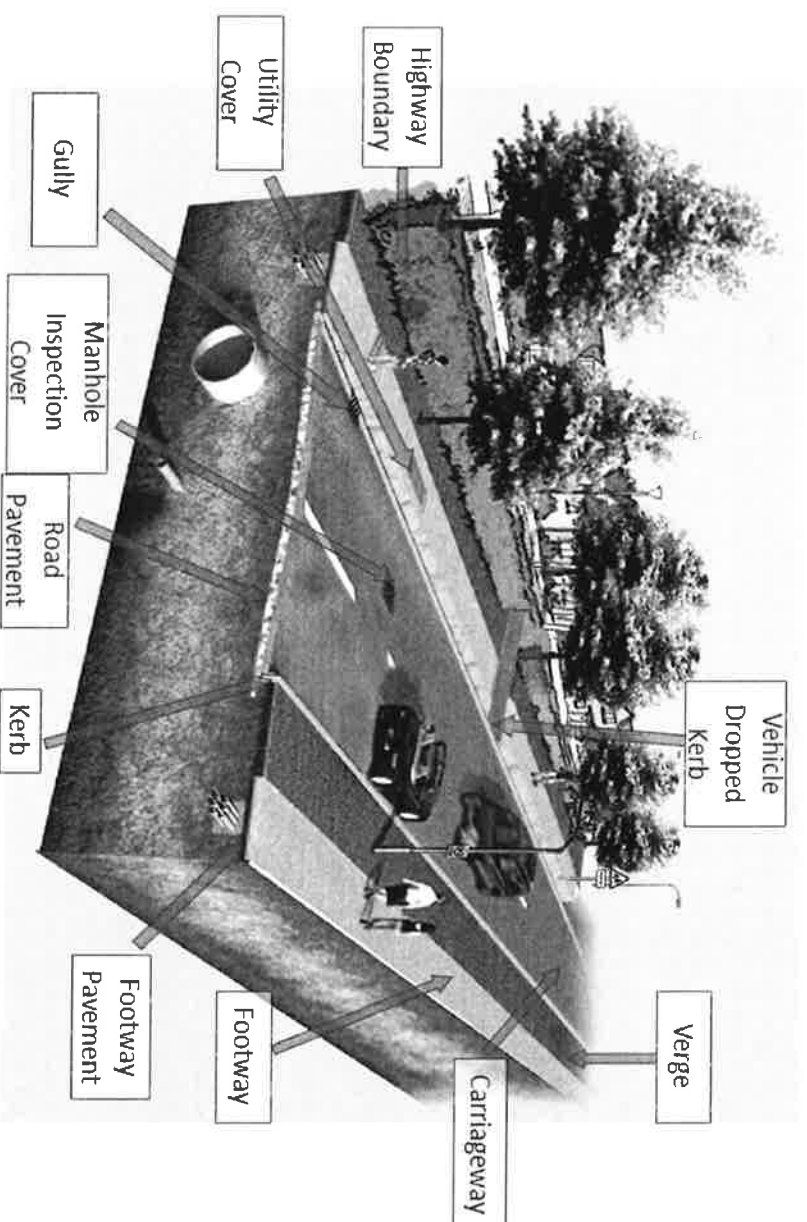


Quick Wins - Roadworks.org (Now embedded on Abbots Langley & Chorleywood PC websites)





Under development a graphical representation of a typical road scene to demystify technical “Highways Speak” and aid communication.



Highways Together

Risk Assessment Briefings

- Tues 14th July - 15.30-17.30
- Thurs 17th Sept - 13.00-15.00

The Sportsman Room, Birchwood Leisure Centre
Longmead, Hatfield

Highways Together Over to you!

