



MEETING : DISTRICT PLANNING EXECUTIVE PANEL
VENUE : COUNCIL CHAMBER, WALLFIELDS, HERTFORD
DATE : THURSDAY 17 JULY 2014
TIME : 7.30 PM – PLEASE NOTE TIME

MEMBERS OF THE PANEL

Councillors M Carver (Chairman), L Haysey and S Rutland-Barsby

All other Members are invited to attend and participate if they so wish.

Members are requested to retain their copy of the agenda and bring it to the relevant Executive and Council meetings.

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DISCLOSABLE PECUNIARY INTERESTS

1. A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:
 - must not participate in any discussion of the matter at the meeting;
 - must not participate in any vote taken on the matter at the meeting;
 - must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
 - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
 - must leave the room while any discussion or voting takes place.
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
3. The Authority may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI.

4. It is a criminal offence to:

- fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register;
- fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
- participate in any discussion or vote on a matter in which a Member has a DPI;
- knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a DPI or in disclosing such interest to a meeting.

(Note: The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale and disqualification from being a councillor for up to 5 years.)

AGENDA

1. Apologies

To receive apologies for absence.

2. Chairman's Announcements

3. Minutes (Pages 7 - 14)

To approve the Minutes of the meeting of the Panel held on 16 January 2014.

4. Declarations of Interests

To receive any Member(s)' Declaration(s) of Interest

5. East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment April 2014 (Pages 15 - 82)

Note – The consultants will be in attendance for this item, which will include a presentation.

6. District Plan Update Report (Pages 83 - 144)

7. Delivery Study Update Report (Pages 145 - 260)

8. Greater Essex Demographic Forecasts 2012 – 2037 Phase 5 Main Report – April 2014 (Pages 261 - 288)

9. East Herts Employment Land Review Update 2013 (Pages 289 - 302)

10. Buntingford Employment Study 2014 (Pages 303 - 320)

11. Strategic Land Availability Assessment (SLAA) Round 3 Update Report (Pages 321 - 368)

12. Neighbourhood Planning Update Report (Pages 369 - 382)

13. Urgent Business

To consider such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration and is not likely to involve the disclosure of exempt information.

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MINUTES OF A MEETING OF THE
DISTRICT PLANNING EXECUTIVE PANEL
HELD IN THE COUNCIL CHAMBER,
WALLFIELDS, HERTFORD ON THURSDAY
16 JANUARY 2014, AT 7.00 PM

PRESENT: Councillor M Carver (Chairman)
Councillors L Haysey and S Rutland-Barsby.

ALSO PRESENT:

Councillors D Andrews, P Ballam, E Bedford,
R Beeching, E Buckmaster, S Bull,
Mrs R Cheswright, G Jones, J Jones,
G Lawrence, M McMullen, P Moore,
M Newman, M Pope, P Ruffles, N Symonds,
A Warman, K Warnell and J Wing.

OFFICERS IN ATTENDANCE:

Simon Drinkwater	- Director of Neighbourhood Services
Martin Ibrahim	- Democratic Services Team Leader
Lorraine Kirk	- Senior Communications Officer
Kay Mead	- Senior Planning Officer
Martin Paine	- Senior Planning Officer
Laura Pattison	- Assistant Planning Officer
Jenny Pierce	- Senior Planning Officer
Claire Sime	- Planning Policy Team Leader
Katie Simpson	- Planning Policy Officer

Brendan Starkey	- Assistant Planning Officer
Kevin Steptoe	- Head of Planning and Building Control Services
Bryan Thomsett	- Planning Policy Manager

34 **DUTY TO CO-OPERATE – UPDATE REPORT**

The Executive Member for Strategic Planning and Transport submitted a report presenting the notes of the latest round of Member-level meetings with neighbouring Local Planning Authorities.

Officers advised of an error in respect of the notes of the meeting with Epping Forest District Council in which the attendees had been wrongly attributed to Uttlesford District Council.

The Panel noted the report.

RECOMMENDED – that the notes of recent Member-level meetings with Broxbourne, Epping Forest and Welwyn Hatfield Councils, be agreed.

35 **INTERIM DEVELOPMENT STRATEGY REPORT (JANUARY 2014)**

The Panel considered a report on the Interim Development Strategy Report, which set out the justification of Part 1 of the District Plan. The report was considered alongside the Strategy Worksheet, Key Diagram and the Frequently Asked Questions document, all of which were presented as Essential Reference Papers to the report now submitted. These would all be available as part of the public consultation on the draft plan.

The Panel also received a presentation by Officers which

gave an overview of the main influences.

Councillor G Jones made a number of comments in respect of the methodology of the population forecasts, the role of Neighbourhood Planning and the level of additional secondary schools provision in Bishop's Stortford identified. He also questioned the fairness of the number of additional dwellings identified in Bishop's Stortford, especially given the impact of potential development across the border in Uttlesford.

In response, Officers referred to the practical requirements of the National Planning Policy Framework in projecting population figures and the encouragement given to parish/town councils wishing to develop Neighbourhood Plans. In respect of the continuing uncertainty of schools provision in Bishop's Stortford, the draft Plan needed to retain flexibility. Officers acknowledged that the housing numbers for Bishop's Stortford were projected for the early period of the Plan, but a threshold would be reached when there would be no more capacity.

In response to a question from Councillor M Newman in respect of the "Broad Locations", Officers referred to the phasing schedule which, given build rates and infrastructure lead-in times, indicated such development would not occur before 2022 as much work would still be needed.

In response to a question from Councillor J Jones, Officers clarified that the housing numbers shown for Buntingford included existing and completed units since 2011. The outcome of an existing appeal was awaited and when known, might have an impact.

Officers also clarified what constituted a "windfall" allowance.

The Panel supported the proposals now detailed.

RECOMMENDED – that (A) the Interim Development Strategy Report, January 2014, be agreed as part of the evidence base to inform and support the East Herts District Plan; and

(B) the Head of Planning and Building Control, in consultation with the Executive Member for Strategic Planning and Transport, be authorised to make non-material, and typographical corrections to the Interim Development Strategy Report and Essential Reference Papers, prior to publication for consultation purposes.

36 **INFRASTRUCTURE TOPIC PAPER (JANUARY 2014)**

The Executive Member for Strategic Planning and Transport submitted a report on the Infrastructure Topic Paper, which set out the main infrastructure issues arising from Part 1 of the draft District Plan. The Panel noted that the report outlined the main areas for further work during 2014, including the preparation of an Infrastructure Delivery Plan to support the District Plan, which would be submitted to the Planning Inspectorate for examination in public in 2015.

Councillor S Rutland-Barsby commented on the Health section and suggested updating the references to Hertford County Hospital. On the general issue of consulting with health providers, Officers outlined the continuing dialogue with NHS Hertfordshire. The Panel Chairman confirmed that the Local Strategic Partnership, involving a range of partners, were also fully engaged.

Councillor J Wing commented on the role of public houses as significant community centres and whether they had been overlooked in terms of infrastructure provision. The Panel Chairman stated that this would be looked at.

In response to a comment by Councillor M Pope concerning railways, Officers outlined the dialogue with

Network Rail and the train operating companies.

Councillor R Beeching suggested that infrastructure would be key to the District Plan and questioned who would pay for it.

The Panel supported the proposals as now detailed.

RECOMMENDED – that the Infrastructure Topic Paper, January 2014, be agreed as part of the evidence base to inform and support the East Herts District Plan.

37 **INTERIM SUSTAINABILITY APPRAISAL REPORT (DECEMBER 2013)**

The Panel considered the Interim Sustainability Appraisal (SA) of the draft East Herts District Plan. It summarised the Interim SA Report as required by the EU Strategic Environmental Assessment (SEA) Directive. It also described the various stages of the Interim SA Report and how the process of sustainability appraisal had been integrated into the process of preparing the development strategy and the Draft District Plan.

The Panel supported the recommendations now detailed.

RECOMMENDED – that (A) the Interim Sustainability Appraisal of the East Herts District Plan, January 2014, be agreed as part of the evidence base to inform and support the Draft East Herts District Plan (Preferred Options) (January 2014);

(B) the Council's response as detailed in Section 11.3 Tables 11.3 and 11.4 to the Interim SA, be incorporated into the Consultation version of the Interim Development Strategy Report (January 2014); and

(C) the Head of Planning and Building Control,

in consultation with the Executive Member for Strategic Planning and Transport, be authorised to make non-material, and typographical corrections to the Interim Sustainability Appraisal.

38 **DRAFT EAST HERTS DISTRICT PLAN (PREFERRED OPTIONS) (JANUARY 2014)**

The Panel considered a report seeking approval for the Draft East Herts District Plan (January 2014) for the purposes of public consultation for a period of twelve weeks. The Panel was also asked to support the consultation strategy.

The Panel noted that work on the emerging District Plan had been ongoing since the issues and options consultation in 2010. The emerging Plan had been prepared in accordance with relevant legislation and guidance and informed by extensive background research and information. This had included research on a range of topics, including housing delivery and supply, transport needs, infrastructure requirements, and economic development. Work on the evidence base was ongoing throughout the Plan process and beyond, as it would be essential for the Council to maintain an up to date evidence base that informed the production, implementation and future review of the District Plan.

The Panel supported the following amendments:

- page 27, paragraph 3.3.3 – delete “conform” and insert “have regard”.
- page 27, paragraph 3.3.4 – delete “Firstly, the NPPF requires that objectively assessed housing needs should be met” and insert “The NPPF requires that every effort should be made objectively to identify and then meet the housing, business and other development needs of an area, and respond positively to wider opportunities for growth.”
- page 30, policy DPS3, various alterations not affecting total numbers.

- page 64, Figure 5.8, revised site location to be inserted.
- page 107, paragraph 8.4.2, references to “High Street” should be replaced with “Bell Street”.
- page 160, paragraph 13.9.3, The Stables, Bayfordbury – delete “6 pitches” and insert “5 pitches (with planning permission for an additional 3 pitches).”

In response to Members’ questions and comments, Officers undertook to review paragraph 5.1.8 in its description of the green corridor of the Stort. In respect of the Ware chapter, Officers undertook to correct the photographs. In relation to Chapter 12, Officers explained the rationale for arriving at the 5,000 – 10,000 new homes figure.

Officers advised that in respect of Chapter 22, a reference to Planning Practice Guidance for Renewable and Low Carbon Energy (DCLG, July 2013), had been added under section 22.4 to help clarify the Council’s position with regard to renewable and low carbon energy.

The Panel supported the proposals as now detailed.

RECOMMENDED – that the Draft East Herts District Plan (January 2014), as detailed at Essential Reference Paper ‘B’ of the report now submitted, be agreed and made available for public consultation for a period of twelve weeks, in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012;

(B) the Consultation Strategy, as detailed at Essential Reference Paper ‘F’ of the report now submitted, be agreed; and

(C) the Head of Planning and Building Control, in consultation with the Executive Member for Strategic Planning and Transport, be authorised to make non-material, and typographical corrections

to the Draft District Plan, prior to publication for consultation purposes.

39 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed the press, public and Members to the meeting and reminded everyone that the meeting was being webcast.

The Panel Chairman stated that the Authority was in the final stages of preparing its Draft District Plan for public consultation, which would culminate with the Executive and Council meetings on 21 and 29 January 2014 respectively. Although the public consultation would run for the full twelve weeks, the exact dates had yet to be finalised.

He also reminded everyone that a meeting with parish and town council representatives would be held on 22 January 2014.

Finally, the Panel Chairman expressed his gratitude to the Planning Policy team for their hard work and efforts and also thanked the public for their continuing interest and engagement.

40 MINUTES

RESOLVED – that the Minutes of the Panel meeting held on 3 December 2013, be approved as a correct record and signed by the Chairman.

41 DECLARATIONS OF INTERESTS

The Panel Chairman asked Members to note that he was the Chairman of Hertford Regional College.

Councillor J Wing asked Members to note that his wife was the Vice Chairman of Hertford Regional College.

The meeting closed at 9.50 pm

EAST HERTS COUNCIL

DISTRICT PLANNING EXECUTIVE PANEL – 17 JULY 2014 EXECUTIVE – 5 AUGUST 2014

REPORT BY EXECUTIVE MEMBER FOR STRATEGIC PLANNING AND TRANSPORT

EAST HERTS GYPSIES AND TRAVELLERS AND TRAVELLING SHOWPEOPLE ACCOMMODATION NEEDS ASSESSMENT, APRIL 2014

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- This report presents the findings of the East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment, March 2014, which makes recommendations on the amount of provision necessary for both Gypsies and Travellers and Travelling Showpeople for the period to 2031.

RECOMMENDATIONS FOR DISTRICT PLANNING EXECUTIVE PANEL AND EXECUTIVE: That:

(A)	The East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment, April 2014, be supported as part of the evidence base to inform and support the East Herts District Plan; and
(B)	The East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment, April 2014, be supported to inform Development Management decisions.

RECOMMENDATIONS FOR COUNCIL: That:

(A)	The East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment, April 2014, be agreed as part of the evidence base to inform and support the East Herts District Plan; and
(B)	The East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment, April

1.0 Background

- 1.1 Local authorities have a legal responsibility to plan for the accommodation needs of the Gypsy and Traveller community. The Housing Act 2004 (Section 225) requires local authorities to consider Gypsy and Traveller sites as part of their Accommodation Assessments and to prepare strategies to meet those needs. In March 2012 the Government, in tandem with the publication of the National Planning Policy Framework, issued its 'Planning policy for traveller sites' document, which sets the overarching policy context for the provision of traveller accommodation (to include both Gypsies and Travellers and Travelling Showpeople).
- 1.2 The guidance requires local planning authorities to “make their own assessment of need for the purposes of planning” (paragraph 4) and that “local planning authorities should [*inter alia*], in producing their Local Plan “identify and update annually, a supply of specific deliverable sites sufficient to provide five years’ worth of sites against their locally set targets” and “identify a supply of specific, developable sites or broad locations for growth, for years six to ten and, where possible, for years 11-15”. Thus, an onus is placed on the Council to demonstrate that it can meet the identified accommodation needs of Gypsies and Travellers and Travelling Showpeople in the same way that it has a duty to meet general housing needs.
- 1.3 This report therefore details the Council’s approach to establishing a robust evidence base in respect of the identification of accommodation needs of Gypsies and Travellers and Travelling Showpeople, as a precursor to determining where any such provision might be met through the provisions of District Plan policy HOU7. For information in reading the report, it should be noted that accommodation for Gypsies and Travellers is expressed in the form of ‘pitches’ and for Travelling Showpeople is expressed in the form of ‘plots’. ‘Sites’ contain a number of pitches or plots, which for Travelling Showpeople can also be known as ‘yards’.

2.0 Report

- 2.1 To set the context for the current study, it should be noted that this is the second assessment of accommodation needs for Gypsies and Travellers to be undertaken for the district, although it is the first to take Travelling Showpeople's needs into account.
- 2.2 The former study was carried out in accordance with the (then in force) ODPM Circular 01/2006. At that time, the Council embarked on a partnership approach jointly with Broxbourne Borough, North Hertfordshire District, Stevenage Borough, Welwyn Hatfield Borough and Hertfordshire County Councils, and employed consultants, ORS, to carry out a Gypsy and Traveller Accommodation Assessment (GTAA) for the total study area.
- 2.3 The Northern and Eastern Hertfordshire GTAA was subsequently published in June 2006 and identified a need for 45 pitches (35 permanent, 10 transit) to be provided in the overall study area by 2011. The Accommodation Assessment further advised that continuing provision for around 15-20 additional pitches over the five authority area will need to be made every 5 years due to household formation expected over the next 25 years. However, the headline figures covering the entire study area did not distinguish the level of individual need for the five separate local authority areas. This GTAA, along with others covering the rest of the East of England area, was submitted to the East of England Regional Assembly (EERA) to inform the preparation of a Single Issue Review (SIR) Policy intended to meet the outstanding and future needs of Gypsies and Travellers in the region.
- 2.4 The process leading to final adoption of the Regional Spatial Strategy (RSS) Single Issue Review (SIR) was a lengthy one with the emerging Policy taking differing approaches in terms of the distribution of overall pitches required to meet identified Gypsy and Traveller accommodation needs within the region as its development progressed. Benchmarking of the GTAAs disaggregated the overall figure and confirmed that East Herts' proportion of the overall need identified in the Northern and Eastern Hertfordshire GTAA represented 5 pitches to 2011.
- 2.5 East Herts Council made representation at each consultation stage of the RSS SIR and appeared at the Examination in Public (EiP) to reiterate its position that need should be met where it was locally arising. However, this view was not supported by the then

Secretary of State and the final version of the policy was based on the principle of spreading provision over a wider area than that within which it occurred and that each authority should provide at least 15 pitches, unless special local circumstances restricting provision applied.

- 2.6 The final version of RSS Policy H3, published July 2009, confirmed that at least 1,237 net additional pitches would need to be provided in the region by 2011, with a 3% compound annual increase in that figure to 2021. As part of the redistribution strategy, Policy H3 required East Herts specifically to make provision for at least an additional 25 permanent Gypsy and Traveller pitches within the district by 2011, which related to some 20 pitches over the benchmarked actual need figure for the district (with a further 21 additional pitches to be provided for the period 2011-2021). The figure to 2011 equated to 15 pitches, as part of the overall distribution principle, plus 10 additional pitches that were reallocated from Stevenage and Epping Forest (five pitches each).
- 2.7 Therefore, to summarise, the Policy H3 requirement of the RSS was not a true representation of the recognised identified need in the district, but reflected the aspirations of the former Government to support the policy of the now defunct East of England Regional Assembly to redistribute pitches, from certain local authority areas with high identified demand, to other districts across the region, where there was less locally arising need.
- 2.8 However, it should be noted that, in respect of delivery of pitches in the district for the period from 2006 (the start date of which Policy H3 applied), from a base position of 7 authorised Gypsy and Traveller pitches, permission has since been granted for an additional 15 permanent pitches, bringing total authorised provision to 22 pitches. While the Policy H3 targets for the period to 2011 were not fully met, it should be noted that this represents an increase in provision of over 200% on the 2006 position. All of the new pitches granted permission have been on the three existing authorised sites in the district, which are situated at Bayford (7 new pitches), High Cross (6 new pitches), and Levens Green (2 new pitches).
- 2.9 For Travelling Showpeople, Policy H4 was introduced into the RSS following the EiP. However, the provisions of this policy were not based on any clearly defined methodology, but rather on a submission at the EiP of an estimation of numbers required by a representative of the Showmen's Guild following approaches to

residents of existing sites in the region. Thus, as there was no opportunity for the robustness of this late submission to be scrutinised or in any way benchmarked, the requirement for 20 plots to be provided in the joint Broxbourne/East Herts area can be considered as an arbitrary figure. There has been no provision of additional plots for Travelling Showpeople in the district since the enactment of Policy H4.

- 2.10 Since the revocation of Regional Spatial Strategies, Policies H3 and H4 have now ceased to be of effect. However, the provisions of the 2004 Housing Act remain in place in relation to meeting identified need, and these have since been supplemented by the requirements of the current Government's guidance 'Planning policy for traveller sites', March 2012 (PPTS).
- 2.11 This document confirms that it is necessary for local planning authorities to "prepare and maintain an up-to-date understanding of the likely permanent and transit accommodation needs of their areas over the lifespan of their development plan working collaboratively with neighbouring local planning authorities" and "use a robust evidence base to establish accommodation needs to inform the preparation of local plans and make planning decisions" (paragraph 6). Additionally, the new policy framework now requires the accommodation needs of Travelling Showpeople to be assessed in addition to those of Gypsies and Travellers. The provisions of PPTS mean that it is most important that a robust evidence base should underpin any allocations through Local Plan policies.
- 2.12 Opinion Research Services (ORS), the same company which completed the 2006 joint study, were appointed by the Council at the end of 2013 to carry out the latest research and ensure that an accurate and up to date position regarding the accommodation needs of the traveller communities in East Herts could be demonstrated. This company has extensive experience of work in this field and the methodology used has been widely applied in studies undertaken for numerous authorities across the country.
- 2.13 It is important to note that this commission relates solely to establishing a robust evidence base in relation to the locally arising accommodation needs of Gypsies and Travellers and Travelling Showpeople. It does not encompass any site scoping related work regarding potential locations where any identified need for provision might be met. That work is the subject of a separately commissioned 'East Herts Gypsies and Travellers and

Travelling Showpeople Identification of Potential Sites Study', which is currently being undertaken by another firm of consultants, Peter Brett Associates, and will be reported to the District Planning Executive Panel at a future meeting later this year.

2.14 In order to reduce the potential for confusion between the earlier ORS study (GTAA), which was completed in 2006 under the old C01/06 policy guidance and had its scope limited solely to the needs of Gypsies and Travellers, the new study is titled the East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment (ANA).

2.15 A full copy of the ANA is attached to this report at **Essential Reference Paper 'B'**. At the Panel meeting Members will have the benefit of the key findings of the study being explained to them by way of a presentation by the consultants. This will then be followed by an opportunity for Members to field questions.

Key Findings

2.16 Prior to discussing the findings of the study, it is important to note that in terms of the methodology employed, while the report focusses mainly on the accommodation needs of Gypsies and Travellers and Travelling Showpeople who reside in East Herts, due attention has also been paid to the Government's requirements around the Duty to Co-operate.

2.17 Opportunities to take part in the study via interviews or written response were not confined solely to Gypsies and Travellers and Travelling Showpeople, representatives of local county, district and town/parish councils and stakeholders in the East Herts area, but were also extended to neighbouring authorities and national representative groups too. Such input from parties outside the district has been reflected in the findings of the study and has informed the recommendations made in the ANA in respect of future provision in the district.

2.18 The table below (taken from Figure 9 of the ANA) illustrates the main findings of the study in relation to the requirement for extra pitch provision across the Plan period for Gypsies and Travellers:

Extra Pitch Provision in East Hertfordshire in 5 Year Periods

	2013-2018	2018-2023	2023-2028	2029-2031	Total
Total	7	1	2	2	12

- 2.19 In relation to the authorised sites detailed at paragraph 2.8 above, the ANA has assessed the current and future needs of the site occupants and has concluded that, due to the level of additional pitches for which permission has been granted in the recent past, there is a nil net requirement for these sites in meeting the current needs of those households.
- 2.20 However, in addition to these authorised sites, it should be noted that there are currently two unauthorised Gypsy and Traveller sites in the district at Sawbridgeworth and Throcking, (both of which have been dismissed at appeal by the Secretary of State) whose accommodation needs, both current and future, also need to be taken into account. A total of six additional pitches would be required to satisfy immediate need of those households in the first five years, with an additional pitch to meet the needs of concealed and emerging households and those in bricks and mortar accommodation. A further five pitches would be required across the remaining Plan period, which has been split into the separate time period delivery sections detailed in the table.
- 2.21 For Travelling Showpeople, the table below (taken from Figure 11 of the ANA) illustrates the findings of the study in relation to the requirement for extra plot provision across the Plan period:

Extra Plot Provision in East Hertfordshire in 5 Year Periods

	2013-2018	2018-2023	2023-2028	2029-2031	Total
Total	1	1	2	1	5

- 2.22 The overall need for Travelling Showpeople is shown as equating to an additional five plots across the Plan period, all resulting from new household formation.

Next Steps

- 2.23 It is crucial that it can be demonstrated that the accommodation needs of Gypsies and Travellers and Travelling Showpeople across the Plan period are capable of being met within the provisions of the emerging District Plan (draft Policy HOU7). Failure to make proper provision for Gypsies and Travellers and Travelling Showpeople's accommodation needs could render the whole Plan subject to being found unsound at Examination, as has been experienced by various councils elsewhere in the country.

- 2.24 Members are therefore requested to support the ANA, both to inform and support the East Herts District Plan, and to inform Development Management decisions.
- 2.25 To follow on from this ANA, site scoping work is required to be undertaken to determine which locations could potentially be selected, either as allocations or within the broad locations, to meet the need identified in the ANA across the Plan period within the provisions of emerging Policy HOU7 in the District Plan. This element of the evidence base is currently being carried out and will be addressed in the forthcoming 'East Herts Gypsies and Travellers and Travelling Showpeople Identification of Potential Sites Study', which will be reported to Members in due course.

3.0 Implications/Consultations

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

- East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment, ORS, March 2014;
- Planning policy for traveller sites, CLG, March 2012.

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives (delete as appropriate):	<p>People – Fair and accessible services for those that use them and opportunities for everyone to contribute</p> <p>This priority focuses on delivering strong services and seeking to enhance the quality of life, health and wellbeing, particularly for those who are vulnerable.</p> <p>Place – Safe and Clean</p> <p>This priority focuses on sustainability, the built environment and ensuring our towns and villages are safe and clean.</p> <p>Prosperity – Improving the economic and social opportunities available to our communities</p> <p>This priority focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic opportunities and delivering cost effective services.</p>
Consultation:	The consultants undertook consultation with relevant parties as part of completing the Accommodation Needs Assessment.
Legal:	The Council has a statutory duty under the provisions of the Housing Act, 2004, to assess the accommodation needs of Gypsies and Travellers and Travelling Showpeople.
Financial:	There are no direct financial implications of this study at this stage beyond the cost of its completion.
Human Resource:	None other than that related to project management requirements during the completion of the study.
Risk Management:	Not having an up to date Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment to underpin emerging Policy HOU7 of the draft District Plan would mean that the Council would be likely to have the Plan declared unsound at Examination.

<p>Health and wellbeing – issues and impacts:</p>	<p>The Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment will provide the first stage in ensuring that the locally arising needs of Gypsies and Travellers and Travelling Showpeople can be met in the district, which will mean that these communities have suitable permanent accommodation and not have to potentially resort to residing at unauthorised roadside encampments, which could be prejudicial to health and wellbeing.</p>
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East Herts Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment



April 2014

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1. Introduction

The Survey

- ^{1.1} Opinion Research Services (ORS) were commissioned by the East Herts Council to undertake a Gypsy and Traveller and Travelling Showpeople Accommodation Assessment.
- ^{1.2} The study seeks to provide an evidence base to enable the authority to comply with their requirements towards Gypsies and Travellers and Travelling Showpeople under the Housing Act 2004, the National Planning Policy Framework 2012 and Planning Policy for Traveller Sites 2012. The main objective of this study is to provide the Council with robust, defensible and up-to-date evidence about the accommodation needs of Gypsies and Travellers and Travelling Showpeople in East Herts during the period until 2031 in five year sections covering 2014-2018, 2018-2023 and 2023-2028 and 2029-2031. It also required the identification of whether or not East Hertfordshire needs to plan for the provision of transit sites or emergency stopping places.
- ^{1.3} We would note at the outset that the study covers the needs of Gypsies, Irish Travellers, New Travellers and Travelling Showpeople, but for ease of reference we have referred to the study as a Gypsy and Traveller and Travelling Showpeople Accommodation Assessment.
- ^{1.4} This document is the main report and summarises the key findings of the study, in particular, where they relate to existing policies or have implications for future policy decisions across the study area.

Definitions

- ^{1.5} For the purposes of the planning system, Gypsies and Travellers means:

Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependents' educational or health needs or old age have ceased to travel temporarily or permanently, but excluding members of an organised group of Travelling Showpeople or circus people travelling together as such. (Planning Policy for Traveller Sites, CLG, March 2012)

- ^{1.6} Within the main definition of Gypsies and Travellers, there are a number of main cultural groups which include:
 - » Romany Gypsies;
 - » Irish Travellers; and
 - » New Travellers.
- ^{1.7} Romany Gypsies and Irish Travellers are recognised in law as distinct ethnic groups and are legally protected from discrimination under the Equalities Act 2010.

- ^{1.8} Alongside Gypsies and Travellers, a further group to be considered are Travelling Showpeople. They are defined as:
- ^{1.9} Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their family's or dependent's more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently, but excludes Gypsies and Travellers as defined above. (*Planning Policy for Traveller Sites, CLG, March 2012*)

Legislation and Guidance for Gypsies and Travellers

- ^{1.10} Decision-making for policy concerning Gypsies and Travellers and Travelling Showpeople sits within a complex legislative and national policy framework and this study must be viewed in the context of this legislation and guidance. For example, the following pieces of legislation and guidance are relevant when constructing policies relating to Gypsies and Travellers and Travelling Showpeople:
- » Planning Policy for Traveller Sites 2012;
 - » National Planning Policy Framework 2012;
 - » Gypsy and Traveller Accommodation Needs Assessments Guidance October 2007;
 - » Environmental Protection Act 1990 for statutory nuisance provisions;
 - » The Human Rights Act 1998, when making decisions and welfare assessments;
 - » The Town and Country Planning Act 1990 (as subsequently amended);
 - » Homelessness Legislation and Allocation Policies;
 - » Criminal Justice and Public Order Act 1994 (sections 61, 62);
 - » Anti-social Behaviour Act 2003 (both as victims and perpetrators of anti-social behaviour);
 - » Planning and Compulsory Purchase Act 2004;
 - » Housing Act 2004 which requires local housing authorities to assess the accommodation needs of Gypsies and Travellers and Showpeople as part of their housing needs assessments. This study complies with the this element of government guidance;
 - » Housing Act 1996 in respect of homelessness.
- ^{1.11} To focus on Gypsies and Travellers, the Criminal Justice and Public Order Act 1994 (Sections 77, 78) is particularly important with regard to the issue of planning for Gypsy and Traveller site provision. This repealed the duty of local authorities to provide appropriate accommodation for Gypsies and Travellers. However, Circular 1/94 did support maintaining existing sites and stated that appropriate future site provision should be considered.
- ^{1.12} For site provision, the previous Labour Government guidance focused on increasing site provision for Gypsies and Travellers and Travelling Showpeople and encouraging local authorities to have a more inclusive approach to Gypsies and Travellers and Travelling Showpeople within their Housing Needs Assessment. The Housing Act 2004 required local authorities to identify the need for Gypsy and

Traveller sites, alongside the need for other types of housing, when conducting Housing Needs Surveys. Therefore, all local authorities were required to undertake accommodation assessments for Gypsies and Travellers and Travelling Showpeople either as a separate study such as this one, or as part of their main Housing Needs Assessment.

^{1.13} Local authorities were encouraged rather than compelled to provide new Gypsy and Traveller sites by central government. Circular 1/06 'Planning for Gypsy and Traveller Caravan Sites', released by the CLG in January 2006, replaced Circular 1/94 and suggested that the provision of authorised sites should be encouraged so that the number of unauthorised sites would be reduced.

^{1.14} The Coalition Government announced that Planning for Gypsy and Traveller Caravan Sites (Circular 01/06) was to be repealed, along with the Regional Spatial Strategies which were used to allocate pitch provision to local authorities. The CLG published 'Planning Policy for Traveller Sites' in March 2012 which set out the Government's planning policy for traveller sites. It should be read in conjunction with the National Planning Policy Framework.

Planning Policy for Traveller Sites

^{1.15} The document 'Planning Policy for Traveller Sites' sets out the direction of government policy. Among other objectives the new policies' aims in respect of Traveller sites are (Planning Policy for Traveller Sites Page 1-2):

- » that local planning authorities should make their own assessment of need for the purposes of planning;
- » to ensure that local planning authorities, working collaboratively, develop fair and effective strategies to meet need through the identification of land for sites;
- » to encourage local planning authorities to plan for sites over a reasonable timescale;
- » that plan-making and decision-taking should protect Green Belt from inappropriate development;
- » to promote more private traveller site provision while recognising that there will always be those travellers who cannot provide their own sites;
- » that plan-making and decision-taking should aim to reduce the number of unauthorised developments and encampments and make enforcement more effective;
- » for local planning authorities to ensure that their Local Plan includes fair, realistic and inclusive policies;
- » to increase the number of traveller sites in appropriate locations with planning permission, to address under provision and maintain an appropriate level of supply;
- » to reduce tensions between settled and traveller communities in plan-making and planning decisions;
- » to enable provision of suitable accommodation from which travellers can access education, health, welfare and employment infrastructure;

- » for local planning authorities to have due regard to the protection of local amenity and local environment.

^{1.16} In practice the document states that (Planning Policy for Traveller Sites Page 3):

Local planning authorities should set pitch targets for gypsies and travellers and plot targets for travelling showpeople which address the likely permanent and transit site accommodation needs of travellers in their area, working collaboratively with neighbouring local planning authorities.

^{1.17} Local planning authorities should, in producing their Local Plan:

- » identify and update annually, a supply of specific deliverable sites sufficient to provide five years' worth of sites against their locally set targets;
- » identify a supply of specific, developable sites or broad locations for growth, for years 6 to 10 and, where possible, for years 11-15;
- » consider production of joint development plans that set targets on a cross-authority basis, to provide more flexibility in identifying sites, particularly if a local planning authority has special or strict planning constraints across its area (local planning authorities have a duty to cooperate on planning issues that cross administrative boundaries);
- » relate the number of pitches or plots to the circumstances of the specific size and location of the site and the surrounding population's size and density;
- » protect local amenity and environment.

^{1.18} A key element to the new policies is a continuation of previous government policies. Local authorities now have a duty to ensure a 5 year land supply to meet the identified needs for Traveller sites. However, 'Planning Policy for Traveller Sites' also notes on Page 3-4 that:

Where there is no identified need, criteria-based policies should be included to provide a basis for decisions in case applications nevertheless come forward. Criteria based policies should be fair and should facilitate the traditional and nomadic life of travellers while respecting the interests of the settled community.

^{1.19} Therefore, criteria based planning policies sit at the heart of the new guidance, irrespective of whether need is identified or not.

Tackling Inequalities for Gypsy and Traveller Communities

^{1.20} In April 2012 the government issued a further document relating to Gypsies and Travellers in the form of 'Progress report by the ministerial working group on tackling inequalities experienced by Gypsies and Travellers (CLG April 2012)'.

^{1.21} The report contains 28 commitments to help improve the circumstances and outcomes for Gypsies and Travellers across a range of areas including:

- » Identifying ways of raising educational aspirations and attainment of Gypsy, Roma and Traveller children;

- » Identifying ways to improve health outcomes for Gypsies and Travellers within the proposed new structures of the NHS;
- » Encouraging appropriate site provision; building on £60m Traveller Pitch Funding and New Homes Bonus incentives;
- » Tackling hate crime against Gypsies and Travellers and improving their interaction with the criminal justice system;
- » Improving knowledge of how Gypsies and Travellers engage with services that provide a gateway to work opportunities and working with the financial services industry to improve access to financial products and services;
- » Sharing good practice in engagement between Gypsies and Travellers and public service providers.

Funding for New Sites

- ^{1.22} The Coalition Government policies also involve financial incentives for new affordable pitch provision in the form of the New Homes Bonus. For all new annual supply of pitches on local authority or Registered Social Landlord owned and managed sites, local councils receive a New Homes Bonus equivalent to council tax (based on the national average for a Band A property), plus an additional £350 per annum for six years. This equates to around £8,000 pounds per pitch.
- ^{1.23} Direct grant funding is also available for Gypsy and Traveller sites. The Homes and Communities Agency (HCA) took over delivery of the Gypsy and Traveller Sites Grant programme from CLG in April 2009. Since then, they have invested £16.3m in 26 schemes across the country to provide 88 new or additional pitches and 179 improved pitches. The HCA welcomes bids from local authorities, housing associations and traveller community groups working with Registered Providers.
- ^{1.24} The HCA has now confirmed allocations for all of its £60m of future funding which will support 96 projects around the country for the provision of new Gypsy and Traveller sites and new pitches on existing sites, as well as the improvement of existing pitches.
- ^{1.25} While all HCA funds for Gypsy and Traveller pitches have now been allocated, further funding may become available as a result of slippage over the course of the programme. Providers are advised to continue to work closely with HCA area teams to develop their proposals should any funding become available.

Methodology

- ^{1.26} This section sets out the methodology we have followed to deliver the outputs for this study. Over the past 10 years ORS have developed a methodology which provides the required outputs from a Gypsy and Traveller and Travelling Showpeople Accommodation Assessment and this has been updated in light of Planning Policy for Traveller Sites.
- ^{1.27} The stages overleaf provide a summary of the process undertaken by ORS, with more information on each stage provided in the appropriate section of the report.

Stage 1: Background

- ^{1.28} At the outset of the project we sought to understand the background to Gypsy and Traveller and Travelling Showpeople population in East Herts. The study sought to identify the location of all known sites in the study area and the number of pitches or plots on each one. The study also gathered information from recent caravan counts in the local authority and information held by the local authority on unauthorised encampments as well as waiting lists for public sites which are managed by the council.

Stage 2: Stakeholder Engagement

- ^{1.29} This study includes extensive stakeholder engagement with council officers from East Herts Council, neighbouring councils and other stakeholders such as representatives from Gypsy and Traveller interest groups and local service providers. The aim of this engagement was to help understand the current situation in the study area, in particular to identify households not on known existing sites and also to discuss Duty to Cooperate issues with neighbouring councils. A separate consultation was also carried out with Parish and Town Councils and community groups in the study area.

Stage 3: Household Survey

- ^{1.30} The research methodology for identifying the housing needs of Gypsies and Travellers adopted in this report was largely based upon face to face interviews with Gypsies and Travellers across East Herts. The survey questionnaire has been developed over the past 10 years, with significant input from Gypsy and Traveller representative groups, most notably the Derbyshire Gypsy Liaison Group. We sought to undertake a census of Gypsy and Traveller households in November 2013. 52 interviews were attempted with Travelling Showpeople during this period. No interviews were carried out with any households living in bricks and mortar. Due to the small size of the Gypsy and Traveller population we have not provided any data relating to this group in this report, but we do provide data for Travelling Showpeople.

Stage 4: Future Pitch and Plot Requirements

- ^{1.31} The methodology used by ORS to calculate future pitch and plot requirements has been developed over the past 10 years and has drawn on lessons from both traditional housing needs assessments and also best and worst practice for Gypsy and Traveller and Travelling Showpeople Accommodation Assessments conducted across the country.
- ^{1.32} The overall principles behind assessing future needs are relatively simple and were set out in a consultation document sent to stakeholders at the outset of the project. The residential and transit pitch requirements for Gypsies and Travellers are identified separately from those for Travelling Showpeople and for each group the requirements are identified in 5 year periods to 2031.

Stage 5: Conclusions

- ^{1.33} This stage draws together the evidence from Stages 1 to 4 to provide an overall summary of the requirements for Gypsies and Travellers and Travelling Showpeople in East Herts.

2. Gypsy and Traveller Sites and Population

Background

- ^{2.1} A Strategic Housing Market Assessment focuses upon the number of dwellings required in an area, and how many of these should be affordable. The central aim of this study was to follow a similar format for Gypsy and Traveller and Travelling Showpeople accommodation requirements.
- ^{2.2} One of the main considerations of this study is the provision of pitches and sites for Gypsies and Travellers. A pitch is an area which is large enough for one household to occupy and typically contains enough space for one or two caravans but can vary in size. A site is a collection of pitches which form a development exclusively for Gypsies and Travellers or Travelling Showpeople. However, Travelling Showpeople sites are also sometimes referred to as yards, while the space occupied by one household is commonly referred to as a plot. Throughout this study, the main focus is upon how many extra pitches for Gypsies and Travellers and plots for Travelling Showpeople are required in the East Herts area.
- ^{2.3} The public and private provision of mainstream housing is also largely mirrored when considering Gypsy and Traveller accommodation. One common form of Gypsy and Traveller sites is the publicly-provided residential site, which is provided by the local authority or by a registered provider (usually a housing association). Places on public sites can be obtained through a waiting list, and the costs of running the sites are met from the rent paid by the licensees (similar to social housing). There are currently no public sites in the study area.
- ^{2.4} The alternative to public residential sites is private residential sites for Gypsies and Travellers and Travelling Showpeople. These result from individuals or families buying areas of land and then obtaining planning permission to live on them. Households can also rent pitches on existing private sites. Therefore, these two forms of accommodation are the equivalent to private ownership and renting for those who live in bricks and mortar housing.
- ^{2.5} The Gypsy and Traveller and Travelling Showpeople population may also utilise other forms of sites due to their mobile nature. Transit sites tend to contain many of the same facilities as a residential site, except that there is a maximum period of residence which can vary from a few weeks to a period of months. An alternative is an emergency stopping place. This type of site also has restrictions on the length of time for which someone can stay on it, but has much more limited facilities than a transit site. Both of these two types of sites are designed to accommodate Gypsies and Travellers whilst they travel.
- ^{2.6} Also to be considered are unauthorised developments and encampments. An unauthorised development refers to the occupation of land which is owned by the Gypsies and Travellers themselves but for which they do not have planning permission to use for residential purposes. An unauthorised

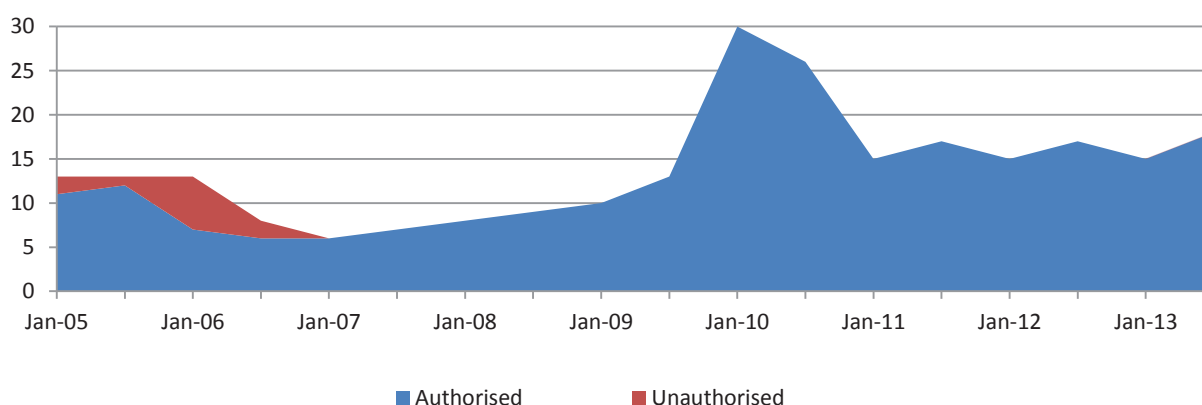
encampment refers to the unauthorised occupation of land which is not owned by the Gypsies and Travellers.

Caravan Count

- ^{2.7} One source of information available on the Gypsy and Traveller caravan numbers is the bi-annual survey of Gypsy and Traveller caravans which is conducted by each local authority in England on a specific date in January and July of each year. This count is of caravans and not households which makes it more difficult to interpret for a study such as this because it does not count pitches or resident households. It must also be remembered that the count is conducted by the local authority on a specific day and that any unauthorised encampments which occur on other dates will not be recorded.
- ^{2.8} The chart below shows the numbers of caravans counted on authorised and unauthorised sites in East Hertfordshire for the last eight years. These counts do not include any Showpeople caravans in the area. The caravan count figures are provided for illustrative purposes to demonstrate the relative size of the populations and are not used in any modelling of future pitch requirements in this study.

Figure 1

Gypsy Caravan Count for East Hertfordshire: January 2005– January 2013 (Source: CLG Bi-annual Local Authority Caravan Count)



3. Consultation Findings

Introduction

- ^{3.1} In order to set the context of the research and ensure the study is based on a sound understanding of the relevant issues, a list of 57 contacts was drawn up by the Council and ORS with the aim of carrying out telephone interviews.
- ^{3.2} 30 individual interviews were undertaken and the following is a breakdown of each consultation group:
- » 4 Members;
 - » 8 Officers;
 - » 7 Officers from surrounding areas;
 - » 11 Stakeholders.
- ^{3.3} ORS conducted 30 semi-structured and in-depth telephone interviews or received written responses in February 2014 = 53% response. The interviews typically lasted between 30- 40 minutes.
- ^{3.4} Reasons for not being able to conduct interviews were:
- » Those requested by e-mail to provide telephone contact details did not do so;
 - » Colleagues within the same organisation had already been interviewed and nothing further could be added;
 - » The person contacted felt they did not have any information that would be of help to the study;
 - » The person contacted had changed employment;
 - » Those contacted did not respond.
- ^{3.5} The following neighbouring authorities chose to take part in the GTAA; written responses were received from or interviews were conducted with officers from: Broxbourne Borough Council, Epping Forest District Council, Harlow Council, North Hertfordshire District Council, Stevenage Borough Council, Uttlesford District Council and Welwyn Hatfield Borough Council.
- ^{3.6} The aim of interviewing nearby authorities is to identify any migration between districts, what routes may be travelled, background information on the framework within which the authorities operate and any perceptions they may have regarding Gypsy, Traveller and Travelling Showpeople communities within their operational areas.
- ^{3.7} The Officers interviewed from East Herts and neighbouring authorities work in the following departments/services: Planning and Building Control, Planning and Development Control, Strategic

Planning, Planning and Economic Development, Development Management, Community Services, Community Safety and Health, Planning Policy, Environmental Health, Housing and Neighbourhood.

- 3.8 ORS also interviewed wider Stakeholders and these included interviews undertaken with individuals who have knowledge and experience of working with Gypsies and/or Travellers. Responses have been received from Hertfordshire County Council (Gypsy Section, Access to Education for Travellers, Refugees and Asylum Seekers & Trading Standards Department), CVS East Herts & Broxbourne, Hertfordshire Partnership University NHS Foundation Trust, Showmen's Guild of Great Britain, Association of Independent Showmen, Hertfordshire Fire and Rescue and Registered Providers (RPs).
- 3.9 With the aim of obtaining bricks and mortar contacts ORS interviewed representatives from the following Registered Providers:
- » Aldwyck Housing Association;
 - » Circle Housing South Anglia;
 - » Paradigm Housing Group.
- 3.10 East Herts Council operates a choice based lettings system called HomeOption and this is in partnership with Uttlesford and Epping Forest District Councils and Chelmsford and Brentwood Borough Councils. Each fortnight, a free sheet is published advertising available Council and housing association properties in each of the council areas. The scheme enables households on the Housing Register to register their interest for a home they want to live in rather than the Council choosing the property for them.
- 3.11 All interviewees, including Members, were asked whether they could identify or knew any Gypsies, Travellers or Travelling Showpeople living in bricks and mortar accommodation and if so, could they give a letter from ORS to them. The letter from ORS asks whether they would like to be involved in the Accommodation Needs Assessment consultation.
- 3.12 RPs were also asked how well they are able to identify these households within their current monitoring mechanisms and whether there are specific issues in relation to housing people from the Gypsy, Traveller or Travelling Showpeople communities.
- 3.13 RPs, together with other organisations found they were able to provide very little data through their monitoring systems. The majority of Officers confirmed they knew of people from the Gypsy, Traveller or Travelling Showpeople communities living in their areas or in their properties because of Officer experience/knowledge, but not because of the analysis of statistical data.
- 3.14 The reasons given for not being able to accurately provide information was due to people not self-declaring their ethnicity during the housing application process or it was not possible to extrapolate this information from data sets/computer systems and/or tended generally not to be included in monitoring.
- 3.15 The Consultation section has been split into two distinct sections:
- » Officers and Members of East Herts Council and Officers representing neighbouring authority areas;
 - » Wider Stakeholders.

- ^{3.16} Due to issues around data protection and in order to protect the confidentiality of those who took part, this Section does not include verbatim comments and it aims to represent a summary of the views and responses expressed by Officers, Members and Stakeholders during the consultation interview process.
- ^{3.17} The Consultation Section may, in some places, be representative of personal views and opinions and not necessarily the views of the organisation the interviewee works for. Some respondents also noted that at times their reply is based on a Hertfordshire-wide experience and not specifically to East Herts but a note is made of this in the Report.
- ^{3.18} The Consultation Section is based on information provided during the interview process and may not have a direct correlation to the factual information passed to ORS from the local authority e.g. number and names of sites.

East Herts Officers and Members and Officers employed in neighbouring areas

Background

- ^{3.19} Officers and Members from East Herts Council stated that the Council has been working to meet the small amount of need identified in the last GTAA through successfully granting permissions to expand existing private sites; this has on occasions been granted retrospectively.
- ^{3.20} Officers and Members from East Herts Council confirmed that granting permission for a further 13 pitches in the district since 2008 has resulted in additional need being met for Gypsies and Travellers over that identified in the last GTAA¹. However, a minority of Officers noted that the need for 9 plots identified in the Regional Spatial Strategy (RSS), now redundant, for Travelling Showpeople has not been met.
- ^{3.21} Some Council Officers from East Herts Council suggested that the reasons for not meeting the needs of Travelling Showpeople in the area are due to the site at Rye House being constrained on all sides and therefore the site cannot be expanded. There has also been difficulty in finding a new site large enough to accommodate both the additional numbers of Travelling Showpeople and their equipment.
- ^{3.22} The majority of Officers responding from East Herts Council confirmed that no new sites have been developed and there is currently no public provision in the district.
- ^{3.23} Officers from neighbouring areas confirmed the following:
- » Broxbourne Borough Council – A GTAA was undertaken in 2006 with East Herts and other local authorities in Hertfordshire which led to the Council undertaking a site identification study in 2007/8. However, due to the change in government and the abolition of the Regional Spatial Strategy the work was believed to be unsound. The Council has now commissioned a new GTAA and a Travelling Showpeople Accommodation Assessment in order to inform the new local plan;
 - » Epping Forest District Council – The Council's last GTAA identified a need for approximately 34 pitches and that was followed by the preparation of a Gypsy and Traveller Development Plan

¹ GTAA – Gypsy and Traveller Accommodation Assessment

Document (DPD). Since then because of a change in government direction, this work has been abolished but has encouraged the local Gypsy and Traveller community to take the opportunity to submit professionally prepared planning applications which has seen an increase of 47 pitches on private authorised sites;

- » Harlow Council – Following the changes to planning legislation the Council, through the Essex Planning Officers Association (EPOA) and with all other districts in Essex, are undertaking a new Gypsy and Traveller Accommodation Assessment. This will provide an up-to-date assessment of need that will be reflected in the policies and proposals of the New Local Plan for Harlow;
- » North Hertfordshire District Council – A Northern and Eastern Hertfordshire GTAA was undertaken in 2006 which identified a low need for site provision in the area. What need there is has been met by expanding an authorised private site;
- » Stevenage Borough Council – The Council undertook a GTAA in 2006 which identified a small need for 3 pitches. A new GTAA has recently been undertaken that identifies a short term requirement for 3 pitches to 2018 with an estimated need for an additional 3-5 pitches in each 5 year period thereafter;
- » Uttlesford District Council – has undertaken a call for sites and is currently undertaking a new GTAA where, if need is identified, the Council will be looking to allocate sites;
- » Welwyn Hatfield Borough Council – A GTAA was carried out in 2011 and published 2012. A call for sites was also carried out in 2013 to inform future site allocations.

Accommodation Provision: Authorised Sites, Unauthorised Developments/Temporary Permission and Bricks and Mortar

- ^{3.24} Officers and Members from East Herts identified three privately owned sites that currently accommodate 20 caravans
- ^{3.25} Some Officers responding from East Herts Council highlighted that all sites are privately owned by individuals or families and one site in Rye House is owned by Travelling Showpeople operating showground fairs.
- ^{3.26} Few Officers responding from East Herts highlighted any issues on the authorised sites other than on occasions there are breaches of planning permission because non Gypsies or Travellers are using the sites or where sites are being expanded without planning permission.
- ^{3.27} Members responding from East Herts Council generally believe the private sites are well run and appear not to cause any problems to those living in the local vicinity.
- ^{3.28} Officers in neighbouring authorities highlighted the following authorised sites in their areas:
- » One private site in North Hertfordshire District Council area – for one family that has been expanded to meet the needs identified in the Council's last GTAA;
 - » One public site in Epping Forest District Council area managed by Hertfordshire CC – 16 pitches;

- » One private Travelling Showpeople site in Epping Forest District Council area – 9 yards;
- » One public site in Broxbourne District Council area - 15 pitches;
- » Two private sites in Broxbourne District Council area - 7 pitches;
- » Two authorised Travelling Showpeople sites in Broxbourne District Council area (one of which is believed to be vacant);
- » Two private sites in Welwyn Hatfield Borough Council area – 16 pitches;
- » One public site in Welwyn Hatfield Borough Council area owned and managed by Hertfordshire CC – 39 pitches;
- » One private site for Travelling Showpeople in Welwyn Hatfield Borough Council area;
- » One public site in Stevenage Borough Council area - 17 pitches;
- » One public site of 17 pitches in Uttlesford and a large number of private sites with a total of 43 pitches.
- » Two public sites in Harlow Council area managed by Essex County Council -44 pitches.

^{3.29} The general consensus of Officers responding from neighbouring authorities is that the public and private sites are, in the majority of cases, meeting the needs of residents and there are no current issues in relation to anti-social behaviour or community cohesion.

^{3.30} One Officer in a neighbouring area highlighted that on a private site there have been breaches of the planning conditions because some of the pitches have been rented out to non-Gypsies or Travellers. This is believed to be because the site can accommodate more pitches than there is need in the area.

^{3.31} One Officer in a neighbouring area highlighted the difficulties in determining whether a Travelling Showpeople site is under-occupied or not because of the transient nature of those using the site in their area.

^{3.32} One Officer in a neighbouring area confirmed that there have been issues on some sites in terms of over-occupation (doubling up on pitches) and some of the older sites in their area being in remote locations with poor accessibility to facilities.

^{3.33} One Officer responding from a neighbouring area reported they had experienced difficulty with a public site which was being dominated by a family resident on the site. This had led to some residents leaving the site and it being under-occupied as a result.

^{3.34} Officers and Members responding from East Herts Council gave few examples of unauthorised developments or those with temporary planning permission other than a site at Sawbridgeworth. The site has recently been subject to appeal and the Inspector upheld the greenbelt argument. In addition to this the site has, on occasions, been subject to flooding. Officers further confirmed that approximately 12 caravans had been on the site, but it has recently been vacated and the hard standing is in the process of being removed.

- 3.35 Officers responding from neighbouring authority areas gave few examples of unauthorised developments and/or sites with temporary permissions or whether if these do occur whether they are tolerated.
- 3.36 Officers responding from neighbouring authorities confirmed they have sites with temporary permissions and unauthorised developments as listed below:
- » One authorised site (12 pitches) with 6 temporary pitches which runs out in 4 years' time – North Hertfordshire DC;
 - » Ten pitches with temporary permission – Epping Forest District Council;
 - » Twelve to thirteen caravans on an unauthorised development – Epping Forest District Council;
 - » One authorised site with a number of unauthorised pitches (some authorised due to length of time) – Broxbourne Borough Council;
 - » One temporary site allowed on appeal until 2016 – Welwyn Hatfield Borough Council.
- 3.37 One Officer in a neighbouring area suggested that the reason there are unauthorised developments or sites that have temporary permission is because there is not enough room on the transit site at South Mimms and there is a lack of pitches on permanent sites in their area.
- 3.38 One Officer responding from East Herts Council knew that a Traveller had applied for bricks and mortar accommodation and that it was approximately 6-7 years ago.
- 3.39 Some Officers responding from East Herts believe that one or two of those who had been residing on the unauthorised site in Sawbridgeworth have access to bricks and mortar housing.
- 3.40 One Officer responding from East Herts Council confirmed that the current housing application form does not include options for Roma Gypsies or Irish Travellers for example, to self-declare their ethnicity and this makes it difficult to identify these communities.
- 3.41 Officers responding from East Herts Council generally believed that identifying Gypsies, Travellers or Travelling Showpeople living in bricks and mortar accommodation may be difficult as they may not wish to identify themselves and/or may not wish to be included in the consultation for the GTAA; it was suggested that if there is a level of trust between Gypsies, Travellers and Travelling Showpeople and those in authority then it would be more likely they would wish to be involved.
- 3.42 Some Officers responding from East Herts Council highlighted that little data in relation to Gypsies and Travellers has been identified from the last census.
- 3.43 Some Officers responding from East Herts Council put forward that as there is little knowledge of whether Gypsies, Travellers or Travelling Showpeople are accessing affordable housing it may be because such housing does not suit their needs. Some Officers suggested this may be because bricks and mortar housing does not meet their cultural needs and/or identity.
- 3.44 Members responding from East Herts Council did not know of any Gypsies, Travellers or Travelling Showpeople living in their wards other than those living on private sites, although they did not know those people personally.

- ^{3.45} The majority of Members responding from East Herts Council hoped that any Gypsies or Travellers or Travelling Showpeople would welcome the opportunity to be involved in the consultation for this study as Members believe it is in the best interests for these communities to have their voices heard.
- ^{3.46} The majority of Members responding from East Herts Council had read that bricks and mortar accommodation may not meet the needs of Gypsies, Travellers and Travelling Showpeople. One Member suggested that as long as these communities were not transient then bricks and mortar housing was suitable providing the curtilage had space to store a caravan.
- ^{3.47} Officers responding from neighbouring authorities were unable to provide information regarding Gypsies, Travellers or Travelling Showpeople who may be living in bricks and mortar accommodation in their areas and who may wish to move into the East Herts area.
- ^{3.48} Where GTAA's have been undertaken in nearby local authority areas very little information about those living in bricks and mortar accommodation and their needs have been identified. Officers reported even if they believe they have Gypsies, Travellers or Travelling Showpeople living in bricks and mortar accommodation in their area, it is a challenge to often identify any such households when undertaking a GTAA.
- ^{3.49} Those local authorities who identified and consulted with Gypsies, Travellers or Travelling Showpeople living in bricks and mortar housing found they have no intention of moving out of their accommodation back onto sites. However, one authority reported that the Hertfordshire Gypsy and Traveller section has suggested that there may be a demand for pitches from those living in bricks and mortar accommodation. Those on a waiting list for Hertfordshire CC managed sites, none of which are in East Herts, highlighted 57 households currently looking to apply for a pitch² currently living in bricks and mortar accommodation.
- ^{3.50} The majority of Officers responding from neighbouring local authorities believe that Gypsies, Travellers or Travelling Showpeople will be less inclined to take part in the consultation for the East Herts GTAA and GTAA's generally.
- ^{3.51} The majority of Officers responding from neighbouring local authorities believe that bricks and mortar housing does not meet the needs of Gypsies, Travellers and Travelling Showpeople and this could be evidenced by the low numbers of households identified in GTAA's.

Accommodation and Management: Roadside Encampments/Transit

- ^{3.52} Officers and Members responding from East Herts Council agreed that roadside encampments do not regularly occur in the area and there has been a significant decline over the last 15 years. Few examples were given as to the reasons why encampments happen other than Gypsies, Travellers or Travelling Showpeople are travelling through the area and stop for a couple of days and move on. One Officer confirmed that in the last 12 years, only one letter has been issued and that was for a group encamped on highway land.

² Hertfordshire CC monitoring as at December 2013.

- 3.53 One Officer from the Council made mention of there having been two encampments recently in the Marshgate area of Hertford. One of the incursions consisted of two caravans (Irish Travellers) and the other 23 caravans, a separate group dealt with by the Police; both groups only stayed for a few days.
- 3.54 The majority of Members responding from East Herts Council believe the Council has a robust approach to encampments and that the Council works closely with the Police on these matters.
- 3.55 Officers responding from nearby local authority areas confirmed they encounter few instances of unauthorised encampments and the level has decreased over recent years.
- 3.56 One Officer in a nearby local authority confirmed that they had one family who regularly moved around their area and is now on the Hertfordshire CC waiting list for a pitch in their area.
- 3.57 When encampments do occur in nearby local authority areas it is thought that Gypsies or Traveller are visiting relatives or are attending a specific occasion such as a funeral or they are travelling through.
- 3.58 Officers from East Herts Council confirmed there is currently no transit site in the District and it is believed there is no need for such provision.
- 3.59 Hertfordshire County Council manages a transit site at South Mimms which is in regular use. It was mentioned that at times this was overcrowded.

Gypsies and Travellers - Trends, Favoured Locations and Stopping Points

- 3.60 When asked to consider trends in relation to these communities Officers from East Herts believe there have been no significant trends. Some officers believe that any increase in numbers of Gypsies and Travellers in particular are having their accommodation needs met by the slow expansion of the three private sites.
- 3.61 Officers responding from East Herts Council acknowledged that the area had seen no incursions by Travelling Showpeople in the area and there are no issues in terms of unauthorised arrivals, although it is hoped that this study will give an indication of any future needs or trends for this community. One Officer mentioned the fact that across the country it is thought that the Travelling Showpeople way of life is on the decline.
- 3.62 Members agree they have seen no trends especially with regard to the number of Gypsies, Travellers or Travelling Showpeople in East Herts. One Member also cited that when consultation had been undertaken with regard to a call for sites some local Gypsies had signed a petition against such proposals, because they did not want to have any more Gypsies or Travellers or Travelling Showpeople move into the area.
- 3.63 The majority of Officers responding from neighbouring authorities believe they have seen little change over recent years, although two Officers noted they have seen an increase in sites gaining permanent and temporary planning permission, often retrospectively.
- 3.64 Two Officers from neighbouring areas confirmed they have experienced an increase in planning applications and one Officer confirmed that in their local authority area they had seen an increase in planning applications for private owned sites about 4-5 years ago which was linked to the DPD consultation, but since then applications have tailed off.

- 3.65 One Officer in a neighbouring area believes they have seen an increase in the number of Irish Travellers in their area and another Officer believes they have seen an increase in the number of roadside encampments over the past year.
- 3.66 Officers from East Herts Council in the main do not believe there are favoured areas or stopping points in the district, other than the areas where the current private authorised sites are established. Furthermore, some Officers pointed out that where unauthorised developments have taken place, these have been in rural areas outside of current development boundaries because land is cheaper.
- 3.67 Members did not mention any areas they believe to be favoured by Gypsies, Travellers or Travelling Showpeople in the Council's area.
- 3.68 Officers responding from neighbouring local authority areas believe the following locations could be favoured by Gypsies, Travellers or Travelling Showpeople:
- » Roydon;
 - » Nazeing;
 - » Proximity to A1M;
 - » Cheshunt.

Future Accommodation Needs

- 3.69 Officers responding from East Herts Council believe there is sufficient site provision in the area. Some officers stated this is their perception and they are unsure of the actual need, including the type of provision that may be needed, until the results of this study are completed.
- 3.70 Some Officers responding from the Council highlighted they believe there is sufficient provision in the area because there are few encampments and on some sites the pitches are believed to be rented out to those who are not Gypsies or Travellers, thus breaching planning conditions.
- 3.71 Some Officers responding from East Herts Council confirmed their knowledge of Travelling Showpeople in the area would be reliant on this study because they are currently unaware of any changes in circumstances for this community, other than the need for additional pitches and the challenges in finding a suitable site.
- 3.72 Officers responding from East Herts Council generally believe the need for a transit site is unlikely because the area does not experience large numbers of incursions. However, one Officer highlighted that because all the current sites are private, there is no transit provision in the area to move any encampment to should there be a need to take enforcement action.
- 3.73 The majority of Members agree there is sufficient site provision in the East Herts area. One Member did respond that it is likely that the new study could identify a small additional need and that a new site would be justified; this, the Member suggested is likely to be problematic to achieve because of the lack of affordable land especially when any new Gypsy or Traveller or Travelling Showpeople site would be in direct competition with the need for affordable housing.
- 3.74 Three Officers responding from nearby authority areas confirmed there is a need in their areas for additional site provision. One Officer suggested that as the Hertfordshire CC waiting list holds 161

households waiting for pitches in the Hertfordshire area it would suggest there is a need for additional site provision in the Hertfordshire area.

- 3.75 An Officer from a neighbouring area highlighted that the South Mimms transit site could be contributing to the high level of need for permanent provision in the Hertfordshire area and a holistic approach should be considered by all local authorities in Hertfordshire.
- 3.76 One Officer in a neighbouring area highlighted a public site in Holwell where a need for additional pitches has been identified. The site is close to the East Herts boundary which may indicate that some of the need could be arising from East Herts, but that has yet to be evidenced.
- 3.77 The majority of Officers responding from neighbouring areas believe they are meeting the needs identified in their most recent GTAA's.
- 3.78 One Officer reported that in their area there is an over provision in their District.
- 3.79 A minority of Officers from neighbouring authority areas stated there is a lack of information about the needs of Travelling Showpeople in their areas and research will be undertaken in due course.
- 3.80 In terms of the criteria to be considered when determining where a site should be located Officers and Members from East Herts Council and Officers responding from neighbouring local authority areas stated the following views:
- » Reference should be made to government guidance and existing criteria based policies and emerging policies such as East Herts Council's HOU7;
 - » Sites should be near local services and facilities such as shops, GPs, public transport and schools;
 - » Accessible to local road networks such as M11 or A10 without causing safety issues;
 - » Access to services/facilities on site such as water, sanitation, rubbish collection and electricity;
 - » Sites should have adequate parking, storage, turning and servicing on site;
 - » Consideration should be made to include site provision as part of any future major housing development in the same way as affordable housing is negotiated as part of Section 106 planning agreements;
 - » An impact assessment should be undertaken in relation to the local environment/environmental constraints to ensure that any proposed site will suit the local environment and community and therefore remain sustainable.
- 3.81 Officers responding from East Herts Council gave a balance of views as to whether sites should be located in rural or more urban areas.
- 3.82 The majority of Officers from East Herts Council did not express a view as to where any sites, if need is evidenced, should be located. One Officer suggested that an existing private site had recently had permission granted for a further 6 pitches, but there is room on the site to take more should need be evidenced.

- ^{3.83} One Officer responding from East Herts Council confirmed that should more sites be needed, consultants will be employed to undertake a new study to identify suitable sites and their potential for development and that will help the Council plan the way forward.
- ^{3.84} The majority of Members did not express a view as to the location of new sites, if a need is identified. One Member suggested that disused quarries and other derelict Council amenity areas should be considered suitable, although in the previous scoping exercise they had been classed as unsuitable; another Member further confirmed that the Council had already looked at where potential sites could be located and this had proved highly sensitive.
- ^{3.85} The majority of Officers responding from neighbouring authorities were unable to suggest locations within the East Herts area, although if a need is identified sites should be considered in non-green belt areas and based on clear and transparent criteria.
- ^{3.86} One Officer responding from a neighbouring area believes that an opportunity exists for a new site to be provided to the east of Welwyn Garden City on land within East Herts as part of a broad location for growth.
- ^{3.87} The majority of Officers and Members responding from East Herts Council stated that private sites would be preferable if a need for more sites is identified. Some Officers further stated that private sites tended to be well managed and there have been few issues in relation to management.
- ^{3.88} One Member suggested that public owned and managed sites would be preferable to private sites because of ensuring that maintenance standards met a satisfactory level.
- ^{3.89} Some Officers responding from East Herts Council highlighted the District currently has private sites only and those who cannot afford to purchase land are not being provided for; this may mean that Gypsies, Travellers and Travelling Showpeople are at a disadvantage when compared to those who cannot afford to buy bricks and mortar housing because affordable housing is available through the Council.
- ^{3.90} Some Officers responding from East Herts Council recognised that should need be identified it would be important to ensure that the needs of Gypsies and Travellers and Travelling Showpeople are clear for each group because any need could not be met by providing one site to accommodate a mix of needs. This is because these communities do not always live harmoniously together and also their needs are different e.g. Travelling Showpeople would require larger sites to accommodate equipment.
- ^{3.91} Some Officers responding from East Herts Council stated that it would be unlikely that the Council would want to manage any new site, if need is identified, but if a public site or transit is required then other organisations such as Hertfordshire County Council or a Registered Provider may be approached.
- ^{3.92} The majority of Officers responding from the Council did not give a view as to a preferred size for a site; one officer stated a maximum of 6 pitches and another in line with government guidance of 15 pitches.
- ^{3.93} The majority of Members did not have a view on the management or ownership of sites; one Member believes sites should be privately managed with an input by the local authority.
- ^{3.94} The majority of Officers responding from neighbouring areas did not express a view with regard to the ownership and management of sites.

- ^{3.95} One Officer from a neighbouring authority confirmed that their GTAA had evidenced that Gypsies, Travellers or Travelling Showpeople would prefer to own sites, rather than use public sites and another officer confirmed that their view is that privately owned sites are more likely to be well maintained.
- ^{3.96} One Officer raised the issue of continuing to ensure that there is provision to meet the needs of those Gypsies, Travellers or Travelling Showpeople who cannot afford to purchase their own sites. The issue of who should manage additional public provision, should Hertfordshire CC not wish to increase the number of sites they are currently managing, may mean that future delivery options will need to be explored across the County such as working with RPs.

Community Cohesion, Employment, Health and Education Issues

- ^{3.97} No specific issues in relation to Travelling Showpeople when speaking about community cohesion were recorded.
- ^{3.98} Officers from East Herts Council highlighted when there is an encampment, an unauthorised development or a new site is being submitted for planning, especially if any of these are in the green belt, the public is immediately concerned and issues arise with Gypsies or Travellers and local settled residents. However, when sites are established few issues arise between the settled community and residents unless there is anti-social behaviour such as fly tipping.
- ^{3.99} Officers and Members from the Council highlighted there are sometimes internal family feuds and also specific groups of Gypsies and Travellers, such as Irish Travellers and English Gypsies, are unable to live on the same site due to cultural differences. This leads to sites needing to become specific to either one or the other.
- ^{3.100} Members reported little evidence to suggest there are tensions between Gypsies, Travellers and Travelling Showpeople communities or between these communities and the settled community within the area. One Member highlighted the issue of a public site in Welwyn Hatfield, albeit outside of East Herts area, which is believed to be a no-go area, even for the Police; the reputation of the site the Member stated taints all Gypsies and Travellers with the same brush.
- ^{3.101} Officers from neighbouring authorities generally reported few issues in relation to community cohesion other than the mistrust of the settled community towards Gypsies and Travellers in particular especially when issues around planning applications, site identification consultation or encampments occur.
- ^{3.102} One Officer from a neighbouring authority highlighted the use of terminology as there have been instances where a misunderstanding around the use of the term 'settled community', used in National Planning Policy to mean the general population, has been misinterpreted to mean the 'settled Gypsy and Traveller population'; this has been problematic when looking at possible locations for new sites.
- ^{3.103} Officers responding from East Herts Council believe Gypsies, Travellers and Travelling Showpeople are able to access education services, but are unaware as to what the situation is regarding their ability to access health. The majority of Officers further believe that it is unlikely that Gypsies, Travellers and Travelling Showpeople will want or need to access employment services as they are likely to be self-employed.

- ^{3.104} A minority of Officers responding from East Herts Council suggested that there would be a need to ensure that accessibility to health and education services and employment opportunities are taken into account when deciding where new sites should be located, if a need is evidenced.
- ^{3.105} The majority of Members do not have a view with regard to Education, Health or Employment in relation to the Gypsy, Traveller or Travelling Showpeople communities. It was generally agreed that Gypsies, Travellers or Travelling Showpeople are able to access these services if they wish to.
- ^{3.106} A minority of Members believe that accessing education may be difficult for these communities, but no more than for the settled community due to the lack of places, especially in the Sawbridgeworth area.
- ^{3.107} Officers responding from neighbouring authorities generally believe that Gypsies, Travellers or Travelling Showpeople are able to access health and education services. However, it is a perception that employment opportunities would not be accessed by these communities as they likely to be self-employed.
- ^{3.108} Officers responding from neighbouring authorities highlighted the location of new sites would ensure residents would have access to all necessary services.

Cross Boundary and Consultation Activities

- ^{3.109} Officers and Members of East Herts Council and Officers responding from neighbouring areas believe that the main travelling routes for Gypsies, Travellers or Travelling Showpeople through Hertfordshire are: the A10, A414, A1, A120, A602, A507, M25, A505 and M11.
- ^{3.110} Officers and Members of East Herts Council stated there is no trend for Gypsies, Travellers or Travelling Showpeople to move to neighbouring districts from East Herts neither does it appear these communities are being moved backwards and forwards between local authority areas; the low level of roadside encampments are believed to be Gypsies or Travellers passing through the area.
- ^{3.111} The majority of Officers responding from neighbouring areas do not believe that Gypsies, Travellers or Travelling Showpeople are moving out of their area to neighbouring districts. One Officer highlighted limited evidence of Gypsies or Travellers moving between districts. One Officer reported that in their GTAA, the survey had evidenced that all future newly forming households living on a site in their area would prefer to live in East Herts, but the Council has included this need in the own future provision figures because the numbers are few and the general geographic area used.
- ^{3.112} The majority of Officers and Members from East Herts Council are not aware of any cross-border working other than the last GTAA and some site scoping work which followed. Some Officers mentioned that discussions take place between local authority enforcement Officers in terms of sharing intelligence of where and when encampments take place and where such encampments may move to. One Member suggested there is a County group where senior Officers meet to discuss issues that may and do affect Gypsies, Travellers and Travelling Showpeople in the Hertfordshire area.
- ^{3.113} Officers responding from neighbouring local authority areas gave some examples of cross-border working such as undertaking GTAA's with neighbouring authorities such as Epping Forest DC who are part of an Essex wide GTAA currently being undertaken.

- ^{3.114} Some Officers reported that working with other local authorities is sometimes difficult, not because there is a lack of interest in doing so, but that it is politically a very difficult and controversial issue and sometimes the cooperation is next to nothing or a tick box exercise.
- ^{3.115} The majority of Officers and all Members responding from East Herts Council believe the Council is meeting its Duty to Co-operate.
- ^{3.116} Officers responding from nearby local authority areas believe they are complying with the Duty to Cooperate and specifically at Officer level; government guidance has also assisted the process. However, some Officers again pointed out that there is no political agreement on how any needs identified will be accommodated between the districts for example if a need for transit provision is evidenced across Hertfordshire.
- ^{3.117} A minority of Officers responding from neighbouring authorities believe they are complying with the Duty to Cooperate on the majority of issues, but are unsure as to whether this has included Gypsies, Travellers or Travelling Showpeople.
- ^{3.118} Officers and Members of East Herts Council stated that regular consultation with Gypsies, Travellers or Travelling Showpeople does not happen other than when Officers visit sites to undertake the bi-annual caravan count or to discuss specific issues face to face such as for the consultation undertaken for this study.
- ^{3.119} Officers responding from neighbouring local authority areas generally agree that consultation is undertaken on specific issues such as site refurbishments, the gaining of grant funding or in relation to planning policy and GTAA's for example.
- ^{3.120} The majority of interviewees agreed that site visits are undertaken when undertaking any form of consultation as written formats are less likely to be effective, sometimes due to low levels of literacy.
- ^{3.121} Officers responding from neighbouring local authorities where sites are managed by Hertfordshire CC, confirmed Officers from the County Council will help with consultation. In addition to this, other organisations such as Hertfordshire Gypsy and Traveller Empowerment (GATE) have also helped in ensuring residents on sites are involved in any consultation, and this has been especially useful when undertaking GTAA's.

Future Priorities and Any Additional Issues

- ^{3.122} It is generally agreed by all those interviewed that massive change is unlikely in relation to the numbers of Gypsies, Travellers or Travelling Showpeople living or travelling through the East Herts area.
- ^{3.123} Officers and Members responding from East Herts Council believe that a priority for the Council will be to ensure there are enough sites in decent locations to meet any mix and need identified for Gypsies, Travellers and Travelling Showpeople and that these priorities are based on informed decisions and not assumptions of what people may want.
- ^{3.124} A minority of Officers and Members from East Herts Council suggested that, if need is identified, a priority will be finding suitable locations based on a sound site criteria. Some Officers also believe that there is a need to find a balance between locating sites in rural areas and housing developments located in more urban areas and ensuring that these proceed forward to planning application stage.

- ^{3.125} A minority of Officers believe that further consideration needs to be made around transit provision as it may be those who may want to make their home in the area are penalised because of not having a place to stay temporarily whilst looking for a permanent pitch. It was emphasised that there is also no place to direct incursions to should there be a need to move Gypsies, Travellers or Travelling Showpeople.
- ^{3.126} Some Officers from East Herts Council believe that the needs of Travelling Showpeople should be a priority because additional need was identified in the last GTAA and has still not been met. It was put forward that further work should be undertaken with neighbouring authorities such as Broxbourne especially as there may be an indication that Travelling Showpeople will be more likely to be based in a yard for longer periods of time and travel less around the regions.
- ^{3.127} One Officer highlighted that more education and training is needed within the Council and the District in order for people to understand different cultures with the aim of improving community cohesion; it is suggested that this could assist the Council when it comes to consulting on future site locations should need be identified.
- ^{3.128} A minority of Members suggested that planning laws needed to be a little more flexible when there is a genuine need because of the number of applications being submitted by those who are not Gypsies, Travellers or Travelling Showpeople but want to live in a rural area where land values may be lower.
- ^{3.129} One Member suggested that having a monthly newsletter/e-zine highlighting key areas of work and progress for the Council's work, would be helpful to ensure that all Members were up-to-date.
- ^{3.130} The majority of Officers responding from neighbouring local authority areas agree their priority is either to identify the need in their area, or to identify sites to meet any need identified.
- ^{3.131} Some Officers from neighbouring authorities confirmed they will be looking to make more efficient use of existing sites to meet need rather than provide new sites.
- ^{3.132} Another priority for some Officers responding from neighbouring local authority areas is to explore ways to finance public sites such as involving registered providers who may be able to subsidise site provision.
- ^{3.133} Some Officers from neighbouring authorities wished to explore with other authorities the need to make provision for transit provision, perhaps within permanent sites, to allow for visitors to the area to stay for short periods of time on authorised sites.

Wider Stakeholders

Background

- ^{3.134} The majority of Stakeholders interviewed are not local authorities and therefore do not undertake their own GTAA's. Consequently, they are unaware as to the status of these documents in their area.
- ^{3.135} One Stakeholder responded that the additional need for Travelling Showpeople has to date been unmet and East Herts have not created any new sites or expanded any sites for members of this community. The Stakeholder highlighted the constraints of the current site being land locked.

- 3.136 The majority of respondents have not undertaken any specific training in relation to Gypsies, Travellers and Travelling Showpeople.

Accommodation Provision: Current Site Provision and Bricks and Mortar

- 3.137 The majority of respondents believe the current private Gypsy or Traveller authorised sites in East Herts meet the needs of the residents living on the sites.
- 3.138 Two respondents highlighted the Travelling Showpeople site at Rye House. The site is approximately 60-65 years old and privately owned by one family who rents out plots to other Travelling Showpeople. The site is now too small and is overcrowded and an additional site large enough to meet both accommodation needs and storage space for equipment is urgently needed.
- 3.139 Two respondents highlighted overcrowding on the South Mimms site, although not in East Herts, because some families are doubling up on pitches and there is a concern that the site is used as a permanent rather than transit site because residents appear to stay on the site for up to a year.
- 3.140 The majority of Stakeholders did not comment on whether unauthorised developments or sites with temporary planning permission meet the needs of residents; some Stakeholders stated there are none of these types of sites in East Herts.
- 3.141 One Stakeholder stated they believe temporary and unauthorised developments do meet the needs of residents.
- 3.142 Two Stakeholders confirmed that Travelling Showpeople would not be resident on sites with temporary planning permission or undertake unauthorised development because of the size of site that would be required.
- 3.143 A minority of respondents stated they are aware of some Gypsies, Travellers or Travelling Showpeople living in bricks and mortar accommodation and some were second generation. Two letters from ORS were made available to Stakeholders so they could pass it on to anyone they knew. However, no specific households in bricks and mortar were identified by Stakeholders to enable them to pass on the letter and no Gypsies, Travellers or Travelling Showpeople have contacted ORS in order to be involved in the consultation.
- 3.144 Some respondents confirmed that it would be unlikely that Travelling Showpeople will live in bricks and mortar accommodation because of the amount of equipment that is needed to be stored. Travelling Showpeople may retire and choose to live in bricks and mortar housing but it is more likely they live with family/relatives on a yard used as the main base. As far as is evidenced there are not known to be any Travelling Showpeople living in bricks and mortar accommodation in East Herts.
- 3.145 RPs confirm they do monitor the 7 strands of diversity but it is understood that the current housing application form used by East Herts Council does not enable applicants to state whether they are a Gypsy or Irish Traveller for example should they wish. Should this be correct this means that the RPs interviewed are unable to provide any information as to whether or not Gypsies, Travellers or Travelling Showpeople are being accommodated in bricks and mortar accommodation.
- 3.146 RPs did not provide any meaningful information as to where any Gypsies, Travellers or Travelling Showpeople they house have moved from, the type of tenure they had been living in or the reason for

needing to be housed. Because East Herts Council manage the housing register some RPs believe the Council are more likely to be aware of this information.

- 3.147 Should the housing application process include opportunities for Gypsies, Travellers or Travelling Showpeople to self-identify, RPs could then monitor this information. However it will still be reliant on whether or not those completing the necessary application form or who are asked to update their profiles choose to declare this information.
- 3.148 One RP confirmed that their organisation had recently created a Research and Insight Team to look at how the organisation can use Customer Profile information more effectively in order to tailor their services to meet individual needs.
- 3.149 It was generally agreed that Gypsies, Travellers or Travelling Showpeople living in bricks and mortar housing may be reluctant or unwilling to be interviewed as part of the consultation. It is believed this is because they are suspicious of those in authority and also as to what the information will be used for. However, some stakeholders believe that the problem is not, why Gypsies, Travellers or Travelling Showpeople would refuse or not want to be interviewed; the problem is identifying these households in the first place.
- 3.150 Some Stakeholders believe that bricks and mortar accommodation does not meet the needs of Gypsies, Travellers and Travelling Showpeople because it is against their culture. One stakeholder commented that Gypsies, Travellers and Travelling Showpeople do not choose to move into bricks and mortar housing, it is usually through necessity, and it is unlikely to meet their long term requirements or aspirations.
- 3.151 One Stakeholder reported that Travelling Showpeople would not be averse to living in bricks and mortar accommodation providing the curtilage is big enough to accommodate any equipment etc.
- 3.152 The majority of RPs did not raise any major issues in relation to housing management when housing Gypsies, Travellers or Travelling Showpeople. RPs highlighted that there are occasional Anti-Social Behaviour Issues especially in relation to younger Gypsies or Travellers, untidy gardens and lack of household rubbish disposal, but there is no evidence to suggest this is more than those in the settled community being housed by RPs.
- 3.153 One stakeholder also suggested that there is sometimes discrimination in relation to Gypsies, Travellers and Travelling Showpeople when housed in bricks and mortar housing from those who are from the settled community.

Accommodation and Management: Roadside Encampments/Transit

- 3.154 Stakeholders agree that roadside encampments are not regular occurrences in the East Herts area. One Stakeholder highlighted Puckeridge as an area where encampments used to arise but that was before the Criminal Justice and Public Order Act 1994 (Section 61).
- 3.155 Some Respondents believe that when encampments occur in the area it is more likely to be Gypsies or Travellers rather than Travelling Showpeople. When encampments occur they are believed to be because of specific events such as a wedding, visiting family or they are travelling through for work.

Gypsies and Travellers - Trends, Favoured Locations and Stopping Points

- ^{3.156} Respondents did not report any significant trends in East Herts as it is, some reported, quieter in terms of the number of Gypsies, Travellers and Travelling Showpeople than other districts in Hertfordshire.
- ^{3.157} Some Stakeholders believe that in general across Hertfordshire there has been an increase in the number of permissions being granted for privately owned sites.
- ^{3.158} One Stakeholder highlighted that although not specifically relevant to East Herts; the financial climate for Travelling Showpeople has resulted in the general public not being able to afford to go to the circus or fairgrounds etc. The following trends have also been identified with regard to Travelling Showpeople:
- » Reduced travelling due to cost of diesel;
 - » Yards being used all year round and not just for winter quarters;
 - » Business being kept to a smaller geographic area;
 - » Change from traditional showground or fairground events from Spring to early Autumn to specific occasions such as Bonfire Night and Christmas events such as at garden centres;
 - » A change in the general public's use of leisure time and money.
- ^{3.159} Respondents do not believe there were any particular locations or stopping points that are favoured by Gypsies, Travellers or Travelling Showpeople in the East Herts area.
- ^{3.160} One stakeholder highlighted the fact that Hertfordshire more generally has good access roads e.g. the M25 to London and another stakeholder responded that Gypsies, Travellers or Travelling Showpeople are likely to be in areas where their families are located and because there has always been these communities in Hertfordshire and that is why they are here.

Future Accommodation Needs: Permanent and Transit provision

- ^{3.161} Stakeholders have mixed views as to whether there is sufficient site provision in the East Herts area. The majority believe that additional sites should be provided. Some respondents believe there should be a mix of publicly and privately owned sites and that as East Herts already has a number of private sites, then a public site should be a priority. An additional Travelling Showpeople site is known to be needed.
- ^{3.162} A minority of Stakeholders believe there is a need for another transit site in Hertfordshire, but whether or not this should be located in East Herts has not been evidenced.
- ^{3.163} One respondent highlighted the number of private sites across Hertfordshire and raised concerns that those who could afford it were having their needs met and this was counting towards councils' unmet need sometimes as windfall sites, whilst those Gypsies, Travellers or Travelling Showpeople unable to afford to provide for themselves are not having their needs met. The respondent is particularly concerned for those who are sometimes vulnerable such Gypsies, Travellers or Travelling Showpeople whom are older and/or who are in poor health.

^{3.164} Respondents stated the following as important criteria to consider with regard to site location and design:

- » Access to amenities and facilities such as GPs, schools, shops, public transport etc.;
- » Access to facilities on site such as water, electric, drainage and rubbish disposal;
- » Sufficient access and space for emergency vehicles;
- » That sites meet specific legal legislation such as the Regulatory Reform (Fire Safety) Order 2005 and the Caravan Sites and Control of Development Act 1960;
- » In close proximity to other residential areas and not located in rural areas where residents could be isolated;
- » Sites should be located away from local residents because of any noise disturbance, but close enough to facilities because of the cost of fuel and travelling time.

^{3.165} The majority of Stakeholders were unable to suggest locations for new sites. One respondent highlighted Puckeridge, Bishop Stortford and Ware.

^{3.166} The majority of Stakeholders do not have a view as to who manages any new sites. One Stakeholder highlighted that Travelling Showpeople sites should be managed independently and not be managed by a specific organisation. Where sites are managed by a specific organisation a resident has to pay to be a member and abide by its rules before becoming a tenant of a pitch, those who are not members of the organisation running the site are not allowed on these sites³.

^{3.167} The majority of stakeholders did not put forward a preferred size for a site other than one who stated that no more than 15 pitches, as outlined in government guidance would be considered manageable. In terms of Travelling Showpeople it was suggested that 6-8 plots would be ideal with each plot being approximately ½ acre.

Community Cohesion, Employment, Health and Education Issues

^{3.168} Stakeholders in general agreed there are issues around community cohesion. These challenges were not only between the settled community and Gypsies and Travellers but also between Gypsies and Travellers themselves. Some respondents put forward that when new sites are being developed they will need to be for specific groups of Gypsies or Travellers as mixed sites would be a challenge to manage.

^{3.169} One Stakeholder noted that as a general comment there appeared to be some negative feelings from communities towards Gypsies and Travellers but this is sometimes as a result of a negative standpoint held by Gypsies or Travellers before becoming members of a wider community.

^{3.170} Some stakeholders believe that further work with regard to education, needs to be undertaken with the Gypsy, Traveller and Travelling Showpeople communities and the settled community in order that there is better understanding of the different cultures.

³ This response was made by the Association of Independent Showmen in relation to the Showmen's Guild.

- ^{3.171} The majority of Stakeholders stated they believe Gypsies, Travellers and Travelling Showpeople living on authorised sites and in bricks and mortar accommodation are able to access services relating to health and education. One stakeholder did mention that sometimes members of the Gypsy, Traveller or Travelling Showpeople communities are sometimes reluctant and/or sceptical of engaging with services they have little contact with or where there are cultural taboos such as mental health.
- ^{3.172} The majority of stakeholders are unable to respond as to whether Gypsies, Travellers or Travelling Showpeople access employment opportunities. The majority of Stakeholders believe that Gypsies, Travellers or Travelling Showpeople are self-employed.
- ^{3.173} One Stakeholder highlighted that because traditional work such as scrap metal dealing is now difficult to earn a living from, more Gypsies or Travellers have been seeking full time jobs and are likely not to speak of it due to it being culturally unusual.

Cross Boundary and Consultation Activities

- ^{3.174} Stakeholders recorded that the following routes may be used by Gypsies, Travellers or Travelling Showpeople: M1, M25 and A10. One Respondent highlighted that Travelling Showpeople would be less likely to travel the same routes through the County but will criss-cross the country dependent on what shows are wanted.
- ^{3.175} The majority of Stakeholders do not believe that Gypsies, Travellers or Travelling Showpeople are moving from East Herts to other areas or vice versa, nor are they being forced to move between local authorities areas because of eviction. Travelling Showpeople travel to work to a known location, not to find a place to live or to find opportunities for work.
- ^{3.176} One Respondent remarked that the Travelling Showpeople at Rye House are happy to work with East Herts and nearby local authorities such as Broxbourne to find an additional site – they are not or do not wish to be constrained by local authority boundaries.
- ^{3.177} Stakeholders generally believe that Gypsies, Travellers or Travelling Showpeople are either based in East Herts or are Gypsies or Travellers passing through the area and stopping for a few days to break up the journey.
- ^{3.178} Stakeholders generally believe that cross boundary working could be improved but examples were suggested, such as the Hertfordshire Gypsy and Traveller Section Multi Agency Group and also work undertaken by Gypsy and Traveller Empowerment (GATE).
- ^{3.179} The majority of Stakeholders did not provide a view as to whether East Herts Council is complying with the duty to cooperate with regards to Gypsies, Travellers and Travelling Showpeople. One Stakeholder stated that all districts already cooperate as Gypsy Liaison Officers meet up from all over the country on a regular basis.
- ^{3.180} The majority of Stakeholders are not aware of any current consultation other than the work being undertaken for the GTAA. In some cases respondents gave examples of engagement rather than consultation.
- ^{3.181} One Stakeholder highlighted the work that involved Travelling Showpeople with the East of England Plan and complimented East Herts on that work. It was suggested that this liaison should be re-

established because of the positive engagement and experience that had been with the aim of resolving the unmet needs of the Travelling Showpeople community in its district.

^{3.182} Regular engagement with Gypsies, Travellers or Travelling Showpeople is undertaken with residents on authorised public sites in Hertfordshire managed by the County Council, together with support agencies for Gypsies, Travellers and Travelling Showpeople, examples were given as ensuring improved safety. One stakeholder highlighted that engagement with those living on private sites was often a challenge.

^{3.183} Where engagement is undertaken and where consultation is occasionally carried out with regard to a specific reason such as the GTAA this is done via face to face contact. Issues relating to literacy were highlighted for Gypsies and Travellers in particular, and the belief is that face to face contact is the best way to communication with these communities as, in the most part, it builds up trust.

^{3.184} One stakeholder believes that through general engagement and encouraging Gypsies, Travellers or Travelling Showpeople who had moved into bricks and mortar accommodation to become involved in the wider community trust has improved, but no suggestions as to why this has improved were given.

Future Priorities and Any Additional Issues

^{3.185} The majority of Stakeholders believe that further site provision should be provided as a priority in East Herts, but also across Hertfordshire and local authorities should work together to achieve this aim.

^{3.186} Some Respondents believe that the priority in East Herts is to meet the current unmet need for Travelling Showpeople as identified in the last GTAA and that working with the residents living on the Rye House site will achieve this.

^{3.187} In terms of the type of sites, the majority of Stakeholders suggested that public sites are needed in order to meet the needs of those that cannot afford to purchase their own land. Some stakeholders mooted the idea that another transit site within Hertfordshire should be considered.

^{3.188} One Stakeholder believes that small private sites managed by a specific family have proven to be successful and there tends to be far less social issues and less call on public funds than those provided through the public sector.

^{3.189} Some concern was highlighted over the low levels of literacy within the Gypsy and Traveller community in particular. With the emphasis on information/digital technology it may be that members from these communities may find it even harder to access services from councils and RPs for example.

^{3.190} One stakeholder raised a concern over whether anything would be achieved by undertaking another GTAA as there was a lot of expectation when the last one was completed and nothing seems to have materialised to meet the needs identified.

^{3.191} One Stakeholder suggested that liaison between the Council and RPs could be improved in terms of whether or not a prospective tenants are from the Gypsy, Traveller or Travelling Showpeople communities. This could help RPs to tailor their services that could help sustain a tenancy.

^{3.192} It is believed that communication networks need to be improved with members of the Gypsy, Traveller and Travelling Showpeople communities in order to ensure that improvements can be made to sites, such as safe access for emergency services and consultation activities generally.

Parish Survey

^{3.193} Nine Parish Councils completed and returned the Parish survey. Of the nine, none reported having any Traveller sites, Showpeople yards or regular unauthorised encampments in their Parish.

Suggestions

- » Monthly update for members on key issues
- » Training for members and the wider community on Gypsies and Travellers and Travelling Showpeople and other cultures and ethnicities.
- » Liaison between the Travelling Showpeople at Rye House and East Herts Council should be re-established.
- » Improvements made to housing applications in terms of ethnicity data

4. Gypsy and Traveller Population

Introduction

- 4.1 One of the components of this assessment was a detailed survey of the Gypsy and Traveller population in East Herts. This aimed to identify current households with housing needs, and to assess likely future household formation from within the existing households to help judge the need for future site provision. The survey sought to provide a baseline position on the resident Gypsy and Traveller population of East Herts. As noted in the introduction, “Gypsy and Traveller” refers to;

Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependents' educational or health needs or old age have ceased to travel temporarily or permanently, but excluding members of an organised group of Travelling Showpeople or circus people travelling together as such (Planning Policy for Traveller Sites, CLG, March 2012).

- 4.2 Interviews were attempted with every Gypsy and Traveller household in the area who were present during the fieldwork period in January 2014. Therefore, the baseline point for the findings of this study is January 2014.
- 4.3 In total, interviews were achieved on-site with 5 households, all of which were from private sites (2 at Nine Acres and 3 at Field Farm). For a further private site at The Stables the owner provided details on all 6 households who were living at the site. ORS researchers also visited the Esbies site which was the subject of a large scale recent planning inquiry. At the time of the visit most of the site was either empty or sub-let to non Travellers, but we did determine that there were 5 Gypsy and Traveller households living on the site. They did not wish to be interviewed, but we have counted them as households on unauthorised sites. An additional interview was also carried out over the phone with a traveller living in the area. No interviews were carried out with any households living in bricks and mortar. Due to the small size of the Gypsy and Traveller population we have not provided any data relating to this group in this report, but we do provide data for Travelling Showpeople.

Survey of the Gypsy and Traveller Population

Connections with the Area and Length of Residence

- 4.4 Respondents said that they had always lived in the area/had lived there a long time/grew up in the area. They also said that their friends and family are from the area, that family members work in the area and their children go to school there.
- 4.5 4 out of the 5 respondents said they had lived on the site they are currently living on for 5 years or more.

Satisfaction with Living at Current Address

- ^{4.6} All 5 respondents reported being satisfied with living at their respective sites. When asked why they liked living there, their responses were: because they are settled, because they've lived there all their life and because it's nice and quiet.

Housing Needs

- ^{4.7} 3 out of the 5 respondents interviewed reported that their current accommodation and site meets all of their needs in terms of accommodation quality and space; and site facilities, location and management. When respondents who felt that their current accommodation was not meeting their needs were asked the reason for this, one of them said that it was because it was too small while the other respondent said that the road surfaces needed improving. They both felt that these needs could be addressed at their current pitch.
- ^{4.8} 2 respondents said that their brother/sister (inc. half-, step & -in-law) would need to live at the site but are not able to at present. These relations were said to be currently living in Bricks and Mortar.
- ^{4.9} When asked about what improvements could be made to the site, respondents said that improved road surfacing and site safety, emptying of bins and the addition of traffic calming near the entrance could all improve the site.

Local services

- ^{4.10} Respondents were asked about their use of local services and all of them reported using local shopping facilities and the local GP. Most respondents also reported using local pharmacies, hospitals, dentists, schools, sport and leisure facilities and parks and green spaces.

Travelling

- ^{4.11} Only 3 out of the 5 respondents said that they have made trips (living in a caravan or trailer) away from their current site/permanent base in the last 12 months. 2 of these respondents made trips away for less than one month in total while the other respondent spent between 1 and 3 months away from their site in total. One respondent stayed at an authorised private site while the other 2 stayed at unauthorised encampments. One respondent said that they usually travel in the spring or summer for fairs while another said that they usually travel for a holiday.
- ^{4.12} The two respondents that hadn't travelled in the past 12 months said that they had travelled previously. One respondent said that the reason for not travelling in the past 12 months was due to the old age of family members while another said that it was because they want a more settled lifestyle.

Bricks and Mortar

- ^{4.13} When asked about bricks and mortar one respondent reported owning or renting a house, bungalow or flat. Another respondent said that they had lived in bricks and mortar accommodation 10 years ago or more but that it didn't suit them.
- ^{4.14} None of the respondents interviewed felt that they needed to move to a new permanent base, either now or in the next 15 years.

Additional interview with a Traveller

- ^{4.15} In addition to the 5 interviews undertaken on sites, a telephone interview was also carried out with a 72 year old traveller who has bought a piece of land with stables and a shipping container. It has electricity and water and isn't far from the town. He tried to get planning permission to re-build the stables but it was declined on more than one occasion. Therefore the gentleman lives in a motorhome on the side of the road.
- ^{4.16} He reported that there have been 3 planning applications, 3 appeals and he receives repeat visits from enforcement officers. He feels that the council should be identifying places where travellers can buy an odd bit of land or providing many more publicly and privately rented sites.
- ^{4.17} Finally, he added although he is extremely fit and healthy for his age, the lifestyle that he is living and has lived all his life has got to change in some way, but he can't imagine living in a house.

5. Travelling Showpeople

Introduction

- ^{5.1} This section focuses on the needs and aspirations of Showpeople in East Herts. As noted in the introduction, Travelling Showpeople are not a recognised ethnic group under the Equalities Act 2010, but within Planning Policy for Traveller Sites 2012 they are defined as:

Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their family's or dependent's more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently, but excludes Gypsies and Travellers as defined above. (Planning Policy for Traveller Sites, CLG, March 2012).

- ^{5.2} Throughout this study the person responding to the survey will be referred to as the respondent, and in questions which refer to all people in the household they will be referred to as household members. Throughout the remainder of this report the majority of numbers which appear on the charts represent the percentage of respondents who appear in that category. The purpose of showing percentages is to allow the results of the survey to be extrapolated to the whole Gypsy and Traveller population of East Herts. In a few cases, it is more appropriate to use the actual number of respondents, and these cases are clearly identified. In all charts those respondents who answered 'don't know', or did not answer the question, are omitted unless otherwise stated.

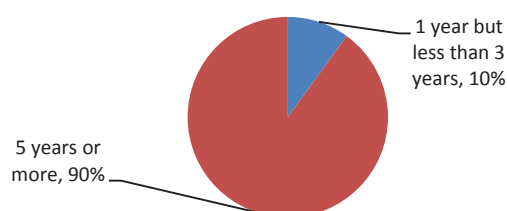
Survey of the Travelling Showpeople Population

- 5.3 During the course of the household survey interviews were attempted with 100 Showpeople households in the area. Interviews were achieved with 20 Travelling Showpeople. All 20 interviews were carried out with Travelling Showpeople at a yard in Rye House.

Length of Residence

- 5.4 The vast majority of Travelling Showpeople interviewed had been living at their current yard for 5 years or more (90%; 18 respondents) (Figure 2).

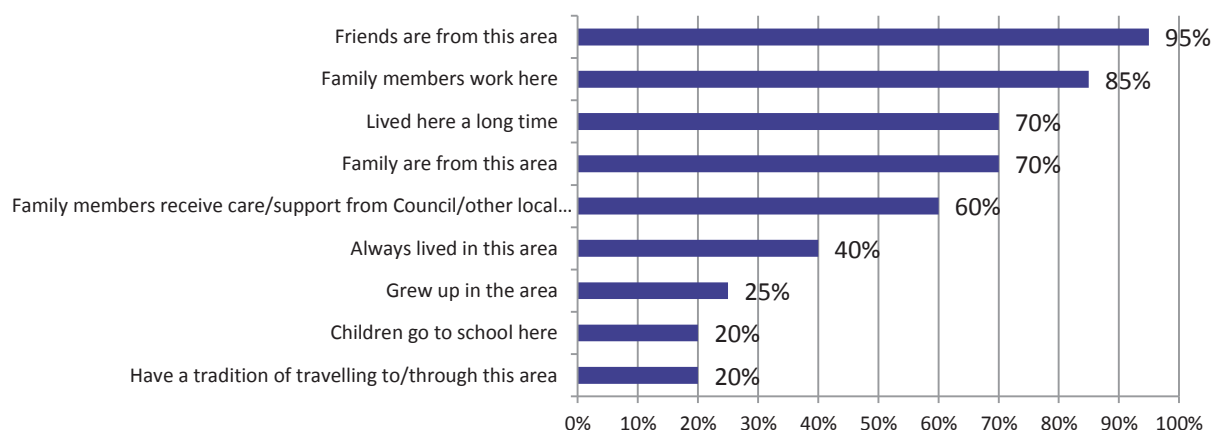
Figure 2
Length of Time Respondents and their family have lived at current address, by all Respondents
(Source: Survey of Gypsy and Traveller Population Travelling Showpeople 2014)



Connections with the Area

- 5.5 Respondents noted a variety of different connections to their local area (see Figure 3 below), with the main links identified being that their friends are from this area (95%; 19 respondents), that family members work here (85%; 17 respondents), that they've lived here a long time (70%; 14 respondents) and that their family are from this area (70%; 14 respondents).

Figure 3
Nature of Local Connections in East Herts, by all Respondents (Source: Survey of Gypsy and Traveller Population Travelling Showpeople 2014)



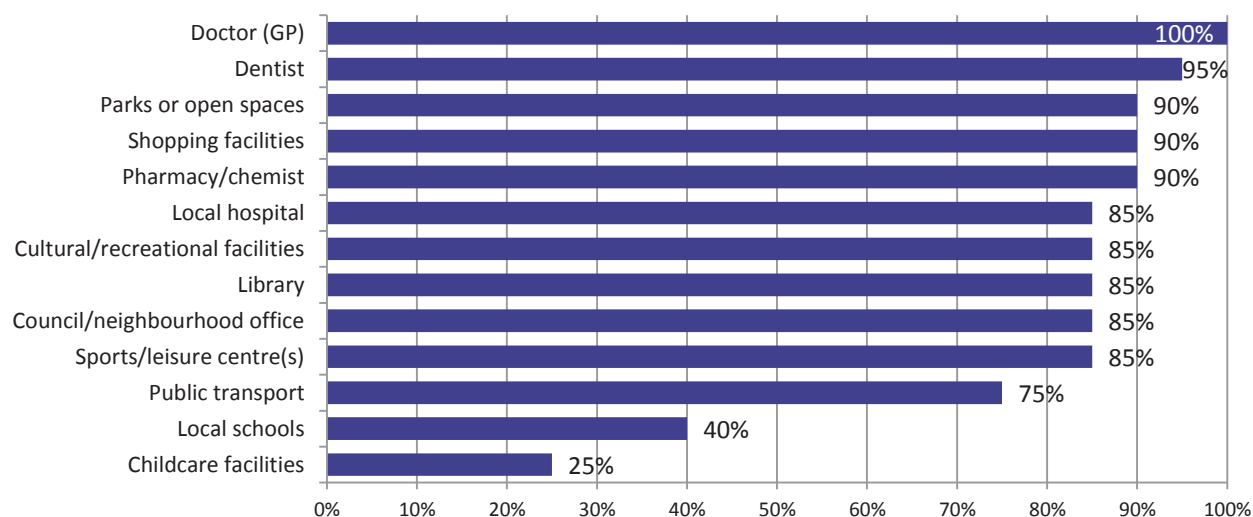
Housing Needs

- ^{5.6} All 20 respondents felt that their needs in terms of accommodation quality and space were met at their current yard and all felt that no improvements were required.

Local services

- ^{5.7} When asked what local services they use, respondents reported using a wide range of local services (see Figure 4 below). The services that respondents reported using most were: A doctor (GP) (100%; 20 respondents), a dentist (95%; 19 respondents), parks or open spaces (90%; 18 respondents), shopping facilities (90%; 18 respondents) and a pharmacy/chemist (90%; 18 respondents). The least used local services were local schools (40%; 8 respondents) and childcare facilities (25%; 5 respondents).

Figure 4
Local Services used in East Herts, by all Respondents (Source: Survey of Gypsy and Traveller Population Travelling Showpeople 2014)

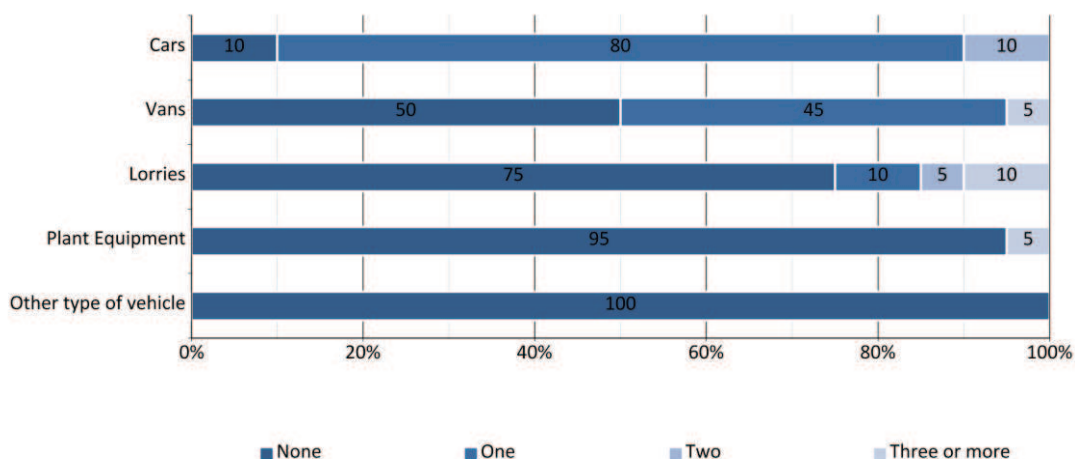


Vehicles

- ^{5.8} When respondents were asked how many vehicles they had on their yards, and the vast majority reported having one or two cars on their yards (90%; 18 respondents). Half of respondents (50%; 10 respondents) also reported having at least one van on their yard.

Figure 5

How many vehicles respondents have on their yards in East Herts, by all Respondents (Source: Survey of Gypsy and Traveller Population Travelling Showpeople 2014)



Bricks and mortar

- ^{5.9} Although none of the respondents currently owned or rented a house, flat or bungalow, 3 respondents said that they had previously lived in this type of accommodation. 2 of the 3 respondents had lived in bricks and mortar over 10 years ago. The other respondent who had previously lived in bricks and mortar reported this to be more than 1 year but less than 3 years ago.

Satisfaction with Living at Current Address

- ^{5.10} All respondents (20 respondents) said that they are very satisfied with living at their current address.

Age and Household Profile

- ^{5.11} Households surveyed displayed a fairly even age profile, with 14 household members aged 24 or under (25%), 14 household members aged 25 to 39 (25%), 15 household members aged between 40 to 59 (27%) and 13 household members aged 60 and above (23%).

Health Problems

- ^{5.12} 5 respondents interviewed identified that their household contains at least one member with a long-term health problem. Of these respondents, none reported requiring an adaption in their home to meet the care needs of those with health issues.

Figure 6
Satisfaction with living at current address, by all Respondents
(Source: Survey of Gypsy and Traveller Population Travelling Showpeople 2014)

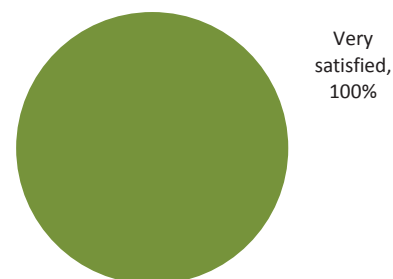
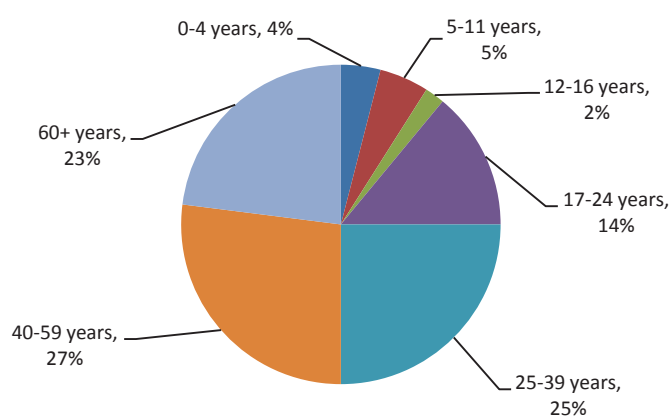


Figure 7
Age Group, by all Respondents
(Source: Survey of Gypsy and Traveller Population Travelling Showpeople 2014)



6. Future Pitch Provision for Gypsies and Travellers

Pitch Provision for Gypsies and Travellers

- 6.1 This section focuses on the extra site provision which is required in East Hertfordshire currently and over the next 18 years by 5 year segments. This time period allows for robust forecasts of the requirements for extra provision based upon the evidence contained within this survey and also secondary data sources.
- 6.2 This section concentrates not only upon the total extra provision which is required in the area but whether there is a need for any transit sites and/or emergency stopping place provision.
- 6.3 Before commencing on the identification of future needs we would wish to note some key points. The East of England Regional Spatial Strategy identified required pitch provision for each Local Authority. However, with the Coalition Government announcing the planned abolition of all Regional Spatial Strategies and the advent of the Localism Act 2011, National Planning Policy Framework 2012 and Planning Policy for Traveller Sites 2012 it should be the case that Local Plans rapidly replace the RSS as material consideration in planning decisions. It is also the case that we have not considered provision made in the period 2006-2013 and instead we are taking January 2014 as a baseline position for our estimates. However, it is worth noting that in 2006, East Hertfordshire had 7 authorised pitches for Gypsies and Travellers and they now have permission granted for 22, so they have provided permission for 15 additional pitches since 2006, representing over 200% increase.
- 6.4 While there is a case to argue that authorities who failed to meet their needs in the period 2006-2013 should be expected to meet these in the future, or those who did provide in the period 2006-2013 should not have to provide as much in the future, there is no clear mechanism in place for this to occur. Instead we have modelled on any current needs being a backlog which has derived over time and then allowed for additional future needs as they are likely to arise. In this case the backlog of need refers to households who need to have their own accommodation. This includes concealed households, those on unauthorised sites who do not wish to move and those in bricks and mortar seeking to move to sites.
- 6.5 The March 2012 CLG document 'Planning Policy for Traveller Sites' requires an assessment for future pitch requirements but does not provide a suggested methodology for undertaking this calculation. However, as with any housing assessment, the underlying calculation can be broken down into a relatively small number of factors. In this case, the key issue for residential pitches is to compare the supply of pitches available for occupation with the current and future needs of the households. The key factors in each of these elements are set out below:

Supply of pitches

^{6.6} Pitches which are available for use can come from a variety of sources. These include:

- » Currently vacant pitches;
- » Any pitches currently programmed to be developed within the study period;
- » Pitches vacated by people moving to housing;
- » Pitches vacated by people moving out of the study area;

Current Need

^{6.7} There are three key components of current need. Total current need (which is not necessarily need for additional pitches) is simply:

- » Households on unauthorised developments for which planning permission is not expected;
- » Concealed households; and
- » Households in brick and mortar wishing to move to sites;

Future Need

^{6.8} There are three key components of future need. Total future need is simply the sum of the following:

- » Households living on sites with temporary planning permissions;
- » New household formation expected during the study period; and
- » Migration to sites from outside the study area.

^{6.9} We will firstly provide the model as set out above for Gypsies and Travellers within East Hertfordshire. We will then separately analyse the need for additional transit provision in the study area before repeating the calculation for Travelling Showpeople.

Current Gypsy and Traveller Site Provision

^{6.10} The planning records for East Hertfordshire indicate that there are 3 private sites in the area. In total these sites have permission for 22 pitches.

^{6.11} The next stage of the process is to assess how much space is, or will become available, on existing sites. The main ways of finding this is through:

- » Current empty pitches;
- » New sites or site extensions which have already been granted permission or are likely to gain planning permission in the foreseeable future or sites which are likely to come back into use following refurbishment;
- » Migration away from the area;

» Movement to bricks and mortar;

- ^{6.12} The on-site survey indicates that there are 12 households currently living on these sites, with some of the planning permissions at the site at Nine Acres, High Cross yet to be implemented. This site has permission for 8 caravans, but is only occupied by 2 households with 3 caravans at the moment. We have taken the view that this is a family run site for family members only and therefore, any additional supply from this site will be to accommodate in-migration from elsewhere and future family formations. A similar position applies to both Field Farm and The Stables, neither of which were occupied to their full capacity, but we have assumed that additional space is for family members and not to meet wider needs.
- ^{6.13} When calculating out-migration to other areas or movements from sites to bricks and mortar, it must be borne in mind that households may also wish to move in the opposite direction. Therefore, we have treated these as being part of the current and future need sections of the calculation.

Additional Site Provision: Current Need

- ^{6.14} The next stage of the process is to assess how many households are currently seeking pitches in the area. Groups of people who are likely to be seeking pitches will include those:
- » Households on unauthorised developments for which planning permission is not expected;
 - » Concealed households; and
 - » Households in bricks and mortar wishing to move to sites;

Current Unauthorised Developments

- ^{6.15} There are currently two unauthorised sites in East Hertfordshire. The first is a motorhome occupied by a single male who is living on the roadside. He has had planning permission for a more permanent site rejected and at the moment his circumstances can only be counted as being an unauthorised site.
- ^{6.16} The second site is at Esbies and at the time of the survey, ORS identified 5 Gypsy and Traveller households at the site, none of whom wished to take part in the household survey. The remainder of the site was either empty or sub-let to non-Travellers. The original planning appeal on this site involved 21 enforcement notices. It was accepted by the planning inspector that many of the households had alternative accommodation. Therefore, we consider the 5 households living on the site to represent immediate need, but would note that the planning appeal did indicate many more households who wish to live on the site.

Concealed Households

- ^{6.17} The household survey also sought to identify concealed households who require a pitch immediately. A concealed household is one who is living within another household and would wish to form their own separate family unit, but are unable to do so because of a lack of space on public or private sites.
- ^{6.18} The on-site survey found one case of a site at The Stables where the original permission was for 5 permanent and one touring caravan which contained 6 households. However, East Hertfordshire have recently increased the number of pitches and caravans allowed on this site, so this issue has been addressed.

Bricks and Mortar

- ^{6.19} Identifying households in bricks and mortar has been frequently highlighted as an issue with Gypsy and Traveller Accommodation Assessments. The 2011 UK Census of Population identified a population of 25 Gypsy and Traveller households in East Hertfordshire, including those on sites. While this figure is almost certainly an under-estimate, it does indicate a relatively low population of Gypsies and Travellers in housing.
- ^{6.20} ORS worked with stakeholders, the Local Authority, on-site interviewees and also through advertising on the Friends, Family and Travellers Facebook page to identify households in bricks and mortar. This process yielded no interviews, but did identify 2 households during the on-site interviews where the existing households wished for another household to join them on-site from bricks and mortar. In one case the bricks and mortar household was linked to the Nine Acres site where there is space to develop new pitches. In the second case, the household is linked to The Stables, where the planning permission has recently been varied to allow more households. Therefore there is space on both of the family run sites for the households in bricks and mortar and we have not counted either as need because we have not counted the undeveloped pitches as supply.
- ^{6.21} East Hertfordshire District Council also received confirmation from Hertfordshire County Council that there are no East Hertfordshire bricks and mortar residents on their Gypsy and Traveller site waiting list.
- ^{6.22} We would also note that it would be possible for the Council to undertake an extremely expensive process to try and identify all households in bricks and mortar. However, the National Planning Policy Framework requires councils to use a proportionate evidence base and the new National Planning Policy Guidance, Section 3, para 1 recommends:
- Plan makers should avoid expending significant resources on primary research (information that is collected through surveys, focus groups or interviews etc. and analysed to produce a new set of findings) as this will in many cases be a disproportionate way of establishing an evidence base.*
- ^{6.23} Therefore, Gypsies and Travellers are the only group in the community who are currently being surveyed on a regular basis with all other housing needs being assessed from secondary data. We would consider it contrary to this policy for a large scale expensive survey to be undertaken to assess the needs of Gypsies and Travellers in bricks and mortar.
- ^{6.24} It is also the case that within most face to face surveys undertaken on-site by ORS, a small number of households are seeking to move to bricks and mortar. Therefore, it should be remembered that movement between housing and sites runs in both directions. However, the on-site survey contained no interviews with households wanting to move from sites to bricks and mortar.

Additional Site Provision: Future Need

^{6.25} The next stage of the process is to assess how many households are likely to be seeking pitches in the area in the future. Groups of people who are likely to be seeking pitches will include:

- » Households living on sites with temporary planning permissions;
- » New household formation expected during the study period; and
- » Migration to sites from outside the study area.

Temporary Planning Permissions

^{6.26} There are no pitches on sites with temporary planning permission in the study area.

New Household Formation

^{6.27} Many studies of Gypsy and Traveller populations assume a net growth in the population of around 3% per annum, and this figure was used in the East of England Regional plan. However, a 3% per annum growth rate will see household numbers double in 23.5 years and this figure has been widely used without any clear underlying evidence to support it.

^{6.28} In a study on behalf of the Office of the Deputy Prime Minister in 2003 (Local Authority Gypsy and Traveller Sites in England Office of the Deputy Prime Minister, 2003), Pat Niner identified that household growth rates of 2%-3% per cent a year were appropriate when projecting future formations.

^{6.29} In October 2007 the Department of Communities and Local Government issued guidance for conducting Gypsy and Traveller Accommodation Assessments. On page 25 this provides a worked example using a 3% per annum household formation rate, but notes in footnote 6 that:

- » 'The 3% family formation growth rate is used here as an example only. The appropriate rate for individual assessments will depend on the details identified in the local survey, information from agencies working directly with local Gypsy and Traveller communities, and trends identified from figures previously given for the caravan count.'

^{6.30} Therefore, the current guidance is clear that each individual assessment should use local evidence for future household formation rates. This position was confirmed by the Planning - Economy and Society section of Department Communities and Local Government who at a Westminster 'Gypsy & Traveller Briefing 2013: Planning Policy Progress & Delivery' on October 15th 2013 to 32 local authority participants stated:

- » '3% is not policy.'

^{6.31} This position was further reiterated in the debate in the House of Commons on February 4th 2014 when the planning minister, Brandon Lewis MP stated:

- » *'That leads me directly to the comment of my hon. Friend the Member for South West Bedfordshire about the 3% growth rate in Gypsy and Traveller household net formation. He believes the figure to be closer to 1.5% and will know from his research that the 3% figure originates in the Office of the Deputy Prime Minister's 2003 report "Local Authority*

Gypsy/Traveller Sites in England”, which was probably written with the same pens that we still have many thousands of, paid for with taxpayers’ money back then. The figure was restated in the Department for Communities and Local Government’s 2007 report “Preparing Regional Spatial Strategy reviews on Gypsies and Travellers by regional planning bodies”. My hon. Friend makes a fair point, so, bearing in mind that we have moved away from regional spatial strategies, I will go away and examine whether we can reassess the guidance.’

- ^{6.32} ORS have produced a detailed separate paper ‘Household Formation Rates for Gypsies and Travellers: Technical Note’ which demonstrates that the likely rate of growth for the population of Gypsies and Travellers across the whole of England based upon the best available evidence is closer to 1.5% per annum. Officials from Communities and Local Government have seen the technical note and confirmed that they have not undertaken any research on population or household growth for Gypsies and Travellers, and therefore have no information which contradicts this position.
- ^{6.33} A population growth rate of 1.5% will not necessarily equate to a household growth rate of 1.5%. Instead household growth rates may be higher. For example, across the whole of England for the whole population, the Office for National Statistics, in their 2011 based population, highlight a natural change in the population of 0.5% per annum and an overall change of 0.83% per annum when the effects of migration are added. 2011 based household projections produced by Communities and Local Government show a projected rise in households on 0.95% per annum.
- ^{6.34} ORS believe that the 3% figure often used in Gypsy and Traveller Accommodation Assessments is demonstrably too high to be used as a fixed value for all studies and is not based upon any form of robust evidence. Instead we believe that a range of values should be considered in light of local evidence.
- ^{6.35} The household survey for East Hertfordshire found 15 children across the 11 pitches which were surveyed. The area also had two pitches with single persons over the age of 70. If we expand this to all 20 occupied pitches (12 authorised, 2 bricks and mortar, and 6 unauthorised) it is reasonable to conclude that the net level of formations will be around 12 for the next 18 years, allowing for half of all children to form in the area and for some dissolutions due to death. However, all 3 private sites have currently undeveloped space on them to allow for new household formation and therefore we have reduced this figure to 6 pitches to allow for this space.

In-migration from Other Sources

- ^{6.36} The most complicated area for a survey such as this is to estimate how many households will require accommodation from outside the area. Potentially Gypsies and Travellers could move to East Hertfordshire from anywhere in the country. The number of households seeking to move to the area is likely to be heavily dependent upon pitch provision elsewhere. It has been noted that a weakness of many Gypsy and Traveller Accommodation Assessments conducted across the country has been that they either allowed for out-migration without in-migration, which led to under-counting of need, or they over-counted need by assuming every household visiting the area required a pitch.
- ^{6.37} Overall, the level of in-migration to East Hertfordshire is very difficult to predict. No households in the household survey wished to leave the area. Therefore, there is little evidence that households are seeking to leave East Hertfordshire.

- 6.38 On this basis we have allowed for a balanced level of migration on to existing sites with space on existing sites being available for family members from elsewhere to migrate to the area. The advantage of allowing for net migration to sum to zero is that it avoids the problems seen with other Gypsy and Traveller Accommodation Assessments where the modelling of migration clearly identified too low or high a level of total pitch provision. An assumption of net nil migration implies that the net pitch requirement is driven by locally identifiable need. This is also consistent with the findings from the stakeholder consultation on Duty to Co-operate where neighbouring Local Authorities identified that they were seeking to address their own needs, but were not making provision for more than this figure. We have also assumed a net nil migration between Local Authorities in Hertfordshire.
- 6.39 We would note that the households involved in recent planning appeals at Esbies and Birch Green wished to move to East Hertfordshire, but the sites they were seeking permission on were in the Greenbelt. As noted above we have counted 5 households who are living on the Esbies site as need from an unauthorised site. The applicant the Birch Green site was not resident at the time of the appeal. Not counting these households as in-migrants does not preclude the further development of new sites in East Hertfordshire. Many surrounding authorities have higher levels of locally generated need and it may be the case that East Hertfordshire can help to provide for their needs. However, this should be done in consultation with neighbouring councils in line with the Duty to Cooperate.
- 6.40 However, rather than assess in-migrant households seeking to develop new sites in the area, we would propose that each case is assessed as a desire to live in the area and that site criteria rules are followed for each new site. It is important for East Hertfordshire to have clear criteria based planning policies in place for any new potential sites which do arise.

Overall Needs for East Hertfordshire

- 6.41 The estimated extra residential site provision that is required now and in the near future will be 12 pitches to address the needs of all identifiable households. This includes the existing households on unauthorised sites, and growth in household numbers due to household formation. Again we would emphasise that East Hertfordshire have provided 15 pitches in the past 7 years to address immediate needs, but also to allow for the growth in families on individual sites.

Figure 8: Extra Pitches which are Required in East Hertfordshire from 2014-2031

Reason for Requirement/Vacancy	Gross Requirement	Supply	Net Requirement
Supply of Pitches			
Additional supply from empty pitches	-	0	
Additional supply new sites	-	0	
Total Supply		0	
Current Need			
Current unauthorised developments or encampments	6		
Concealed households	0	-	
Net movement from bricks and mortar	0	-	
Total Current Need	6		
Future Needs			
Currently on sites with temporary planning permission	0	-	
Net migration	0	-	
New household formation	6	-	
Total Future Needs	6	-	
Total	12	0	12

Requirement by Time Periods

^{6.42} The evidence contained in this survey is that there is a requirement in the next 5 years for a total of 6 pitches to address the backlog of need for concealed households and those in bricks and mortar. Household growth is then projected to be 1 pitch over the next 5 years. Therefore the identified requirement in the period 2014-2018 is 7 pitches.

^{6.43} From 2019 onwards all future projected growth is for household formations. In the period 2019-2023 this is projected to be 2 pitches and for 2024-2028 this is projected to be 2 pitches. The table below summarises the need over time.

Figure 9: Extra Pitch Provision in East Hertfordshire in 5 Year Periods

East Herts	2013-2018	2018-2023	2023-2028	2029-2031	Total
Total	7	1	2	2	12

Public and Private Provision

^{6.44} East Hertfordshire does not currently contain a publicly owned Gypsy and Traveller site, but Hertfordshire County Council does operate network of 10 sites across the county and has holds a waiting list for pitches. The households identified as need in this study are all seeking private sites. As noted above it may be that East Hertfordshire accepts a higher level of need through Duty to Cooperate due to neighbouring councils having higher levels of need. In turn these extra pitches may need to be in the form of public provision, but this will need to be determined when the final allocation of need is in place.

Transit/Emergency Stopping Site Provision

^{6.45} Transit sites serve a specific function of meeting the needs of Gypsy and Traveller households who are visiting an area or who are passing through on the way to somewhere else. A transit site typically has a restriction on the length of stay of around 13 weeks and has a range of facilities such as water supply, electricity and amenity blocks.

^{6.46} An alternative to a transit site is an emergency stopping place. This type of site also has restrictions on the length of time for which someone can stay on it, but has much more limited facilities with typically only a source of water and chemical toilets provided. Some authorities also operate an accepted encampment policy where households are provided with access to lighting, drinking water, refuse collection and hiring of portable toilets at a cost to the Travellers.

^{6.47} The Criminal Justice and Public Order Act 1994 is particularly important with regard to the issue of Gypsy and Traveller transit site provision. Section 62A of the Criminal Justice and Public Order Act allows the police to direct trespassers to remove themselves and their vehicles and property from any land where a suitable pitch on a relevant caravan site is available within the same local authority area (or within the county in two-tier local authority areas).

^{6.48} A suitable pitch on a relevant caravan site is one which is situated in the same local authority area as the land on which the trespass has occurred, and which is managed by a local authority, registered social landlord, or other person or body as specified by order of the Secretary of State. In two tier authority areas, where a district council is situated within a wider county council area, the relevant caravan site may be anywhere within the county council area. Case law has confirmed that a suitable

pitch must be somewhere where the household can occupy their caravan and bricks and mortar housing is not a suitable alternative to a pitch.

^{6.49} Therefore, a public transit site both provides a place for households in transit to an area and also a mechanism for greater enforcement action against inappropriate unauthorised encampments. There is currently an operational public transit site in Hertsmere which can be used for enforcement actions for Travellers in any district or borough in Hertfordshire. The site does have problems with households occupying it on an almost continuous basis, but if this issue can be resolved it would provide a transit site for use by households visiting East Hertfordshire.

7. Future plot Provision for Travelling Showpeople

Need for Plots for Travelling Showpeople

- ^{7.1} The estimated need for plots for Travelling Showpeople is typically much simpler to model than for Gypsies and Travellers. In our experience, it is normally the case that there are no unauthorised sites and no plots are expected to be freed for any reason and there is no waiting list for sites.
- ^{7.2} As outlined in Chapter 5, the situation with Travelling Showpeople is that there is only one yard in East Hertfordshire.

Current Travelling Showperson Yard Provision

- ^{7.3} There are currently 31 households and 96 people on the yard in East Hertfordshire. We have assumed that households currently and wishing to live on sites continue to do so and their children will also live on sites.
- ^{7.4} Currently, there are no authorised plots free and no new yards have been granted planning permission. Therefore, there is no space on any yard.

Additional Yard Provision: Current Need

- ^{7.5} The next stage of the process is to assess how many households are currently seeking pitches in the area. Groups of people who are likely to be seeking plots will include those:
- » Households on unauthorised developments for which planning permission is not expected;
 - » Concealed households; and
 - » Households in bricks and mortar wishing to move to sites;

Current Unauthorised Developments

- ^{7.6} There are currently no unauthorised yards in East Hertfordshire.

Concealed Households

- ^{7.7} The on-site survey and satellite images of the existing yard show that it is very full. In particular we would note that the on-site survey shows many older children in their twenties living at home with their parents.
- ^{7.8} However, the household survey also showed a number of single persons living alone and also that the largest household size was 5 persons and the average household size was 3 persons. None of the older

children in their twenties were reported as being in couples so none would typically be considered as being concealed for more general housing assessments. Therefore, while there are likely to be future household formations, there will also be dissolutions and therefore we have not counted any concealed households.

Bricks and Mortar

^{7.9} There is no evidence of any movement between bricks and mortar in either direction.

Additional Site Provision: Future Need

^{7.10} The next stage of the process is to assess how many households are likely to be seeking plots in the area in the future. Groups of people who are likely to be seeking plots will include:

- » Households living on yards with temporary planning permissions;
- » New household formation expected during the study period; and
- » Migration to yards from outside the study area.

Temporary Planning Permissions

^{7.11} There are currently no yards with temporary planning permissions in East Hertfordshire.

New Household Formation

^{7.12} For household growth, the typical growth rate for the Travelling Showpeople population is lower than for Gypsies and Travellers with estimates normally being from 1%-1.5%. Given that existing concealed households have been considered elsewhere we have used the lower of these figures to allow for future household growth. A growth rate of 1% provides for total net growth of 16% over 15 years. Given that there are 31 households on-site this equates to 5 additional households by 2031.

In-migration from Other Sources

^{7.13} On the same basis as Gypsies and Travellers we have allowed for a balanced level of migration on to existing yards. The advantage of allowing for net migration to sum to zero is that it avoids double counting where the modelling of migration clearly identified too low or high a level of total plot provision. An assumption of net nil migration implies that the net plot requirement is driven by locally identifiable need.

Overall Needs for Travelling Showpeople Plots in East Hertfordshire

^{7.14} The estimated extra residential plot provision that is required now and in the near future will be 5 plots to address the needs of all identifiable households. This covers the growth in household numbers due to household formation.

Figure 10: Extra Plots which are Required in East Hertfordshire from 2014-2031

Reason for Requirement/Vacancy	Gross Requirement	Supply	Net Requirement
Supply of Pitches			
Additional supply from empty plots	-	0	
Additional supply new yards	-	0	
Total Supply		0	
Current Need			
Current unauthorised developments or encampments	0		
Concealed households	0	-	
Net movement from bricks and mortar	0	-	
Total Current Need	0		
Future Needs			
Currently on yards with temporary planning permission	0	-	
Net migration	0	-	
New household formation	5	-	
Total Future Needs	5	-	
Total	5	0	5

Requirement by Time Periods

^{7.15} All future projected growth is for household formations. The table below summarises the need over time.

Figure 11: Extra Plot Provision in East Hertfordshire in 5 Year Periods

East Herts	2013-2018	2018-2023	2023-2028	2029-2031	Total
Total	1	1	2	1	5

Public and Private Provision

^{7.16} Almost all Travelling Showpeople yard provision in the country is private with only a very limited supply owned by public bodies. There is no indication of any need for a public Travelling Showpeople site in East Hertfordshire, so all provision is likely to be on private sites.

Appendix A: Existing Gypsy and Traveller Residential Sites in East Hertfordshire

Gypsy and Traveller Sites in East Hertfordshire

Site	Number of Pitches
Local Authority Sites	
-	-
TOTAL PITCHES ON LOCAL AUTHORITY SITES	0
Private Sites with Permanent Permission	
Nine Acres, High Cross	8
Field Farm, Levens Green	6
The Stables (formerly Rumballs Hump)	8
TOTAL PITCHES ON PRIVATE SITES WITH PERMANENT PERMISSION	22
Private Sites with Temporary Permission	
-	-
TOTAL PITCHES ON PRIVATE SITES WITH TEMPORARY PERMISSION	0
Tolerated Sites – Long-term without planning permission	
-	-
TOTAL PITCHES ON LONG-TERM TOLERATED PRIVATE SITES	0
Unauthorised Developments	
Elmfield Stables	1
Esbies Estate	5
TOTAL PITCHES ON UNAUTHORISED DEVELOPMENTS	6
TOTAL PITCHES	28

Appendix B: Existing Travelling Showpeople Residential Yards in East Hertfordshire

Travelling Showpeople Yards in East Hertfordshire

Site	Number of Plots
Local Authority Yards	
-	-
TOTAL PLOTS ON LOCAL AUTHORITY YARDS	0
Private Yards with Permanent Permission	
Rye House Caravan Park	40
TOTAL PLOTS ON PRIVATE YARDS WITH PERMANENT PERMISSION	40
Private Yards with Temporary Permission	
-	-
TOTAL PLOTS ON PRIVATE YARDS WITH TEMPORARY PERMISSION	0
Tolerated Yards – Long-term without planning permission	
-	-
TOTAL PLOTS ON LONG-TERM TOLERATED PRIVATE YARDS	0
Unauthorised Developments	
TOTAL PLOTS ON UNAUTHORISED DEVELOPMENTS	0
TOTAL PLOTS	40

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EAST HERTS COUNCIL

DISTRICT PLANNING EXECUTIVE PANEL – 17 JULY 2014

EXECUTIVE – 5 AUGUST 2014

REPORT BY EXECUTIVE MEMBER FOR STRATEGIC PLANNING AND TRANSPORT

DISTRICT PLAN UPDATE REPORT

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- The purpose of this report is to update Members on progress with the District Plan
- Activities undertaken in accordance with the agreed consultation strategy are set out
- A breakdown of the consultation feedback is presented, together with an explanation of next steps in addressing the issues raised
- Explanation of the evolving situation in relation to the Duty to Co-Operate is presented
- A letter from the Planning Minister clarifying interpretation of Green Belt policy is presented
- Next Steps towards an amendments consultation for the District Plan are explained

<u>RECOMMENDATIONS FOR DISTRICT PLANNING EXECUTIVE PANEL AND EXECUTIVE: That:</u>	
(A)	The record of consultation activity, together with the analysis of comments logged, contained at Essential Reference Papers 'B' and 'C' respectively, be noted; and
(B)	Explanation of the Duty to Co-Operate, together with the letter from the Planning Minister in relation to Green Belt policy contained at Essential Reference Paper 'D', be noted.
<u>RECOMMENDATIONS FOR COUNCIL: That:</u>	
(A)	The record of consultation activity, together with the analysis of comments logged, as contained at Essential

	Reference Papers ‘B’ and ‘C’ respectively, be noted; and
(B)	Explanation of the Duty to Co-Operate, together with the letter from the Planning Minister in relation to Green Belt policy contained at Essential Reference Paper ‘D’, be noted.

1.0 Background

- 1.1 The District Plan has been prepared through a process of gradual testing and refinement, known as the ‘stepped approach’. Originally 69 ‘areas of search’ were presented to Members in spring 2012. A shortlist of options for further assessment was presented in summer 2012. The draft Plan was presented in January 2014, following an Interim Development Strategy Report which showed how the Council proposed to comply with national requirements set out in the National Planning Policy Framework (NPPF).
- 1.2 A 12-week consultation on the Preferred Options Draft District Plan took place between 27th February and 22nd May 2014. The consultation strategy (see Background Papers) was agreed by Full Council on 29th January 2014.
- 1.3 A number of previous District Plan Update reports and Duty to Co-Operate reports to Members set out the evolving position in relation to planning policy requirements.
- 1.4 In working towards fulfilling its obligations under the Duty to Co-Operate, Officers participate in technical work on a number of technical studies as previously reported, including the Strategic Housing Market Assessment, demographic forecasts, and the transport modelling work.
- 1.5 At Member level, East Herts Council previously agreed that the Portfolio holder should represent the Council at bilateral meetings with adjoining authorities. Notes of all these meetings have been posted on the Council’s website at www.eastherts.gov.uk/dutytocooperate.
- 1.6 East Herts Council has agreed a Memorandum of Understanding (MoU) with Uttlesford District Council prior to submission of the Uttlesford Local Plan for examination (see Background Papers).

2.0 Report

- 2.1 This report provides an update on aspects of the Plan relating to the recent Preferred Options consultation, the Duty to Co-Operate, and the approach to Green Belt. It also sets out next steps towards an amendments consultation.

Consultation strategy

- 2.2 The consultation strategy included a number of different media and communication channels in order to maximise coverage, including electronic and printed media, and face-to-face communications. A report on consultation activities, events, and examples of publicity materials is included at **Essential Reference Paper 'B'**. In addition to the District Council's efforts, a number of Town and Parish Councils and Civic Societies responded to requests to publicise the consultation. A number of events were jointly hosted with Town and Parish Councils and Civic Societies.
- 2.3 The consultation was carried out in accordance with Regulation 18 of the Town and Planning (Local Planning)(England) Regulations 2012, which addresses preparation of Local Plans, and also in accordance with the Council's adopted Statement of Community Involvement (SCI), October 2013. The SCI sets out the Council's procedure for undertaking consultations on planning policy documents and planning applications.
- 2.4 As part of the agreed consultation strategy, Opinion Research Services (ORS) was commissioned to undertake telephone research. This survey will provide supplementary information in accordance with best practise research principles of data collection and analysis. The results of this study are currently being collated by ORS and will be presented to the Panel in due course.

Consultation Feedback

- 2.5 The majority of the consultation responses have now been logged, and these are set out in **Essential Reference Paper 'C'**. This shows the breakdown of responses including the bodies making representations and the town or village from which the responses were made, as well as the source of the response, whether post, email, or online through the Portal.

- 2.6 The majority of the responses have now been added to the Consultation Portal, including those sent in by post and email. These include petitions, landowner and developer submissions. All feedback is now available to view on the Consultation Portal at <http://consult.eastherts.gov.uk/portal> (note: no 'www.')
- 2.7 Once all the responses have been logged, the next step will be to review the issues raised. In order to ensure that the Plan is sound at examination, each issue raised will need to be considered in the context of national requirements set out in the National Planning Policy Framework (NPPF).
- 2.8 A summary of the consultation issues will be prepared, together with the Council's response to the points raised, including an explanation of any proposed amendments to the Plan. Following this, as explained below, an amendments consultation will be held in accordance with Regulation 18.

Duty to Co-Operate Update

- 2.9 The Duty to Co-Operate applies to a range of strategic planning issues, including housing and infrastructure planning.
- 2.10 East Herts Council has sought further Member-level meetings with adjoining Local Planning Authorities. It is understood that a number of these Councils are currently awaiting clarification of Portfolio holder responsibilities following the May 2014 local elections, following which it is expected that these meetings will take place. The meeting notes will be reported to the Panel.
- 2.11 The National Planning Guidance (NPG) reiterates the importance of a process of continuous engagement to achieve positive outcomes. However, it leaves many areas of uncertainty around the correct approach, particularly in areas where strategic planning issues are sub-regional in nature, for example in relation to housing market areas and strategic transport infrastructure.
- 2.12 The importance of compliance with the Duty has been underlined by the Planning Inspectorate, which has recently concluded that a number of Local Planning Authorities have not passed the Duty and should therefore not proceed to Examination of their Local Plans.
- 2.13 In order to fill the gap in sub-regional planning left by the removal of regional plans, groups of Local Planning Authorities around the

country have been investigating mechanisms by which sub-regional strategic issues may be satisfactorily addressed. A framework is needed in order to assess the cumulative impacts of development, irrespective of administrative boundaries, and also in order to meet the requirements of the Duty to Co-Operate.

- 2.14 In Hertfordshire, there are currently fairly loose Member-level arrangements to address high-level strategic matters, including the Hertfordshire Infrastructure & Planning Partnership (HIPP), through which portfolio holders for all the Local Planning Authorities and the County Council address cross-boundary infrastructure issues.
- 2.15 Taking account of the importance of sub-regional considerations, a number of proposals are emerging for groups of Local Planning Authorities, including the County Councils, to participate in more closely co-ordinated work, including at Member level. For example, proposals for a Hertfordshire-wide review of strategic planning arrangements will be considered further by HIPP, including an extended role for the Local Enterprise Partnership (LEP) and the Local Nature Partnership (LNP). It is likely that similar proposals will also emerge in relation to the Essex authorities.
- 2.16 East Herts Council will need to participate in these discussions in order to help shape emerging sub-regional planning arrangements. Further updates will be provided in due course as the information becomes available.

Green Belt

- 2.17 There has been recent discussion nationally about the role and purpose of Green Belt, including an exchange of letters between the Planning Minister and the Chief Executive of the Planning Inspectorate concerning the interpretation of the National Planning Policy Framework.
- 2.18 In response to this, the Portfolio Holder for Strategic Planning and Transport met the Planning Minister along with the MP for Hertford and Stortford during April 2014, in order to help clarify the implications for the emerging East Herts District Plan. A letter from the Planning Minister to the MP for Bishop's Stortford and Hertford is attached at **Essential Reference Paper 'D'**. This sets out the important distinction between approaches to Green Belt in relation to plan-making and decision-taking (planning

applications), and cases in which Green Belt is being reviewed through the preparation of Local Plans.

- 2.19 It is considered helpful to make this letter public now in order to provide clarification of Government policy, and the relationship between Green Belt, housing need, and sustainability considerations.

Next Steps

- 2.20 There is a considerable amount of work still to complete before the Council is in a position to submit the District Plan to the Planning Inspectorate for Examination in Public. This includes not only careful consideration of the issues arising from the Preferred Options consultation, but also a number of important technical studies, including the Gypsies and Travellers and Travelling Showpeople Studies, the Delivery Study, the Strategic Land Availability Assessment, and others. The Council will also need to demonstrate how it will meet the legal tests of the Duty to Co-Operate.
- 2.21 This work is likely to result in a number of amendments to the District Plan. There will need to be a further public consultation in accordance with Regulation 18 on any 'material' amendments to the plan, including those arising from the above work. It is currently anticipated that the Council will be in a position to commence an amendments consultation later in 2014. Additional Officer resource is now in place and the Council is taking every reasonable measure to expedite Plan preparation.
- 2.22 The Council's ability to proceed with an amendments consultation however remains dependent upon various partners providing information in a timely manner, and on the satisfactory resolution of any 'critical' planning issues arising. Progress will be kept under review, with a further update being presented to the next Panel meeting.

3.0 Implications/Consultations

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

- Consultation Strategy – District Planning Executive Panel 16 January 2014, report entitled 'Draft District Plan Preferred Options, January 2014', Essential Reference Paper F: Consultation Strategy'.
- East Herts Statement of Community Involvement, October 2013
- Town and Country Planning (Local Planning)(England) Regulations, 2012
- East Herts and Uttlesford Duty to Co-Operate Memorandum of Understanding – April 2014 (Non-Key Decision 14/08)

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IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives (delete as appropriate):	<p><i>People – Fair and accessible services for those that use them and opportunities for everyone to contribute</i></p> <p>This priority focuses on delivering strong services and seeking to enhance the quality of life, health and wellbeing, particularly for those who are vulnerable.</p> <p><i>Place – Safe and Clean</i></p> <p>This priority focuses on sustainability, the built environment and ensuring our towns and villages are safe and clean.</p> <p><i>Prosperity – Improving the economic and social opportunities available to our communities</i></p> <p>This priority focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic opportunities and delivering cost effective services.</p>
Consultation:	The District Plan Preferred Options consultation took place between 27 th February and 22 nd May 2014. The report details the consultation activities undertaken as part of the consultation.
Legal:	The Council's responsibilities in relation to the Duty to Co-Operate are set out under the Localism Act 2011. Failure to comply with the legal tests of the Act will mean that the Council is unable to progress the District Plan to Examination in Public.
Financial:	There are a number of significant costs involved in progressing the District Plan to examination, including the costs of consultation materials and activities and technical studies. All costs are being kept under careful review.
Human Resource:	Additional temporary staff resources are in place to take forward the District Plan work programme

Risk Management:	Failure to progress work on the District Plan in a timely manner could leave the District at risk of unplanned development coming forward.
Health and wellbeing – issues and impacts:	The link between planning and health has been long established. The built and natural environments are major determinants of health and wellbeing.

Consultation activities February-May 2014

The table below lists the activity agreed by Full Council as part of the Consultation Strategy in the middle column, and compares this with the activities undertaken in implementation of the strategy in the right-hand column.

	Type	Agreed Consultation Strategy	Implementation of the strategy
	Printed format		
1	Poster (community boards in shops)	A3 and A4 formats distributed to all libraries, local supermarkets, local schools and Town and Parish Councils for community notice boards.	A3 and A4 posters supplied to all libraries, schools, Town and Parish Councils in the consultation pack supplied. The poster was available on the website.
2	Full colour A3 folded leaflet	Containing headlines of the development strategy, the leaflet will be sent to all households, delivered by a reputable distribution company.	A3 leaflet printed but not widely distributed. Copies were included in all consultation packs.
3	Summary Brochure (the headlines from the plan)	Comprising 12 pages of full colour, the Summary Brochure is an A4 booklet containing the development strategy headlines.	The decision was taken to distribute this Summary Document to all households using a distribution company. There were some problems with distribution. Where this was known the company redistributed and officers hand-delivered or posted copies to residents. Some Members

	Type	Agreed Consultation Strategy	Implementation of the strategy
			also assisted the team with delivery. The Summary Document was available on the website. Copies were provided in every consultation pack and additional copies were sent to every Town and Parish Council in April. Copies were also made available at every evening meeting and drop-in session for residents to take as desired. A total of 61,000 copies were printed.
4	Supporting Document and Development Strategy Report	<ul style="list-style-type: none"> • The Supporting Document compiles all the information and evidence used during the plan-making process. • The Development Strategy Report explains how the plan-making process in the Supporting Document is linked to the Draft District Plan. • All documents are available on the Council's Website. 	A Development Strategy Report and Infrastructure Topic Paper were supplied as part of all consultation packs. Copies were made available at every evening meeting and drop-in session for residents to take as desired.
5	The Draft District Plan	<ul style="list-style-type: none"> • Three hard copies sent to all Town and Parish Councils. • One 'reference only' copy sent to all local libraries. • Also available for purchase on 	<ul style="list-style-type: none"> • Three hard copies sent to all Town and Parish Councils. • One 'reference only' copy was sent to all local libraries. • Approximately 30 copies were

	Type	Agreed Consultation Strategy	Implementation of the strategy
		<p>request.</p> <ul style="list-style-type: none"> All documents are available on the Council's Website. 	<p>purchased.</p> <ul style="list-style-type: none"> The Draft Plan was available on the Council's Website broken into chapters for convenience. Officers printed and posted to residents separate chapters on request. Large scale formats of the Draft Plan and Policies Maps were available on request.
6	Written Response Template	<p>Although the online consultation portal is the preferred method of responding to the consultation, those who wish to submit a written response could benefit from a simple response form.</p> <p>This will be designed in a way which encourages responses to be attributed to specific chapters, policies or paragraphs. This assists in both the setting out and recording of comments.</p>	<p>Copies of the Comment Form were included in all consultation packs. Copies were also made available at evening meetings and drop-in sessions. The Comment Form was widely used. This method is considered by residents to be the most accessible form of response but it is labour intensive when processing comments.</p> <p>In addition to the Comment Form, many hand written and typed letters were received.</p>
7	FAQ sheets	Frequently asked question sheet provided with all copies of the Draft District Plan.	Two FAQ sheets were produced. One normal version and one specifically designed for a younger audience which was sent to schools and within

	Type	Agreed Consultation Strategy	Implementation of the strategy
			all the consultation packs.
8	Consultation Portal Guidance Note	A brief pictorial guide to accessing the consultation portal, following each step of registering and responding via the consultation portal.	Copies of the Guidance Note were provided as part of all consultation packs and were available at evening meetings and drop-in sessions.
9	Information board in Council Offices	Containing a poster, key diagram and site location maps.	Information boards contained posters only due to space being needed for other Council information.
	Consultation Packs		
10	Information pack for schools	<p>A pack containing:</p> <ul style="list-style-type: none"> • An FAQ sheet re-designed for a younger audience; • A4 Poster; • A3 leaflet; and • A copy of the Summary Brochure; • A covering letter explaining the consultation process and where interested parties can find further information and respond. Schools will be invited in the covering letter to request an engagement session by officers. The letter will also request that the schools advise parents of the consultation 	Copies of this consultation pack were sent to all primary and secondary schools across the District. Both 'normal' and younger audience FAQ sheets were provided.

	Type	Agreed Consultation Strategy	Implementation of the strategy
		in their newsletters and place the poster on notice boards.	
11	Information pack for Hertfordshire University, Hertford Regional College and other further education establishments	A pack containing: <ul style="list-style-type: none"> • An FAQ sheet; • A4 Poster; • A3 leaflet; and • A copy of the Summary Brochure; • A covering letter explaining the consultation process and where interested parties can find further information and respond. 	Copies of this consultation pack were sent to Hertfordshire University and Hertford Regional College.
12	Consultation pack for libraries, Town Council Offices and Parish Clerks	A pack containing <ul style="list-style-type: none"> • a 'reference only' copy of the Draft District Plan; • 20x Summary Brochure; • 20x FAQ; • 20x Consultation Portal Guidance Note; and • 20x Written Response Template. 	<p>In addition, this pack contained a laminated poster, a Development Strategy Report and Infrastructure Topic Paper.</p> <p>Additional copies of the Policies Maps and Summary Documents were supplied to all libraries mid-way through the consultation.</p>
13	Consultation pack for statutory consultees	A pack containing: <ul style="list-style-type: none"> • Covering letter; • Draft District Plan • CD of Consultation Documents; • FAQ; • Consultation Portal Guidance 	It was decided that a CD was not necessary. Instead all documents are provided on the Council's website.

	Type	Agreed Consultation Strategy	Implementation of the strategy
		Note; and • Written Response Template.	
14	Consultation pack for non-statutory consultees	A pack containing: • Covering letter; • CD of Consultation Documents; • FAQ; • Consultation Portal Guidance Note; and • Written Response Template.	It was decided that a CD was not necessary. Instead all documents are provided on the Council's website.
15	Link Magazine		<p>The Council produce Link Magazine which is distributed to all households. The Spring Link 2014 was inserted into the Council Tax bill and information pack which was posted to all Council Tax registered properties in the first week of March 2014. The front cover illustration was of the Key Diagram of the Development Strategy and the centre double page spread contained a map and article advertising the District Plan consultation (see colour scan of cover and pages 8-9 below).</p> <p>The Winter 2013 edition of Link Magazine also contained a full page article advising residents that the</p>

	Type	Agreed Consultation Strategy	Implementation of the strategy
			<p>consultation was due to start in early 2014. This article discussed the involvement of the East Herts Association of Parish and Town Councils in the development of the emerging Plan. The Summer 2014 Link Magazine has also included an article on the consultation.</p> <p>Link is also available electronically on the Council's website.</p>
	Electronic format		
16	Twitter and Facebook announcements	<ul style="list-style-type: none"> • Advanced notice of approval of the Draft District Plan and forthcoming consultation. • Announcement of the start of the consultation period. • Announcement of community public meeting details. • Reminder in week 10 of close of consultation period. • Closure of consultation. 	<p>The Council tweeted messages and posted messages on Facebook advertising the consultation which contained a web link to the District Plan web pages on the following dates:</p> <p>Twitter:</p> <ul style="list-style-type: none"> • February 26 • March 4, 19, 20, 24 • April 1, 7, 17, 24, 28 • May 1, 15, 21 <p>Facebook:</p> <ul style="list-style-type: none"> • March 4, 20, 27

	Type	Agreed Consultation Strategy	Implementation of the strategy
			<ul style="list-style-type: none"> • April 7, 8, 23 • May 1, 15
17	Front page of the Council's Website	Banner on Council's home page announcing the consultation and providing links to the District Plan web pages for more information.	<p>The front page banner was updated several times throughout the consultation. In addition the 'quick links' section of the front page also contained links to news stories on the consultation and to the District Plan pages.</p> <p>In addition, several news stories or press releases were published in February, April and May 2014 advertising the consultation.</p>
18	Email notification to all registered on the consultation portal and all those registered on the Council's Stay Connected service	<ul style="list-style-type: none"> • Advanced notice of the consultation sent once approved by Council. • Announcement of the start of the consultation. • Announcement of public meeting details. • Reminder two weeks before end of consultation. 	<p>The District Plan Bulletin (dated 20 January 2014) was emailed to all registered on the consultation portal, which set out the decision of Council to consult on the Draft District Plan from February 2014.</p> <p>An email was sent to all those registered on the consultation portal as below. In addition, the Council used the Stay Connected Network Bulletin system to advertise the consultation. Bulletins were sent to all 592 users on:</p>

	Type	Agreed Consultation Strategy	Implementation of the strategy
			<ul style="list-style-type: none"> • April 11, 25 • May 9
19	Email notification to all Town and Parish Councils, Councillors, local interest groups, statutory consultees etc.	<ul style="list-style-type: none"> • Advanced notice of the consultation sent once approved by Council. • Announcement of the start of the consultation. • Announcement of public meeting details. • Reminder two weeks before end of consultation. 	<ul style="list-style-type: none"> • An email was sent to all those registered on the consultation portal on 25th February advising that the consultation would commence on 27th February. This email invited people to update their log in details and contact officers if they had problems with their log-in details prior to the start of the consultation. • The consultation documents had been live to read on the consultation portal from 5th February (the day after the Executive). When the consultation became open for comment (26th February at 10.30pm) an automatically generated email was sent from the consultation portal to all those parties registered inviting comment and advising of the closing date. • A series of emails were sent to all Town and Parish Councils and local interest groups containing information about the evening meetings and drop-in sessions around the District. Prior to this

	Type	Agreed Consultation Strategy	Implementation of the strategy
			<p>there had been several weeks of intensive discussion with local Members and clerks to arrange these meetings.</p> <ul style="list-style-type: none"> • A reminder email was automatically generated from the consultation portal to all those registered who had yet to submit or make comments.
20	Members Information Bulletin	<ul style="list-style-type: none"> • Advanced notice of the consultation sent once approved by Council. • Announcement of the start of the consultation. • Announcement of public meeting details. • Reminder two weeks before end of consultation. 	An article was included in the Members Information Bulletin which appeared every week for 7 weeks from 7 March to 11 April 2014. This contained a link to the web page which advertised all public meetings.
21	District Plan Bulletin	Bulletin will be distributed by email to Town and Parish Councils and all those registered on consultation portal following approval of the Plan by Council.	The District Plan Bulletin (dated 20 January 2014) was emailed to all registered on the consultation portal, which set out the decision of Council to consult on the Draft District Plan from February 2014.
22	CD containing Consultation Documents	Interested parties will be able to request a CD containing electronic copies of Consultation Documents for free.	A decision was taken not to produce a CD. The logistics of producing the CD would have meant we could not start the consultation in February. All documents were instead uploaded

	Type	Agreed Consultation Strategy	Implementation of the strategy
			onto the website.
23	Telephone Opinion Survey	An Opinion Research Organisation will be engaged to undertake a structured survey of the District's residents, seeking to reach a cross section of the local community to explore opinions on future development and Draft District Plan.	ORS were commissioned to undertake this survey. The results are being collated and a report will be made available in due course.
	Face-to-Face Meetings		
24	Town and Parish Councils, Civic Societies and the Local Strategic Partnership.	<ul style="list-style-type: none"> • Parishes will be grouped together where appropriate and meetings will be held in accessible locations to these Parish clusters. • Meetings will be chaired by the Executive Portfolio Holder for Strategic Planning and Transport, and will be attended by the local Members and an officer from the Planning Policy Team. • Other meetings may be held with interested parties, if appropriate, where resources allow. 	<p>22 meetings were held across the District attended by Officers and Members (see meeting schedule below). All but one of these was a public meeting where all were welcome to attend. Attendance averaged over 50 people per meeting. Officers and Members gave a detailed presentation using Powerpoint and then the opportunity was given for residents to partake in frank and open discussions with officers and Members.</p> <p>In addition, drop-in sessions were held on two Saturday mornings in Sawbridgeworth and one on a Saturday afternoon at Bishop's</p>

	Type	Agreed Consultation Strategy	Implementation of the strategy
			Stortford. The Sawbridgeworth sessions organised by the Town Council were very well attended.
25	Staff Briefings	<ul style="list-style-type: none"> Internal meetings will be held with Council officers from all departments to increase awareness of the consultation and the content of the Draft District Plan. 	Planning Policy officers attended Staff Briefings during February and May to advise Council colleagues about the consultation.

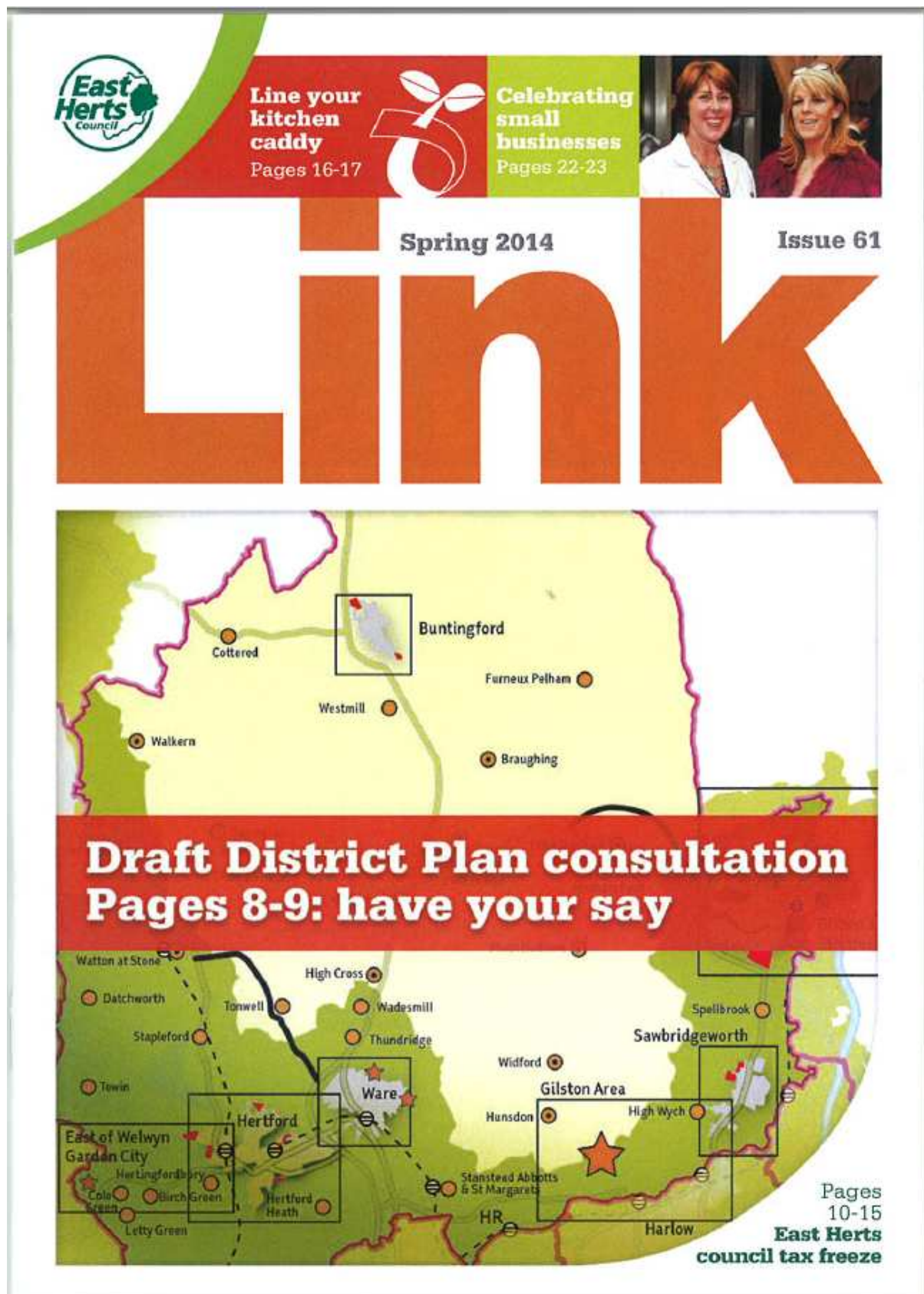
Schedule of Meetings as part of the District Plan Consultation, Feb-May 2014 (see item 24 above)

No.	Date	Location	Type
1	01-Mar	Sawbridgeworth Town Council, Sayesbury Manor, Bell Street	Drop-in session
2	04-Mar	Datchworth Village Hall, Datchworth Green	Parish Councillors only
3	17-Mar	Hunsdon Village Hall, 45 High Street, Hunsdon	Presentation, Q&A
4	19-Mar	Hertford Catholic Church - Hertford Civic Society	Hertford Civic Society only
5	20-Mar	Chauncy School, Ware	Presentation, Q&A
6	25-Mar	Datchworth Village Hall, Datchworth Green	Presentation, Q&A
7	27-Mar	Hertford Town Council, Hertford Castle - Annual Town Meeting	Presentation, Q&A
8	31-Mar	Bishop's Stortford Town Council	Town Councillors only
9	31-Mar	Ware Town Council Annual Town Meeting, The Priory	Presentation, Q&A
10	01-Apr	Buntingford - Seth Ward Community Centre, Luyes Rise	Presentation, Q&A
11	03-Apr	Brickendon - Fanshaws Room, Brickendon Lane	Presentation, Q&A
12	05-Apr	Sawbridgeworth - Sayesbury Manor, Bell Street	Drop-in session
13	07-Apr	Tewin - Tewin Memorial Hall, Lower Green Road	Presentation, Q&A
14	09-Apr	Nigel Copping Community Centre, Stanstead Abbots	Presentation, Q&A
15	10-Apr	Braughing - St Mary's Church Hall, Church End	Braughing APM, Presentation, Q&A

No.	Date	Location	Type
16	14-Apr	Sawbridgeworth Town Council, Sayesbury Manor, Bell Street	Annual Town Meeting
17	15-Apr	Buntingford - Benson Hall, Station Road	Buntingford Civic Society
18	16-Apr	High Wych Memorial Hall, High Wych Road	Presentation, Q&A
19	17-Apr	Cottered Village Hall	Presentation, Q&A
20	25-Apr	Amwell Society	Presentation, Q&A
21	26-Apr	Bishop's Stortford, Charris Centre	Drop-in session
22	29-Apr	Little Hadham Village Hall	Presentation, Q&A

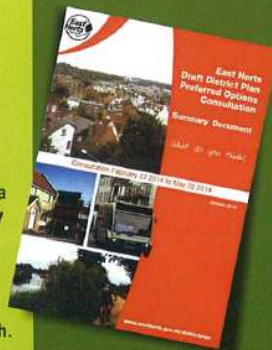
LINK Magazine

Distributed with Council Tax Bills during March (see item 15 above)





By now you'll have received a short summary of the draft District Plan, delivered through your door last month.



Draft District Plan ⁹ What do you think?

Spring 2014 | Issue 61 | Link

The draft District Plan, which runs to several hundred pages, sets out where the council thinks homes and related infrastructure could go to 2031. Local and national research shows that the district will need 15,000 additional homes within that timeframe.

The summary explains what the District Plan is, the supporting evidence, and the headline challenges and strategies for each town and the villages.

Before moving to the next stage, the council wants your views. The consultation runs until May 22 so there's still plenty of time to respond. If you've mislaid your summary, go to www.eastherts.gov.uk/districtplan to download it.

Before submitting comments, you can read the full draft at your local library, town council offices and East Herts Council offices in Bishop's Stortford and Hertford.

The full draft, together with all supporting documents and some Frequently Asked Questions, is on the council's website too.

Mike Carver, Executive member for strategic planning and transport, said: "We started work on the District Plan more than two years ago and we've carried out an enormous amount of research and consultation, putting

everything in the public domain at each stage.

"The District Plan will shape the place where we all live for many years to come so before the next stage we want to hear from as many residents as possible."

After the consultation, everyone's comments will be considered and collated into a new draft which is due to be completed by the end of the year. Before the District Plan comes into force it will be examined in public by an independent government inspector.



Consultation Responses (interim report)

There were two sources of consultation responses: standard responses and direct responses to the Council's consultation. Taking the direct responses together with the standard responses, the overall response to the consultation was in the region of 3,700 individual submissions.

The issues raised through the consultation will be considered in due course.

A) Standard Responses

A significant number of comments were received using standard response forms containing signatures and in some cases bearing additional comments.

- **Watton-at-Stone:** 481 responses received in relation to Chapter 10: Villages.
- **STOP Harlow North.** 2,184 responses received in relation to Chapter 12: The Gilston Area.

The full list of named respondents has been collated and may be found on the Portal under the 'Supporting Documents' tab. See <http://consult.eastherts.gov.uk>

B) Direct responses to the Council's consultation

As of 23 June 2014, 715 individual responses had been received and entered to the consultation Portal. A breakdown of the responses is shown in the tables below as follows:

- Table 1: Summary of Comments and Individual Responses by Chapter (page 2)
- Table 2: Breakdown of Comments by Submission Type (page 3)
- Table 3: Breakdown of Individual Responses by Chapter (page 4 onwards)

A further 400 emails were yet to be entered to the Portal. In total it appears that the total response will exceed 1,000 individual responses making more than 2,000 comments between them.

Table 1: Summary of Comments and Individual Responses by Chapter

Chapter	Comments	Individual Responses
Chapter 1: Introduction	26	25
Chapter 2: Vision and Strategic Objectives	32	21
Chapter 3: The Development Strategy	123	47
Chapter 4: Green Belt and Rural Area Beyond the Green Belt	69	51
Chapter 5: Bishop's Stortford	178	91
Chapter 6: Buntingford	48	21
Chapter 7: Hertford	239	170
Chapter 8: Sawbridgeworth	300	124
Chapter 9: Ware	153	72
Chapter 10: Villages	157	88
Chapter 11: East of Welwyn Garden City	30	20
Chapter 12: The Gilston Area	59	34
Chapter 13: Housing	43	21
Chapter 14: Economy	20	11
Chapter 15: Retail and Town Centres	6	6
Chapter 16: Design	20	13
Chapter 17: Transport	36	27
Chapter 18: Community Facilities, Leisure and Recreation	37	24
Chapter 19: Natural Environment	22	9
Chapter 20: Landscape	12	8
Chapter 21: Heritage Assets	19	13
Chapter 22: Climate Change	9	5
Chapter 23: Water	34	12
Chapter 24: Environmental Quality	5	4
Chapter 25: Delivery	8	7
General comment	109	101
Appendix A: Key Diagram	2	2
Appendix B: Strategy Worksheet	1	1
Appendix C: Open Space Standards	1	1
	1798	1029

Table 2: Breakdown of Comments by Submission Type

Submission Type	Count	Percent
E-Mail	133	7%
Letter	400	22%
Other	3	0%
Web	1262	70%
Total	1798	100%

Table 3: Breakdown of Individual Responses by Chapter

Chapter	Comments	Individual responses
Chapter 1: Introduction	26	25
Mr Allan Patten	1	
Mr Andrew stevenson	1	
Mr David Knowles	1	
Mr F Rogers	1	
Mr John Andrew	1	
Mr John Baines Senior Planning Manager Linden Homes Eastern	2	
Mr John Clark	1	
Mr John Rhodes Bishop's Stortford Civic Federation	1	
Mr Martin Betts	1	
Mr Michael Cocker	1	
Mr Paul Dixon	1	
Mr Richard Windus	1	
Mr Russell Fleck	1	
Mr Tim Acheson	1	
Mr Tim White	1	
Mrs Alexia Richardson	1	
Mrs Haidy Blake	1	
Mrs Jane Hennell Area Planner South Canal and River Trust	1	
Mrs Lisa Donovan	1	
Mrs Marguerita Hutchinson	1	
Mrs Michalitsa Kappaka-Benzing	1	
Mrs Michelle Quinn	1	
Ms Julie Harrison	1	
Ms Patricia Percy	1	
William and Alison Church	1	

Chapter	Comments	Individual responses
Chapter 2: Vision and Strategic Objectives	32	21
Dr Martin Adams	1	
Miss Natasha Smith Planning Advisor Environment Agency	2	
Mr Andrew Macpherson	2	
Mr Andrew Stevenson	2	

Mr Chris Sweeney	2
Mr George Ellison	1
Mr Graham Milner	2
Mr Ian Macmillan	1
Mr John Baines Senior Planning Manager Linden Homes Eastern	2
Mr John Bevan Treasurer Hertford Civic Society	1
Mr John Rhodes Bishop's Stortford Civic Federation	1
Mr Keith Bradfield	2
Mr Nigel Smith Stevenage Borough Council	2
Mr Peter Luder	1
Mr Phil Spears	1
Mr Roy Warren Planning Manager Sport England	1
Mr William Peel	1
Mrs Jane Hennell Area Planner South Canal and River Trust	1
Mrs Sheila White	2
Mrs Susan E Landon	1
Ms Glenys Parry	3

Chapter	Comments	Individual responses
Chapter 3: The Development Strategy	123	47
Catherine & Alan Hilliman	1	
Frances & Bill Harding	1	
Gordon Ridgewell	1	
Jeff Laidler	1	
Linda Jones	1	
Miss Natasha Smith Planning Advisor Environment Agency	3	
Miss Rachel Padfield	7	
Mr Adam Halford Bidwells	7	
Mr Bryn Jones	1	
Mr Clifford Troll	1	
Mr David Barnes Star Planning & Development	1	
Mr David Royle	1	
Mr Duncan Murdoch	6	
Mr Jeff Hughes Clerk Great Amwell Parish Council	2	
Mr Jeff Sheppard	1	

Mr John Baines Senior Planning Manager Linden Homes Eastern	4
Mr John Bevan Treasurer Hertford Civic Society	6
Mr John Ingham Parish Council Clerk Great Munden Parish Council	1
Mr John Rhodes Bishop's Stortford Civic Federation	10
Mr John S Page	1
Mr Keith Pierce Tewin Grove Development Group	1
Mr Keith White	1
Mr Kenneth Coyne	1
Mr Michael Brown	1
Mr Nigel North	1
Mr Nigel Smith Stevenage Borough Council	5
Mr Paul Bloomfield Shire Consulting	4
Mr Peter Luder	2
Mr Peter Norman	8
Mr R Falder Parish Council Clerk Aston Parish Council	1
Mr Richard Munn	1
Mr Robert Boenke	1
Mr Robert Boenke Widbury Residents Association	1
Mr Steven Barker Director Barker Parry Town Planning Ltd	8
Mr Steven Bouette	1
Mr Steven Kosky Director Barton Willmore	12
Mr Tim White	3
Mr Will Thompson	3
Mr William Brown	1
Mrs Clare Hutchinson Sworders	1
Mrs Kathleen Hewson	2
Mrs Susan E Landon	2
Mrs Valerie Johnson	1
Ms Belinda Irons	1
Pam & Nick Wallace	1
Philip & Dot Parsons	1
Rosemary & Peter Parsons	1

Chapter	Comments	Individual responses
Chapter 4: Green Belt and Rural Area Beyond the Green Belt	69	51
Frances & Bill Harding	1	
Hannah Blunstone CBRE	1	
Miss Jane Orsborn	1	
Miss Nellie Dickson Sworders	1	
Miss Rachel Padfield	2	
Mr & Mrs Robert Toll	1	
Mr Adam Halford Bidwells	1	
Mr Andrew Carless	2	
Mr Chris Sweeney	2	
Mr Clifford Troll	1	
Mr Colin Jenkins	1	
Mr David Barnes Star Planning & Development	1	
Mr Duncan Murdoch	2	
Mr Howard Flowers	1	
Mr Jeff Hughes Clerk Great Amwell Parish Council	1	
Mr John Baines Senior Planning Manager Linden Homes Eastern	2	
Mr John Bevan Treasurer Hertford Civic Society	2	
Mr John Ingham Parish Council Clerk Great Munden Parish Council	1	
Mr John Rhodes Bishop's Stortford Civic Federation	2	
Mr John S Page	1	
Mr Keith Pierce Tewin Grove Development Group	1	
Mr Mark Prisk MP	1	
Mr Michael Cook	1	
Mr Michael Robinson	1	
Mr Nigel Smith Stevenage Borough Council	1	
Mr Paul Bloomfield Shire Consulting	1	
Mr Peter Comley	4	
Mr Peter Luder	1	
Mr Peter Norman	1	
Mr Phil Spears	1	
Mr Robert Boenke Widbury Residents Association	1	

Mr Steven Barker Director Barker Parry Town Planning Ltd	5
Mr Steven Bouette	1
Mr Steven Kosky Director Barton Willmore	2
Mr Stuart Cunliffe Stuart Cunliffe	1
Mr Tim White	1
Mrs Deborah Sumby	1
Mrs Esther Hughes	1
Mrs Gillian Davidson	2
Mrs Jane Hennell Area Planner South Canal and River Trust	1
Mrs Kathleen Hewson	1
Mrs Susan E Landon	2
Mrs Susan Swan	1
Ms Belinda Irons	1
Ms Glenys Parry	1
Ms Lanier Pole	1
Ms Laura Hunter Planner Bidwells	1
Ms Susan Harris	2
REVD MARK DUNSTAN	1
Reverend Roger Martin	1
Rosemary & Peter Parsons	1

Chapter	Comments	Individual responses
Chapter 5: Bishop's Stortford	178	91
Catherine Segal	2	
Dr D W R Wright	1	
Dr Emma Davies	3	
Dr Malcolm Musselwhite	2	
Dr Martin Adams	1	
Dr Richard Smith	5	
Ian Hale	1	
Miss Helen Gibbs	1	
Miss Jane R Orsborn Prospect Planning	9	
Miss Natasha Smith Planning Advisor Environment Agency	1	
Miss Rachel Padfield	2	
Mr & Mrs John & Sophie Doyle	1	
Mr & Mrs Kevan & Becky Miles	1	
Mr Alan J Fordham Chair of Governors Bishop's Stortford High School	1	
Mr Andrew Cox	1	
Mr Andrew Holder	1	

Mr Andy White	1
Mr Arthur Harrison	2
Mr B Kerslake	4
Mr Bernard Stewart	1
Mr Chris Burgess	2
Mr Chris Maynard	1
Mr Chris Sweeney	1
Mr Daniel Martin	1
Mr David Barnes Star Planning & Development	4
Mr David Clare	1
Mr David Hodgen	1
Mr David Keen	1
Mr David Royle	1
Mr Devin Smith	1
Mr G Ochiltree	1
Mr Ian Macmillan	1
Mr James Horrax	3
Mr Jay Springham	1
Mr John H. Davies, Clerk to Thorley Parish Council	
Mr John Hootton	1
Mr John Pikett	1
Mr John Rhodes Bishop's Stortford Civic Federation	19
Mr Justin Kingseller	1
Mr Len Lindop	1
Mr M Fairweather	1
Mr M Hussain	2
Mr Mark Hardie	1
Mr Mark Prisk MP	1
Mr Mark Ward	1
Mr N D Mizen	1
Mr Nick Weston	1
Mr Nigel Pledger	1
Mr Paul Tyler	1
Mr Peter K Hough	3
Mr Peter Lomax	1
Mr Peter Luder, Weston Homes	1
Mr Peter Morley	1
Mr Philip Barton	1
Mr Rob Francis	4
Mr Rob Francis Chantry Community Association	4

Mr Robert Fielden, Chair of Governors, the Hertfordshire and Essex High School	1
Mr Rod King	1
Mr Roy Warren Planning Manager Sport England	4
Mr Simon Thorpe	1
Mr Steven Reynolds	1
Mrs Sylvia MacDonald,	
Mr Terence Downing Secretary Cecil Close Residents Association	1
Mr Terry Drake	2
Mr Tim Glover	1
Mr Tony John	2
Mr Will Thompson	6
Mr William Stringer	1
Mrs Astrid Goldsmith	1
Mrs Beryl Davis	1
Mrs Beverley Hall	1
Mrs C Coates	1
Mrs Christine Rixson	12
Mrs Clare Hutchinson Sworders	1
Mrs Fabienne Muhiddin	1
Mrs Gillian Davidson	3
Mrs Heather Bryson	1
Mrs Jane Hennell Area Planner South Canal and River Trust	3
Mrs Janet Burgess	1
Mrs Janet Moody	1
Mrs Kim Shaw	1
Mrs Lesley Mumford	1
Mrs Sally Gorham	1
Mrs Susan E Landon	2
Mrs Susan Swan	2
Mrs Unity Harrington	1
Mrs Valerie Johnson	1
Mrs. Janet Buckelew	1
Ms Jennifer Hermitage	7
Ms Tricia Carpenter	1
S Fitzgerald	1
Sarah Clark	1
Saul Segal	1
Susan Pulham	1

Chapter	Comments	Individual responses
Chapter 6: Buntingford	48	21
Davies	2	
Kathryn Archibald	1	
Miss Jane R Orsborn Prospect Planning	1	
Mr & Mrs A & E Walker	1	
Mr & Mrs Alan & Judith James	1	
Mr & Mrs T R & C L Noble	6	
Mr Chris Sweeney	1	
Mr Duncan Murdoch	6	
Mr John Makin	1	
Mr Martin Graham	1	
Mr Michael Cocker	12	
Mr Nicholas Lambert	2	
Mr Roy Warren Planning Manager Sport England	1	
Mrs Carol Emery	1	
Mrs Eve Norman	1	
Mrs Jane Davitt	2	
Mrs Jill Jones Town Council Clerk Buntingford Town Council	1	
Mrs Pat Milne-Smith	1	
Mrs Susan Chiappinelli	4	
Mrs Valerie Johnson	1	
Ms Christine Kell	1	

Chapter	Comments	Individual responses
Chapter 7: Hertford	239	170
Anita Etheridge	1	
B & M Archer	1	
Beena Doal	1	
Brian Cast	1	
Carol Lovell	1	
Che Wah Chu	1	
Clare & James Boyd	1	
Clare and Mark Chase	1	
D Kenney	1	
David Bishop	1	
Davies	1	
Diana Howarth	1	
Dr Brian Warrington	1	

Dr Caroline Hartley	3
Dr Philip Kenway	1
Dr Theo Berkhout	1
E Walton	1
Edward Hardinge	1
Gill Ratcliffe	1
Jean Bacon	1
Jill Turner	1
Jim Smith	2
John Ayres	1
Julia Wright	1
K Dumbovic	1
Katharine Richardson	2
Kin Yau Chu	1
L Dixon	1
Laura Brown	1
Leigh	1
LJ & P McCarthy	1
Lucy Barry	1
Michael Saggars	1
Miss Jane Sartin	7
Miss Natasha Smith Planning Advisor Environment Agency	1
Miss Pat Stockwell	1
Miss Sharon Walker	6
Moray Anderson	1
Mr & Mrs B Mansfield	1
Mr & Mrs J Crosby	1
Mr & Mrs K White	1
Mr & Mrs Robert W Pegg	1
Mr & Mrs V A Voller	1
Mr A A Wood	1
Mr and Mrs Barrie and Marie Goldsmith	1
Mr Andrew Stevenson East Herts Council Land Drainage	1
Mr Andrew Youens	1
Mr Anthony Cook	1
Mr Benjamin Wilson	1
MR BOOKER	1
Mr Chris Dowsett	1
Mr Chris Hall	1
Mr Chris Sweeney	4
Mr Christopher Gilmour	1
Mr Christopher Simmons	1

Mr Colin Broomfield	4
Mr Corin Jones	3
Mr David Ellam	1
Mr David Saville	1
Mr David Stowe	1
Mr David Thomas	1
Mr Edward Cropp	1
Mr F Rogers	1
Mr Geoffrey Bennett	1
Mr Guy Thomas	1
Mr Iain Wilson	1
Mr Ian Coleman	1
Mr Ian Cooper	1
Mr Jack Mann	1
Mr James Clarke	2
Mr John Baines Senior Planning Manager Linden Homes Eastern	3
Mr John Bevan Treasurer Hertford Civic Society	6
Mr John Clark	6
Mr John Law	1
Mr John S Page	2
Mr John Wilding	1
Mr Julian Pennington	1
Mr Julian Remmington	2
Mr Justin Hill	1
Mr Keith Harding	1
Mr Kenneth Coyne	2
Mr Lee Parrott	1
Mr M Henson	1
Mr Major Shepherd	1
Mr Mark Prisk MP	1
Mr Michael Excell	1
Mr Michael Walden	1
Mr Paul Brettell	1
Mr Paul Jarczewski	1
Mr Paul King	1
Mr Paul Roberts	1
Mr Paul Shaw	1
Mr Peter Collins	1
Mr Peter Comley	1
Mr Phil Spears	1
Mr Ralph Turner	1
Mr Rick Morris	1

Mr Robert Carter	1
Mr Robert James Tait	1
Mr Roger Aylard	1
Mr Roger Bardle	1
Mr Ross Jones	1
Mr Roy Warren Planning Manager Sport England	1
Mr Sean Goodwin	1
Mr Simon Cockley	1
Mr Simon Newland	1
Mr Stephen Whitehead	1
Mr Steve Quick	1
Mr Thomas Stuttard	1
Mr Tim White	1
Mr Tom Harden	1
Mr Tony Bodley	1
Mr Tony Price	1
Mrs Alexandra Daar	1
Mrs Ann Walden	1
Mrs Christine Holyfield	1
Mrs Claire Rollins	1
Mrs Clare Haworth	1
Mrs Deborah Sumby	1
Mrs Denise Firman	1
Mrs Donna Rossall	1
Mrs Elizabeth Beaumont	1
Mrs Esther Hughes	7
Mrs Eve McEnally	1
Mrs J Bennett	1
Mrs J Saville	1
Mrs Jane Hennell Area Planner South Canal and River Trust	1
Mrs Jo Spiers	1
Mrs Joanne Lewis	1
Mrs Karen Norton	1
Mrs Kate harden	1
Mrs Kelly Thomas	1
Mrs Linda Coleman	1
Mrs Louise Ball	1
Mrs Lynette Wilson	1
Mrs M A Thurston	1
Mrs Marguerita Hutchinson	3
Mrs Maureen Rowley	1
Mrs Melanie Delaney	1

Mrs Nina Villa Town Council Clerk Hertford Town Council	7
Mrs P Z Warwick	1
Mrs R J Knight	1
Mrs Rachel Ogier	1
Mrs Rachel Wiles	1
Mrs Rosemary Swallow	1
Mrs Susan Glasspool	1
Mrs Susanne Burrige	1
Mrs Suzanne Irwin	2
Mrs Tricia Morris	1
Mrs Valerie Johnson	2
Mrs. Joanna Clark-Bould	1
Ms Catherine Ticquet	1
Ms Dawn Grocock	1
Ms Florence McNally	5
Ms Gemma Harris	1
Ms Glenys Parry	1
Ms Patricia Percy	7
Myra Allen	1
Peter Draper	1
Philip & Marion Lancaster	1
R J Fradley	1
Ramsay	1
Rebecca Harden	1
S WATKINS	1
Shelia Stevens	1
Suzanne and Matt Bray	1
The Fosters	1
Warriner June	1
William and Alison Church	4

Chapter	Comments	Individual responses
Chapter 8: Sawbridgeworth	300	124
Anne Carey	1	
B Prescott	1	
Dr Kevin Lee	1	
Jayne Ridge	1	
John and Aileen Burlison	1	
Leslie Panter	2	
Mary Hilton	4	
Miss Christine Wild	5	
Miss Elizabeth Honeywood	1	

Miss Linda Clay	1
Miss Lucy Honeywood	1
Miss Paula Orton	4
Miss Rachel Padfield	1
Miss Verity Lancaster-Clark	1
Mr Alexander Acott	7
Mr and Mrs Alan and Janet Penn	3
Mr and Mrs Arthur Whippy	1
Mr Anthony Panter	1
Mr Barrie Shrosbree	1
Mr Barry Moule	1
Mr Bradley Kenyon	1
Mr Brian Watson	1
Mr Christopher Benzing	3
Mr Clive Atkins	1
Mr Damian Bushell	3
Mr Daniel Howard	2
Mr Darren Orwin	1
Mr David Ankers	1
Mr David Royle	3
Mr Eric Buckmaster	1
Mr Gareth Cheesman	5
Mr Graham Pringle	1
Mr Greg Buck	1
Mr Gregory Leary	1
Mr Hasan Deveci	1
Mr Henry Browne	1
Mr Ian Dyer	1
Mr Jason Statham	1
Mr John Rider	1
Mr John Slee	5
Mr Keith Simmons	1
Mr Marcus Karn	16
Mr Mark Anderson	1
Mr Mark Prisk MP	1
Mr Martin Betts	27
Mr Michael Brown	1
Mr Michael Carey	3
Mr Michael Rees	1
Mr Mike Elsdon	1
Mr Neil Askew	1
Mr Peter Johnson	1
Mr Philip Copland	1
Mr Raymond Clark	6

Mr Richard Balcombe	1
Mr Robert Davidson	1
Mr Robert Pearce	2
Mr Robin Chalcraft	1
Mr Roger Goddard	1
Mr Ron Banks	1
Mr Ronald Marshall	1
Mr Roy Warren Planning Manager Sport England	1
Mr Ryan Smith	2
Mr Simon Jones	1
Mr Simon Lincoln	4
Mr Stephen Karn	6
Mr Steve Mascall	7
Mr Stewart Irvine	1
Mr Terrence Lawson	1
Mr Tim Green	2
Mr Tim Rossiter	1
Mr Tom Payne	1
Mr Tom Reeks	1
Mr Urbano Brugioni	3
Mr Zachary Clark	1
Mrs Adrienne Critchlow	10
Mrs Alison Thorogood	7
Mrs Ann Browne	1
Mrs Anne Davidson	1
Mrs Bobby Flowerday	1
Mrs C Allen	1
Mrs C Moule	1
Mrs Carole Banks	1
Mrs Daphne Woollard	1
Mrs Denise Mannino	1
Mrs Emma Wetherell	1
Mrs G E Dalli	1
Mrs Gemma Jennings	1
Mrs Hannah Knight	2
Mrs Irene Robson	1
Mrs J Paterson	1
Mrs Jane Honeywood	1
Mrs Julia Howard	1
Mrs Kathleen Brugioni	3
Mrs Kathleen Morris	2
Mrs Laura Jones	1
Mrs Laura Todd	1

mrs lieann legon	1
Mrs Liz Ridler Morgan Governor Fawbert and Barnard Infant School	1
Mrs Louise Robinson	5
Mrs Michalitsa Kappaka-Benzing	9
Mrs Natalie Chalcraft	1
Mrs Rosa Clark	1
Mrs S Law	1
Mrs S Shaw	1
Mrs Samantha Luxford	1
Mrs Sarah Collyer	1
Mrs Teresa Bishop	2
Mrs Valerie Johnson	1
Ms Alison Taylor	1
Ms Carol Nelson	1
Ms Doreen Latchford	1
Ms Elizabeth McClymont	1
Ms Gemma Felstead	2
Ms Isabelle Delain-Burke	1
Ms Lanier Pole	26
Ms Madeleine Karn	18
Ms Marion Adams	1
Ms Victoria Clark	1
Ms Vivienne Wright	1
N Hunt	1
Ralph and Heather Riches	1
Richardson	1
S Robertson	1
Vicky Early	1

Chapter	Comments	Individual responses
Chapter 9: Ware	153	72
Catherine & Alan Hilliman	1	
Dr Lynn Cook	5	
Dr Michael Goodyear	3	
Dr Rebecca Howard	8	
Frances & Bill Harding	1	
hemsworth	1	
K G & R M C Weeks	1	
Linda Jones	1	
Miss Natasha Smith Planning Advisor Environment Agency	1	
Miss W G Graham and Mr D. Huckle	1	

Mr & Mrs David & Margaret Vowles	1
Mr & Mrs Harding	1
Mr & Mrs Peter & Mollie Smith	1
Mr Adam Halford Bidwells	5
Mr Andrew Carless	4
Mr Anthony Vivers	1
Mr Ashley Godfrey	1
Mr Ben Acheson	1
Mr C W Peacock	1
Mr Chris Sweeney	2
Mr Clifford Troll	2
Mr Colin McIntyre	2
Mr David Collin	1
Mr David Corbet	1
Mr David Wrelton	3
Mr Edward Hughes	1
Mr Ian Ball	1
Mr Keith Batchelor	7
Mr Keith Bradfield	3
Mr Ken Ripper	5
Mr Mark Prisk MP	1
Mr Martin Butcher	1
Mr Michael Cook	1
Mr Michael Fearn Planning Director Shire Consulting	1
Mr Michael Thacker	1
Mr Nigel Smith Stevenage Borough Council	1
Mr Peter Comley	7
Mr Philip Shock	1
Mr R Chapman	1
Mr Richard Munn	2
Mr Rob Mew	1
Mr Robert Boenke	1
Mr Roy Warren Planning Manager Sport England	2
Mr Steve Dymock	1
Mr Steven Barker Director Barker Parry Town Planning Ltd	6
Mr Steven Kosky Director Barton Willmore	4
Mr Tim Crowther	4
Mrs & Mr C M & K J Perry	2
Mrs Angela Gilchrist	1
mrs ann brookfield	1
Mrs Chris Hart	3

Mrs G Williams	1
Mrs Gillian Dymock	1
Mrs Jan Stock General Manager Wodson Park Sports Centre	3
Mrs Jane Hennell Area Planner South Canal and River Trust	1
Mrs Julie Brindley	5
Mrs Kelly Tagliarini	2
Mrs Linda Jones	1
Mrs Marina Buswell	1
Mrs Ruth Snelling	1
Mrs Susan Clarke	8
Mrs Suzanne Ball	1
Mrs Valerie Johnson	1
Ms Heather Thomas	1
Ms Jean Durbin	1
Pam & Nick Wallace	1
Paul Hazelwood	6
Philip & Dot Parsons	1
R E Brown	1
REVD MARK DUNSTAN	3
Robin Fowler	2
Rosemary & Peter Parsons	1

Chapter	Comments	Individual responses
Chapter 10: Villages	157	88
Anne Downes	1	
C B	1	
Cllr Mike Newman	1	
Councillor William Compton Chairman Much Hadham Parish Council	3	
Diana Newell	1	
Dr J W Hill	1	
Dr Martin Adams	2	
J G Fardell	2	
M and K Rist	1	
Miss Alice Cook	1	
Miss Jane Orsborn	1	
Miss Jane R Orsborn Prospect Planning	10	
Miss Lindsay Holt Property Manager Woodhall Estate	1	
Miss Mary Cannon	3	
Miss Rachel Padfield	8	

Mr & Mrs H C & D E Jordan	1
Mr & Mrs John Hazell	2
Mr and Mrs Kathleen and Roland Hewson	1
Mr and Mrs S Allman	1
Mr Andrew Morris	1
Mr Andrew Neal	1
Mr Bev Evans Parish Clerk Little Hadham Parish Council	1
Mr Bill Welch	1
Mr Chris Stubbs	1
Mr Chris Sweeney	5
Mr Christopher Burton	2
Mr Danny Mayes	1
Mr David Ashby	5
Mr David Dainty	2
Mr Edward Hughes	1
MR Eric Fishwick	1
Mr Harry Gibbs	1
Mr Jeff Hughes Clerk Great Amwell Parish Council	1
Mr John Ingham Parish Council Clerk Great Munden Parish Council	1
Mr John Rhodes Bishop's Stortford Civic Federation	4
Mr Keith Burrell	2
Mr Keith Pierce Tewin Grove Development Group	2
Mr Ken Rist	1
Mr Lewis Lynch	1
Mr Mark Prisk MP	1
Mr Michael Cook	6
Mr Michael Robinson	2
Mr N Gray	3
mr neal canfield	2
Mr Neale King	2
Mr Nicholas Baughn	1
Mr Nigel Smith Stevenage Borough Council	2
Mr Norman Sheldrake	1
Mr P A Dalton	1
Mr Paul Bloomfield Shire Consulting	1
Mr Paul Cotterell	2
Mr Peter Cook	1
Mr Peter Troughton	1
Mr Phil Firmin	1

Mr R Falder Parish Council Clerk Aston Parish Council	1
Mr R W Emsley	1
Mr Ray Keppler	1
Mr Rob Keys	1
Mr Stephen Arnold	1
Mr Steve Saban	1
Mr Steven Barker Director Barker Parry Town Planning Ltd	6
Mr Stuart Cunliffe	3
Mr Thomas Phipps	2
Mr Tim Acheson	3
Mr Tim White	1
Mr Tom Brindley Clerk Little Berkhamsted Parish Council	1
Mr Tony Richardson	1
Mr William Brown	5
Mrs Anne Troughton	1
Mrs Annette Baughn	1
Mrs Beryl Hollylee Parish Council Clerk Widford Parish Council	3
Mrs Caroline McFarlane Parish Council Clerk Tewin Parish Council	1
Mrs Christine Crace	1
Mrs Elizabeth Sapsford	1
Mrs Gillian Davidson	1
Mrs Kim Saban	1
Mrs Lynda Connolly	1
Mrs M J Allsop Parish Council Clerk Watton-At-Stone Parish Council	2
Mrs Marian Sovitch	1
Mrs Muriel Parsons Chairman Westmill Parish Council	1
Mrs S N	2
Mrs Sonia Pizey	1
Mrs Susan E Landon	2
Ms Laura Hunter Planner Bidwells	1
N Scales	1
Pam Nassau	1
REVD MARK DUNSTAN	1
Richard Currell	1

Chapter	Comments	Individual responses
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Chapter 11: East of Welwyn Garden City	30	20
Ann Vaughan	1	
D Pettit	1	
Florence Seabrook	1	
Janet Corlett	1	
Margaret Thomas	1	
Miss Brenda Margaret Smith	1	
Mr David Stowe	1	
Mr Keith Pierce Tewin Grove Development Group	2	
Mr Mark Prisk MP	1	
Mr Michael John Britton	1	
Mr Nigel Smith Stevenage Borough Council	1	
Mr Paul Dixon	4	
Mr Richard Peckham	1	
Mr Roy Warren Planning Manager Sport England	1	
Mr Will Davis	1	
Mrs Elahe Taylor	1	
Mrs Louise Smith	1	
Mrs Rachel Oldridge	7	
Ms Lynne Allison	1	
Mt John Murphy	1	

Chapter	Comments	Individual responses
Chapter 12: The Gilston Area	59	34
Angela Locke	1	
Cllr Mike Newman	6	
Cllr. Blaise Morris Councillor Much Hadham Parish Council	1	
Councillor William Compton Chairman Much Hadham Parish Council	2	
Dr Ava Greenwell	1	
Keith Harvey	1	
Mr Alex Geller	1	
Mr Alfred C Pagan Ramblers' Association	1	
Mr Chris Sweeney	4	
Mr Derek Piercy	1	
Mr Ian Hudson	2	
Mr Jack Doyle	1	
Mr John Rhodes Bishop's Stortford Civic Federation	2	
Mr John Slee	1	

Mr Keith Simmons	1
Mr Marcus Karn	6
Mr Mark Prisk MP	1
Mr Nigel Smith Stevenage Borough Council	1
Mr Richard Brickwood	1
Mr Robert Baker	1
Mr Roy Warren Planning Manager Sport England	1
Mr Steve Mascal	2
Mr Steven Neal Associate Director Boyer Planning Ltd	1
Mr Tim Crowther	3
Mrs Anthea M Bickmore	1
Mrs Jane Hennell Area Planner South Canal and River Trust	1
Mrs Susan E Landon	1
Ms Lanier Pole	1
Ms Madeleine Karn	5
Ms Mary Jackson	2
REVD MARK DUNSTAN	2
William and Alison Church	1
Yolande Clarke	1
Yvonne Doway	1

Chapter	Comments	Individual responses
Chapter 13: Housing	43	21
Anne Downes	1	
Miss Jane Orsborn	1	
Miss Natasha Smith Planning Advisor Environment Agency	1	
Miss Nellie Dickson Sworders	1	
Miss Rachel Padfield	1	
Mr Duncan Murdoch	2	
Mr F Rogers	1	
Mr George Ellison	2	
Mr John Bevan Treasurer Hertford Civic Society	2	
Mr John Grisbrooke	1	
Mr John Ingham Parish Council Clerk Great Munden Parish Council	8	
Mr John S Page	1	
Mr Lewis Lynch	1	
Mr Mark Prisk MP	3	

Mr Nigel Smith Stevenage Borough Council	3
Mr Peter Luder	2
Mr Steven Barker Director Barker Parry Town Planning Ltd	6
Mr Will Thompson	3
Mrs Caroline McFarlane Parish Council Clerk Tewin Parish Council	1
Ms Belinda Irons	1
Ms Laura Hunter Planner Bidwells	1

Chapter	Comments	Individual responses
Chapter 14: Economy	20	11
Miss Jane Orsborn	1	
Miss Nellie Dickson Sworders	1	
Miss Rachel Padfield	3	
Mr Adam Halford Bidwells	1	
Mr John Baines Senior Planning Manager Linden Homes Eastern	1	
Mr John Bevan Treasurer Hertford Civic Society	6	
Mr John Ingham Parish Council Clerk Great Munden Parish Council	1	
Mr John Rhodes Bishop's Stortford Civic Federation	2	
Mr Keith White	1	
Mrs Jane Hennell Area Planner South Canal and River Trust	2	
Ms Belinda Irons	1	

Chapter	Comments	Individual responses
Chapter 15: Retail and Town Centres	6	6
Mr Chris Sweeney	1	
Mr James Clarke	1	
Mr Jeff Hughes Clerk Great Amwell Parish Council	1	
Mr John Bevan Treasurer Hertford Civic Society	1	
Mr Mark Prisk MP	1	
Mr Steven Barker Director Barker Parry Town Planning Ltd	1	

Chapter	Comments	Individual responses
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Chapter 16: Design	20	13
Dr Martin Adams	3	
Dr Steve Rowlatt	1	
Miss Natasha Smith Planning Advisor Environment Agency	2	
Mr Andrew Stevenson	3	
Mr Ben Adam-Smith	1	
Mr David Barnes Star Planning & Development	1	
Mr George Ellison	1	
Mr John Bevan Treasurer Hertford Civic Society	1	
Mr John Ingham Parish Council Clerk Great Munden Parish Council	1	
Mr Will Thompson	1	
Mrs Esther Hughes	1	
Mrs Jane Hennell Area Planner South Canal and River Trust	3	
Ms Belinda Irons	1	

Chapter	Comments	Individual responses
Chapter 17: Transport	36	27
Davies	3	
Dr Richard Smith	1	
Mr Anton Heseltine	1	
Mr Chris Sweeney	1	
Mr David Briggs	1	
Mr Enrico Martinelli	1	
Mr F Rogers	1	
Mr George Ellison	1	
Mr James Clarke	3	
Mr John Bevan Treasurer Hertford Civic Society	4	
Mr John Davis	1	
Mr John Grisbrooke	1	
Mr John Rhodes Bishop's Stortford Civic Federation	1	
Mr John S Page	1	
Mr John Slee	1	
Mr Kenneth Coyne	1	
Mr Martin Smith	1	
Mr R Falder Parish Council Clerk Aston Parish Council	1	

Mr Richard Windus	1
Mr Robert Owen	1
Mr Tim White	1
Mr Will Thompson	1
Mrs Jane Hennell Area Planner South Canal and River Trust	1
Mrs Jill Jones Town Council Clerk Buntingford Town Council	1
Mrs Nina Villa Town Council Clerk Hertford Town Council	1
Ms Belinda Irons	1
Ms Glenys Parry	3

Chapter	Comments	Individual responses
Chapter 18: Community Facilities, Leisure and Recreation	37	24
Dr Martin Adams	2	
Miss Natasha Smith Planning Advisor Environment Agency	3	
Mr Colin Broomfield	1	
Mr David Barnes Star Planning & Development	1	
Mr David Fox	1	
Mr David Royle	2	
Mr Duncan Stay Member of congregation Plymouth Brethren Christian Church	1	
Mr Graham Parsons	1	
Mr John Bevan Treasurer Hertford Civic Society	1	
Mr Keith Price	1	
Mr Keith White	1	
Mr Kenneth Coyne	1	
Mr Mark Remmington	1	
Mr Mike Fox	1	
Mr Robert Boenke Widbury Residents Association	1	
Mr Roy Warren Planning Manager Sport England	7	
MR TIM MALLINSON	1	
Mr Tim White	1	
Mr. Ian Cooper	1	
Mrs Clare Hutchinson Sworders	2	
Mrs Jane Hennell Area Planner South Canal and River Trust	3	

Mrs Marguerita Hutchinson	1
Mrs Susan Swan	1
Ms Belinda Irons	1

Chapter	Comments	Individual responses
Chapter 19: Natural Environment	22	9
Anne Downes	1	
Dr Martin Adams	1	
Miss Natasha Smith Planning Advisor Environment Agency	10	
Mr John Bevan Treasurer Hertford Civic Society	2	
Mrs Julie Brindley	1	
Mrs Kim Shaw	4	
Mrs Marguerita Hutchinson	1	
Mrs. Joanna Clark-Bould	1	
Ms Belinda Irons	1	

Chapter	Comments	Individual responses
Chapter 20: Landscape	12	8
Anne Downes	1	
Dr Martin Adams	1	
Miss Jane Orsborn	1	
Miss Natasha Smith Planning Advisor Environment Agency	4	
Mr John Bevan Treasurer Hertford Civic Society	1	
Mr Will Thompson	1	
Mr William Brown	1	
Mrs Jane Hennell Area Planner South Canal and River Trust	2	

Chapter	Comments	Individual responses
Chapter 21: Heritage Assets	19	13
Councillor William Compton Chairman Much Hadham Parish Council	1	
Lis Barratt Curator/Collections Manager Ware Museum	2	
Mr Chris Dowsett	1	
Mr Jeff Hughes Clerk Great Amwell Parish Council	1	
Mr John Bevan Treasurer Hertford Civic	1	

Society	
Mr Ken Ripper	2
Mr Paul Brettell	1
Mr Roger Aylard	1
Mr William Brown	3
Mrs Clare Hutchinson Sworders	1
Mrs Susanne Burridge	1
Sara Taylor Curator Hertford Museum	2
Sarah Turner Bishop's Stortford Museum	2

Chapter	Comments	Individual responses
Chapter 22: Climate Change	9	5
Justine Bailey Senior Planner Barton Willmore	1	
Miss Natasha Smith Planning Advisor Environment Agency	1	
Mr David Barnes Star Planning & Development	3	
Mrs Jane Hennell Area Planner South Canal and River Trust	1	
Ms Belinda Irons	3	

Chapter	Comments	Individual responses
Chapter 23: Water	34	12
Dean Proctor	1	
Miss Natasha Smith Planning Advisor Environment Agency	11	
mr andrew stevenson eng asst CS&HS environment and engineering	8	
Mr Chris Sweeney	1	
Mr David Barnes Star Planning & Development	1	
Mr John Bevan Treasurer Hertford Civic Society	5	
Mr Nigel Smith Stevenage Borough Council	1	
Mr Will Davis	1	
Mrs Jane Hennell Area Planner South Canal and River Trust	2	
Mrs Marguerita Hutchinson	1	
Ms Glenys Parry	1	
William and Alison Church	1	

Chapter	Comments	Individual
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		responses
Chapter 24: Environmental Quality	5	4
Dr Martin Adams	1	
Miss Natasha Smith Planning Advisor Environment Agency	2	
Mrs Jane Hennell Area Planner South Canal and River Trust	1	
Ms Belinda Irons	1	

Chapter	Comments	Individual responses
Chapter 25: Delivery	8	7
Miss Natasha Smith Planning Advisor Environment Agency	1	
Mr Colin Broomfield	1	
Mr David Royle	1	
Mr John Bevan Treasurer Hertford Civic Society	2	
Mr Nigel Smith Stevenage Borough Council	1	
Mr Ray Keppler	1	
Ms Belinda Irons	1	

Chapter	Comments	Individual responses
General comment	109	101
NHS England (NHSE)	1	
Amanda Jones	1	
Amarjeet Sunda	1	
Catherine & Alan Hilliman	1	
Charlie Wyett	1	
Chris Johnson	2	
Dr Katy Wright	1	
Dr Kevin Lee	1	
Greta Stevold	1	
Helen Walker	1	
K G & R M C Weeks	1	
Katie Horwood	1	
Linda Jones	1	
Lizzie Hall	1	
Miss Debra Claridge	1	
Miss Joanne Packer	1	
Mr & Mrs John & Sophie Doyle	1	
Mr & Mrs Kevan & Becky Miles	1	
Mr Adam Senior	1	

Mr and Mrs Stirling and Lisa King	1
Mr Andrew Carless	1
Mr Andy Ryan	1
Mr Bob Hill	1
Mr Byron Smith	1
Mr C Hodge	1
Mr Clifford Troll	1
Mr D Martin	1
Mr Dan Walker	1
Mr David Davies	1
Mr David Ealey	1
Mr David Royle	1
Mr Drew Collier	1
Mr Gary Read	1
Mr Glen Stacey	1
Mr Graham Parsons	1
Mr Grant Hegley	1
Mr Iain Wilson	1
Mr Ian Dean	1
Mr J R Davies Parish Council Clerk Thorley Parish Council	1
Mr Jeff Andrews	1
Mr Jeff Tipper	1
Mr John Rhodes Bishop's Stortford Civic Federation	1
Mr Ken Smith	1
Mr Kenneth Coyne	1
Mr Lee Jewson	1
Mr Mark Bowman	1
Mr Mark Isard	1
Mr Mark Prisk MP	2
Mr Mark Richardson	1
Mr Mark Warwick	1
Mr Martin Swanzy	1
Mr Matthew Cooper	1
Mr Michael Carey	1
Mr Michael Robinson	2
Mr Neil Chappell	1
Mr Nigel Burgess	1
Mr Nigel Roberts	1
Mr Patrick Donoghue	1
Mr Paul Bloomfield Shire Consulting	3
Mr Paul Douglas	1
Mr Peter Harris	1

Mr R Kenway	1
Mr Raymond Cherry	1
Mr Richard Cahill	2
Mr Richard Loyer	1
Mr Robert Boenke	1
Mr Robert Boenke Widbury Residents Association	2
Mr Robert Owen Secretary The Ware Society	1
Mr Sean Fitzgerald	1
Mr Seb Scilly	1
Mr Steve Rose	1
Mr Sulgwyn Jones	1
Mr Terry Patrick	1
Mr Tim Connolly	1
Mr Tim Wright	1
Mr Tom McGowan	1
Mr Tom McMullen Director McMullen & Sons, Limited	1
mr wiliam steele	1
Mrs Frances Adams	1
Mrs Jan Britton	2
Mrs Kerrie-Louise Banks	1
Mrs Sally Gorham	1
Mrs Samantha Smith	1
Mrs Sharon Harris	1
Mrs Sharon Stephens	1
Mrs Susan Haigh Communications Manager NHS East and North Hertfordshire CCG	1
Mrs Suzanne Fitzgerald	1
Mrs Suzanne Irwin	1
Ms Belinda Irons	1
Ms Cristina Fielding	1
Ms Hannah Hayden Uttlesford District Council	1
Ms Lanier Pole	1
Ms N Statham	1
Ms Paula Hewlett	1
Nicola Moylette	1
Pam & Nick Wallace	1
Paul Hazelwood	1
Philip & Dot Parsons	1
Sarah Warnes	1
Tracey Palmer	1

Chief Executive Anglian Water	1
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Appendix A: Key Diagram	2	2
Mr David Barnes Star Planning & Development	1	
Mr Ray Keppler	1	

Appendix B: Strategy Worksheet	1	1
Mr David Barnes Star Planning & Development	1	

Appendix C: Open Space Standards	1	1
Mr Roy Warren Planning Manager Sport England	1	

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Department for
Communities and
Local Government

Mark Prisk MP
House of Commons
London
SW1A 0AA

Nick Boles MP
Parliamentary Under Secretary of State (Planning)

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Our Ref: NB/NB/008102/14

D / M / Y

Dear Mark

Green Belt and Local Plans

At our meeting on 28 April, I said that I would write to reflect our conversation with Councillor Carver on Green Belt policy and the East Herts plan.

We established at the meeting that my recent correspondence with the Planning Inspectorate on the reporting of the Reigate and Banstead Plan does not represent a change in planning policy. For plan making, the National Planning Policy Framework allows Green Belt boundaries to be altered only in exceptional circumstances, through the preparation or review of the Local Plan. We discussed that there are a number of local authorities across the country that are looking to meet their development needs and have chosen to undertake reviews of their Green Belt boundaries as part of the plan making process. National policy supports the need to promote sustainable patterns of development in such reviews.

Also we discussed Green Belt policy in relation to decision taking on development proposals that come forward on designated Green Belt land. I was clear that our policy safeguards against inappropriate development in the Green Belt – it safeguards against sites in the Green Belt being picked off for such development at will. To support this position, our guidance states that unmet housing need is unlikely to outweigh harm to the Green Belt to constitute the “very special circumstances” required in the National Planning Policy Framework to justify development on Green Belt land. Therefore, it confirms protection of designated Green Belt in decision taking.

We also agreed that I would be happy for the Council to receive further advice from Peter Burley on this particular policy issue.

Nick Boles

NICK BOLES MP

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EAST HERTS COUNCIL

DISTRICT PLANNING EXECUTIVE PANEL – 17 JULY 2014

EXECUTIVE – 5 AUGUST 2014

REPORT BY EXECUTIVE MEMBER FOR STRATEGIC PLANNING AND TRANSPORT

DELIVERY STUDY UPDATE REPORT

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- This report provides an update on progress with the Delivery Study, a critical piece of the evidence base for the emerging District Plan.
- It also explains the Council's approach to engagement with site promoters (landowners and prospective developers), necessary to ensure that the Council meets soundness requirements for Examination in Public.

<u>RECOMMENDATIONS FOR DISTRICT PLANNING EXECUTIVE PANEL: That:</u>	
(A)	The specification for the District Plan Delivery Study contained at Essential Reference Paper 'B', be noted; and
(B)	The presentations to site promoters and subsequent meeting notes contained at Essential Reference Papers 'C' and 'D', be noted.
<u>RECOMMENDATIONS FOR COUNCIL: That:</u>	
(A)	The specification for the District Plan Delivery Study contained at Essential Reference Paper 'B', be noted; and
(B)	The presentations to site promoters and subsequent meeting notes contained at Essential Reference Papers 'C' and 'D', be noted.

1.0 Background

- 1.1 The Council has adopted a 'stepped approach' to the gradual testing and refinement of development options. Early steps in the preparation of the Plan, including options sifting, involved evaluation of the available evidence from a variety of sources, including mapped data and evidence from infrastructure providers.
- 1.2 During the early stages of plan preparation site promoter submissions were gathered as follows:
 - Call for Sites (2009+): information submitted for further assessment and testing through the Strategic Land Availability Assessment (SLAA).
 - Landowner/developer Questionnaire responses (summer 2012) for shortlisted site promoters only.
- 1.3 The Council considered that, at the early options sifting stage, prior to agreement of the Preferred Options District Plan in January 2014, further contact with site promoters was not necessary, appropriate, or practical, given the very large number of potential sites being promoted at that stage.
- 1.4 Following on from publication of the Preferred Options District Plan, the National Planning Policy Framework (NPPF) requires a different approach and more evidence around infrastructure planning and delivery in order that Local Planning Authorities can demonstrate that their plans are effective. This is particularly important given that local authorities rarely deliver development directly, but are reliant on private sector developers and public and private sector infrastructure providers.
- 1.5 The Council has already agreed to undertake a Delivery Study to assist in expanding and evolving the Infrastructure Topic Paper into an Infrastructure Delivery Plan (District Plan Update Report, October 2013 – See Background Papers).
- 1.6 The same report also included a 'Strategic Sites Deliverability Advice Note' prepared by ATLAS, which set out the need for the Council to assemble a range of evidence in relation to infrastructure planning and delivery, and manage uncertainty, particularly in relation to long-term plans.

- 1.7 The Deliverability Advice Note included a number of recommendations, including the need for a strategy for engagement with prospective developers.
- 1.8 This report sets out progress with the commission of the Delivery Study and how it is anticipated to help shape the District Plan. It also sets out what site promoter engagement has been undertaken to date and where site promoter information can be accessed.
- 2.0 Report
- The Delivery Study**
- 2.1 The Delivery Study is critical to determining whether or not the development strategy set out in the Preferred Options District Plan can be delivered. The study could result in material changes to the Draft Plan, for example, if mitigation measures at any site or sites are demonstrated to be unviable.
- 2.2 The study is currently out for tender (deadline 27 June 2014) and it is anticipated that the consultants appointed to undertake the study will commence work in July.
- 2.3 Timely progress with the study will be dependent in large part on prompt receipt of inputs from the appointed consultants, as well as from site promoters (see below) and infrastructure providers. The Council has asked prospective applicants for a realistic timetable and this will need to be taken into account in terms of the overall work programme. As with any work dependent on external parties there are scheduling risks and these will need to be carefully managed.
- 2.4 The specification to consultants bidding for the work is contained at **Essential Reference Paper 'B'** and sets out eight tasks:
- Task 1: Review of transport evidence and requirements
 - Task 2: Review of site specific masterplanning
 - Task 3: Infrastructure Delivery Plan
 - Task 4: Local Plan policies
 - Task 5: Plan-wide viability
 - Task 6: Location-specific viability
 - Task 7: Community Infrastructure Levy and Section 106/Section 278 costs
 - Task 8: Review of Objectively Assessed Development Needs

Site Promoter Engagement

- 2.5 A Briefing Session for Site Promoters was held on 4 April 2014. This was an opportunity for Officers to meet site promoters for the first time and to explain the Council's process and approach to ensuring an effective plan. The Briefing Session included presentations by Hertfordshire County Council (highways), the Herts and Middlesex Wildlife Trust, the Hertfordshire Local Enterprise Partnership (LEP), and ATLAS, in addition to presentations by East Herts Officers. All the presentations are attached at **Essential Reference Paper 'C'**.
- 2.6 Following the Briefing Session Officers have been holding meetings with site promoters and relevant infrastructure providers. Notes of all the site promoter meetings hosted by the Council to date are included at **Essential Reference Paper 'D'**. The notes have been agreed with all the attendees.
- 2.7 In accordance with Appendix B of the Delivery Study Specification, a further information request was emailed to all the site promoters on 23 May 2014, with a request for information to be supplied by the end of July 2014 in order to inform the Delivery Study. The approach is in accordance with the recommendations from ATLAS in their Deliverability Advice Note set out in the Background section above.

Site Promoter Information

- 2.8 To date, the Council has published all the information received from site promoters during the options sifting stage at www.eastherts.gov.uk/developerinfo
- 2.9 Going forward, the volume of information received from site promoters is expected to increase as further work on deliverability is undertaken. In order to maintain transparency, and also to enable easy access to this information, separate webpages have been set up for each of the 16 proposed site allocations and broad locations. These webpages can be accessed from the following link: www.eastherts.gov.uk/preferredoptions2014
- 2.10 All relevant information, including meeting notes, consultation responses, technical work, and any other information as appropriate, will be uploaded to these webpages as soon as possible after receipt and agreement to publish.

3.0 Implications/Consultations

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

The following reports were presented to the District Planning Executive Panel:

- Infrastructure Topic Paper, 16 January 2014, see also www.eastherts.gov.uk/infrastructure
- District Plan Update Report, 3 October 2013
- ATLAS Strategic Sites Deliverability Advice Note, District Plan Update Report, Essential Reference Paper 'E', 3 October 2013

The call for sites information and SLAA information can be viewed here:
www.eastherts.gov.uk/callforsites
www.eastherts.gov.uk/sl原因

Information received from developers during the options sifting stage prior to January 2014 can be viewed here:
www.eastherts.gov.uk/developerinfo

Contact Member: Cllr Mike Carver - Executive Member for Strategic Planning and Transport
mike.carver@eastherts.gov.uk

Contact Officer: Kevin Steptoe - Head of Planning and Building Control
01992 531407
kevin.steptoe@eastherts.gov.uk

Report Author: Martin Paine - Senior Planning Policy Officer
martin.paine@eastherts.gov.uk

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IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives (delete as appropriate):	<p><i>People – Fair and accessible services for those that use them and opportunities for everyone to contribute</i></p> <p>This priority focuses on delivering strong services and seeking to enhance the quality of life, health and wellbeing, particularly for those who are vulnerable.</p> <p><i>Place – Safe and Clean</i></p> <p>This priority focuses on sustainability, the built environment and ensuring our towns and villages are safe and clean.</p> <p><i>Prosperity – Improving the economic and social opportunities available to our communities</i></p> <p>This priority focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic opportunities and delivering cost effective services.</p>
Consultation:	N/A
Legal:	N/A
Financial:	There are a number of significant costs involved in progressing the District Plan to examination, including the costs of technical studies.
Human Resource:	Additional temporary staff resources are in place to take forward the District Plan work programme.
Risk Management:	The Delivery Study is a critical piece of work that needs to be undertaken before progress can be made on the District Plan. Progress will be dependent upon various partners providing information in a timely manner.
Health and wellbeing – issues and impacts:	The link between planning and health has been long established. The built and natural environments are major determinants of health and wellbeing.

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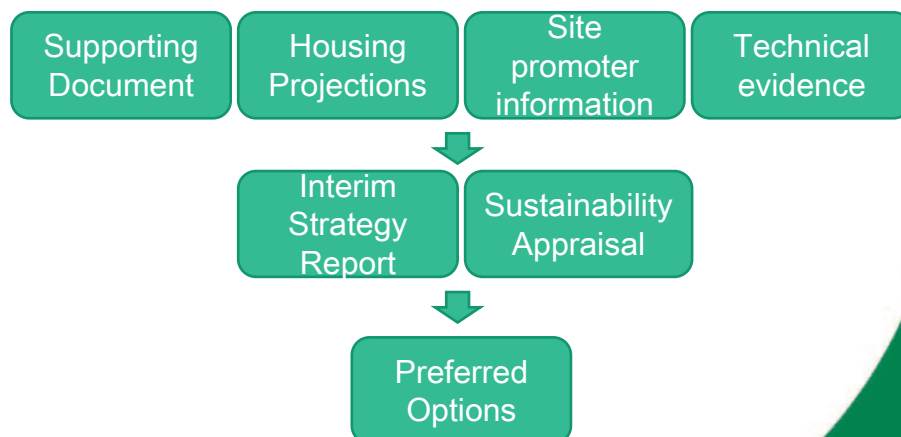


The District Plan Process So Far

Presentation to Site Promoters, 4th April

East Herts Council

Outline of the process so far



East Herts Council

The Supporting Document

www.eastherts.gov.uk/supportingdocument

- 69 'areas of search' (spring 2012)
- 'Initial scale assumptions'
- 'Sieving' process
- Criteria-based topic assessments
- Iterative/stepped approach
- Shortlisted options (summer 2012)
- Options refinement (2013)

East Herts Council

Housing Projections

- Edge Analytics: sub-regional authorities
- 750 per year: 'the Starting Point'
- Based on DCLG/ONS figures cross-checked against other scenarios
- Anticipate further updates in the autumn
- 'Make every effort' – depends on interpretation. Closely monitoring PINS

East Herts Council

Technical Evidence

www.eastherts.gov.uk/technicalstudies

- Transport modelling
- Housing
- Economy & retail
- Environment
- Green Belt
- Infrastructure

East Herts Council

Site Promoter involvement

www.eastherts.gov.uk/developerinfo

- No District Plan-related Officer contact to date (maintain probity at options sifting stage)
- Call for sites submissions (2009)
- Questionnaires and further information (2012+)
- Way forward requires a change in approach whilst maintaining probity

East Herts Council

Interim Development Strategy Report

www.eastherts.gov.uk/strategyreport

- Sets out basis of the Strategy Worksheet
- Explains that non-GB land can deliver only 8,632 homes – over 6,000 short
- Buffer, windfall, first five years, DtC
- Will be updated over time as evidence progresses, including interpretation of NPPF and NPPG

East Herts Council

Infrastructure Topic Paper

www.eastherts.gov.uk/infrastructure

- Synopsis of main issues (schools, transport, water, health, other)
- Briefing Notes from HCC Schools and Transport
- Based on information received through the options sifting stage
- Will be superseded by Infrastructure Delivery Plan for soundness checks and then examination

East Herts Council

Sustainability Appraisal

www.eastherts.gov.uk/sa

- Regulatory requirements
- Additional justification of strategy alongside the Supporting Document and Strategy Report
- Ongoing - will evolve to form basis of SEA Environmental Report

East Herts Council

Preferred Options: Draft District Plan

- Includes strategic policies, site allocations, and full set of development management policies
- Draft Policy maps available online in PDF and interactive format
- Consultation ends 22nd May

East Herts Council



Planning for strategic housing growth

Lessons from Elsewhere

Rob Smith

April 2014

Introduction

Today's presentation

- ◆ Introduction
 - to HCA, ATLAS & our experience
- ◆ Planning for strategic growth
 - What works in practice
- ◆ Deliverability & Evidence
 - Examination & testing
 - Dealing with uncertainty



Thriving communities, affordable homes

Introduction

The Homes & Communities Agency



- The national housing and regeneration agency for England
- Delivering programmes of **investment**; Making best use of public sector **land**; **regulation** of social housing providers
- Advisory Team for Large Applications
 - Impartial & independent advice
 - Support to Local AuthoritiesBut for the benefit of all
 - Focus on large scale complex schemes



Thriving communities, affordable homes



Planning for strategic growth

Thriving communities, affordable homes

Taking schemes through planning

Key components of successful projects



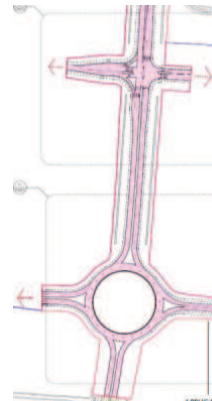
**Establishing
a shared
vision**



**Management,
resourcing
& collaboration**



**Placemaking,
engagement &
local support**



**Infrastructure,
project delivery
& funding**

Establishing a shared vision

Role & importance



- ◆ Opportunity to positively engage and generate 'ownership'
- ◆ Understanding & consensus in expectations
- ◆ Build confidence across stakeholders
- ◆ Provide direction & definition
- ◆ Reference point to test and evaluate proposals
- ◆ Reconcile differing perspectives

Thriving communities, affordable homes

Establishing a shared vision North Northallerton Development Area



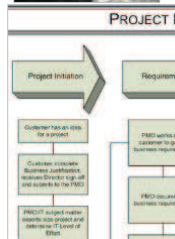
- Multiple Landowners/developers
- Masterplan Framework
- Visioning/project planning session
- Helped identify issues to be resolved



Thriving communities, affordable homes

Vision	<p>"By 2026 North Northallerton will have developed into a cluster of attractive sustainable communities complementing the existing town of Northallerton and its neighbouring villages. High quality community facilities serve their residential and working communities well. The area is known for its 'green heart', excellent parks, recreation facilities and nature areas."</p>			
Objectives & Principles	Objectives	<ol style="list-style-type: none"> 1. To provide a comprehensive mix of housing 2. To ensure appropriate provision of community facilities 3. To enhance existing sports and leisure infrastructure 4. To provide a mix of high quality development, to meet local needs and commercial demand 5. To create a multi-functional green infrastructure network 	Design Themes & Principles	
Targets				

Management, resources & collaboration Role & importance



Thriving communities, affordable homes

- Not just 'planning applications' - projects that need to be managed
- Multiple interests & stakeholders
- Provides structure to get the necessary work done
- Ability to identify potential "showstopper" issues early
- Tools exist (ie MoUs, SOCGs, PPAs)

Management, resources & collaboration Middle Deepdale, Scarborough



- ◆ 1,350 units approved 2012 - on site Sept 2013
- ◆ Part Council owned – Strategic Partnership Agreement
- ◆ Planning Performance Agreement (PPA)



Thriving communities, affordable homes



Placemaking, engagement & support Role & importance



- A need to engage positively with local communities, generate ownership & buy-in
- Processes exist to integrate multiple issues and concepts in a collaborative way (ie masterplanning, Enquiry by Design, Planning for Real, etc)
- Enhances and tests the evidence base, opportunities and design responses
- Leads directly to clarifying visions and establishing scheme parameters and principles

Thriving communities, affordable homes

Placemaking, engagement & support Sherford, East Devon



- Enquiry by Design process
- Core Strategy (2006)
- Sherford Area Action Plan (2007)
- Applications to include:
 - Masterplan
 - Overall Town Code
 - Detailed Design Codes
 - Design & infrastructure strategies



Thriving communities, affordable homes

Infrastructure, delivery & funding Role & importance



- Key local & political area of concern
- Examination process will test 'deliverability'
- Infrastructure Delivery Plan: defining needs, timing & funding
- Relationship to scheme viability: understanding of costs, values including 'competitive returns'
- Role of S106, CIL, external funding opportunities

Thriving communities, affordable homes

Infrastructure, delivery & funding Cranbrook, Devon



- Start on site & delivery of agreed obligations despite market slowdown
- Strong working partnership
- Proactively seeking out public sector investment opportunities
 - Low Carbon funding £4m
 - Affordable Housing £16m
 - DfT funding £10m
 - Local Infrastructure Fund £20m



Exeter City Council

Thriving communities, affordable



PERSIMMON
Together, we make a home



Deliverability & Evidence

Thriving communities, affordable homes

Deliverability & evidence

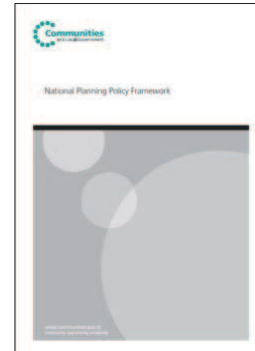
Context & importance



Soundness (NPPF 182): positive, justified, consistent with national policy and effective.

Effective (PAS checklist):

- ◆ Good infrastructure delivery planning
- ◆ No regulatory etc. barriers
- ◆ Delivery partners signed-up
- ◆ Coherence with strategies of neighbouring authorities



Delivery & viability – common threads

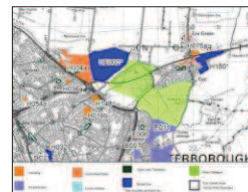
Thriving communities, affordable homes

Allocations versus Broad locations



Site Allocations –Deliverable

Available now, suitable location, achievable with a realistic prospect that housing will be delivered on site within five years and in particular that development of the site is viable



Broad Locations – Developable

Suitable location, with a reasonable prospect of it being available and it could be viably developed at the point envisaged.



◆ Thriving communities, affordable homes

Deliverability & evidence

Sites being promoted



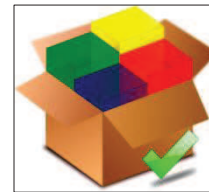
Evidence from promoters helps build confidence/manage uncertainty

Taunton Deane CS (2012) – Existence of masterplan & protocol setting out intended delivery programme.

East Hampshire LP (2012) Comprehensive SoCG & MoU between landowners.



Allocations to be realistically deliverable
Derriford & Seaton AAP (2013) – Existence of an application does not negate the need for evidence on deliverability.



Thriving communities, affordable homes

Deliverability & evidence

Viability evidence



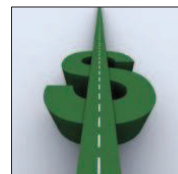
Importance of evidence to demonstrate likely financial viability

Tamworth LP (2013) – insufficient – one reason for withdrawal of Plan.



Needs to be transparent/ open to scrutiny for it to have weight

Fareham CS (2011) - Only limited weight attached to LPA's viability assessment as key assumptions and financial figures had not been made public.



Thriving communities, affordable homes

Uncertainty not necessarily fatal



- ♦ Winchester/South Downs NP Joint CS (2013) – uncertainties about the need for a bypass. Policy modified to refer to improvements “to be agreed”. The Inspector found that“very strong likelihood that all necessary transport elements ... would be practically and economically deliverable”
- ♦ Central Lancashire Authorities (2012) – County and HA support in principle with some reservations regarding transport infrastructure. Inspector supported modifications that called for a Highways & Transport Master Plan as a prerequisite to identifying infrastructure – to be set out in a subsequent plan.



Thriving communities, affordable homes

Dealing with strategic matters The end to end process



- District Plan – first stage of a long process
- Needs to be well evidenced and convincing
- Landowners/developers are key to delivery
- Important role in supporting the evolution of a robust evidence base
- Approach needs to be proportionate to the scale, nature and timing of proposals
- All parties need to be positive & work together to find solutions



Thriving communities, affordable homes

Contact Details

For further information



The ATLAS Guide:
Planning for Large Scale Development
www.atlasplanning.com

ATLAS team members in all HCA
Operating Areas.

Rob Smith, Spatial Planning Manager
rob.smith@hca.gsi.gov.uk

Thriving communities, affordable homes





Working with Neighbouring Authorities

Presentation to Site Promoters, 4th April 2014

East Herts Council

Cross-boundary issues

- Strategic planning
- Cumulative impacts of development
- Continuous process
- Outcomes
- National Planning Practice Guidance

East Herts Council

Full Council, 12th December 2012

Agreed that

(A) an approach to the Duty to Co-Operate based on a clearly defined plan-making process, objective assessment, positive preparation, and serious consideration of cross-boundary strategic matters, be supported as the basis for continued work on the District Plan; and

(B) the Executive Member for Strategic Planning and Transport, or other nominated Executive Member, be authorised to attend meetings with Members from local planning authorities, Hertfordshire and Essex County Councils, and other relevant bodies as necessary, to demonstrate compliance with the Duty and further progress the District Plan.

East Herts Council

Member-level engagement

- 7 neighbouring authorities
- Agreed meeting notes on website
- Already commenced Round 2

www.eastherts.gov.uk/dutytocooperate

East Herts Council

There may be disagreements...

...but there is a process to follow and a mechanism to ensure that the outcomes are sound.

Evidence is central to the process.

East Herts Council

Officer-level engagement

To date....

- Technical studies & evidence base

In future...

- Working with site promoters on cross-boundary matters

East Herts Council

Memoranda of Understanding

Intention for Member-level agreement to MoU with all 7 adjoining Local Planning Authorities, Essex County Council and Hertfordshire County Council.

East Herts Council

Partnership Groups

Officers from Harlow and Welwyn Hatfield Councils to be included in the Partnership Groups for Gilston Area and East of Welwyn Garden City Broad Locations.

East Herts Council

The Role of HCC as the Highway Authority in the Preparation of East Herts District Plan

Paul Chappell - Hertfordshire County Council



Evidence

- Appropriate technical assessment work will be required to give HCC as the Highway Authority, a reasonable level of confidence that:
 - Development related highways issues can be overcome and that there are no 'severe' impacts
 - There are no major 'show stoppers' to the delivery of critical infrastructure items prior to the EiP
- The level of evidence required will be proportionate to the:
 - stage of the plan making process
 - the scale of development being promoted
- HCC's initial thoughts on this were captured in Table 2 of our Transport Update (Nov 2013) produced in response to East Herts Local Plan Shortlisted Options



Role of HCC

- HCC will confirm the scope of work and methodology required to assess the impacts of development allocations
- HCC will provide pre existing traffic and transport data free of charge
- HCC own a number of transport models and will provide advice on these and access to them
- HCC also work in close partnership with it's neighbouring authorities and where required can support access to other models e.g. Essex CC's Harlow Stansted Gateway Transport Model (HSTGM)



Role of HCC contd.

- Where pre existing models are not available HCC will advise on the best forms of assessment
- HCC will review model/analysis outputs and proposed mitigation for adequacy and advise on any further work required
- Access can be provided to HCC's transport planning consultants if required



Mitigation

- Once appropriate mitigation measures are identified HCC will work with the East Herts to assess their suitability, feasibility and deliverability
- HCC will support East Herts in identifying funding opportunities, potential delivery partners and timescales for delivery of transport infrastructure
- Where funding gaps exist, HCC will work with East Herts to identify potential alternative sources of funding and where appropriate develop bids



Duty to Co-operate

- The NPPF makes it clear that there is a duty to cooperate with neighbouring authorities
- Proposed growth in surrounding districts needs to be taken account of in the development of the Local Plan and associated modelling work
- HCC will support East Herts in considering the highways impacts of their District Plan on neighbouring authorities and the impact of other Plans on the East Herts' District Plan
- HCC are keen to support developers through discussions and advice on the highways aspects of any proposals being developed.



Infrastructure Delivery Plan

- To confirm the Highways mitigation measures required to support the level of growth set out in the Local Plan
- HCC will work with East Herts wherever possible to identify indicative costs and appropriate funding mechanisms (both from developer contributions and other funding sources)
- HCC will look for the specific mitigation measures required to enable a particular development, to be funded by that development, with funding secured via S106 or S278 agreements.



Questions?



Hertfordshire SEP and housing

Joan Hancox



What is Hertfordshire LEP?

It is a business-led partnership between businesses and local authorities established by government

Our simple strategy;

‘To accelerate business-led economic growth in Hertfordshire’



Perfectly Placed for Business

- Growth Strategy has been published
- Strategic Economic Plan submitted to Government
- Three Growth Areas – A10/M11, A1(M), M1/M25
- Two game changers – concentrating on delivering more homes and increasing investment in infrastructure



Accelerating housing delivery

- Convene Task Forces to accelerate progress of significant housing sites – including Gilston
- Prioritise transport and other infrastructure investment which unlocks housing sites
- Support National Housing Federation's "Yes to Homes" campaign in Hertfordshire
- Work with district Councils to agree higher housing targets



Contact us at
info@hertfordshirelep.co.uk





Local Wildlife Sites Surveys

Carol Lodge
Wildlife Sites Programme Manager
Herts and Middlesex Wildlife Trust

Who we are

- Non-profit organisation (HMWT) manages the Herts Local Wildlife Sites Partnership, which includes the Herts Ecological Records Centre (HERC)
- Part of the Local Nature Partnership and East Herts Council's preferred partner for Local Wildlife Site surveys
- Experienced Local Wildlife Sites surveyors

2014 surveys

- HERT3: Archers Spring, Panshanger
- BISH6: Bishop's Stortford Golf Club
- BISH7: Spellbrook Meadows

Will contact relevant site promoters next week via the Planning Policy Team with an information pack and cost estimate for undertaking the work. We will also need permission to access the relevant Local Wildlife Sites – your help is appreciated.

2015 Surveys

- GA1: Gilston Area (numerous)
- EWEL1: East of Welwyn Garden City (numerous)
- WARE3: North and east of Ware (Fanhams, Green Lane)

We will work with the appropriate Partnership Group for each of these locations



District Plan The Way Forward

Presentation to Site Promoters, 4th April 2014

East Herts Council

Overview

1. Introduction
2. Delivery Study
3. Overall approach
4. Timeline

East Herts Council

1. Introduction

East Herts Council

Strategy Review

Consultation on the draft District Plan (Preferred Options) enables further testing of the currently proposed sites and broad locations. The Submission version of the Plan may be different.

East Herts Council

Council approach to working with site promoters – Key Principles

- **Probity:** clear and transparent audit trail
- **Proportionality:** sufficient evidence for Preferred Options and Submission stages
- **Procedure:** ensuring clarity and consistency

www.eastherts.gov.uk/developerinfo

East Herts Council

Council approach to working with site promoters

So far...

- Call for Sites (2009+)
- Developer Questionnaire Summer 2012

Going Forward...

- Direct engagement
- Preliminary work April-May
- Continued adherence to key principles

East Herts Council

Planning Policy Team

- Co-ordinating function: promoters, Members, and the public
- We will contact you with questions and proformas
- One additional full-time Senior Policy Officers and two Planning Officer roles
- Please keep us 'in the loop' and let us know if you intend to 'go public' with any plans

East Herts Council

Site Allocations

- First five years
- Clear evidence of deliverability
- Identified funding streams
- Masterplanning

East Herts Council

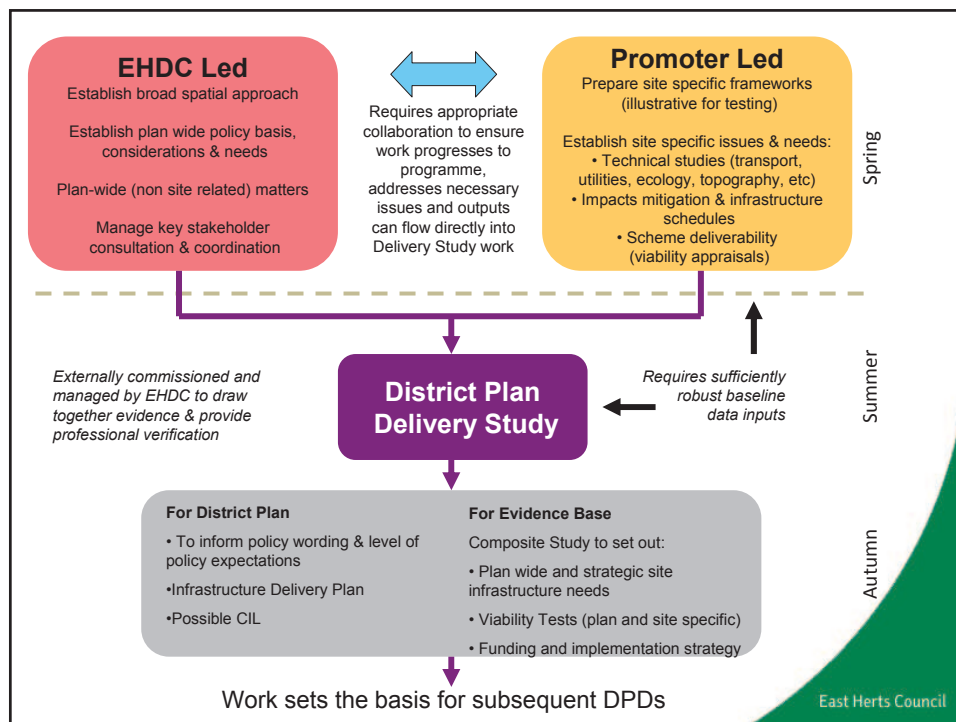
Broad Locations

- Working with adjoining Local Planning Authorities.
- Reasonable prospect of delivery
- Details can be worked out through further Development Plan Document

East Herts Council

2. Delivery Study

East Herts Council



3. Approach

Project Teams

- All site promoters for a given site/broad location
- Proportionate approach: more involvement with more complicated/larger sites
- EHDC Policy Officer and DM officer
- EHDC and HCC/ECC services
- Involving Environment Agency, Natural England, English Heritage, and Highways Agency as necessary

East Herts Council

Smaller Sites

- Critical in terms of 5-year supply
- Email/phone contact through dedicated Policy officer
- Subject-specific meetings where necessary for specific topics

East Herts Council

Partnership Groups

Large and/or complicated sites, and sites with multiple promoters

- Gilston Area (including Harlow/ECC Officers)
- North and East of Ware
- East of Welwyn Garden City (including Welwyn Hatfield Officers)
- South of Bishop's Stortford
- West of Hertford
- West of Sawbridgeworth

East Herts Council

Project Teams

- All site promoters for a given site/broad location
- EHDC Policy Officer and DM officer
- EHDC and HCC/ECC services
- Adjoining authorities where relevant (Gilston Area and Welwyn)
- Involving Environment Agency, Natural England, English Heritage, and Highways Agency

East Herts Council

Meetings

- Planning Policy Officers will initiate and arrange in line with an agreed schedule
- Meetings where necessary and proportionate to the requirements of the submission stage
- Meeting notes to be agreed with all attendees. Will be reported to District Planning Executive Panel

East Herts Council

Confidentiality

- Unless clearly marked otherwise, anything we are sent should be considered a public document
- Sensitive financial information can be shared if necessary but will not be made public
- It is intended that maximum transparency will continue to be maintained, with material posted to the website
- This applies also to meeting notes
- Openness is necessary for reasons of probity and also for Examination in Public

East Herts Council

Evidence

- We want to avoid surprises at Examination in Public
- But we don't need excessive detail – not the same as a planning application
- Depends on interpretation of NPPF plan-making requirements

East Herts Council

Statements of Common Ground

- To be signed individually with each site promoter
- For use at examination in public as a joint position between site promoters and the Council to demonstrate that the plan is effective
- Arising from work through the project team

East Herts Council

Engagement Principles

- **Officers:** your main point of contact is with the relevant Policy Officer as part of your Project Team
- **Members:** please avoid approaching directly to avoid prejudicing their decision-making position
- **Public:** please refrain from promotional activity at present

East Herts Council

4. Timeline

East Herts Council

District Plan Timeline (subject to change)

- Consultation closes 22nd May
- Amendments consultation (6 weeks)
September-October
- Pre-submission engagement (reg 19):
Jan-Feb 2015 (6 weeks)
- Relies on timely input from site promoters

East Herts Council

Site Promoter input

- **Now:** start to assemble main costs for your scheme to input to IDP and viability appraisal. **Deadline for completion: end June**
- Public bodies have paid for technical work to date and will now be looking to site promoters for funding. Agreement will be sought on interpretation of all evidence, if necessary using independent arbitrators

East Herts Council

Questions

East Herts Council

ESSENTIAL REFERENCE PAPER ‘C’

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District Plan – Preferred Options Stage (March-May 2014)	3
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Introduction

Overview

1. The main aim of the Delivery Study is to help the Council to decide whether or not the sites and locations set out in the draft District Plan meet the relevant requirements for an effective and deliverable plan as set out in the National Planning Policy Framework (NPPF) and the accompanying Guidance (NPPG) and therefore whether each option should be taken forward as proposed, amended, or excluded from further consideration.
2. In particular the focus of the Delivery Study is on integrating a wide range of evidence around infrastructure, viability, and delivery matters. The Council has undertaken a significant amount of research but there remain some gaps in understanding the deliverability of the draft Plan.
3. The Delivery Study will be a key piece of evidence at Examination in Public of the District Plan. The consultants should be prepared to attend the Examination in Public of the District Plan in 2015, to explain the Delivery Study methodology, evidence base inputs and conclusions.
4. The work is one commission with multi-disciplinary inputs, and should be managed to provide coherent outputs which are well related and easy to read and understand as far as possible.

National Guidance and Requirements

5. The consultants are expected to have a good understanding of the national guidance and requirements in the NPPF and NPPG, including the implications for plan-making.
6. In particular, the Study should enable the District Council to demonstrate at Examination that it has complied with the requirements of Paragraphs 173 to 177 of the NPPF ('ensuring viability and deliverability').
7. The NPPF requires that plans should be positively prepared, justified, effective, and consistent with national policy (Paragraph 182). The Delivery Study should advise on the effectiveness requirements and how these relate to the emerging East Herts District Plan in particular.
8. The NPPG states that: *"The Local Plan should make clear, for at least the first five years, what infrastructure is required, who is going to fund and provide it, and how it relates to the anticipated rate and phasing of development. This may help in reviewing the plan and in development management decisions. For the later stages of the plan period less detail may be provided as the position regarding the provision of infrastructure is likely to be less certain."*

9. Paragraph 174 of the NPPF states that *“Where practical, Community Infrastructure Levy charges should be worked up and tested alongside the Local Plan”*. The NPPG states that *“Where local planning authorities intend to bring forward a Community Infrastructure Levy regime, there is a strong advantage in doing so in parallel with producing the Local Plan, as this allows questions about infrastructure funding and the viability of policies to be addressed in a comprehensive and coordinated way”*.
10. There is also extensive guidance on the viability and plan-making set out in the NPPG.

Background

District Plan – Preferred Options Stage (March-May 2014)

11. East Herts Council has recently completed consultation on its Preferred Options District (Local) Plan, which includes provision for 15,000 homes in the period 2011-2031, including a number of large development sites across the District. The draft Plan proposes
 - Site allocations for the period to 2021, including urban extensions ranging in size from 50 to 1,000 dwellings. For these locations national policy requires that there should be a high level of certainty that development can take place, and that the locations should be ‘deliverable’, as defined in paragraph 47 of the NPPF.
 - Broad Locations for Development in the period after 2021, including:
 - a range of 200-3,000 dwellings north and east of Ware (1,800 by 2031)
 - 1,700 east of Welwyn Garden City (450 by 2031)
 - 5,000-10,000 in the Gilston Area north of Harlow (3,000 by 2031)
12. At Preferred Options Stage there remains uncertainty around the deliverability and scale of the Broad Locations. For these locations national policy requires that the areas should be ‘developable’, as defined in paragraph 47 of the NPPF, and that there should be a reasonable prospect that development can take place.

Broad Locations DPD

13. A Broad Locations Development Plan Document (DPD) is proposed following the adoption of the District Plan, which will provide further opportunity for more detailed testing and Green Belt boundary review for the Broad Locations. The Delivery Study should assemble evidence proportionate to the requirements of the District Plan Examination in Public, rather than the subsequent DPD.
14. Different levels of evidence are anticipated at the current stage in light of this further DPD. Not all matters may be capable of full resolution now as this

subsequent stage provides a further opportunity for testing. However, the District Plan Delivery Study should be prepared in such a way as to provide a basis for the further DPD, which will be a separate commission following adoption of the District Plan. This work will be subject to a future competitive tender and brief, and applicants for the current work are not expected to submit costed proposals for this work.

Infrastructure Delivery Plan (IDP)

15. East Herts Council has established a template IDP which is currently being populated with cost and funding data by the infrastructure providers. This process is anticipated to be largely complete by the start of the commission. However, there are likely to be evidence gaps which the consultants will need to identify and seek to fill. The consultants will need to verify information provided by the site promoters as far as possible.
16. Taking account of the cross-boundary nature of infrastructure planning, the IDP will be structured around three main parts, each of which will be prepared with input from adjoining Districts/Boroughs as appropriate:
 - An **eastern part** including relevant cross-boundary infrastructure considerations in Harlow, Epping Forest, and Uttlesford Districts as well as addressing infrastructure needs arising from the site allocations in Bishop's Stortford, Sawbridgeworth, and the Gilston Area Broad Location;
 - A **central part** including development in the area of the A10 Corridor including Hertford, Ware, and Buntingford, and taking account of any cross-boundary matters involving Broxbourne Borough;
 - A **western part** including the Broad Location east of Welwyn Garden City and taking account of any cross-boundary matters Welwyn Hatfield Borough.
17. The IDP will be one of the main tools available to the Delivery Study consultants to assess the viability and deliverability of the proposed development.

Available Information

18. A certain amount of information is already available, and a certain amount is under way. However, there is a risk that there will be gaps in the available information, and the consultants should be prepared to identify these gaps and explain how it is proposed to fill them in a manner proportionate to the requirements of Examination in Public of the District Plan.
19. Links to existing technical studies are provided in Appendix A. Council officers have asked Site Promoters to assemble cost and infrastructure information by the end of June 2014 to populate the IDP and the Delivery Study, including

conceptual masterplans showing the location of the main items of infrastructure. The request to site promoters is attached at Appendix B.

20. It is intended that individual webpages will be set up with specific information for each site allocation and broad location in the District Plan, as this is received from the site promoters.

Tasks

21. Eight separate tasks have been identified within the overall commission.
22. In order to ensure a comprehensive and co-ordinated approach, there is likely to be an iterative relationship between the tasks. It is therefore not anticipated that each task will be prepared in isolation, or that there will be a linear sequence starting with Task 1 and ending with Task 8: work from each task will need to be undertaken concurrently and subject to iterations as more evidence is assembled.
23. The consultants should advise on the scope and format of each of the tasks and their presentation together or separately as a coherent package of work.
24. In all tasks the consultants will be expected to apply their understanding of NPPF requirements and take a proportionate approach to the requirements of Local Plan-making, differentiating between the level of detail required for the first five years at allocated sites, and longer-term development at the Broad Locations.
25. Flexibility should be demonstrated in undertaking the work, since there is no obvious template to follow, given the unique set of issues facing all plan-making work. The work is likely to evolve as it progresses, and the consultants should be receptive to this and should actively identify areas which may need further attention or areas which require less attention.

Task 1: Review of Transport Evidence and Requirements

26. Site Promoters have been requested to ask their transport consultants to provide evidence of the mitigation measures needed to support development of their site proposals, taking account of the cumulative impacts as far as possible.
27. Hertfordshire County Council provides some assistance to Local Planning Authorities as set out in their Protocol document. However, the District Council requires additional support to mediate between the different pressures within the context of the NPPF and ensure that the District Plan successfully balances the competing pressures on strained infrastructure and housing need.
28. Particularly for the Broad Locations for development, this work is likely to require consideration of strategic transport infrastructure outside the district, including the motorway network. The transport consultants should be prepared

District Plan Delivery Study Specification – 6.06.2014

to liaise with the Highways Agency and Essex and Hertfordshire County Councils as necessary to ensure that sound decisions can be taken in relation to the approach in the District Plan.

29. The main activities under this task would be
 - 1a) to advise on the application of the 'severe impacts' test set out in Paragraph 32 of the NPPF to specific pressure points in the district, and to advise at what point any of the impacts are likely to become unacceptable;
 - 1b) to interpret and verify the evidence supplied by the site promoters and infrastructure providers and the available transport modelling evidence and its implications for the district plan;
 - 1c) to advise whether there remain gaps in the transport evidence and how and when these should be filled, whether through the District Plan, subsequent Broad Locations DPD, or through a planning application process;
30. It is anticipated that this evidence and the audit trail of communications will be written up as a section within the Delivery Study Report. Based on this work, the consultants should provide appropriate transport planning support to the District Council at Examination in Public.

Task 2: Review of Site Specific Concept Masterplanning

31. In order to obtain a baseline estimate of the deliverability of development, it is necessary to first draw up an illustrative concept plan showing the main infrastructure, particularly any major roads. This information can then be used by cost consultants to estimate some of the main costs, which can then be incorporated into the viability appraisal.
32. East Herts Council has asked site promoters to prepare illustrative concept plans for this purpose. The consultants should be prepared to critically appraise these plans and where considered necessary to develop concept plans to address any evidence gaps.
33. The consultants should advise on an appropriate level of detail, necessary to meet the requirements of the NPPF, taking account of the different requirements of the first five years of the plan and the latter part of the plan period, which is also subject to a further DPD.
34. Based upon the concept masterplanning, as part of the outputs of the Delivery Study a cost consultant should:

- 2a) Verify the reasonableness of any cost data submitted by site promoters or infrastructure providers, in particular relating to roads, schools, utilities, and GP surgeries
- 2b) use the illustrative masterplans where no costs are available, to provide approximate cost estimates for the major pieces of infrastructure required

Task 3: Infrastructure Delivery Plan

- 35. The District Council is drawing together an Infrastructure Delivery Plan (IDP) infrastructure schedule, assembling costs and funding sources from infrastructure providers and site promoters. The consultants should support the District Council in progressing this work by:
 - 3a) Draw together infrastructure information into a consistent format suitable for use as the IDP;
 - 3b) Identify any critical dependencies between infrastructure delivery and the delivery of development;
 - 3c) As far as reasonably possible, take account of the cumulative impacts of development on the wider area beyond the site, in terms of strategic and local infrastructure;
 - 3d) Review the funding sources for the plan and provide verification of any funding information supplied by infrastructure providers and site promoters;
 - 3f) Suggest additional funding sources to fill funding gaps, wherever possible;
 - 3g) To suggest appropriate amendments to the infrastructure policies in the Preferred Options plan if considered necessary
- 36. The conclusions of this work should be incorporated into the Delivery Study Report. The Infrastructure Delivery Plan work will need to take account of the viability assessment (see below) to demonstrate whether or not there is a reasonable prospect of the identified costs of development being met through the identified funding sources.

Viability Assessment

- 37. In order to ensure a comprehensive and co-ordinated approach, the viability assessment should take account of the 'whole basket' of costs on development, including Local Plan standards, percentage of affordable housing, site specific viability issues, and developer contributions.

38. The commission is likely to require a mix of plan-wide viability appraisal based on a typology of sites, plus site-level viability testing where appropriate. The consultants should advise on which of the Preferred Options allocations and broad locations should be included in the site-level viability appraisal and on an appropriate level of detail. Analysis of key viability assumptions should be provided, including a commentary on local property markets and values, build costs, levels of professional fees, profit and other considerations as appropriate.
39. The viability assessment will require local property market valuation knowledge to provide up to date baseline information.

Task 4: Local Plan Policies

40. The District Plan includes draft Topic policies including a number of Local Standards, including water efficiency, renewable energy, and affordable housing. The delivery study should:
 - 4a) advise on an appropriate and viable level of Local Standards including affordable housing standards;
 - 4b) Apply the latest government guidance and benchmark costs based on the best available evidence nationally.
 - 4c) Advise on the impacts of affordable housing targets and tenure mixes, taking account of existing technical studies on this;
 - 4d) Advise on the impact of potential impact of different land uses including gypsy and traveller sites on site-specific viability.

Task 5: Plan-wide Viability

41. An area or plan-wide viability assessment should be carried out in accordance with the guidance set out in the NPPG. This is likely to require assessment of a typology of sites. It should update the assessments already undertaken by Lambert Smith Hampton and Levvels.

Task 6: Location-specific Viability

42. Given the scale and complexity of a number of the development locations proposed in the Preferred Options, it is considered that plan-wide viability assessment will not be sufficient to meet NPPF requirements. It is anticipated that for at least the three Broad Locations a site-specific viability appraisal will also be required. However, it may be that one or more of the proposed site allocations may also be sufficiently complex to require a location-specific appraisal. For this task, the consultants should:

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- 6a) Recommend which site allocations and broad locations will require location-specific viability appraisal in order to meet NPPF requirements for examination.
- 6b) Advise whether adjustments to the Topic-based or site-specific policy expectations could make an unreasonable site reasonable, and if so what adjustments would need to be made.
- 6c) For the Broad Locations for development, if these are considered viable, to suggest an appropriate scale of development with evidence sufficient to take forward to examination in public.

Task 7: Community Infrastructure Levy and Section 106/Section 278 costs

- 43. Early work suggests that CIL should form part of the funding mix for the IDP, and it is anticipated that there will be corporate and political support for the introduction of the levy.
- 44. Two CIL viability studies have been undertaken (see Appendix A), both of which apply land values to a typology of sites.
- 45. Given the strong encouragement in the NPPF to undertake CIL and Local Plan work in parallel, the consultants should ensure that CIL is given early consideration as part of the comprehensive and co-ordinated approach to viability testing for the District Plan.
- 46. The consultants should advise on a proportionate approach to the introduction of CIL at this stage, taking into account that the Council's top priority is to move swiftly forward to adoption of the District Plan. The consultants should advise whether some form of interim work on CIL is adequate at this stage, to be followed by a more in-depth study suitable for use at a future CIL Examination.
- 47. The main activities anticipated for this task include:
 - 7a) Review and update the information in the LSH/Levvels studies, taking account of policy costs including affordable housing
 - 7b) Advise on a suitable upper and lower threshold for CIL, including which proposed site allocations and Broad Locations would be suitable for CIL and which would be suitable for S106 only;
 - 7c) Recommend a suitable CIL charge level for residential and other uses
 - 7d) Identify and recommend different charging zones if appropriate
 - 7e) Recommend a suitable approach to charging S106 on sites where CIL is also charged.

48. Depending on the advice of the consultants, the CIL component may take the form of a standalone report (for a full study suitable for CIL examination) or a section within the Delivery Study (for an interim study appropriate for District Plan examination but not CIL examination).

Task 8: Review of Objectively Assessed Development Needs

49. East Herts Council has established an Objectively Assessed Need (OAN) of 750 dwellings per annum, based on the Office for National Statistics Sub-National Population Projections. A figure of 9,700 jobs over the 20 year plan period, based on the East of England Forecasting Model (EEFM) has been used in the draft Plan. Guidance on the establishing of OAN is set out in paragraph 17 and 47 of the NPPF and in the National Planning Guidance (NPG).
50. The main activities for this task include:
- 8a) To review the Council's approach to establishing OAN for housing, in particular assessing the apportionment of housing between different housing market areas;
 - 8b) To review approaches to housing affordability and housing supply in establishing OAN, the consideration of market signals, and how the plan should address this; and
 - 8c) To review the approach to jobs provision, and how this should relate to housing provision;
 - 8d) Advise on the relationship between unconstrained housing need and deliverability.

Requirements

Meeting Requirements

51. It is anticipated that approximately 10 meetings will be required as follows:
- Inception meeting – should include key personnel for the various project areas
 - Broad Locations site promoters x 3 – to review evidence provided and agree how evidence gaps will be filled
 - 3 x additional meeting with site promoters and infrastructure providers to address any points of disagreement in interpretation
 - 2 x review meetings with Council officers
 - 1 x presentation to East Herts Members (evening meeting)
52. There will also be a need for the consultants to make a number of telephone calls/follow up emails to the relevant infrastructure providers and site promoters to chase up outstanding information needed for the study.

Outputs

53. The main output will be the Delivery Study Report, which should include the following essential items in its structure:
- a) A stand-alone Executive Summary in a large font size suitable for inclusion within Committee reports
 - b) An introduction which sets out the overall approach
 - c) A brief overview of the main issues and background evidence
 - d) A clear set of conclusions which are sufficiently robust to enable the District Council to proceed to Examination in Public
 - e) Appendices including technical information and cost/funding information suitable for entry into the Infrastructure Delivery Plan.
52. As set out in relation to Task 7 above, the CIL report may be either presented as a standalone document or as a section within the Delivery Study.
53. It is expected that the report will be drafted in an iterative fashion and the Council will be invited to review the evolving report at regular intervals. For this reason the emerging drafts should be issued in Word format to enable comments to be inserted and track change suggestions made.
54. The final report should be issued in PDF format.

Timeline

55. Aspects of the Delivery Study will form a critical piece of evidence in terms of identifying any necessary material amendments to the Preferred Options stage District Plan. In putting together the Council's own work programme the consultants' proposed phasing is essential to early identification of risks to the overall programme and proposals for managing these risks.
56. The Council wishes to proceed swiftly with the District Plan, and ideally would like to make a decision to consult on an amended plan at Full Council on 1st October in order to enable a full consultation by the end of the year. In order to achieve this timeline, the Council will need to present an amended Plan to the District Planning Executive Panel on 25th September, the deadline for which is **Wednesday 10th September**. It is anticipated that material amendments to the Plan will be presented to the Panel alongside the Delivery Study with an explanation of how the Plan has changed as a result of the Study.
57. The Council recognises that this is a tight timeframe for this challenging commission. Therefore consultants are requested to pay careful attention to the timetabling and prioritisation of the tasks, in order to provide an honest assessment of the feasibility of the proposed deadline. The Council is open to proposals for a staged approach to the commission, with non-critical work following on afterwards.

Follow-up work – potential second iteration

57. If the testing process demonstrates that one or more of the proposed locations are not viable, or if there are significant changes to the scale of development, the Council will need to consider whether there are other locations which may be sustainable and viable during the plan period.
58. In such an eventuality, and depending on the outcomes of the Preferred Options testing process, the Council may ask the consultants to carry out a further high-level assessment of alternatives, using benchmark figures assembled as part of the study and informed by additional benchmark evidence from elsewhere.
59. There is uncertainty about the extent of requirements for a second iteration at this stage. Therefore consultants should provide details of their day rates for this additional work.

Experience and Qualifications

60. As will be clear from the Brief, the Delivery Study requires a bespoke approach rather than a conventional 'off the shelf' study. There will need to be an on-ongoing dialogue with the Council in order to ensure that the necessary evidence can be collected in a timely fashion.
61. The project should be led by an experienced infrastructure planner with a good all-round grasp of viability assessment for Local Plans. It is expected that this planner will be the main point of contact for the Council's Planning Policy Team. The consultant will be expected to be able to draw on expertise in the following fields:
- **Planning policy:** in order to advise on a proportionate approach to NPPF requirements, and comply with the CIL regulations;
 - **Transport planning:** general transport planner with experience assessing cumulative impacts of development;
 - **Masterplanning:** high-level masterplanning as a basis for cost consultancy and infrastructure planning, rather than detailed place-shaping design work;
 - **Infrastructure planning:** in order to understand a wide range of funding sources, phasing issues, and infrastructure types;
 - **Financial viability:** in order to understand the relationship between the 'whole basket' of costs, funding, development mix, and land values.
 - **Cost consultancy:** a quantity surveyor should be available to verify information provided by site promoters and infrastructure providers and to fill gaps in the infrastructure delivery plan.
 - **Property market valuation:** to provide robust local market valuation knowledge.
62. The successful candidate is therefore likely to be a multi-disciplinary consultancy or a smaller consultant working with other specialists in a consortium arrangement.

Appendix A: Existing Documents and Technical Studies

District Plan Preferred Options (Regulation 18):

<http://www.eastherts.gov.uk/index.jsp?articleid=29084>

Infrastructure Topic Paper (January 2014), plus Hertfordshire County Council updates on schools and transport matters:

<http://www.eastherts.gov.uk/index.jsp?articleid=28809>

Viability studies (2012/13):

<http://www.eastherts.gov.uk/index.jsp?articleid=26932>

<http://www.eastherts.gov.uk/index.jsp?articleid=26933>

Hertfordshire Infrastructure and Investment Strategy (2010):

<http://www.eastherts.gov.uk/index.jsp?articleid=24809>

<http://www.eastherts.gov.uk/index.jsp?articleid=24810> (transport report)

Harlow Infrastructure Study (2010):

<http://www.eastherts.gov.uk/index.jsp?articleid=15563>

Rye Meads Water Cycle Strategy (2009)

<http://www.eastherts.gov.uk/index.jsp?articleid=15668>

Transport Modelling:

<http://www.eastherts.gov.uk/index.jsp?articleid=26921> (district-wide spreadsheet modelling)

<http://www.eastherts.gov.uk/index.jsp?articleid=28602> (SATURN modelling for the eastern part of the district)

Bishop's Stortford Transport Study 2006

<http://www.eastherts.gov.uk/index.jsp?articleid=15659>

Hertford and Ware Urban Transport Plan (2011)

<http://www.hertsdirect.org/services/transtreets/tranpan/tcatp/handwutp.pdf/>

Developer information:

www.eastherts.gov.uk/developerinfo

Appendix B: Site Promoter information request

**East Herts Strategic Sites
Information Requirements from Promoters for use in Delivery Study**

Now that EHDC has identified a development strategy and number of site allocations and broad locations in the emerging District Plan, the Council will need to quickly mobilise itself to deliver, manage and monitor a broad range of work going forward towards the consideration of consultation responses, finalisation of the strategy, and preparation for the Examination in Public.

A key component of this work is the preparation of a **Delivery Study** with a key role to help the Council to decide whether or not the sites and locations set out in the draft District Plan meet the relevant requirements for an effective and deliverable plan as set out in the National Planning Policy Framework (NPPF) and the accompanying Guidance (NPPG) and therefore whether each option should be taken forward as proposed, amended, or excluded from further consideration.

The focus of the Delivery Study is on integrating a wide range of evidence around infrastructure, viability, and delivery matters. The Council has undertaken a significant amount of research but there remain some gaps in understanding the deliverability of the draft Plan.

Site promoters will ultimately be responsible for bringing forward schemes in terms of their design and approach to delivery. Some have already advanced background work whereas others are committing to undertake a range of work necessary to provide sufficient evidence to justify inclusion in the District Plan (and therefore enable them to withstand anticipated scrutiny at Examination). The consultants appointed by the Council to undertake the Delivery Study will consider and evaluate this information to ensure that it provides a robust body of evidence.

In order to obtain a baseline estimate of the deliverability of development, it will be necessary to understand that development is technically feasible and financially viable. This will require an understanding of the nature of the land ownership, project delivery and financing as these will all have an influence on viability and deliverability. In addition it will be necessary to draw up some initial spatial plans to provide an illustrative concept plan that is suitably informed by site constraints, land conditions, topography, etc, and shows the main disposition of land uses and infrastructure, particularly major roads. This information can then be used by cost consultants to estimate some of the main costs, which can then be incorporated into the viability appraisal.

In all tasks the consultants appointed by the Council will be expected to apply their understanding of NPPF requirements and take a proportionate approach to the requirements of Local Plan-making, differentiating between the level of detail required in respect of:

- Site Allocations – deliverability. The NPPF (para. 47) calls on Councils to identify and update annually a supply of specific ‘deliverable’ sites sufficient to satisfy the identified five year housing requirement. It makes clear that to be

considered ‘deliverable’ within this timeframe, sites should (amongst other things) “be available now, offer a suitable location for development now and be achievable with a realistic prospect that housing will be delivered on site within five years and in particular that development of the site is viable”.

- Broad Locations – developability. The NPPF (para.47) also calls on Councils to identify a supply of specific ‘developable’ sites or broad locations for growth for years 6-10 and, where possible, for years 11-15. It makes clear that to be considered ‘developable’, sites should “be in a suitable location and there should be a reasonable prospect that the site is available and could be viably developed at the point envisaged.”

Whilst there are different national policy tests for Site Allocations and Broad Locations, the scope of issues needed to demonstrate deliverability/developability is the same. The difference is the level of certainty that is required about these issues.

A suggested template of information requirements is set out overleaf which identifies the likely range of key information that the Planning Inspectorate is likely to want to be satisfied on.

Site Deliverability Template

Key Site Deliverability Issues and Information Requirements
<p>1. Information on existing land ownership and current occupiers: to show that there are no impediments to delivery of the land and that suitable cost allowances/assumptions are included in viability work)</p> <ul style="list-style-type: none"> • Extent of land owned by promoter & terms of ownership • Existing Use(s) • Current occupier(s) & related terms • If not 100% freehold ownership, identification of all other freehold ownerships and nature of collaboration between them (formal Collaboration Agreement, MoU, informal agreement) • Extent of land covered by Option Agreement(s) • Details of any Rights of Way • Details of any Restrictive Covenants/easements/wayleaves • Details of any further off site land assembly requirements, strategy and need for CPO • Statement on relocation needs/logistics/phasing, compensation or cost implications relating to bringing forward sites
<p>2. Survey/assessment: to a sufficiently detailed level to a suitable provide basis for initial concept masterplanning and understanding of infrastructure and impact mitigation requirements. Anticipated technical areas include:</p> <ul style="list-style-type: none"> • Topography • Flood risk/drainage • Land Contamination • Archaeology • Heritage assets • Ecology/trees

Key Site Deliverability Issues and Information Requirements
<ul style="list-style-type: none"> • Landscape/visual impact • Transport • Population impacts, child yields and education needs • Utilities (water/sewerage, gas, electricity, telecoms/broadband)
<p>3. Illustrative Conceptual Masterplan: this need not provide a firm final considered design (as this will come forward through subsequent DPD & planning applications), but provide sufficient information to demonstrate that development of sufficient scale is feasible. This is likely to require</p> <ul style="list-style-type: none"> • A suite of spatial plans to identify: <ul style="list-style-type: none"> ○ Key constraints ○ Broad layout & disposition of uses, ○ Density, scale/massing (to demonstrate capacity/unit numbers are achievable) ○ Key vehicular access points and primary route layout ○ Green infrastructure and approach to open space, SUDS, etc;
<p>4. Schedule of development (related to concept masterplan):</p> <ul style="list-style-type: none"> • Land use budget in hectares (housing, open space, schools, local centre(s), non-residential) • Floorspaces by use (GIA/sqm) (housing, schools, A1-A5, B1, D1, D2) • Number of additional homes by: <ul style="list-style-type: none"> ○ Tenure (Market/Social Rent/ Affordable Rent/Shared Ownership) ○ Dwelling mix (1-bed, 2-bed, 3-bed, 4-bed +)
<p>5. Phasing</p> <ul style="list-style-type: none"> • 1:1000 illustrative phasing plan • Indicative phasing programme against District Plan periods: <ul style="list-style-type: none"> ○ 2011- 2016 ○ 2016 – 2021 ○ 20201- 2026 ○ 2026 – 2031 ○ 2031 - 2036 • Build-out rates assumptions (residential units per annum for each phase) • Any specific dependencies (e.g. mineral extraction)
<p>6. Site specific <u>on-site</u> infrastructure & scheme impact mitigation requirements. Itemised within tables to set out line by line what is required, when it is needed, how much it would cost and how would it be funded (for IDP). To include all:</p> <ul style="list-style-type: none"> • Physical (Utilities and transport) • Social (Education, health, community) • Green (communal open space, publicly accessible open space, play space and SUDS)
<p>7. Site-specific <u>off-site</u> Infrastructure & scheme impact mitigation requirements: as above but to include necessary off site works related to the development:</p> <ul style="list-style-type: none"> • Physical (Utilities and transport) • Social (Education, health, community)

Key Site Deliverability Issues and Information Requirements
<ul style="list-style-type: none"> • Green (communal open space, publicly accessible open space, play space and SUDS)
<p>8. Promoter baseline data for use in site-specific financial viability appraisal, to be provided in spreadsheet format and to set out starting point including following assumptions</p> <ul style="list-style-type: none"> • Floor areas by use (based on Concept Masterplan) • Site preparation/scheme enabling costs • Residential and non-residential build costs • Residential and non-residential values • Residential build-out/sales rates • Affordable housing provision (Rent/shared ownership split and any review mechanism) • Itemised on site infrastructure costs • Itemised off site infrastructure costs • Assumptions on public sector funding • Developer's return • Discount/finance rate • CIL/s106 costs • Professional fees/marketing costs etc. • Uplift in values over time • Cost Inflation • Threshold land value & assembly costs • Sensitivity analysis
<p>9. Long-term management/maintenance arrangements: to enable consideration of scheme income flows or service charges as part of long term cost & cashflow</p>
<p>10. Anticipated Delivery & Financial Model: to clarify anticipated approach to site development (ie direct development, master developer role, direct disposal, etc) and approach to project financing to inform appropriate approach to cashflow modelling & appropriate finance rate.</p>

Essential Reference Paper 'D'

Meeting Notes

Preferred Options	Date	Page
Ware North and East	24 April 2014	2
Gilston Area and South of Bishop's Stortford	6 May 2014	10
East of Welwyn Garden City and West of Hertford	16 May 2014	25
North of Hertford	9 June 2014	34
South of Hertford	9 June 2014	42

1. Ware North and East

Ware North and East (WARE3) Project Group Meeting
Wednesday 24th April, 11:15-13:15
East Herts Council Offices, Wallfields, Hertford SG13 8EQ

Attendees:

Kay Mead (KM)	East Herts Council – Planning Policy Team
Martin Paine (MP)	East Herts Council – Planning Policy Team
Tim Hagyard (TH)	East Herts Council – Development Management
Paul Chappell (PC)	Herts County Council – Highways
Rupert Thacker (RT)	Herts County Council – Rail/Passenger Transport
Sue Jackson (SJ)	Herts County Council – Transport Modelling
Kate Ma (KMa)	Herts County Council – Secondary Schools
Bethan Clemence (BC)	Herts County Council – Primary Schools
Alice Carrington (AC)	Herts County Council – Property
Julie Greaves (JG)	Herts County Council – Minerals and Waste
Richard Reeve (RR)	Thames Water
Chris Santer (CS)	Leach Homes – site promoter
Jim Hatch (JH)	Leach Homes – site promoter
Steven Barker (SB)	Barker Parry – agent for Leach Homes
Hugo Kirby (HK)	Ptarmigan Land – site promoter
Craig Neilson (CN)	Ptarmigan Land – site promoter
Steven Kosky (SK)	Barton Willmore – agent for Ptarmigan Land
Claire Hutchinson (CH)	Sworders – agent for current land owners

Apologies:

Neil French	Herts County Council – Passenger Transport
Andrea Gilmour	Herts County Council – Property
Carol Lodge	HMWT

Meeting Notes

1. KM welcomed all to the meeting and explained that this was the first location-specific meeting involving site promoters, following the Site Promoter Briefing Session on 4th April. It was intended to continue to maintain maximum transparency and that the meeting notes would be published along with any material received which might have a bearing on the decision-making process, first through the District Planning Executive Panel and then on the Council's website.
2. East Herts Council had established the District Plan on the basis of independent technical studies, the Landowner/Developer Questionnaires in Summer 2012, and follow-up meetings with ATLAS during 2013, but there had been no direct contact between planning officers and any landowners or developers. However, it was considered necessary to engage with site promoters now in order to enable continued testing of the feasibility of the District Plan and the site allocations and Broad Locations. Ensuring that the Plan met National Planning Policy Framework (NPPF) requirements in terms of deliverability was essential.

3. KM explained that Ware North and East (Draft District Plan Policy WARE3) was identified as a Broad Location for Development (BLD), for a range of between 200 and 3,000 homes to meet Ware's identified housing need of over 2,200 homes. A further Development Plan Document (DPD) – effectively a mini-District Plan - would enable more detailed work including a Green Belt review of the location, but the location would remain in the Green Belt until adoption of the DPD, estimated in 2021. CN queried where this date came from and expressed an aspiration to commence development in advance of this date. KM responded that the year 2021 was the Council's estimate of when the Ware DPD would be adopted but acknowledged that timescales were not fully confirmed at this stage.
4. The main aim of this meeting would be to log the main issues requiring further testing through the District Plan. These would be written up and agreed in order to focus efforts.
5. KM explained that the District Council was currently undertaking a 2-stage Gypsies and Traveller and Travelling Showpeople Assessment in order to comply with the statutory requirement to meet the need for pitches. All the emerging site allocations and Broad Locations were being considered as potential options. A consultation on the proposed locations would be undertaken later in 2014.
6. KM and MP explained that the Council's preferred approach was for both major sites promoters to work closely together on all technical work, including transport modelling, and other testing work. Should further work identify that large-scale development was feasible, a legal agreement between the site promoters was considered desirable in order to avoid disputes about sharing of infrastructure and other costs. HK said that some form of agreement should be possible although the precise form would need further consideration.

Viability and illustrative masterplanning

7. MP stated that, as explained on 4th April, the District Council would appoint consultants to undertake a Delivery Study over the summer. This study would require the main items of infrastructure and funding sources to be identified and to understand the level of contributions which could be expected from site promoters. The Delivery Study would be an important factor in deciding what scale of development would be most appropriate.
8. MP explained that the Delivery Study would require inputs from site promoters to the Infrastructure Delivery Plan (IDP) to allow for a comprehensive analysis of the overall scale of costs of development. These inputs would be verified by the infrastructure providers and the appointed consultants. It was reiterated that any work which could be done on this by the end of June would play an important role in

assessing the deliverability of the plan and help ensure NPPF compliance.

9. In order to understand the viability parameters it would be helpful if the site promoters could produce illustrative concept plans showing a proposed layout including the main infrastructure items and mix of uses. These should be prepared jointly by both site promoters in order to enable a coherent approach.
10. For the Broad Locations detailed masterplanning is not considered necessary because much of this work could be undertaken through the subsequent Development Plan Document. However, MP requested that early thought should be given to the provision of a good range of facilities within a Neighbourhood Centre.
11. CN queried whether the introduction of CIL would run in parallel with the DPD and MP replied that the Council is still in the process of considering whether it will introduce CIL and will make a decision in due course. CIL may not necessarily be the most appropriate tool considering the scale of this site.

District Plan consultation

12. CN asked for clarification of the significance of the District Plan consultation deadline on May 22nd. KM replied that whilst it would be appropriate for site promoters to submit their initial work through the consultation, the proposed engagement process would run in parallel in the lead up to examination in public in 2015, and would need to be pursued to the point at which sufficient evidence was in place to satisfy an examiner.

Transport

13. SJ outlined the work completed to date using the HSGTM strategic model, testing the impact of 1,300 dwellings to the east and 1,700 to the north. This work had flagged up areas of concern including the A602 and the A1170/Ware Road, and possibly also the A10 Corridor. However the level of modelling was rather coarse and further work would be needed. The Transport Update (November 2013) is available on the Council's website at www.eastherts.gov.uk/technicalstudies
14. PC explained that Ware was a gap in the transport model coverage. A microsimulation (Paramics) model would need to be created to understand the impacts on the local road network including the High Street, and the impacts of mitigation measures, which should also take into account passenger transport initiatives. KM explained that the work in collection of data would need to be completed prior to the summer holidays.

15. KM explained that the County and District Councils would be looking to the site promoters to fund the construction and running of the Paramics model. This would require the promoters to work closely with SJ and PC to ensure that model met County requirements and the data could be verified. It was agreed that a further meeting would be arranged in due course to look into this further. SJ would advise on what data the County Council holds.
16. CN advised that it was proposed that TPA (Transport Planning Associates) would be appointed to carry out the work and that Rupert Lyons would be the contact for the company, which is based in Welwyn Garden City.
17. The need for a potential northern link road connecting the potential development area with the A10 was discussed. A single carriageway link was assumed. RT suggested that such a road would need to be 6.3 metres wide to accommodate 2-way bus traffic.
18. In answer to a question regarding the potential for Park and Ride to be introduced, KM explained that the Hertford and Ware Urban Transport Plan (UTP) had considered the issue. However, it was suggested that even combining Hertford and Ware, and taking account of a possible urban extension of up to 3,000 homes at WARE3, a Park & Ride facility was considered unlikely to be viable.
19. RT asked whether the site promoters could prepare some case studies of how they had approached travel planning at other sites.

Waste Water

20. RR explained that the site would drain to Rye Meads Treatment Works which currently serves a population catchment of over 400,000 people in the wider area.
21. The Water Cycle Study that was undertaken in 2008/9 forecast growth and the consequential impact on Rye Meads STW; however, the growth was not realised due to the downturn in housing development. The predicted capacity limitation dates within the study will effectively move forward; however, ongoing works to change the way the sewage is treated have provided a further period of relief to between 2021 and 2026. After that time it is likely that additional capacity provision will need to be made. . Additional tanks could be provided without any extension of the Treatment Works site and without any encroachment into the adjacent SSSI. However, it is important to note that the overall impact and treatment requirement cannot be predicted at this time as the cumulative effects of development from all the adjacent local authority areas also served by Rye Meads is not fully defined.
22. RR explained that in terms of connections to the sewerage network, the simplest solution would be for connection to the heads of the pipes, but

this would only be feasible for small scale development in the High Oak Road area for development to the North of Ware and also to the East of Ware. For larger scale development or development in other parts of the North of Ware area, it would be necessary to establish a new connection to the outfall sewer. This would require a new pipe around the northern and eastern edges of the town, with a pumping station to the north to address the slight dip in the valley to the north. While the route could be open to variation and layout would influence what form drainage could take, the end point of the existing sewer in the River Lea locality would be a fixed matter.

23. In response to a question from HK, RR suggested that the costs of provision could be in the region of around £4-5million. Some funding could become available through OFWAT but, with a single site or consortium, the option of a requisition could also be explored. Under a requisition, Thames Water's contribution would be approximately 12 x the annual income from sewerage charges from the new properties with the developer/s contributing the balance. The planning process for implementation generally takes around five years from initial conception to construction.

Schools

24. BC explained that there was very little capacity in the existing primary schools and very little potential to expand the existing schools, beyond that currently under construction at St Catherine's. Strategic scale development would be expected to support itself. 500 to 850 dwellings would yield 1 Form of Entry (FE) of 30 pupils. The same calculation applies to Primary and Secondary School. A development of 3,000 would equate to six forms of entry (FE) across the development. Priors Wood Primary School, adjacent to the proposed development area, may have the potential expand if a land-swap agreement could be put in place.
25. CN queried these figures by contrast with an urban extension of 1,200 houses on the edge of Norwich, where Norfolk County Council used a ratio of 1 secondary school per 7,000 houses. BC explained that the child yield in Hertfordshire is high, and may be attributable in part to inward migration.
26. In response to a question from CN regarding the potential for the expansion of existing secondary schools, KMa stated that both Chauncy and Presdales schools are academies and therefore HCC influence over admissions/expansion is limited.
27. HK queried whether it would be possible to share some of the open space/sports requirements with Wodson Park Sports Centre adjacent? KM explained that, while it may be a possibility, this may prove difficult given that Wodson Park is privately run by a trust rather than being a Council concern and its facilities are already well used.

28. HK asked whether a secondary school would need to be co-ed, and KMa confirmed this would be the case, with admissions arrangements to serve the local community. Funding would be expected from developers for the capital costs of schools provision and could be in the region of around £24m for a secondary school. The Education Funding Agency <https://www.gov.uk/government/organisations/education-funding-agency> provides further information on school provision. Running costs would be down to the operator.
29. In response to HK's question on the minimum size of a secondary school, there is a range of provision. However, a school must be able to deliver the KS4 curriculum. Minimum effectiveness is around 4FE, with HCC preferring the provision of 6-10FE schools.
30. HK stated that this would mean a minimum of 2,000 dwellings to support a secondary school from that development area but also queried whether there would be a requirement to accommodate pupils from a wider area. He further queried how much land would be required to be sterilised for education purposes so that this could inform masterplanning of the area and costs for the development.
31. KMa stated that a secondary school would be likely to serve strategic needs both for the development and wider afield due to the catchment area and that pupils would realistically travel up to three miles. However, further work is required to be carried out in respect of the Hertford and Ware Schools Planning Area to ascertain how future arising needs could be met.

Wildlife Sites

32. KM explained that Herts and Middlesex Wildlife Trust (HMWT) would be contacting the site promoters in relation to surveying 2 existing designated wildlife sites during 2015. It was important to make sure that any survey work is done accordance with the HMWT requirements. MP explained that the location of the two designated Wildlife Sites are shown on the current Local Plan 2007 Proposals Map.

Minerals and Waste

33. JG explained that East of Ware falls within Minerals Area 8. The County Council would want a detailed study to be carried out by the site promoters to assess the potential for minerals extraction and a proposed approach to phasing. This need not necessarily delay work but should include information based on boreholes to assess the depth and quality of any underlying mineral deposits to ascertain whether extraction would be economically viable. There may be opportunity to utilise any gravel extracted in the construction process on site. JG offered to circulate study examples.

Healthcare facilities

34. KM explained that GP surgeries in the towns were at capacity and therefore new capacity would be sought. This would certainly relate to additional dwellings provided in the area, but may also include the potential to relocate/expand existing facilities in the town. Liaison with the NHS/CCG would be required.

Masterplanning

35. MP stated that while detailed masterplanning would be carried out at the DPD stage, it would be necessary for a high-level concept masterplan/s to be produced. This would inform a spreadsheet of costs, which would be likely to undergo several iterations. All facilities should be factored in and important provisions, such as neighbourhood centres, should not be overlooked.
36. HK also queried whether there was a requirement for the scheme to provide employment space and KM advised that the Council would seek to ensure that the existing provision in the town was protected, but some additional employment provision in this broad location would be required. A study would need to be undertaken to assess the town's overall employment needs before a decision on this could be made on the quantum.
37. HK commented that this would not be a solely residential development and that the developers were conscious of the need to get it right.
38. MP stated that, in respect of the IDP, it was important at this stage that an idea of all costs (e.g. GP's, open space etc) was gained in order to inform the process to show that the District Plan would be deliverable and also to access any funding opportunities.

Next Steps

39. It was agreed that any actions agreed above would be carried out and that further meetings would be scheduled in due course to cover specific matters, as appropriate.

2. Gilston Area and South of Bishop's Stortford

Gilston Area (GA1) and South of Bishop's Stortford (BISH7)
Tuesday 6th May
East Herts Council Offices, Wallfields, Hertford SG13 8EQ

Meeting Notes (Morning Session)

Attendees – am session (10.30-12:15)

Martin Paine (MP)	East Herts Council – Planning Policy Team
Laura Pattison (LP)	East Herts Council – Planning Policy Team
Liz Aston (LA)	East Herts Council – Development Management
Bethan Clemence (BC)	Herts County Council – Children's Services (School Place Planning)
Andrea Gilmour (AG)	Herts County Council – Herts Property/Schools
Martin Wells (MW)	Herts County Council – Minerals and Waste
Chris Lovegrove (CL)	City and Provincial Properties (CPP)
Cody Gaynor	Spacecraft Architects (CPP)
Trenton Williams	Alan Baxter Associates (CPP)
Jane Barnett (JB)	Savills – agent for CPP
Joan Hancox (JH)	Herts Local Enterprise Partnership (LEP)
Olivier Spencer (OS)	Andrew Martin Associates – Agent for Countryside
Tom Dobson (TD)	Quod Planning – agent for Places for People
Fiona Sibley (FS)	Quod Planning – agent for Places for People
Gary Duncan (GD)	Countryside Properties
Liz Connell (LC)	Countryside Properties
Zhanine Oates (ZO)	Essex County Council – Spatial Planning
Neil Keylock (NK)	Essex County Council – Schools
Paul MacBride (PMB)	Harlow Council – Planning Policy
Jeremy Pine (JP)	Uttlesford Council – Planning Policy

Apologies

Kate Ma (KM)	Herts County Council –Children's Services – School Place Planning
Philip Murphy (PM)	Quod Planning – agent for Places for People
Mary Parsons (MP)	Places for People
Anna Cronin (AC)	Epping Forest Council

1. MP welcomed all to the meeting and explained it was intended to continue to maintain maximum transparency and that the meeting notes would be published along with any material received which might have a bearing on the decision-making process, first through the District Planning Executive Panel and then on the Council's website.
2. East Herts Council had established the District Plan on the basis of independent technical studies, the Landowner/Developer Questionnaires in Summer 2012, and follow-up meetings with ATLAS during 2013, but there had been no direct contact between planning officers and any landowners or developers. However, it was considered necessary to engage with site promoters now in order to enable continued testing of the feasibility of the District Plan and the site allocations and Broad Locations. Ensuring that the Plan met National

Planning Policy Framework (NPPF) requirements in terms of deliverability was essential.

3. MP explained the rationale behind the development strategy for the district. The site allocation south of Bishop's Stortford (Draft District Plan Policy BISH7) had been made to contribute to the housing need generated from Bishop's Stortford. The identification of a broad location for development in the Gilston Area (Draft District Plan Policy GA1) had been made to meet the unmet housing need from Bishop's Stortford and the rural area, where a policy approach had been taken to limit the amount of development on the grounds of sustainability and in order to preserve the rural character of the villages.

Development Strategy and phasing

4. MP summarised the development strategy outlined in the draft Plan. The proposed strategy was the result of a careful balancing of the NPPF requirements in the context of the way these are interpreted by the Planning Inspectorate. The strategy was part of a stepped approach to gradual testing and refinement. As required, the Council was making every effort to meet objectively assessed housing needs. However, there was also a need to ensure that the plan was effective, and that the Duty to Co-Operate should be met. Achieving all the requirements, and explaining these to both Members and the public, was very challenging.
5. In relation to the Broad Locations at Welwyn Garden City, Ware, and Gilston, all of these would be needed to meet objectively assessed needs. However, should further testing reveal that there is no reasonable prospect of delivery at one or more locations, then it would not be possible to take that particular location forward. The Council would then need to consider the implications of this for long-term housing supply. It was not correct to view the broad locations as alternative options and it was unfortunate that press coverage appeared to create this confusion in some quarters.
6. The Draft Plan suggested that, subject to further testing, the site allocation to the south of Bishop's Stortford could accommodate 500 homes in the period between 2016-2021. However, the land in the Gilston Area would be subject to the production of a further Development Plan Document (DPD) – effectively a mini-District Plan – which would enable more detailed technical work and testing to take place. The location would remain in the Green Belt until adoption of the DPD, estimated in 2021.
7. FS stated that she considered that there was more certainty supporting the delivery of Places for People's site than the identification of the location as a broad location for development seemed to imply. FS considered it could be a site allocation in the District Plan. MP stated that based on the evidence currently available to the Council, the

proposed Broad Location designation seemed appropriate, given the remaining uncertainties about the scale and feasibility of development. JB agreed that the Gilston site should be a firm site allocation in the District Plan and stated that there is potential for CPP and PfP to work together to provide evidence of deliverability and create certainty over the next few months.

8. MP asked whether there was sufficient market demand in Bishop's Stortford for additional homes pre 2021, given the recent planning permission granted on sites to the north of the town. GD considered that market demand would not be an issue as Countryside Properties' products would appeal to distinct customer groups. MP suggested that this was an area where further technical work may need to be carried out to support the allocation at Examination. GD stated that there had been a paradigm shift and that after years of little or no delivery, the market was ready to deliver homes.
9. MP introduced evidence from ATLAS on housing delivery rates (Appendix E from the Interim Development Strategy Report) and explained how ATLAS had looked at other examples of large scale development. He explained how this evidence had been used as a base to come up with the phasing schedule for development of the Gilston Area (Appendix D from the Interim Development Strategy Report). MP asked whether this phasing seemed reasonable.
10. FS stated that the build out rates currently proposed for the Gilston Area appeared to be on the conservative side at a maximum output of 350 dwellings per annum and that the site was capable of a higher build out rate, up to 500 dwellings per annum. This was backed up by Places for People's experience at the Brooklands development in Milton Keynes, and also by the ATLAS examples from elsewhere.
11. PMB queried whether that build out rate would be realistic in practical terms in respect of availability of labour etc. Anecdotal evidence had shown that even when planning permissions are in place, high build out rates can be difficult to achieve in practical terms.
12. MP suggested that the site promoters provide supporting evidence of delivery rates on large development sites. GD acknowledged that this was an issue that came up at examination and that some evidence could be provided in support of the site allocation south of Bishop's Stortford.

Delivery Study and illustrative masterplanning

13. MP explained that the Council would be appointing consultants to undertake a Delivery Study over the summer. This study would require the main items of infrastructure and funding sources to be identified and to understand the level of contributions which could be expected from site promoters. The aim of the Delivery Study would be to show

that the development strategy in the District Plan has a realistic prospect of delivery and to help ensure compliance with the NPPF.

14. MP explained that the Delivery Study would require inputs from site promoters to the Infrastructure Delivery Plan (IDP) to allow for a comprehensive analysis of the overall scale of costs of development. These inputs would be verified by the infrastructure providers and the appointed consultants. MP requested site promoters to advise the Council of any commercially sensitive information that could not be made public.
15. FS queried exactly what information was needed for submission to the Delivery Study. MP stated that site promoters would need to work with the Council to ascertain the exact level of detail required. The large infrastructure items would need to be costed, so a better understanding could be gained on the overall viability of the proposed development and therefore delivery. Post-meeting note: MP to provide clarification of site promoter input requirements to the Delivery Study.
16. JB queried how the Delivery Study would consider the housing range of 5,000 – 10,000 dwellings and whether the number of housing units needed to be fixed. MP indicated that the Planning Inspectorate had implied that a single figure rather than a range would be required for the Submission version. He suggested that the Delivery Study may test a couple of scenarios which was necessary to understand how different levels of development affected the requirement for/and funding of infrastructure.
17. MP stated that it would be helpful for both site promoters in the Gilston Area to outline their visions for their sites. FS explained that Places for Peoples have a landholding of 1,000 hectares which through detailed masterplanning had shown could accommodate 8,500 homes. It is a deliverable masterplan in its own right with all infrastructure requirements provided for.
18. MP asked for clarification that Places for People were not proposing more than 8,500 homes. FS stated that the broader area may be considered suitable for up to 10,000 homes, if 8,500 were accommodated on Places for People's land with the remainder on City and Provincial Properties (CPP) land. Places for People had no plans to extend beyond that in the future, with the unbuilt land subject to governance arrangements. FS confirmed that transport modelling that is currently being carried out has been testing development of up to 10,000 homes.
19. MP queried the relationship between the proposed development and the existing villages. FS explained that substantial buffers were planned around the villages of Eastwick and Gilston. The development parcels were located some distance from Hunsdon with no further

development planned in the future. A country park would be established between the development and Hunsdon.

20. JB stated that very initial work carried out to date had envisaged a development in the region of 5,000 houses on the north side of the A414, including the City & Provincial Properties (CPP) site. Initial concept masterplanning work and transport studies have indicated that there might be capacity for at up to 5,000 houses. MP queried how much development would be accommodated on the CPP site. JB stated that the CPP site might accommodate 1,500 – 2,000 homes with the remainder being on Places for People land, subject to further design feasibility as the next step. MP stated that it development of the CPP land appeared to be dependent on the prior delivery of the Places for People land, which was nearer Harlow.
21. MP explained that a high level masterplan covering the broad location would be required to enable concepts to be tested through the Delivery Study. It was agreed that the site promoters would engage prior to providing information to the Delivery Study.

Cross Boundary Issues

22. JP outlined the key headlines from Uttlesford's Local Plan which was currently out for pre-submission consultation, including details of a significant site allocation in Elsenham, as well as Great Dunmow and Saffron Waldon. MP commented on concerns regarding the cumulative impacts of cross boundary traffic flows, and that an officer level group had been formed to consider these issues, as well as cross-boundary transport modelling work. Other issues the Councils would need to consider would be the future growth of Stansted Airport. It had been agreed that employment areas at the airport would not be a threat to Bishop's Stortford but would complement the employment offer in the town.
23. PMB commented that Harlow had a constrained boundary and was physically limited in its ability to accommodate its housing need. Harlow Council considered that a high level of housing was required in order to meet affordable housing requirements and to ensure the delivery of the critical mass of development that would enable regeneration of the town. Therefore the bulk of the future development would need to be in adjoining districts. Harlow Council were mindful of the Duty to Co-operate; at officer level this had involved work on joint technical studies but mechanisms still needed to be established at Member level.
24. MP stated that he had been invited to a developer workshop at Harlow Council, along with officers from Epping Forest Council. The parallel developer engagement processes had been discussed with officers from Harlow and it was considered that the processes were complementary. Information obtained from both the Harlow and East Herts processes would be shared and considered. However, it was

important that any evidence used in the decision-making process should be in the public domain so that a clear audit trail could be maintained for use at examination.

Education

25. BC confirmed that all schools within the planning area were more or less at capacity so strategic scale development would be expected to support the pupil yield that it would generate. 500 to 850 dwellings would yield 1 Form of Entry (FE) of 30 pupils and this calculation would apply across all age ranges. BC explained that HCC tend to plan for the lower end of this dwelling range, as anecdotal evidence shows a higher pupil yield coming out of new development than historical trends.
26. Development in the Gilston area would be expected to provide for its own needs. 10,000 dwellings would generate a need for 20FE at both primary and secondary level across the development.
27. In terms of development south of Bishop's Stortford, a greater understanding of the scale of development and phasing would be needed. However 750-1,000 dwellings would require provision of a new 2FE primary school and a site allocation for a new secondary school would also be sought.
28. GD queried how the provision of a new secondary school north of Bishop's Stortford affected the draft District Plan which highlighted 3 potential sites for secondary school provision.
29. BC commented that development north of Bishop's Stortford was providing for its own need of 5FE, through provision of 3 primary schools and one secondary school site. **Post meeting clarification:** the proposed education infrastructure in Bishops Stortford North will include 5fe of primary provision to meet the peak yield arising from the development, and a new 6fe secondary school to meet both the needs arising from the development together with the forecast demand arising from across the education planning area of Bishops Stortford & Sawbridgeworth. The County Council is satisfied that this additional 6fe of secondary provision is sufficient to meet needs from both existing and new communities in the area for the next decade.
30. BC confirmed that to plan for the longer term future needs of Bishop's Stortford and Sawbridgeworth, it would be prudent to allocate land for a secondary school site at Whittington Way.
31. NK raised concern about the over provision of secondary school places in Bishop's Stortford due to the existing large outflow of pupils from Essex to Bishop's Stortford at secondary level. Although a significant amount of housing is being proposed around Elsenham in the Uttlesford Local Plan, NK suggested that pupil numbers would still

need to be managed to ensure that a fragile 11-16 school in Stansted would be adequately supported. MP queried how the education need from development at Elsenham was being addressed. NK commented that as Forest Hall School, Stansted was a small school with a relatively small number of pupils, there were currently no major concerns regarding the provision of school places for the proposed large housing allocation in Elsenham. However, a site has been allocated in the Uttlesford Local Plan for a new school in Elsenham. Options, including the potential relocation of Forest Hall School to the new site would be explored once Uttlesford's housing site allocations were confirmed.

32. NK expressed concern as to when primary and secondary provision would be provided in the Gilston Area as development of a school often follows the first phases of development. NK commented that this could place strain on both primary and secondary provision in Harlow in the early stages of development as there were currently no schools located in the Gilston area. BC stressed that HCC would be seeking clarification on the phasing of education infrastructure from the outset.
33. TD confirmed that Places for People had been in discussions with HCC and it was understood that education infrastructure would need to be provided at an early stage of development, and detailed planning would be achieved through continued engagement.

Local Enterprise Partnership (LEP)

34. JH explained that the LEP was proposing to establish Growth Area Forums at the strategic level which would look at projects in East Herts and Broxbourne. Within this, there would be a sub-group that would look at potential development in the Gilston Area. Funding had been identified which could be used to help assess deliverability of development schemes. JH confirmed that £200k of funding had been agreed in principle for the Growth Area Forum and this funding allocation would be confirmed later in the year.
35. MP queried whether the Essex LEP had been involved. PMB said that the Strategic Economic Plan (SEP) hadn't been finalised but that it could be used as a vehicle to address funding gaps. ie. Junction 7a on the M11.

Minerals

36. MW explained that the sites all lay within the sand and gravel belt and that HCC would seek to prevent underlying minerals from being sterilised. HCC would require the site promoters to prepare a report to assess the quality and depth of any underlying mineral deposits to ascertain whether extraction would be economically viable. MW explained that HCC would wish to see this evidence early on in the process, rather than alongside a planning application to enable prior

extraction to take place. There may be opportunity to utilise any gravel extracted in the construction process on site.

37. PMB queried who the onus was on to prepare the report. MW confirmed that it was the responsibility of the site promoter. MW offered to circulate study examples.
38. PMB queried whether this had been considered yet. FS explained that this assessment would be addressed at the appropriate time in the process. The evidence collated so far in respect of the site was considered to be proportionate to the current stage of production of the District Plan.
39. FS stated that this must be a consideration for the majority of the site allocations and broad locations identified as the sand and gravel belt covered the whole southern area of the district. FS queried whether there was a development threshold over which this assessment needed to happen. MW stated that there was no specific threshold, as HCC Minerals and Waste planners would assess sites on a site-by-site basis and advise whether such an assessment would be needed. OS commented that mineral extraction was less viable on smaller sites as extraction couldn't take place within 100m of an existing property.

Wildlife Sites

40. MP explained that Herts & Middlesex Wildlife Trust (HMWT) would be contacting the site promoters in relation to surveying existing designated wildlife sites during 2015.
41. The Council had previously received advice from Natural England that the Harlow Northern Bypass connecting the A414 with the M11 would be likely to direct traffic away from Epping Forest SAC. Natural England were concerned that without a bypass the increased traffic along roads through the forest arising from 5,000-10,000 homes in the Gilston Area would negatively impact air quality and the SCA. MP explained that further work based on traffic modelling outputs would be necessary to further explore these impacts, including impacts on other European-designated sites in the Lea Valley and Broxbourne Hoddesdonpark Woods which lie within 200 metres of the A10.
42. Hunsdon Mead SSSI in the Stort Valley was downstream of the Gilston Area and it was expected that careful consideration would need to be given to this through Green Infrastructure and drainage strategies.

G&T and Travelling Showpeople

43. MP explained that the District Council was currently undertaking a 2-stage Gypsies and Traveller and Travelling Showpeople Assessment in order to comply with the statutory requirement to meet the need for pitches and plots, respectively. Two separate studies have been

commissioned – a Gypsies and Travellers and Travelling Showpeople Accommodation Needs Assessment and Gypsies and a Travellers and Travelling Showpeople Identification of Potential Sites Study. The latter study would involve consideration of all larger site allocations and broad locations as potential options in addition to smaller Call for Sites submissions.

44. JB queried the timescales for this study. LP stated that the needs assessment had recently been received by the Council and that the identification of potential sites study would be completed by the end of June, prior to reporting both studies to the District Planning Executive Panel meeting in July 2014. FS asked whether site promoters could input into the study. LP said that letters had been sent to site promoters by the consultants. FS said that Places for People hadn't received one. LP to check.
45. *Post-meeting Note:* The consultants carrying out the study wrote to all site promoters whose sites have not been proposed to be allocated or identified as a broad location for development in the draft District Plan. All site allocations/broad locations identified for development are already being considered through the study as potential options and the letters were sent to elicit information on any other land that could potentially be considered as available. As an independent technical study, the assessment will not be influenced by site promoters. A consultation on the proposed locations would be undertaken later in 2014. Site promoters are invited to comment at that stage.

Afternoon session (13:00-15:00) – Transport

Attendees

Martin Paine (MP)	East Herts Council – Planning Policy Team
Laura Pattison (LP)	East Herts Council – Planning Policy Team
Liz Aston (LA)	East Herts Council – Development Management
Paul Chappell (PC)	Herts County Council – Highways
Neil French (NF)	Herts County Council – Passenger Transport
Sue Jackson (SJ)	Herts County Council – Transport Modelling
Robert Blair (RB)	Arup – consultant to HCC
Ian Mitchell (IM)	Mayer Brown – consultant to Countryside
Anthony Tugwell (AT)	Vectos – consultant to Places for People
David Sprunt (DS)	Essex County Council – Transport
Jenny Volp (JV)	Highways Agency
Olivier Spencer (OS)	Andrew Martin Associates – Agent for Countryside
Fiona Sibley (FS)	Quod Planning – agent for Places for People
Gary Duncan (GD)	Countryside Properties
Liz Connell (LC)	Countryside Properties
Jeremy Pine (JP)	Uttlesford Council – Planning Policy

1. PC explained that Hertfordshire County Council had produced a Transport Update Note (October 2013) which identified potential concerns with both Bishop's Stortford South and the Gilston Area (north of Harlow). At this stage Hertfordshire County Council was not expressing a view on whether there were deliverable mitigation measures, but further testing was needed.
2. PC stated that Hertfordshire County Council's Urban Transport Plan for Bishop's Stortford and Sawbridgeworth would not address strategic transport planning issues, and this would instead be addressed in a Growth and Infrastructure Plan following adoption of the District Plan.

National Policy Issues

3. PMB stated that given the position of the Planning Inspectorate in relation to government policy in the NPPF, transport pressures are not considered a reasonable excuse for not meeting objectively assessed housing needs. Harlow Council wanted to ensure growth of the town subject to the provision of the necessary supporting infrastructure, but a positive approach was required to resolving any outstanding transport issues.
4. MP stated that one of the main challenges was understanding what was meant by 'severe impacts' in paragraph 32 of the NPPF: the Planning Inspectorate appeared to be setting the bar very high before accepting transport concerns as grounds for failing to meet objectively assessed planning need. The Council's proposed Delivery Study (see am session notes above) would go some way to addressing the viability implications (i.e. affordability) of the necessary transport infrastructure and could provide some additional guidance to the transport authorities as they reach a view on whether or not the transport impacts of any particular development proposal or combination of proposals would be severe.

Transport Modelling

5. SJ outlined the transport modelling work to date as interpreted by Hertfordshire County Council. Initial high-level work had been undertaken using a DIAMOND spreadsheet model. The Harlow Stansted Gateway Model (HSGTM) work demonstrated a need for a second Stort Crossing to the east at a 5,000 dwelling trigger point. It also indicated various problems including rat running through High Wych, pressure on the A1184 through Sawbridgeworth and the Amwell Junction with the A10.
6. AT explained that Vectos was undertaking further work on behalf of Places for People, working with Essex County Council and using the HSGTM. Vectos was preparing a microsimulation transport model, covering the wider Harlow area and additional smaller models where necessary to consider specific areas in Hertfordshire. . SJ stated that

there would also need to be consideration of the impact on the Amwell junction which is currently outside the model area.

7. SJ stated that a gap in the evidence to date related to the lack of a combined test of Bishop's Stortford South and the Gilston Area. FS and IM agreed to jointly fund an HSGTM model run and prepare a brief to submit to Essex County Council. This would be shared with SJ also.
8. JV stated that the HSGTM was adequate for use in strategic planning but not for detailed work. DS explained that Essex County Council was developing a new webtag compliant model which would be ready in October for more detailed testing of Junction 7a.
9. DS stated that Essex County Council had prepared a summary of the HSGTM modelling work to date and agreed to circulate this to the group.
10. MY stated that she was contacting Hertfordshire County Council to obtain details of any proposed mitigation measures along the A1184 for the next HSGTM model run.

South of Bishop's Stortford

11. IM stated that the work on the Whittington Way Schools applications had demonstrated that there were transport solutions south of Bishop's Stortford. MP pointed out that the previous work on Whittington Way did not include the residential component and comprehensive development of the site. Given the statements of BC during the morning session, the County Council would be seeking a Secondary School site at this location in addition to one within the development to the north of the town, the total cumulative impact of a residential and non-residential development needed to be factored in.
12. IM stated that options for access onto Obrey Way were being assessed, rather than relying solely on access to Whittington Way alone. It was believed that the southern bypass has capacity although capacity of the northern part of the town bypass needed further assessment.
13. DS stated that south of Bishop's Stortford would have a potentially negative impact on the network around Junction 8 of the M11, and although this was not beyond mitigation, resolution of the issue would require contributions from developers and was therefore a matter of financial viability.

Gilston Area/North of Harlow

14. DS stated that with the future-proofing measures proposed to the Essex Local Enterprise Partnership (LEP) Strategic Economic Plan (SEP) (consisting of a £30m package of improvements), Essex County

Council was of the opinion that 10,000 dwellings could be accommodated north of Harlow, with a second crossing to the east of the existing crossing and dualling of the current bridge crossing.

15. A northern bypass linking the A414 and the proposed new Junction 7a of the M11 was discussed. FS stated that a northern bypass was not considered to be necessary to support Places for People's proposals. As she understood it there was little advanced work on the route or feasibility of such a road.
16. DS suggested that the latest published studies suggested a cost of £200 million for the road between the A414 Eastwick Roundabout and a new Junction 7A. Emerging evidence suggested that the cost could be as high as £300-£400 million. Essex County Council believed that a northern bypass was not necessary to deliver the levels of growth being proposed in the Gilston Area and that the cost-benefit assessment of the proposal was very poor. This would come out in more detail at the future consultation proposed on Junction 7a early in the new year.
17. MP stated that from East Herts Council's point of view, based on the response from Hertfordshire County Council in their Transport Update there remained considerable uncertainty about the deliverability of transport solutions for the Gilston Area in Hertfordshire, and the transport aspects of the proposals would require careful scrutiny. It was agreed that HCC and ECC would meet to discuss further.

Cross-Boundary Mitigation measures

18. MP explained that officers from East Herts, Epping Forest and Harlow considered it necessary to pull together infrastructure information from the area into a single cross-boundary Infrastructure Delivery Plan for further testing, given that the transport impacts were likely to be cross-boundary. The work would be looked at by all the authorities.
19. DS stated that Essex County Council had submitted plans to the Essex Local Enterprise Partnership (LEP) Strategic Economic Plan (SEP) for funding for junction improvements within Harlow which would future-proof strategic-scale development around the town. Essex County Council would therefore not need to seek contributions from the developers towards these measures, which would probably amount to around £30 million in total (around £5 million at each junction). DS agreed to circulate this information on the specific proposals and costings to assist in the preparation of a coherent cross-boundary evidence base.
20. PC explained that there was a need to take account of key junctions on the A10, taking account of the Broxbourne Local Plan. It was understood that Broxbourne Council was currently commissioning

transport consultants to do additional work to assess the impact on the A10.

Air Quality

21. The Hockerill Air Quality Management Area (AQMA) was discussed. RB, PC and IM agreed that it was unlikely that physical measures could be identified to resolve the issue, and banning right-turns at Hockerill to reduce waiting times at the traffic lights had been ruled out by the 2006 Bishop's Stortford Transport Strategy because of the lack of a suitable alternative link to Dunmow Road. IM agreed to do some work to look at the impact of the BISH7 proposals on the AQMAs.

Rail and Bus Provision

22. NF suggested that from a bus point of view large-scale development at the Gilston Area would be considered more sustainable, as it would be possible to include a circular bus link through the site connecting with Harlow Town station and into Harlow town centre.
23. NF stated that in relation to rail links, discussions would be needed with Network Rail to ascertain the scale and cost of upgrades needed. He understood that Network Rail was proposing to extend the platform lengths along the line to double capacity from 4 carriages to 8.

The meeting closed at 3pm

List of Actions – morning session

Task Owner	Para	Action
MP	14-15	Provide further clarification of site promoter inputs to the Delivery Study. <i>Post-meeting note:</i> Delivery Study input requests document issued on 23.05.2014
GD	8	To provide assessment of market demand in Bishop's Stortford, taking account of consented and proposed development across the town.
GD, FS, JB	12	To provide evidence for build-out rates as part of site promoter information provided for the Delivery Study.
FS/JB	21	To work together to provide information to the Delivery Study.
BC	29	To circulate the public report about school provision
MW	38	To circulate examples of minerals extraction reports

List of Actions – afternoon session

Task Owner	Para	Action
PC	10	To supply MY with details of relevant mitigation schemes

		proposed in East Herts to assist with next model run.
DS	9	To circulate ECC summary of HSGTM modelling work to date.
FS/IM	7	To co-ordinate HSGTM brief.
DS	19	To circulate costs and details of the proposed mitigation measures in Essex
IM	21	To assess the impact of BISH 7 on the AQMAs.
MP PMB	18	To commence work on cross-boundary IDP for testing purposes.
PC/DS	17	To arrange meeting between HCC and ECC to discuss Gilston area impacts.

Note: actions are not comprehensive for the various workstreams but highlight the items arising specifically from the above meetings.

3. East of Welwyn Garden City and West of Hertford

Land East of Welwyn Garden City Broad Location and West of Hertford Proposed Allocation

Initial Partnership Group Meeting

Friday 16th May, 10:00-13:00

East Herts Council Offices, Wallfields, Hertford SG13 8EQ

Attendees:

Kay Mead (KM)	East Herts Council – Planning Policy Team
Laura Pattison (LP)	East Herts Council – Planning Policy Team
Jenny Pierce (JP)	East Herts Council – Planning Policy Team
Simon Chivers (SC)	Welwyn Hatfield Borough Council – Planning Policy Team
Paul Chappell (PC)	Herts County Council – Highways
Ben Caspani (BC)	Herts County Council – Transport Modelling
Sue Jackson (SJ)	Herts County Council – Transport Modelling
Neil French (NF)	Herts County Council – Passenger Transport
Andrea Gilmour (AG)	Herts County Council – Property
Bethan Clemence (BCI)	Herts County Council – Primary Schools
Julie Greaves (JG)	Herts County Council – Minerals and Waste
Richard Reeve (RR)	Thames Water
Laura Griggs (LG)	NHS England / NHS Hertfordshire
Paul Atton (PA)	JB Planning Associates
Jonathan Dixon (JD)	JB Planning Associates
John Duffield (JDu)	Lafarge Tarmac
Anthony Downs (AD)	Gascoyne Cecil Estates
Allison Meigh (AM)	Savills
Sarah Phillips (SP)	David Lock Associates
Joseph Thomas (JT)	David Lock Associates
Simon Tucker (ST)	DTA Transportation
Duncan Wardrop (DW)	Wardrop Minerals Management
Katherine Munro (KM _u)	Savills
Geoffrey Springer (GS)	London & Regional
Jeremy Woolf (JW)	Woolf Bond Planning

Apologies:

Kate Ma	Herts County Council – Secondary Schools
Carol Lodge	HMWT

Meeting Notes

1. JP welcomed all to the meeting and explained that it was intended to continue to maintain maximum transparency and that the meeting notes would be published along with any material received which might have a bearing on the decision-making process, first through the District Planning Executive Panel and then on the Council's website.
2. East Herts Council had established the District Plan on the basis of independent technical studies, the Landowner/Developer Questionnaires in Summer 2012, and follow-up meetings with ATLAS during 2013, but

there had been no direct contact between planning officers and any landowners or developers up to this point. However, it was considered necessary to engage with site promoters now in order to enable continued testing of the feasibility of the District Plan and the site allocations and Broad Locations. Ensuring that the Plan met National Planning Policy Framework (NPPF) requirements in terms of deliverability was essential.

3. KM and JP explained the rationale behind the development strategy for the district. The Draft District Plan suggested that the site allocation to the west of Hertford (Draft District Plan Policy HERT3) could accommodate 550 homes in the period 2016-2021 across two sites north and south of Welwyn Road, and this allocation had been made to contribute to the housing need generated from within Hertford. The identification of a Broad Location for Development (BLD) on land east of Welwyn Garden City (Draft District Plan Policy EWEL1) for approximately 1,700 homes had been made to meet the unmet housing need from Hertford and part of the rural area.
4. The BLD east of Welwyn Garden City would be subject to the production of a further Development Plan Document (DPD) – effectively a mini-District Plan – which would enable more detailed technical work and testing to take place. The location would remain in the Green Belt until adoption of the DPD, estimated in 2021.

G&T and Travelling Showpeople

5. KM explained that, in order to comply with statutory requirements and 'Planning policy for traveller sites', the District Council was currently undertaking a 2-stage approach to meeting the accommodation needs of Gypsies and Traveller and Travelling Showpeople. KM explained that work had been commissioned by the Council for two separate firms of consultants to carry out work relating to meeting the accommodation needs of Gypsies and Travellers and Travelling Showpeople. The first study is concerned with the level of need arising in the district and this is being followed by a site scoping study to ensure that enough pitches and plots would be available to meet that identified need throughout the plan period. The meeting was informed that the consultants (Peter Brett Associates) are currently carrying out the Identification of Potential Sites Study. All the emerging site allocations and Broad Locations were being considered as potential options and therefore promoters should expect that contact might be made regarding this issue and seeking access to their sites. A consultation on the proposed locations would be undertaken later in 2014.

Delivery Study

6. JP explained that the Council would be appointing consultants to undertake a Delivery Study over the summer. This study would require the main items of infrastructure and funding sources to be identified and

to understand the level of contributions which could be expected from site promoters. The aim of the Delivery Study would be to show that the development strategy in the District Plan has a realistic prospect of delivery and to help ensure compliance with the NPPF.

7. JP explained that the Delivery Study would require inputs from sites promoters to the Infrastructure Delivery Plan (IDP) to allow for a comprehensive analysis of the overall scale of costs of development. These inputs would be verified by the infrastructure providers and the appointed consultants. JP requested site promoters to advise the Council of any commercially sensitive information that could not be made public.
8. KM introduced the proposal to complete a Site Investigation Sheet for each site allocation/broad location for development and there was a consensus from those present that this would be a useful exercise to undertake. However, as it is possible that some of this work could be duplicated or superseded by information submitted for the Delivery Study, the Site Investigation Sheets are not likely to be provided within the short term both because of this and due to resource constraints within Planning Policy team.

Cross Boundary Issues

9. JP stated that the Council would need to work alongside Welwyn Hatfield Borough Council with regard to further testing of the BLD east of Welwyn Garden City. Information submitted to either planning authority by the site promoters would be shared and considered to assist the plan-making process. East Herts and Welwyn Hatfield Borough Council are already engaged in meetings in line with the Duty to Co-operate but further discussions would be needed to agree a Memorandum of Understanding regarding the DPD approach.
10. SC commented that Welwyn Hatfield were slightly behind East Herts in the plan-making process. They have decided to move to the single document approach, producing a Local Plan, and are anticipating going out to public consultation in the autumn, with consultation on a final draft in late 2015 and submission early in 2016.
11. JP commented that East Herts would be carrying out further public consultation in the autumn on minor amendments to the Draft District Plan so there is the potential for the two planning authorities' timelines to re-align. Because a DPD approach would sit slightly outside plan production this would not delay plan preparation and vice versa.

Education

12. With regard to HERT3, BCI confirmed that at primary level all schools in Hertford were at capacity. Hertfordshire County Council (HCC) had implemented a number of temporary expansions in primary schools

across the town and is currently supporting Simon Balle secondary school to become an all-through school from September 2015. This additional provision would be to meet the forecast need from the existing community and therefore any further development in Hertford would be expected to support the pupil yield that it would generate. Therefore development of 550 homes to the west of Hertford would generate a need for an additional 1FE. HCC had identified a school in the vicinity of the proposed development that could be expanded to meet this need and HCC would expect this expansion to be fully funded by the developers.

13. At secondary level, the school planning area consists of both Hertford and Ware so development across the two towns would be considered when calculating future need. Current forecasts show that there is no capacity at secondary level beyond 2017.
14. In terms of development east of Welwyn Garden City, BCI explained that although the BLD had been identified as accommodating 1,700 homes, future development within Welwyn Hatfield's boundary would also need to be taken into account. Development would be expected to support the pupil yield that it would generate. SC confirmed that there were other sites being considered for development in the vicinity of the BLD by Welwyn Hatfield Council which would also generate additional need. BCI stressed that the phasing of development in this location would be critical and that a greater understanding of the scale of development proposed and phasing would be needed. As an example, BCI stated that development of 2,500 homes would generate the need for 1 secondary school and 2 primary schools.

Other community facilities

15. AG explained that S106 contributions would be sought towards childcare, nurseries, libraries and youth services and that it would be expected that development east of Welwyn Garden City would provide some community facilities on-site.

Healthcare

16. LG explained that healthcare had not previously been at the forefront of infrastructure provision. However, the existing GP surgeries in Hertford were approaching capacity and NHS England would be seeking contributions to provide additional capacity; either in the form of financial contributions or provision of a new health facility.
17. LG explained that development of 2,500 homes east of Welwyn Garden City could require provision of a new healthcare facility. As additional capacity would need to be planned in advance of development, site promoters should hold discussions with NHS England GP Premises Team and the East and North Herts Clinical Commissioning Group via local authorities, rather than direct with individual practices. Any

contributions will be requested following consultation between the joint estates group, comprising NHS England, the CCG and individual practices. It should also be noted that healthcare provision is generally moving away from single GP practices towards healthcare hubs.

Minerals and Waste

18. JG explained that, in relation to east of Welwyn Garden City HCC would seek to prevent underlying minerals from being sterilised. Minerals would need to be extracted prior to development. DW commented that they were further ahead with extraction and plans for further extraction within Welwyn Hatfield's land than within East Herts' land. JP queried whether work was being carried out on phasing and extraction. JT explained that they required a meeting to discuss different scenarios. SP said that a meeting would be needed quite soon. It was agreed that a meeting would be held with relevant officers to discuss matters of mineral extraction and delivery as soon as possible. In terms of Hertford, the mineral deposits had already been worked out and there would be no further requirement to extract.

Highways

19. PC explained that the key highways issue was the impact of development on the A414 corridor and that this was applicable to both the BLD east of Welwyn Garden City and the site allocations west of Hertford. The current position is that the A414 is close to capacity and also has a declared AQMA in Hertford. The highway authority is currently in the process of having consultants finalise a study to investigate the capability of adding additional capacity to the route through online improvements. However, it was to be noted that the A414 study has only tested current traffic flows to date and a future run would need to be completed which would factor in future growth.
20. SJ explained further that the study involves a paramics model of the A414 in Hertford and the testing of a package of online improvements. Some of these improvements, such as additional lanes and improvements to roundabouts, would free up some additional capacity but SJ stressed that there was no magic solution and that the route would still experience congestion. It was important to ensure that any potential solutions for individual junctions would not have a negative knock-on effect elsewhere. While work was on-going to find the best solution at the local level (which may involve additional modelling), it was also important to continue looking at wider options for east-west travel.
21. SJ explained that a Saturn model had been developed for Welwyn Garden City, which had identified key junctions of concern along the A414 as well as junction 4 of A1(M). Initial design options had been devised and these were currently being tested within the model. Results would be available in the next few weeks.

22. SJ explained that HCC would expect development east of Welwyn Garden City to be modelled by the developers.
23. JP stated that a separate meeting would need to be held on highways issues. ST confirmed that DTA were acting for LaFarge and AD confirmed that WSP had been instructed to act on behalf of Gascoyne Cecil Estates. JDu stated that there was further work to be done between the two sites, including the assumptions that had been made about the level of development on the site in the A414 study. SJ acknowledged that the A414 study had been completed based on current flow levels rather than future levels with fairly generic assumptions on future levels of development being used. These could be further refined as plans progress and masterplans are developed.
24. ST queried when the A414 study would be published. PC stated that as the report had only just been received from the consultants, there was not yet a confirmed date for publication.
25. NF explained that there was an existing local bus network in the area, but that there may be the possibility that service diversions could be required as a result of the development. The current services are run on a commercial basis. KM raised the issue of the potential for developers to share the costs of providing facilities, e.g. bus stops. A shared meeting could be held to discuss how costs should be shared between the two sites. NF stated that this would be useful. He also said that that adequate service provision should be made and that this should be self-supporting. Some services should feed into Hertford North Station. Any bus stop facilities should have real time passenger information (RTPI).

Passenger Transport

26. In terms of rail provision, additional capacity is due to be provided on Hertford loop services from Hertford North station as a result of the introduction of Thameslink. This will mean that pressures on Hertford North will be less severe than currently and may be more services. However, there are still capacity issues due to demand south of Gordon Hill.
27. Current service provision east of Welwyn Garden City is limited within the area. Development would be expected to fund new service provision. Bus priority measures should be considered as appropriate, particularly on east-west routes. NF explained that any new services have to be self-financing as HCC have no funds to subsidise any services. It was expected that the majority of trips associated with the development would be directed towards Welwyn Garden City and the A1(M) rather than towards Hertford. JP commented that 'travel to work' data from the 2011 census should be released later this year, which would clarify this position.

28. NF stated that new cycling routes should be provided, particularly to local railway stations. It was emphasised that site promoters should consider the context outside of their sites to ensure that alternatives to the car are readily available to new residents.

Waste Water

29. RR explained that the sites would drain to Rye Meads Sewage Treatment Works (STW) which currently serves a population catchment of over 400,000 people in the wider area.
30. The Water Cycle Study that was undertaken in 2008/9 forecast growth and the consequential impact on Rye Meads STW; however, the growth was not realised due to the downturn in housing development. The predicted capacity limitation dates within the study will effectively move forward; however, ongoing works to change the way the sewage is treated have provided a further period of relief to between 2021 and 2026. After that time it is likely that additional capacity provision will need to be made. Additional tanks could be provided without any extension of the Treatment Works site and without any encroachment into the adjacent SSSI. However, it is important to note that the overall impact and treatment requirement cannot be fully predicted at this time as the cumulative effects of development from all the adjacent local authority areas also served by Rye Meads is not fully defined.
31. RR continued by discussing site specifics and explained that in terms of connections to the sewerage network, the site allocations to the west of Hertford were located on the extremities of the existing network and the capacity was unlikely to be able to support the demand from new development. The best option for the sites to connect to the existing network would be for a new sewer connection to be constructed to the south, towards the River Mimram, to connect to the trunk sewer in this location. Both site promoters would need to work together in terms of a drainage solution so that they would benefit each other and would not dis-benefit each other if the developments were not programmed to come forward at the same time.
32. In terms of development to the east of Welwyn Garden City, there was work undertaken approximately 10 years ago which provided new storage tanks to the south-east of Welwyn Garden City. RR indicated that there would need to be a targeted connection into this tank which would need to be funded by or carried out by the developers in accordance with relevant standards. Any works carried out would need to ensure that there were no impacts on the sewage network downstream.
33. RR explained that it was likely that Rye Meads Treatment Works would be expanded in the future. Thames Water is not currently planning a new STW. However this would be considered if Thames Water had extensive problems with pipes in the existing network. If there were a new facility, it

would be upstream from Rye Meads, between Stevenage and Hertford as there would be benefits in terms of managing flows from Stevenage alleviating demand on Rye Meads. There is nothing stopping developers from proposing their own works and not connecting to the Thames Water network or Rye Meads STW. This may be a more cost effective solution. Thames Water wouldn't drive that solution but would offer guidance. Developers would be expected to liaise with Thames Water and the Environment Agency. There was a possibility that in the future Thames Water could be asked to manage the works following construction but this does not need to be the case.

Wildlife Sites

34. KM explained that Herts and Middlesex Wildlife Trust (HMWT) should have made contact with the site promoters to the west of Hertford to initiate the survey of existing designated wildlife sites. Both promoters confirmed that Carol Lodge had been in touch and that site survey work was currently underway.
35. JP stated that GIS layers would need to be shared as East Herts information stops at the district boundary and proper consideration of the impacts on wildlife sites and environmental assets would be necessary going forward, particularly where sites crossed boundaries.

Masterplanning

36. JP stated that while detailed masterplanning would be carried out at the DPD stage, it would be necessary for a high-level concept masterplan/s to be produced to inform the Delivery Study. There would need to be an acknowledgement of cumulative impacts in the wider area and there would be opportunities to discuss more detail over the next few months.

Next Steps

37. KM explained that this initial partnership meeting had been scheduled with multiple site promoters to enable the main issues that would require further testing through the District plan to be identified. It is envisaged that, going forward, smaller meetings would be scheduled to focus on specific issues, as deemed necessary.
38. JP confirmed that she and SC will continue to liaise at officer level but that there was still the need to arrange cross-boundary meetings at a corporate and political level.

4. North of Hertford

**Partnership Group Meeting: HERT4 North of Hertford
East Herts Council Offices, Wallfields, Hertford SG13 8EQ
15:00-16:20 Monday 9th June**

Attendees:

Kay Mead (KM)	East Herts Council – Planning Policy Team
George Pavey (GP)	East Herts Council – Planning Policy Team
Bethan Clemence (BC)	Herts County Council – Primary Schools
Andrea Gilmour (AG)	Herts County Council – Property
Paul Chappell (PC)	Herts County Council – Transport
Neil French (NF)	Herts County Council – Passenger Transport
Julie Greaves (JG)	Herts County Council – Minerals
Gemma Nicholson (GN)	Herts County Council – Minerals
Major Sheppard (MS)	Landowner – Bengo Nursery Site
Bob Sellwood (BS)	Sellwood Planning – Ware Park Estate
Gemma Field (GF)	Barton Willmore – Bengo Nursery Site
Richard Reeve (RR)	Thames Water

Meeting Notes

1. KM welcomed all attendees to the meeting and explained that this meeting was a follow up to the original briefing session in April and was intended to be used to discuss outstanding issues regarding site HERT4 within the group. It would deal with both sites specific matters and, where appropriate, wider strategic issues. KM reminded everyone that consultation on the Draft District Plan had closed on 22nd May and informed the meeting that the Planning Policy Team is currently assessing the comments made and working on responding to the issues which have been raised.

Briefing Session Recap

2. KM gave a recap of the site promoter briefing session, which had been held in April, where it had been explained that meetings would take place with key stakeholders to discuss any pertinent issues and ensure that the Council would be confident going forward in the process that its proposed site allocations would be deliverable in accordance with the policies in the Plan.

Review of Draft District Plan Policy

3. KM provided copies of Draft District Plan Policy HERT4 to aid discussions during the meeting and informed those present that the Preferred Options consultation had concluded on 22nd May. The Planning Policy Team was currently beginning to assess the comments and would be formulating responses to them, which would be reported to the District Planning Executive Panel in due course.

4. A brief overview of Draft District Plan Policy HERT4 was provided, detailing the main areas of discussion for the meeting, which mainly centred on matters relating to education, transport, waste water and minerals.

Gypsies, Travellers and Travelling Showpeople

5. KM explained that work had been commissioned by the Council for two separate firms of consultants to carry out work relating to meeting the accommodation needs of Gypsies and Travellers and Travelling Showpeople. The first study, to be considered at the next District Planning Executive Panel, concerns the level of need arising in the district and this is being followed by a site scoping study to ensure that enough pitches and plots would be available to meet that identified need throughout the plan period. The meeting was informed that the consultants (Peter Brett Associates) who are currently carrying out the Identification of Potential Sites Study are to examine all proposed Allocated Sites and Broad Locations within the District Plan and therefore promoters should expect that contact might be made regarding this issue and seeking access to their sites.

Delivery Study Inputs

6. Attendees were provided with a copy of the District Plan Delivery Study diagram, which had been part of the presentation to the meeting in April. This outlined the process which the Council intended following to ensure that it would be confident that any sites allocated in the Plan would be deliverable. An email had been sent by Martin Paine (MP) on 23rd May reminding site promoters that the Council is in the process of commissioning consultants to undertake a delivery study over the summer.
7. KM explained that site promoters are being requested to provide inputs to this study by the deadline of the end of July. If any issues arise regarding the requested information, then contact should be made directly with MP (martin.paine@eastherts.gov.uk). It was appreciated that some of the information requested may have already been supplied in responses to the District Plan Preferred Options consultation, but it was important that the consultants working on the Infrastructure Delivery Plan would have the information in the same format from all sites. MP would be able to advise further on the level of detail needed in the study if required.

Site Investigation Sheets

8. KM explained that at the meeting held in April, it had been anticipated that Site Investigation Sheets would be produced to highlight outstanding issues for each site. However, it is likely that much of this work would be duplicated or superseded by information submitted for the Delivery Study. Therefore, the Site Investigation Sheets are not likely to be

provided within the short term both because of this and due to resource constraints within Planning Policy team.

Schools

9. BC explained that Hertfordshire County Council (HCC) has a statutory role in the provision of school places and that, in assessing the likely pupil generation from development, 500 to 850 dwellings would yield one Form of Entry (FE) of 30 pupils. The same calculation applies to both Primary and Secondary Schools.
10. BC described the stress currently being placed on schools within Hertford. In terms of primary school places, there is currently significant pressure for places and this demand is likely to shortly follow on to Secondary Schools (anticipated in about 18 months' time). To accommodate the primary issue in particular, it is being proposed that Simon Balle School should be expanded (pending planning permission etc.). It is expected that a planning application to provide the facilities to enable Simon Balle to become an 'all through' school, to take children from the age of 4/5 to 16+ and sixth form, would be submitted in the next couple of months. It is anticipated that the primary element of the school will open in September 2015.
11. Contributions towards educational provision would therefore be expected from developers. Further feasibility work is required to establish the whether additional places could be provided at Bengoe Primary School. BC further highlighted that the existing Secondary population will be at capacity in the future. BS asked whether land could be made available for school development within the general vicinity, but beyond the boundaries of, the proposed development site within his client's ownership. BC confirmed that she had been notified of the potential for land to become available, but was currently unsure of exact details and that this was an issue for potential consideration going forward.

Transport

12. PC explained that the main concern of the highway authority in respect of road users is the effect on the A414 corridor, both from this individual development area and from other locations in the town. HCC is currently in the process of having consultants finalise a study to investigate the capability of improving the capacity of the A414 westbound, in particular looking at the potential of providing more lanes and improvements to roundabouts. All the HCC modelling work to date has only tested current traffic flows to date and at least one further run would need to be completed which would factor in future growth. However, the funding available to HCC will only allow for one more run with updated input figures in respect of future anticipated development levels. KM expressed the importance of clarifying any housing numbers in advance of the model run and queried what would happen if there was a discrepancy in numbers, as it was noted that the response to the draft

District submitted by BS proposed a doubling of that would exceed the amount stated within the EHDP. PC confirmed that clarification would be sought over numbers used in any future model run and that any further runs beyond that to take into account differences in housing numbers would require funding from developers. Also, PC stated that any necessary mitigation measures and infrastructure work will be required to be funded from developers, proportionate to the level of development proposed.

13. Work would also need to be undertaken beyond the A414 corridor to take into account the effects of development on the road network in the vicinity of the proposed site and the wider area. The Old Cross junction, in particular, was a cause for concern and the response to the draft District Plan consultation appeared to focus on the Hertford and Ware Urban Transport Plan scheme as a solution. However, it was pointed out by PC that this was a concept scheme only and that the details had never been fully investigated. There were particular concerns regarding pedestrian access across this junction and that more detailed work would need to be carried out by the site promoters to ensure that acceptable mitigation works at this junction could be successfully achieved at no detriment to both ambulant and non-ambulant users.

Passenger Transport

14. In respect of passenger transport, NF explained that the 333 bus service runs from Bengoe, through Hertford town to Foxholes and runs approximately every hour. However, particularly at peak times, this service experiences problems with congestion and therefore can be unreliable as a service. To ensure that new residents would be able to access the bus service within a reasonable distance, properties would therefore have to be no further than 400m away from a bus stop.
15. With regard to rail services NF explained that pedestrian or cycling modes would need to be used to access Hertford North Station as no bus service from Bengoe covered that area. It was also noted that car parking facilities at the station currently operate at capacity. Although it wouldn't solve parking capacity issues, new trains are to be introduced to help alleviate some capacity issues for passengers on the trains themselves.
16. In terms of Hertford East Station, situated on the other side of the town, Crossrail 2 is being promoted by TfL, which could increase capacity, but is currently constrained by the line reducing to a single track in the Ware area. As well as this, the general built environment between the site and the station provides a barrier to pedestrians trying to access Hertford East. NF stated that pedestrian access to trains would need to be well thought through.

Working with other Site Promoters

17. BS clarified that both parties are neutral towards each other's aspirations regarding the phasing of delivery of each element of the overall site, and the total size of HERT4, and would therefore have no problem working together. KM asked whether it would be possible to look at the site as a whole rather than as separate sites with the land owners working together. BS noted that there were positives in working together and GF said they would be happy to liaise. This then shifted to focus upon time targets and in particular the need for figures to be retrieved and in turn inputted into the various models. BS asked whether the 150 dwellings in the draft District Plan and the 300 figure proposed as part of the submission on his client's behalf would be compared and contrasted when modelling took place. PC confirmed that this would be agreed, subject to the necessary funding being in place to carry out any additional model runs required. KM explained that timing was critical to ensure that deadlines could be met to ensure submission of the District Plan in a timely manner.

Waste Water

18. RR explained that the site would drain to Rye Meads Sewage Treatment Works (STW) which currently serves a population catchment of over 400,000 people in the wider area.
19. The Water Cycle Study that was undertaken in 2008/9 forecast growth and the consequential impact on Rye Meads STW; however, the growth was not realised due to the downturn in housing development. The predicted capacity limitation dates within the study will effectively move forward; however, ongoing works to change the way the sewage is treated have provided a further period of relief to between 2021 and 2026. After that time it is likely that additional capacity provision will need to be made. Additional tanks could be provided without any extension of the Treatment Works site and without any encroachment into the adjacent SSSI. However, it is important to note that the overall impact and treatment requirement cannot be fully predicted at this time as the cumulative effects of development from all the adjacent local authority areas also served by Rye Meads is not fully defined.
20. RR continued by discussing site specifics and explained that the sewerage would move down the hill to the River Lea connection where the sewerage system is already stressed. There are some problems near to the river in terms of flooding but in general the existing system would be OK. BS asked if there would be any benefit in the site being able to access two separate sewerage pipes but RR explained that both eventually join together further down the route. Modelling would be required to be undertaken to ascertain what improvements to the system would be required, which itself would be dependent on the level of development proposed for the site.

21. KM questioned who would be responsible for the sewerage modelling that would need to take place and RR confirmed that it would be a developer cost; however, Thames Water would complete the modelling. RR went on to explain that trunk sewer further down the run is currently ok capacity wise but mitigation works would be required to enable a successful connection to that trunk sewer without dis-benefitting existing users. Thames Water also would expect mitigation measures on surface water to be taken by the developers.

Minerals

22. JG said there is a need to safeguard minerals and that this particular site's proximity to the identified preferred area further to the north remains an issue. BS explained that planning application was due to be submitted on the extraction of minerals (expected to be in July) and that there was an agreement in place with the approved contractor for the works to strip, extract and restore the southern part of the minerals site, immediately north of HERT4, by 2020. GF said that if it were possible for a substantial buffer on the site to be confirmed then this might provide the potential to allow the development of the southern part of the overall site to move forward quicker than originally timetabled in the draft District Plan.

Wildlife Sites

23. KM said that site studies were being undertaken by the Herts and Middlesex Wildlife Trust, subject to a prioritised programme. Surveys would be undertaken on designated wildlife sites on or in the vicinity of proposed development locations. For the HERT4 site no surveys would be conducted this year, but it is likely that they would be completed in 2015.

Masterplanning Concepts and Other Issues

24. As discussed earlier in the meeting, KM reiterated the benefits of working together to provide a single comprehensive site vision rather than piecemeal development. Figures requested as part of the Delivery Study inputs may potentially be more cost effective to both development parties if undertaken together. Martin Paine should be contacted in respect of any queries on the Delivery Study. BS explained that since the Ware Park Trust is a private landowner and not a developer or housebuilder, it would not be in a position to respond to some of the questions on developers assumptions.

Next Steps

25. While there is currently no intention to hold any further large scale meetings in respect of this location, KM requested that she be copied into any further relevant correspondence and meeting notes held where East Herts staff were not in attendance to ensure that the Council would

be aware of any matters arising that it would not otherwise be aware of. GF agreed to follow up the provision of critical information needed to support the developer's aspiration to bring forward that element of the site at an earlier stage and that this would be provided to Martin Paine with the Delivery Study information.

5. South of Hertford

South of Hertford (HERT5) Project Group Meeting
Monday 9th June 2014, 13:00-14:00
East Herts Council Offices, Wallfields, Hertford SG13 8EQ

Attendees:

Kay Mead (KM)	East Herts Council – Planning Policy Team
Claire Sime (CS)	East Herts Council – Planning Policy Team
George Pavey (GP)	East Herts Council – Planning Policy Team
David Burt (DB)	Herts County Council – Highways
Paul Chappell (PC)	Herts County Council – Highways
Neil French (NF)	Herts County Council – Passenger Transport
Andrea Gilmour (AG)	Herts County Council – Property
Bethan Clemence (BC)	Herts County Council – Primary Schools
Julia Krause (JK)	Deloitte
James Williams (JW)	Deloitte

Apologies:

Julie Greaves (JG)	Herts County Council – Minerals and Waste
Richard Reeve (RR)	Thames Water

Meeting Notes

1. KM welcomed all attendees to the meeting and explained that this meeting was a follow up to the original briefing session in April and was intended to be used to discuss outstanding issues regarding site HERT5 within the group. It would deal with both sites specific matters and, where appropriate, wider strategic issues.

Briefing Session Recap

2. KM gave a recap of the site promoter briefing session, which had been held in April, where it had been explained that meetings would take place with key stakeholders to discuss any pertinent issues and ensure that the Council would be confident going forward in the process that its proposed site allocations would be deliverable in accordance with the policies in the Plan.

Review of Draft District Plan Policy

3. KM provided copies of Draft District Plan Policy HERT5 to aid discussions during the meeting and informed those present that the Preferred Options consultation had concluded on 22nd May. The Planning Policy Team was currently beginning to assess the comments and would be formulating responses to them, which would be reported to the District Planning Executive Panel in due course.

4. A brief overview of Draft District Plan Policy HERT5 was provided, detailing the main areas of discussion for the meeting, which mainly centred on matters relating to education and transport.

Gypsies, Travellers and Travelling Showpeople

5. KM explained that work had been commissioned by the Council for two separate firms of consultants to carry out work relating to meeting the accommodation needs of Gypsies and Travellers and Travelling Showpeople. The first study, to be considered at the next District Planning Executive Panel (17th July 2014), concerns the level of need arising in the district and this is being followed by a site scoping study to ensure that enough pitches and plots would be available to meet that identified need throughout the plan period. The meeting was informed that the consultants (Peter Brett Associates) who are currently carrying out the Identification of Potential Sites Study are to examine all proposed Allocated Sites and Broad Locations within the District Plan and therefore promoters should expect that contact might be made regarding this issue and seeking access to their sites.
6. JW confirmed that JK is the relevant contact. She will contact the school estate manager directly.

Delivery Study Inputs

7. Attendees were provided with a copy of the District Plan Delivery Study diagram, which had been part of the presentation to the meeting in April. This outlined the process which the Council intended following to ensure that it would be confident that any sites allocated in the Plan would be deliverable. An email had been sent by Martin Paine (MP) on 23rd May reminding site promoters that the Council is in the process of commissioning consultants to undertake a delivery study over the summer.

Delivery Study Inputs

8. KM explained that site promoters are being requested to provide inputs to this study by the deadline of the end of July. If any issues arise regarding the requested information, then contact should be made directly with MP (martin.paine@eastherts.gov.uk). It was appreciated that some of the information requested may have already been supplied in responses to the District Plan Preferred Options consultation, but it was important that the consultants working on the Infrastructure Delivery Plan would have the information in the same format from all sites. MP would be able to advise further on the level of detail needed in the study if required.

Site Investigation Sheets

9. KM explained that at the meeting held in April, it had been anticipated that Site Investigation Sheets would be produced to highlight outstanding issues for each site. However, it is likely that much of this work would be duplicated or superseded by information submitted for the Delivery Study. Therefore, the Site Investigation Sheets are not likely to be provided within the short term both because of this and due to resource constraints within Planning Policy team.

Transport

10. DB and PC explained that the main concern of the highway authority in respect of road users is the effect on the A414 corridor, both from this individual development area and from other locations in the town. HCC is currently in the process of having consultants finalise a study to investigate the capability of improving the capacity of the A414 westbound, in particular looking at the potential of providing more lanes and improvements to roundabouts. All the HCC modelling work to date has been carried out using the current figures available. DB confirmed that a meeting had been arranged to confirm a future programme of work. However, the funding available will only allow for one more run with updated input figures in respect of future anticipated development levels. KM expressed the importance of clarifying any housing numbers as it was noted that the response to the draft District submitted by Deloitte proposed an additional 30 dwellings to that stated in the Draft District Plan.
11. JW confirmed that to date limited work on transport access had been undertaken but that Deloitte were looking to appoint Mott MacDonald to assist in this respect and wanted to confirm the full scope of what would be required prior to instructing them. KM confirmed that PC should be contacted directly to agree the scope of what information is required (including potential for both mitigation and sustainable transport measures).
12. KM drew attention to the particular transport constraints in the Mangrove Road area and highlighted the importance on understanding the proposals for expansion of Simon Balle School (see paragraph 17 below).
13. NF explained the position in relation to sustainable transport. The A414 is a particular barrier to movement across the town. In respect of passenger transport, it is not anticipated that it will be possible to provide direct bus access into the site or the area generally beyond the school related services. Opportunities around walking, cycling and car clubs will therefore need to be explored. The Hertford & Ware Transport Plan should be referred to in this respect (<http://www.hertsdirect.org/services/transtreets/tranpan/tcatp/handwutp.pdf>).

14. With regard to rail services NF explained that potential to expand Hertford East is limited. In terms of Hertford North Station, Crossrail 2 is being promoted but is currently constrained by the track being reduced to a single track in the Ware area. Consequently the network is heavily congested with limited capacity to expand.
15. JW asked if there was a standard formula to the calculation of contributions. PC explained the two strand approach set out in the planning obligations toolkit (<http://www.hertsdirect.org/your-council/hcc/resandperf/hertsprop/planningobs/>). PC noted that this is the current document used; however, it is likely to be subject to a review.

Education

16. BC explained that Hertfordshire County Council (HCC) has a statutory role in the provision of school places and that, in assessing the likely pupil generation from development, 500 to 850 dwellings would yield one Form of Entry (FE) of 30 pupils. The same calculation applies to both Primary and Secondary Schools.
17. BC described the stress currently being placed on schools within Hertford. In terms of primary school places, there is currently significant pressure for places and this demand is likely to shortly follow on to Secondary schools (anticipated in about 18 months' time). To accommodate the primary issue in particular, it is being proposed that Simon Balle School should be expanded (pending planning permission etc.). It is expected that an application to make the school an 'all through' facility, to take children from the age of 4/5 to 16+ and sixth form, would be submitted in the next couple of months with an anticipated opening date of September 2015.
18. One of the most significant issues being raised is the impact on the transport network, in particular in the Mangrove Road area. HCC's transport consultants (Stomor) have suggested 'in' and 'out' access/egress points to the school, therefore alleviating the issue of queuing on the road and also the potential for a mini roundabout at the Mangrove Road/Hagsdell junction.
19. AG confirmed that contributions towards educational provision would be expected from developers. The amount will be calculated using HCC's planning obligations toolkit, together with any bespoke modelling taking into account the type and mix of development proposed.

Waste Water

20. RR from Thames Water was unavailable to attend the meeting. However, KM was able to confirm that there are known issues in the town. It will therefore be very important that RR's views on the proposed higher level

of development are sought. KM suggested that RR should be contacted directly in this respect.

Post Meeting Note: After the meeting RR provided the following information regarding sewerage issues:

- a) The site would drain to Rye Meads Sewage Treatment Works (STW) which currently serves a population catchment of over 400,000 people in the wider area.
- b) The Water Cycle Study that was undertaken in 2008/9 forecast growth and the consequential impact on Rye Meads STW; however, the growth was not realised due to the downturn in housing development. The predicted capacity limitation dates within the study will effectively move forward; however, on-going works to change the way the sewage is treated have provided a further period of relief to between 2021 and 2026. After that time it is likely that additional capacity provision will need to be made. Additional tanks could be provided without any extension of the Treatment Works site and without any encroachment into the adjacent SSSI. However, it is important to note that the overall impact and treatment requirement cannot be fully predicted at this time as the cumulative effects of development from all the adjacent local authority areas also served by Rye Meads is not fully defined.

Masterplanning

- 21. The importance of Masterplanning was discussed, including an indicative layout and type and size of dwellings. KM explained the importance of the treed area, to ensure that the green finger is not impacted on by development. JW confirmed that public access to this land would be retained in perpetuity.
- 22. JW queried the proposed density, suggesting that up to 80 dwellings could in fact be accommodated. PC reiterated that the next transport model run would only test 50 dwellings. If an additional model run is required to test a higher number of dwellings then this would need to be funded by the landowner/developer.
- 23. JW confirmed that the landowner would fund any work required at this stage, prior to a developer coming on board.
- 24. JW asked if we were able to assist with land contamination or archaeology. KM advised that Alison Tinniswood at HCC should be contacted directly for assistance on archaeology. In respect of contaminated land, while KM was not aware of any generally known contamination issues, the Council's Environmental Health department would be a good starting point in understanding if there were either any currently identified matters, or what investigative works could potentially be required.

Next Steps

25. It was agreed that any actions agreed above would be carried out and that further meetings could be scheduled in due course to cover specific matters, as appropriate. Attendees to these meetings would be invited as required, rather than all being requested to attend.

The meeting closed at 14:00.

EAST HERTS COUNCIL

DISTRICT PLANNING EXECUTIVE PANEL - 17 JULY 2014 EXECUTIVE – 5 AUGUST 2014

REPORT BY EXECUTIVE MEMBER FOR STRATEGIC PLANNING AND TRANSPORT

GREATER ESSEX DEMOGRAPHIC FORECASTS 2012-2037 PHASE 5 MAIN REPORT - APRIL 2014

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- This report sets out the findings of the Greater Essex Demographic Forecasts 2012-2037 Phase 5 Main Report technical work, which is intended to form part of the evidence base for generating an appropriate district-wide housing target for the period 2011 to 2031, and inform and support the East Herts District Plan.

<u>RECOMMENDATIONS FOR DISTRICT PLANNING EXECUTIVE PANEL AND EXECUTIVE: That:</u>	
(A)	The Greater Essex Demographic Forecasts 2012 -2037 Phase 5 technical study, be supported as part of the evidence base to inform and support the East Herts District Plan.
<u>RECOMMENDATIONS FOR COUNCIL: That:</u>	
(A)	The Greater Essex Demographic Forecasts 2012 -2037 Phase 5 technical study, be agreed as part of the evidence base to inform and support the East Herts District Plan.

1.0 Background

- 1.1 East Herts Council is responsible for setting a district-wide housing target, based on objectively assessed needs for market and affordable housing.

- 1.2 Paragraph 47 of the National Planning Policy Framework (NPPF) states that *'local planning authorities should use their evidence base to ensure that their local plan meets the full objectively assessed needs for market and affordable housing...as far as is consistent with the policies set out in this framework...* In addition, Paragraph 159 of the NPPF states that local planning authorities should *'meet household and population projections, taking account of migration and demographic change [...and cater...] for housing demand and the scale of housing supply necessary to meet this demand'*.
- 1.3 In July 2011, East Herts Council joined with the Greater Essex Grouping of local authorities to commission Edge Analytics Ltd to undertake technical work, in respect of population and household forecasting, to provide robust evidence to support setting its own district-wide housing target. This work is being undertaken in stages under the auspices of the Essex Planning Officers Association (EPOA). The preliminary results formed the basis of the Population and Household Topic Paper presented to the LDF Executive Panel on 29 March 2012.
- 1.4 The Greater Essex Demographic Forecasts Phases 1 to 4 (March 2012 - January 2013) were presented to the District Planning Executive Panel on 21 February 2013, and subsequently agreed as part of the District Plan evidence base by the Executive and Full Council on 5 and 6 March 2013 respectively.
- 1.5 In addition to the strategic demographic work, the Council engaged the same consultants, Edge Analytics Ltd, to undertake sub-district population and household forecasts, in order to provide benchmarking demographic information, to inform the preparation of the East Herts District Plan.
- 1.6 The Sub District Population and Household Forecasts were presented to the District Planning Executive Panel on 28 November 2012, and subsequently agreed as part of the District Plan evidence base, by the Executive and Full Council on 4 and 12 December 2012 respectively.
- 1.7 This report presents the findings of Phase 5 which includes an update to the previous EPOA demographic forecasts and evidence to take account of: 2011 Census statistics; revisions to mid-year population estimates for 2002-10; the new 2011-based household projections; 2012 mid-year estimates; and the later

forecasts of economic growth.

- 1.8 It is proposed that Phase 5 be agreed as part of the evidence base to inform and support the East Herts District Plan. All the Greater Essex and East Herts Sub-District studies are available on the Council's website - see Background Papers.

2.0 Report

- 2.1 The Greater Essex Demographic Forecasts Phase 5 Main Report is structured as follows:

- **Section 1: Introduction** - provides a context for the project and summarises the content of the Main Report April 2014. Most of this Introduction is reproduced as **Essential Reference Paper 'B'** to this report.
- **Section 2: Summarising the new demographic evidence** - provides a short commentary on the latest demographic evidence that has been incorporated into the evidence presented in the Phase 5 report.
- **Section 3: Developing alternative growth scenarios** - describes the suite of scenario alternatives, developed to evaluate growth trajectories based on demographic and economic assumptions.
- **Section 4: Area profiles** - summarises the outcome of each of these scenarios, presenting growth in terms of population, households, dwellings, labour force and jobs impacts for each of the study local authorities. The East Herts Area profile is reproduced at **Essential Reference Paper 'D'** to this report.
- **Section 5: Summary and Phase 6 intentions** - provides a short summary of the analysis and an indication of the likely content of the Phase 6 analysis.
- **The Appendix** to the Main Report contains guidance on the data inputs and assumptions used in the development of the scenarios.
- An accompanying report provides scenario summaries for each of the 11 Macro Areas within the overall study, which are varying groupings of more than one local authority.

- 2.2 A summary of the Phase 5 Main Report is contained at **Essential Reference Paper 'C'** to this report.

- 2.3 The Report considers nine scenarios for the District as follows:

Jobs*	Where demographic change is constrained to the growth in total employment
Employed People*	Where demographic change is constrained to the growth in the number of workplace employed people
SNPP-2010	Where the 2010-based sub-national population projection from ONS is used as the trend benchmark
Migration led 5yr X	Where internal and international migration assumptions are based on the last five years of historical evidence, ignoring the Unattributable Population Change (UPC) element of the ONS mid-year estimate rebasing exercise
Migration-led 5yr	Where internal and international projection assumptions are based on five years of historical evidence (2007/8 - 2011/12)
Migration-led 10yr X	Where internal and international migration assumptions are based on the last 10 years of historical evidence, ignoring the UPC element of the ONS mid-year estimate rebasing exercise
Migration-led 10yr	Where internal and international projection assumptions are based on 10 years of historical evidence (2002/3 - 2011/12)
Net Nil	Where migration assumptions are maintained but in-migration, as well as immigration and emigration, are set to balance each other, i.e. the net impact of migration is zero
Natural Change	Where in-migration, out-migration, immigration and emigration projection assumptions are each set to zero, with only births and deaths determining growth

* The revised 2013 'Baseline' scenario from East of England Forecasting Model (EEFM) has provided the latest employment growth forecasts for EOPA local authorities.

- 2.4 Each scenario has been evaluated using both 2011-based (Option A) and 2008-based (Option B) household headship rates, providing a 'range' of household and dwelling growth options for consideration.

- 2.5 The East Herts Area profile at **Essential Reference Paper ‘D’** sets out the implications of the various scenarios.
- 2.6 In summary, the application of the 2008-based household formation rates (Option B) results in a dwelling requirement that is approximately 11.3% higher than that associated with the application of the 2011-based household formation rates (Option A). This calculation excludes the ‘Nil Net’ and ‘Natural Change’ scenarios, as for local planning purposes, the NPPF requires local planning authorities to take *‘account of migration and demographic change [...and cater...] for housing demand and the scale of housing supply necessary to meet this demand’*.
- 2.7 Considering the average of the 2011-based Option A and 2008-based Option B alternatives, suggests a dwelling requirement of 904-972 per year resulting from the East of England Forecasting Model (EEFM) scenarios (jobs and employed people), with the ‘SNPP -2010’ suggesting growth at 761 dwellings per year. The two ‘Migration-led’ scenarios record a range of outcomes that are lower than the EEFM alternatives, at 511-648 dwellings per year.
- 2.8 The Migration-led ‘X’ scenarios suggest higher dwelling growth than the ‘Migration-led’ scenarios in the range 592-726 per year.
- 2.9 If the seven scenarios (excluding ‘Net Nil’ and ‘Natural Change’) are averaged to ‘even out’ the outcomes to take account of the different scenario approaches, origins and bases, the annual average dwelling requirements are as set out in the table below:

Option A (2011-based)	Option B (2008-based)	Options A and B Average 2011 and 2008-based
691	769	730

- 2.10 The main conclusion to be drawn from the Phase 5 work, in terms of assisting in identifying an appropriate district-wide housing target, is that the 750 dwellings per annum identified in the Draft District Plan Preferred Options Document January 2014, continues to represent a sound and robust basis for housing provision in the District Plan over the period 2011 to 2031.

3.0 Implications/Consultations

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

National Planning Policy Framework (NPPF): March 2012: Department for Communities and Local Government.

<https://www.gov.uk/government/publications/national-planning-policy-framework--2>

Report to LDF Panel 29 March 2012 Agenda item 7: Population and Household Forecasts and the East Herts Housing Requirement

<http://online.eastherts.gov.uk/moderngov/documents/s13979/Population%20Households%20Forecasts.pdf>

<http://online.eastherts.gov.uk/moderngov/documents/s13980/Population%20Housholds%20Forecasts%20-20ERP%20B.pdf>

<http://online.eastherts.gov.uk/moderngov/documents/s13981/Population%20Households%20Forecasts%20-%20ERP%20C.pdf>

Greater Essex Demographic Forecasts-Phase 2: Scenario Development incorporating Phase 1: Model Development (March 2012) Edge Analytics on behalf of Essex Planning Officers Association (EPOA) and East Herts and Welwyn Hatfield Council

<http://www.eastherts.gov.uk/index.jsp?articleid=25754>

Greater Essex Demographic Forecasts- Phase 3: Further Scenario Development (July 2012) Edge Analytics on behalf of Essex Planning Officers Association (EPOA) and East Herts and Welwyn Hatfield Council

<http://www.eastherts.gov.uk/index.jsp?articleid=25754>

Report to District Planning Executive Panel-26 July 2012 Agenda Item 5: Sub-District Population and household Forecasts-Parish Groupings and Towns: Phase 1 (May 2012)

<http://online.eastherts.gov.uk/moderngov/documents/s15457/Sub-district%20Population%20and%20Household%20Forecasts.pdf>

<http://online.eastherts.gov.uk/moderngov/documents/s15459/Sub-district%20Population%20and%20Household%20Forecasts%20-%20ERP%B%Housing%20Figures.pdf>

<http://online.eastherts.gov.uk/moderngov/documents/s15460/Sub-District%20Population%20and%20Household%20Forecasts%20-%20ERP%20C%20Parish%20Groupings%20Towns.pdf>

Report to District Planning Executive Panel - 28 November 2012 Agenda
Item 5: Sub-District Population and Household Forecasts-Parish
Groupings and Towns: Phases 1 and 2 (October 2012)

<http://online.eastherts.gov.uk/moderngov/documents/s17117/Sub-district%20Population%20Household%20Forecasts.pdf>

<http://online.eastherts.gov.uk/moderngov/documents/s17119/Sub-district%20Population%20Household%20Forecasts%20-%20ERP%20B%20Parish%20Groupings%20and%20Towns.pdf>

<http://online.eastherts.gov.uk/moderngov/documents/s17120/Sub-district%20Population%20Household%20Forecasts%20-%2-ERP%20C%20Draft%20Scenarios.pdf>

Greater Essex Demographic Forecasts- Phase 4: Demographic Model
Update, Scenario Analysis and Report Edge Analytics on behalf of Essex
Planning Officers Association (EPOA) and East Herts and Welwyn
Hatfield

<http://www.eastherts.gov.uk/index.jsp?articleid=25754>

Greater Essex Demographic Forecasts 2012-2037 Phase 5 April 2014

<http://www.eastherts.gov.uk/index.jsp?articleid=25754>

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives (delete as appropriate):	<p>People – Fair and accessible services for those that use them and opportunities for everyone to contribute</p> <p>This priority focuses on delivering strong services and seeking to enhance the quality of life, health and wellbeing, particularly for those who are vulnerable.</p> <p>Place – Safe and Clean</p> <p>This priority focuses on sustainability, the built environment and ensuring our towns and villages are safe and clean.</p> <p>Prosperity – Improving the economic and social opportunities available to our communities</p> <p>This priority focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic opportunities and delivering cost effective services.</p>
Consultation:	N/A
Legal:	N/A
Financial:	District Plan technical work is from the Planning Policy Upkeep Budgets
Human Resource:	Existing Planning policy staff resources are being used to manage this study.
Risk Management:	In order to be found sound at examination, it is essential that the District Plan should be based on a robust evidence base, of which the Demographic Forecasts work forms a key part.
Health and wellbeing – issues and impacts:	N/A

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Greater Essex

Demographic Forecasts 2012-2037

Phase 5 Main Report

Commissioned by the Essex Planning Officers Association (EPOA)

April 2014

edge analytics
www.edgeanalytics.co.uk

1. Introduction

Context

- 1.1 With the revocation of the Regional Spatial Strategy (RSS), the development of housing requirements for Local Plans is now very much the responsibility of individual local authorities. The National Planning Policy Framework (NPPF)¹ and the draft National Planning Practice Guidance (NPPG)² provide detailed guidance on the objective assessment of housing need and the Planning Advisory Service (PAS) and Local Government Association (LGA) have together published their own 'ten key principles' for achieving the same objective³.
- 1.2 The Essex Planning Officers Association (EPOA) has maintained its commitment for continued collaboration between authorities in the preparation and use of demographic information to support Local Plan development. EPOA views the availability of robust and consistent demographic information and forecasts across a wide area as a vital component in any local planning authority evidence base; facilitating more informed discussion regarding future development with local communities, neighbouring authorities, infrastructure and service providers, developers and others. In particular, demographic data is a key component to inform and mobilise the 'duty to cooperate' which the Localism Act places on authorities, their neighbours and other organisations when engaged in policy development and Local Plan preparation.
- 1.3 During 2010-12, EPOA commissioned a programme of work which delivered a range of demographic forecasts for its member authorities, providing a suite of scenarios from which future growth trajectories might be evaluated. This project was conducted in four phases and concluded in summer 2012.
- 1.4 EPOA has now extended this commission to provide an annual update to the demographic forecasting evidence for its member authorities. This new evidence continues to include a variety of scenarios, including migration-led, dwelling-led and economic-led approaches to demographic forecasts.

¹ CLG. March 2012. *National Planning Policy Framework*

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf.

² CLG. *National Planning Practice Guidance*. <http://planningguidance.planningportal.gov.uk/blog/guidance/>.

³ PAS and LGA. April 2013. *Ten Principles for Owning Your Housing Number: Finding Your Objectively Assessed Needs*. http://www.pas.gov.uk/4-plan-making/-/journal_content/56/332612/4077684/ARTICLE#sthash.BXIPgyB7.dpuf.

Work programme

- 1.5 This new commission is organised into three phases, continuing from the original programme of work, as follows:
- 1.6 Phase 5: December 2013 – February 2014
- This phase will include an update to the previous EPOA demographic forecasts and evidence to take account of: 2011 Census statistics; revisions to mid-year population estimates for 2002-10; the new 2011-based household projections; 2012 mid-year estimates; and the latest forecasts of economic growth.
- 1.7 Phase 6: June 2014 – July 2014
- This phase will incorporate the latest evidence from: the Office for National Statistics (ONS) 2012-based sub-national population projections; the latest forecasts of economic growth and will include a number of changes to the POPGROUP methodology that have been implemented during Q1 2014.
- 1.8 Phase 7: to be confirmed but likely to be Q1 2015
- Timing on the third phase of work has yet to be confirmed but will include updates to take account of new household projections (scheduled for Q4 2014), the latest mid-year population estimates and the latest forecasts of economic growth.
- 1.9 This document provides a summary of the Phase 5 analysis and forecasts.

Forecasting methodology

- 1.10 Demographic forecasts have been developed using the POPGROUP suite of products. POPGROUP is a family of demographic models that enables forecasts to be derived for population, households and the labour force, for areas and social groups. The main POPGROUP model (Figure 1) is a cohort component model, which enables the development of population forecasts based on births, deaths and migration inputs and assumptions.
- 1.11 The Derived Forecast model (Figure 2) sits alongside the population model, providing a headship rate model for household projections and an economic activity rate model for labour-force projections.

- 1.12 POPGROUP models are used extensively by local authorities across the UK, providing a desktop utility for the evaluation of alternative growth scenarios to support local planning. Under licence to the Local Government Association (LGA), Edge Analytics provides product development and technical support to the product suite and its user base.
- 1.13 For a more complete review of the functionality and methodology which underpin POPGROUP and the Derived Forecast model, users are referred to the respective user manuals, available from the POPGROUP website: <http://www.popgroup.org.uk/>.

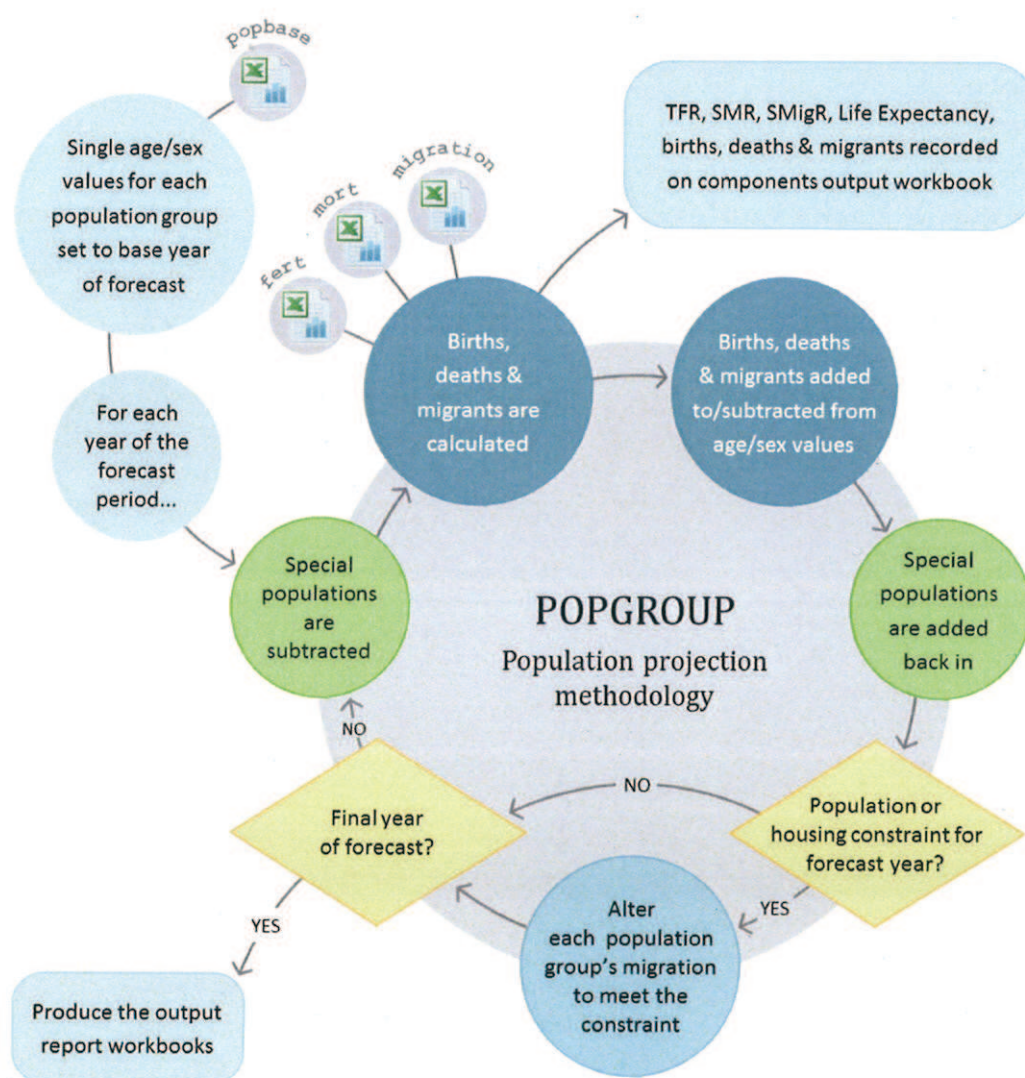
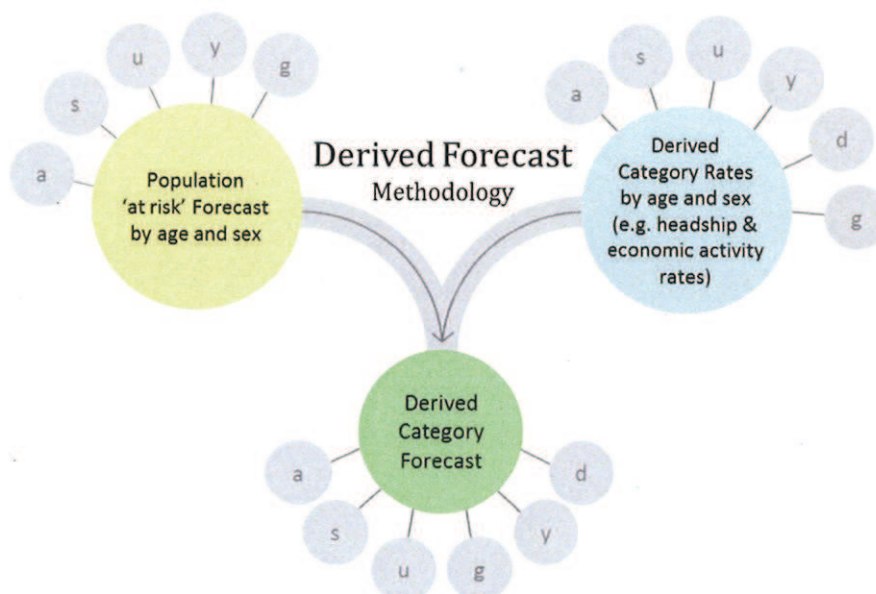


Figure 1: POPGROUP population projection methodology



$$D_{a,s,u,y,d,g} = \frac{P_{a,s,u,y,g} R_{a,s,u,y,d,g}}{100}$$

- D* Derived Category Forecast
- P* Population 'at risk' Forecast
- R* Derived Category Rates
- a* Age-group
- s* Sex
- u* Sub-population
- y* Year
- d* Derived category
- g* Group (usually an area, but can be an ethnic group or social group)

Figure 2: Derived Forecast (DF) methodology

EPOA geography

- 1.14 The EPOA geographical area of interest encompasses a total of 24 local authority districts and unitary authorities plus a number of 'macro' areas, created as aggregates of these (Figure 3). Analysis, forecasting and reporting has been undertaken for each of these defined geographical areas.

Districts & Unitary Authorities				
ID	ONS old Area Code	ONS new Area Code	Area	Short label
1	22UB	E07000066	Basildon	BAS
2	22UC	E07000067	Braintree	BTE
3	22UD	E07000068	Brentwood	BRW
4	22UE	E07000069	Castle Point	CPT
5	22UF	E07000070	Chelmsford	CHL
6	22UG	E07000071	Colchester	COL
7	22UH	E07000072	Epping Forest	EPF
8	22UJ	E07000073	Harlow	HLW
9	22UK	E07000074	Maldon	MAL
10	22UL	E07000075	Rochford	ROC
11	22UN	E07000076	Tendring	TEN
12	22UQ	E07000077	Uttlesford	UTT
13	00KF	E06000033	Southend-on-Sea	SOS
14	00KG	E06000034	Thurrock	THU
15	12UB	E07000008	Cambridge	CamCity
16	12UG	E07000012	South Cambridgeshire	SCambs
17	26UB	E07000095	Broxbourne	Brox
18	26UD	E07000097	East Hertfordshire	EHerts
19	26UL	E07000104	Welwyn Hatfield	WelHat
20	42UB	E07000200	Babergh	Babergh
21	42UD	E07000202	Ipswich	Ipswich
22	42UE	E07000203	Mid Suffolk	MidSuff
23	42UG	E07000205	Suffolk Coastal	SufCoast
24	42UF	E07000204	St. Edmundsbury	StEdmun

Macro Areas			
ID	Definition	Area	Short label
25	1-12	Essex CC	EssexCC
26	1-14	Greater Essex	GtrEssex
27	1, 4, 10, 13, 14	Essex Thames Gateway	EsxTham
28	3, 5, 9	Heart of Essex	HrtEssex
29	2, 6, 9, 11	Essex Haven Gateway	EssexHG
30	20-23	Suffolk Haven Gateway	SufflkHG
31	2, 6, 9, 11, 20-23	Haven Gateway	HG
32	7, 8, 12	West Essex	Wessex
33	17, 18	Hertfordshire (East)	EastHert
34	7, 8, 12, 17, 18	Stansted/M11 Corridor	StansM11
35	7, 8, 18	Harlow Joint Working Area	Harlow

Figure 3: EPOA study area definition

**Greater Essex Demographic Forecasts Phase 5
Main Report April 2014
Summary**

Section 2: Summarising the new demographic evidence

Official statistics

- B1 Every two years, the Office for National Statistics (ONS) publishes a national population projection. The national projection is followed by the publication of sub national population projections (SNPP), providing an indication of likely growth in each local authority area over a 25 year period.

Population projections

- B2 The scenarios presented in this Phase 5 report include the use of updated evidence on historical change to derive alternative 'migration-led' trend projections. These scenarios use both a five-year and ten-year history of population change in each local authority area to derive migration assumptions for a 'Migration-led 5yr' and a Migration-led 10yr' projection of growth. These scenarios provide a direct contrast to previous official projections and to forecasts that are linked directly to estimates of future employment growth in each local authority area.

Household projections

- B3 Sub-national population projections provide the basis for the formulation of sub-national household projections. In accordance with this continuous process, the Department for Communities and Local Government (DCLG) published in April 2013 'Household Interim Projections 2011-2021 England', down to District local authority level. These household projections are interim and only cover ten years from 2011 to 2021, and are based on the 2011 interim SNPP, published by ONS in September 2012. Updated household projections beyond 2021 are anticipated to be published in late 2014,

following further technical work by ONS and DCLG, and the availability of further statistical information from the 2011 Census.

- B4 The Government has advised that the 2011 household projections replace the previous 2008-based household projections. They provide an update on likely household growth trajectories, taking account of the unprecedented economic conditions that have affected local communities since 2008 and the continuing impact of international migration upon population change. The general trend in the 2011-based projections suggests a reduction in the anticipated rate of household growth from 2011 to 2021, compared to previous projections.
- B5 For the analysis presented in the Phase 5 report, all population growth scenarios are evaluated using both the 2008-based and the 2011-based household formation rate assumptions. This provides a range of household and dwelling growth outcomes that consider the uncertainty associated with the future trajectory of household formation that are a key concern for long-term housing plans in local authorities.

Economic forecasts

- B6 A key component of demographic forecasting is its relationship with the speed and scale of economic growth. At a time of such significant demographic and economic change, the development of forecasts of future jobs growth has been particularly challenging and subject to frequent revision. National and regional indicators of sectoral economic performance have continued to vary throughout the recessionary period, with a knock-on effect to the forecasts of anticipated economic recovery in local areas.
- B7 The East of England Forecasting Model (EEFM) provides a dynamic and detailed framework for the derivation of economic forecasts for local authorities in the study area. The latest round of local economic forecasts released by the EEFM, were published in the last quarter of 2013. These statistics provide the basis for the evaluation of 'employment-led' forecasts presented in the Phase 5 report, for direct comparison with official projections and more recent trend forecasts.

- B8 For each local authority, two economic forecasts have been used to evaluate the likely impact upon the demographic composition of each area: (i) employment growth; and (ii) growth in the number of employed people. Employment growth gives an indication of the total number of new jobs, both part-time and full-time. Converting these statistics into a 'full time equivalent' provides an associated forecast of 'employed people'.

2011 Census economic activity and commuting statistics

- B9 The 2011 Census has provided an important update to two key sources of evidence to support the evaluation of the demographic consequences of economic change: age-specific economic activity rates and commuting balances for individual local authority areas.
- B10 There have been important changes to economic activity rates over the last decade, with increasing labour force participation in the older age-groups (both males and females) and a general increase in female participation across all age-groups (aged 25+). Further changes are anticipated as accelerated changes to the state pension age take effect and as larger, healthier groups of the population move into the 'traditional' 65+ retirement age groups.
- B11 The scenarios presented in the Phase 5 report incorporate the latest evidence on economic activity rates from the 2011 Census and evaluate the impact of changing rates of economic participation.
- B12 The robust measurement of the commuting balance associated with each local authority areas is also important in the evaluation of anticipated jobs growth forecasts. The 'commuting ratio' that is used with the forecasting model measures the relationship between the size of the resident labour force and the number of jobs available locally. Local authorities can either have a net in-commute (where the number of jobs available is higher than the size of the local labour force) or a net out-commute where the reverse applies.
- B13 Whilst the 2011 Census has yet to release its new travel-to-work statistics, other recent data has enabled an updated commuting ratio to be defined and used within the scenario analysis presented in the Phase 5 report.

Section 3: Developing alternative growth forecasts

Scenario context

- B14 The National Planning Policy Framework (NPPF) provides guidance on the development of a robust evidence base to support the development of local housing plans. The guidance makes it clear that data inputs, assumptions and methodology should be robust and should consider future growth potential from a number of perspectives.
- B15 For any local authority area, there is no single, definitive view on the likely level of future growth, with a mix of economic, demographic and national/local policy issues ultimately determining the speed and scale of change. For local planning purposes, it is necessary to evaluate a range of growth alternatives to establish the most 'appropriate' basis for determining future housing requirements.
- B16 The use of a recognised forecasting model (e.g. POPGROUP: as used by Edge Analytics for the Greater Essex Grouping of Local Authorities), which includes industry-standard methodologies ensures a robustness of approach and enables a focus on assumptions and output, rather than methods.
- B17 The scenarios that have been developed for this study include the following:
- Official projections from ONS (2010-based and 2011-based).
 - Updated 'migration-led' trend forecasts using the latest demographic evidence, including an assessment of the importance of the 'Unattributable Population Change (UPC) component.
 - Economic growth trajectories, as detailed in the East of England Forecasting Model (EEFM), developed by Oxford Economics.
- B18 Each scenario has been evaluated using both 2011-based (Option A) and 2008-based (Option B) household headship rates, providing a 'range' of household and dwelling growth options for consideration.

Alternative trend projections

- B19 A five year historical period is a typical time-frame from which migration ‘trend’ assumptions are derived. This is consistent with ONS official methodology. However, given the unprecedented economic changes that have occurred since 2008, it is important to give due consideration to an extended historical period for assumption derivation.
- B20 Alternative scenarios are as follows:
- **Migration-led 5yr:** internal and international migration projection assumptions are based on five years of historical evidence (2007/8-2011/12).
 - **Migration-led 10yr:** internal and international migration projection assumptions are based on ten years of historical evidence (2002/3-2011/12).
 - **Natural Change:** in-migration, out-migration, immigration and emigration projection assumptions are each set at zero, with only births and deaths determining growth.
 - **Net Nil:** migration assumptions are maintained but in-migration and out-migration, as well as immigration and emigration, are set to balance each other, i.e. the net impact of migration is zero.
- B21 Two further ‘Migration-led’ scenarios have been developed as follows:
- **Migration-led 5yr-X:** internal and international migration assumptions are based on the last five years of historical evidence, ignoring the UPC element of the ONS mid-year estimate rebasing exercise.
 - **Migration-led 10yr-X:** internal and international migration assumptions are based on the last 10 years of historical evidence, ignoring the UPC element of the ONS mid-year estimate rebasing exercise.

Employment-led forecasts

- B22 The revised 2013 'Baseline' scenario from the East of England Forecasting Model (EEFM) has provided the latest employment growth forecasts for the study area. For each of the local authorities, the EEFM has identified a forecast of growth measured as both total employment ('Jobs') and the total workplace employed people ('Employed people')
- B23 These data provide the basis for the development of two employment-led demographic forecasts:
- Jobs: demographic change is constrained to the growth in total employment.
 - Employed people: demographic change is constrained to the growth in the number of workplace employed people.

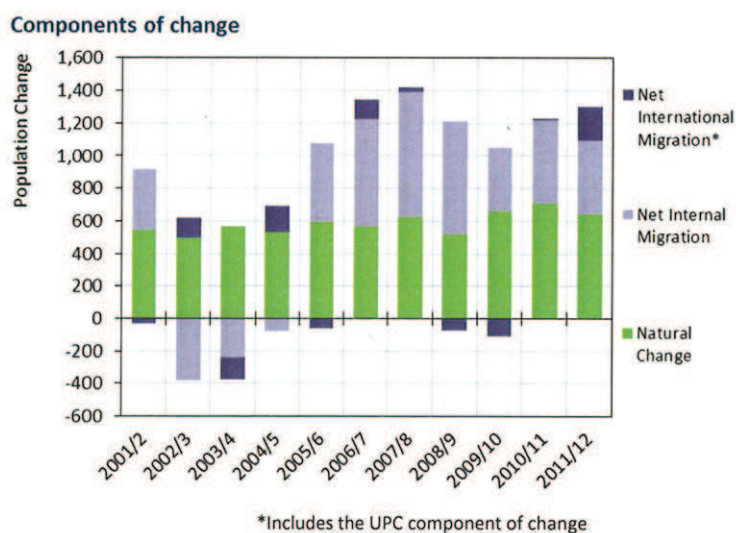
4. Area Profiles

Guidelines

- 4.1 For each of the EPOA local authorities, the new demographic evidence is summarised: first with an illustration of the 'components of change which have driven population growth between 2001-2012 (making an assumption that the UPC element is encapsulated within the international migration component); and secondly with a table of dwelling growth outcomes from the suite of scenarios that has been evaluated.
- 4.2 A more detailed summary of the results of each scenario forecast is provided in the form of a chart and an accompanying table of statistics. The chart illustrates the trajectory of population change resulting from each scenario. The table summarises the change in population and household numbers from 2012-2037 that result from each scenario.
- 4.3 The scenarios are ranked according to the estimated level of population change over the forecast period. Each table illustrates the average annual net migration associated with the population change, plus the expected average annual dwelling and jobs growth based on the assumptions used in each scenario.
- 4.4 Scenario results are presented in two separate illustrations, each relating to the application of different household headship rates. The 'Option A' results use the CLG 2011-based headship rates and the 'Option B' results use the 2008-based headship rates.
- 4.5 In each case, the ONS 2011-based interim population projection (SNPP-2011) is included in the chart illustrations to enable comparison with other scenarios. It has a shorter projection horizon (2011-2021) and different assumptions to the other scenarios, so is excluded from the results table.

East Hertfordshire – scenario summary

- 4.144 Natural change has been the most significant driver of population growth since 2001/02. Growth through internal migration has also been important but this has varied from a net loss in 2002/03-2004/05 to a net gain thereafter. Over the course of the 2001-2012 period international migration has contributed a relatively small amount to the average annual net increase or decrease in population.



- 4.145 The 'SNPP-2010' scenario suggests 23.3% population growth when extrapolated to 2037. Using the historical evidence on growth to set migration assumptions produces population forecasts that are lower than the 'SNPP-2010'. The 'Migration-led 10yr' scenario records a growth of 14.1%, whereas the 'Migration-led 5yr' scenario records a population increase of 20.2%, reflecting higher net migration impacts in the later years of the last decade.
- 4.146 The EEFM 'Jobs' and 'Employed people' scenarios imply a population increase that is higher than the 'Migration-led' and 'SNPP-2010' alternatives, driven by anticipated jobs growth. Population growth estimated by these scenarios is 31.8%-34.9% over the forecast period.
- 4.147 If the UPC component of historical population change is ignored when calculating future migration assumptions, the forecast of population growth compared to the 'Migration-led' scenarios is increased. The 'Migration-led 10yr – X' scenario records a growth of 18.1%, whereas the 'Migration-led 5yr – X' scenario records a population increase of 24.1%, reflecting the differential impact of the UPC component upon historical population change.

- 4.148 The 'Natural Change' scenario, with no migration impact and with only births and deaths driving growth, results in a 7.7% population growth to 2037. The 'Net-nil' scenario which maintains a migration inflow and outflow but applies a zero migration balance, produces a slightly higher growth, with a 7.8% increase over the forecast period.
- 4.149 The application of the 2008-based household formation rates (Option B) results in a dwelling requirement that is approximately 11.3% higher than that associated with the application of 2011-based household formation rates (Option A) (this calculation excludes the 'Natural Change' and 'Net Nil' scenarios).
- 4.150 Considering the average of the A and B alternatives, suggests a dwelling requirement of 904-972 per year resulting from the EEFM scenarios, with the 'SNPP-2010' suggesting growth at 761 dwellings per year. The two 'Migration-led' scenarios record a range of outcomes that are lower than the EEFM alternatives, 511-648 dwellings per year.
- 4.151 The 'X' scenarios suggest higher dwelling growth than the 'Migration-led' scenarios which take account of UPC, in the range 592-726 per year.

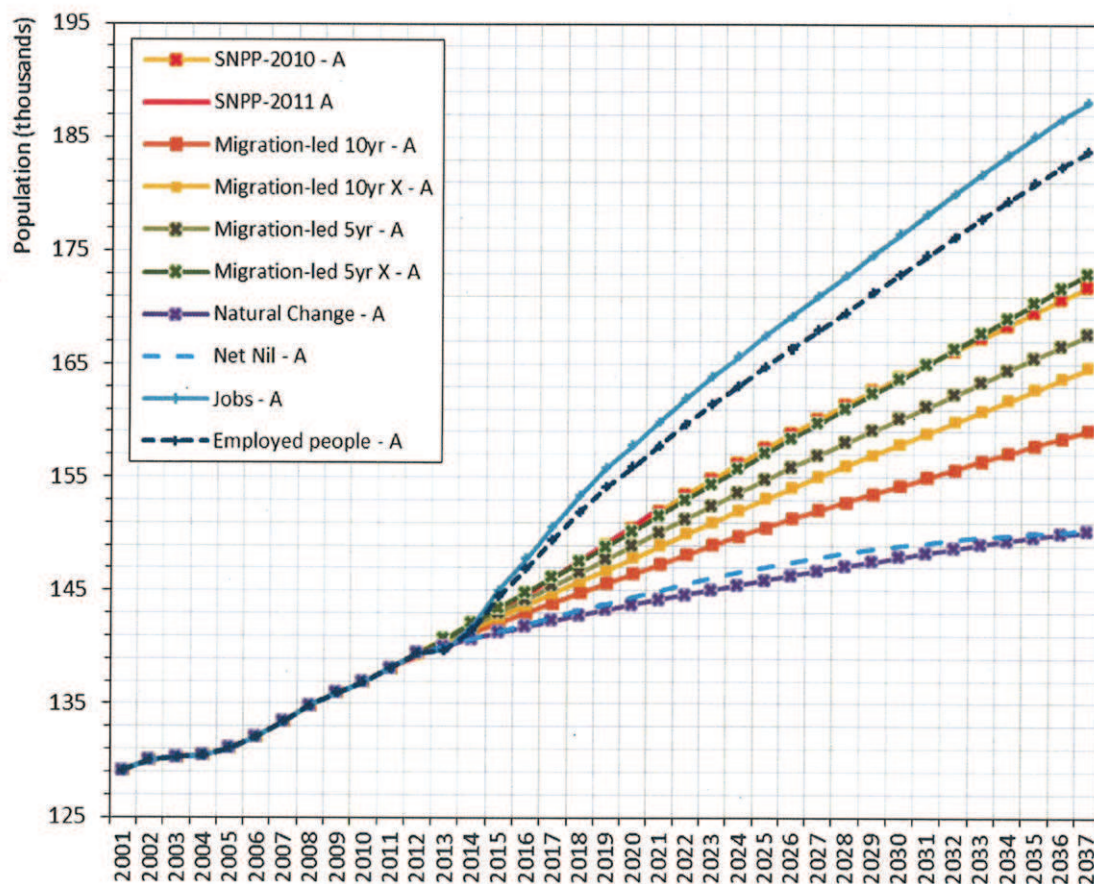
Scenario dwelling growth summary

Scenario	Average annual dwelling requirement, 2012-37		
	Option A	Option B	Average
Jobs	928	1,016	972
Employed people	861	946	904
SNPP-2010	723	799	761
Migration-led 5yr X	687	766	726
Migration-led 5yr	610	685	648
Migration-led 10yr X	555	629	592
Migration-led 10yr	476	545	511
Net Nil	362	423	393
Natural Change	347	410	378

Note: This project does not produce a recommended or preferred demographic forecast for any local authority area. Rather it presents a range of scenarios to inform further assessment and consideration by the individual local authorities. Indeed, local circumstances may dictate that certain scenarios are more appropriate than others for that local area. Nevertheless, for completeness all the scenarios are presented here.

East Hertfordshire

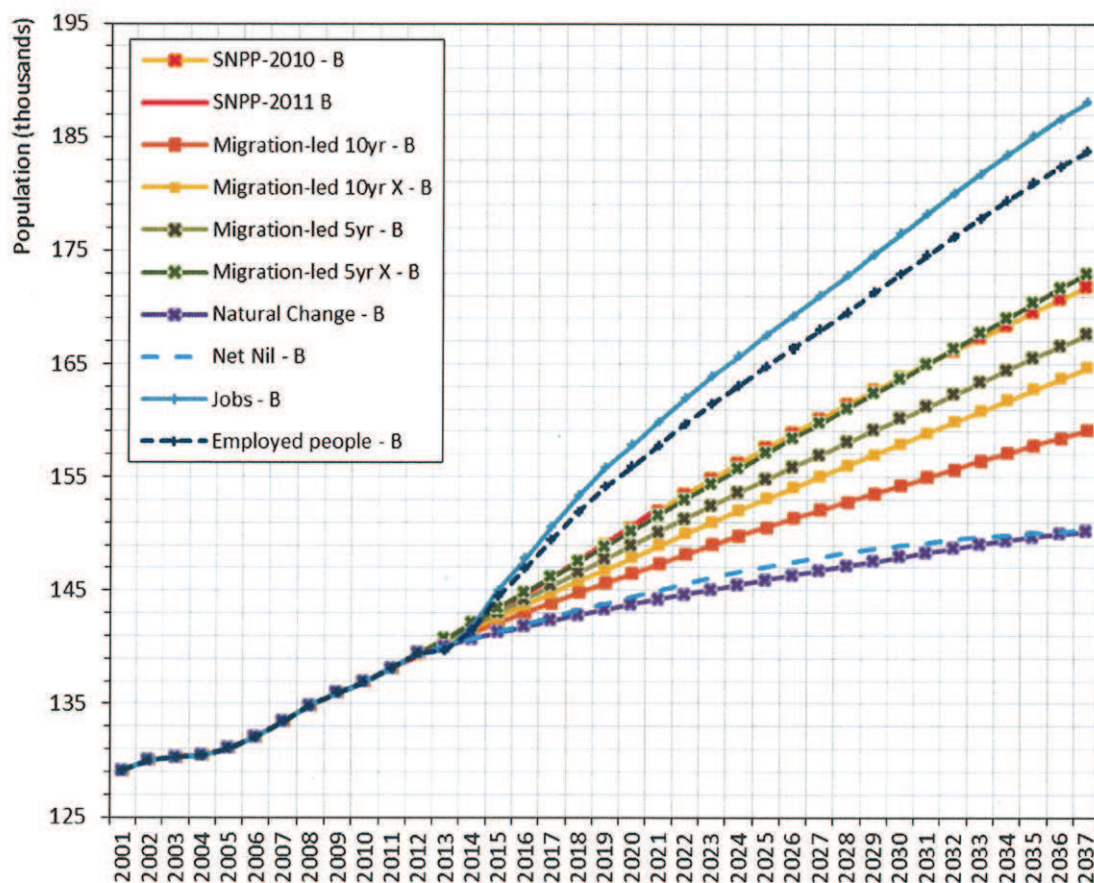
Option A: 2011-based CLG household model



Scenario	Change 2012 - 2037				Average per year		
	Population Change	Population Change %	Households Change	Households Change %	Net Migration	Dwellings	Jobs
Jobs - A	48,665	34.9%	22,491	39.1%	1,251	928	540
Employed people - A	44,323	31.8%	20,862	36.3%	1,115	861	465
Migration-led 5yr X - A	33,554	24.1%	16,643	28.9%	774	687	277
SNPP-2010 - A	32,428	23.3%	17,524	30.3%	844	723	358
Migration-led 5yr - A	28,161	20.2%	14,797	25.7%	604	610	185
Migration-led 10yr X - A	25,174	18.1%	13,443	23.4%	482	555	133
Migration-led 10yr - A	19,669	14.1%	11,534	20.1%	308	476	37
Net Nil - A	10,901	7.8%	8,788	15.3%	0	362	-66
Natural Change - A	10,776	7.7%	8,401	14.6%	0	347	-167

East Hertfordshire

Option B: 2008-based CLG household model



Scenario	Change 2012 - 2037				Average per year		
	Population Change	Population Change %	Households Change	Households Change %	Net Migration	Dwellings	Jobs
Jobs - B	48,665	34.9%	24,641	42.8%	1,251	1,016	540
Employed people - B	44,323	31.8%	22,943	39.9%	1,115	946	465
Migration-led 5yr X - B	33,554	24.1%	18,576	32.3%	774	766	277
SNPP-2010 - B	32,428	23.3%	19,364	33.4%	844	799	358
Migration-led 5yr - B	28,161	20.2%	16,612	28.9%	604	685	185
Migration-led 10yr X - B	25,174	18.1%	15,245	26.5%	482	629	133
Migration-led 10yr - B	19,669	14.1%	13,217	23.0%	308	545	37
Net Nil - B	10,901	7.8%	10,262	17.8%	0	423	-66
Natural Change - B	10,776	7.7%	9,933	17.3%	0	410	-167

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EAST HERTS COUNCIL

DISTRICT PLANNING EXECUTIVE PANEL – 17 JULY 2014

EXECUTIVE – 5 AUGUST 2014

REPORT BY EXECUTIVE MEMBER FOR STRATEGIC PLANNING AND TRANSPORT

EAST HERTS EMPLOYMENT LAND REVIEW UPDATE 2013

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- This report summarises the findings of the East Herts Employment Land Review Update 2013 and seeks agreement to use the Study to inform the preparation of the East Herts District Plan and to inform Development Management decisions.

<u>RECOMMENDATIONS FOR DISTRICT PLANNING EXECUTIVE PANEL AND EXECUTIVE: That:</u>	
(A)	The Employment Land Review Update 2013, be supported as part of the evidence base to inform and support the East Herts District Plan; and
(B)	The Employment Land Review Update 2013, be supported to inform Development Management decisions.
<u>RECOMMENDATIONS FOR COUNCIL: That:</u>	
(A)	The Employment Land Review Update 2013, be agreed as part of the evidence base to inform and support the East Herts District Plan; and
(B)	The Employment Land Review Update 2013, be agreed to inform Development Management decisions.

1.0 Background

- 1.1 In 2008, the Council commissioned consultants Halcrow to carry out an Employment Land Review, section six of which assessed

the quality of each of the major employment sites in the district and graded them using a 'traffic lights' system:

- **Green** – priority for retention as high quality employment land (61%);
- **Amber** – where employment uses remain viable but where intervention may be required to retain employment uses (35%);
- **Red** – those that could be considered for release for alternative uses (4%).

1.2 Parallel to the work of the Planning Policy Team, the Economic Development Team has been working on an update to the Council's Economic Development Strategy. As part of their work, the Council agreed at its meeting on 4th July 2012, a report proposing four new strategic themes as a revision to the Economic Development Strategy and identifying project funding that would deliver these. One theme was to *'create a more business friendly environment in our towns and town centres and deliver targeted initiatives to support the viability of employment land in the district'*. Funding of up to £144,000 from the New Homes Bonus was agreed to support Hertford Futures, the Bishop's Stortford 2020 Vision and an Industrial Estates Modernisation Programme.

1.3 In order to assess the quality of the District's employment sites and to understand the interventions that may be necessary to improve their quality, and therefore how to allocate this funding, the Economic Development Team undertook a new assessment of employment sites based upon the 2008 Employment Land and Policy Review by Halcrow. The Employment Land Review Update 2013 was presented to the Corporate Business Scrutiny Committee on 2nd July 2013. The minutes of the meeting are included at **Essential Reference Paper 'B'**. Recommendations of that report were presented to Council on 24th July 2013.

1.4 The purpose of this Report is to inform the District Planning Executive Panel of this joint work and to agree the use of this update to inform the Plan-preparation process and Development Management decisions.

2.0 Report

2.1 The objective of the 2013 audit was to update the 2008 Halcrow Study findings and to identify opportunities for interventions that could improve the quality of the employment areas and deliver

more and better quality jobs. Each of the 42 employment areas identified in the 2008 Review were surveyed and information collected on changes since 2008 together with any significant and unimplemented planning consents. In addition, the 2013 audit takes into account a number of smaller locations in rural areas so the total number of identified employment areas within the district is now in excess of 60.

- 2.2 A programme of meetings was undertaken with local commercial agents to build up a picture of the 'demand' side and anticipated changes over the next 10 years and contact was made with individual businesses both 'on site' and at a Bishop's Stortford Business event.
- 2.3 Initial findings reinforced the overall conclusions of the Halcrow report in terms of the relative attractiveness of the different employment locations. In spite of the recession, demand (certainly in Bishop's Stortford), seems to be holding up reasonably well and there is evidence of several landowners investing in new development or the replacement of outdated stock (Woodside and Raynham Road, both in Bishop's Stortford). However some 'Amber' areas have been lost to other uses, notably the GSK site at Bury Green and the former employment site at Terlings Park where the Council has resolved to grant consent for residential development. Overall, commercial agents confirmed that much of the stock is outdated in terms of quality and estate layout and that little new land is available for employment use, (an issue which is being addressed in the new District Plan).
- 2.4 The 2013 Update is available to view on www.eastherts.gov.uk/elrupdate2013. For the purpose of this Report, it is only necessary to acknowledge that this updated audit has been undertaken, and whilst its express purpose was to inform the potential allocation of New Homes Bonus funding, it nonetheless forms an important update to the Council's evidence base for its emerging District Plan.
- 2.5 Alongside the update of the 2008 Review, further work is on-going to develop the evidence base for the District Plan. Consultants DTZ were commissioned in 2012 to report on likely future patterns of employment growth in the district, to consider the socio-economic factors that will influence where that growth takes place, to consider the implications for the distribution of planned development and to produce employment forecasts to 2031. Their findings were considered by the District Planning

Executive Panel on 28th November 2012.

2.6 The consultants note that East Herts is not a self contained economy but functions as part of a wider sub-region and tends to play a supporting role to adjacent urban centres and Stansted Airport. Each of the surrounding authorities has significant large scale sites (or potential sites), better located to capture major investment and jobs and while the economy of East Herts is likely to continue to grow, it will be through the attraction of small and medium sized employers. Bishop's Stortford is seen as the town with the strongest prospects for employment growth because of its location close to the M11 but opportunities in Hertford and Ware are likely to be more restricted and there is likely to be a need to rejuvenate and adapt existing employment estates and potentially identify new sites for B1 development.

3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

- The Corporate Business Scrutiny 2 July 2013. Item 90 - Committee Report and Essential Reference Papers A and B –
<http://online.eastherts.gov.uk/moderngov/ieListDocuments.aspx?Cld=143&MId=2093&Ver=4>
- The East Herts Employment Land Review Update 2013 –
<http://www.eastherts.gov.uk/elrupdate2013>
- East Herts Employment Forecasts and Strategic Economic Development Advice, DTZ 2012 –
<http://www.eastherts.gov.uk/economicadvice>
- Employment Land and Policy Review 2008 –
<http://www.eastherts.gov.uk/elr2008>

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives (delete as appropriate):	<p>People – Fair and accessible services for those that use them and opportunities for everyone to contribute</p> <p>This priority focuses on delivering strong services and seeking to enhance the quality of life, health and wellbeing, particularly for those who are vulnerable.</p> <p>Place – Safe and Clean</p> <p>This priority focuses on sustainability, the built environment and ensuring our towns and villages are safe and clean.</p> <p>Prosperity – Improving the economic and social opportunities available to our communities</p> <p>This priority focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic opportunities and delivering cost effective services.</p>
Consultation:	As part of the review update the consultant contacted some businesses for clarification purposes.
Legal:	There are no direct legal implications from this report. The Council is required to prepare a local or district plan which is based on up-to date evidence.
Financial:	None arising through the District Plan processes. However, there may be some implications depending upon how this update is progressed through the emerging Economic Development Strategy.
Human Resource:	None other than existing staff resources.
Risk Management:	The preparation of the District Plan is major project for the Council. Full project and risk management procedures are being employed. Not having an up to date Plan in place will make it more difficult for the Council to defend the District against inappropriate development.

<p>Health and wellbeing – issues and impacts:</p>	<p>If opportunities are created which allows residents to work near to their home rather than commuting to neighbouring settlements or further afield, this will increase the wellbeing of residents in terms of improving work-life balance and may also enable local residents the opportunity to walk or cycle to work, improving personal health. It can also reduce the number of vehicle movements and their associated air quality impacts.</p>
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MINUTES OF A MEETING OF THE
CORPORATE BUSINESS SCRUTINY
COMMITTEE HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
TUESDAY 2 JULY 2013, AT 7.00 PM

PRESENT: Councillor D Andrews (Chairman).
Councillors E Bedford, S Bull, J Mayes,
M Pope, J Ranger, R Sharma, G Williamson
and J Wing.

ALSO PRESENT:

Councillors M Carver, P Phillips and
S Rutland-Barsby.

OFFICERS IN ATTENDANCE:

Simon Drinkwater	- Director of Neighbourhood Services
Marian Langley	- Scrutiny Officer
Peter Mannings	- Democratic Services Officer
Andrew Pulham	- Parking Manager
Paul Pullin	- Manager of Economic Development
Neil Sloper	- Head of Information, Customer and Parking Services
Adele Taylor	- Director of Finance and Support Services

87 APOLOGIES

Apologies for absence were submitted on behalf of
Councillors G Jones and T Page. It was noted that
Councillor S Bull was in attendance as substitute for

Councillor T Page.

88 MINUTES – 28 MAY 2013

RESOLVED – that the Minutes of the meeting held on 28 May 2013 be confirmed as a correct record and signed by the Chairman.

89 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded the Committee that Members that had attended the recent governance training should return the sign-off form on the back page to the Scrutiny Officer as soon as possible.

90 EMPLOYMENT LAND REVIEW 2013

The Executive Member for Strategic Planning and Transport submitted a report that introduced the Employment Land Review 2013, which had updated the previous review undertaken by Halcrow in 2008. The report also proposed that Officers of the Council explore the viability and feasibility of resourcing the key recommendations detailed in the report.

Members were advised that, following a decision by the Executive to identify priority funding for the Council's Prosperity theme, a temporary Officer had been recruited to report on the stock of employment land in East Herts. The subsequent report had identified areas and projects that might be appropriate for Council investment.

Members were advised that, since the 2008 Halcrow Report, the amount of employment land lost to other uses had been minimal. Members were also advised that the suggested way forward was that the Authority consider undertaking a targeted and proactive programme of interventions designed to raise the quality of existing employment areas.

The Council would, for example, work with landowners,

Hertfordshire County Council (HCC) and Hertfordshire Highways to improve access to and signage for the Raynham Road Estate in Bishop's Stortford, to take advantage of its location close to Junction 8 of the M11 and Stansted Airport.

The Council might also consider work with landowners, HCC and other agencies to overcome the current access constraints on further development at Mead Lane and bring forward brownfield land for development in accordance with the Draft Mead Lane Urban Design Framework.

The Council might also continue to pursue the provision of a vehicular link between the Foxholes Estate and Caxton Hill as a first stage in restructuring uses at Caxton Hill, Hertford.

In response to a query from Councillor G Williamson regarding the next steps, Members were advised that a report would ultimately be submitted to the Executive for a full discussion regarding the sites where resources could be considered in support of the Council's Corporate Priority in respect of Prosperity. The Executive Member for Strategic Planning and Transport advised that large capital sums might be required to ensure that certain key employment sites in East Herts worked to their full potential.

Councillor S Bull expressed concerns that there was a need for new employment areas in Buntingford. The Executive Member stated that the former Sainsbury's depot in Buntingford had previously been intended for an entirely commercial use but this had now fallen through. The likely future use of the site could not solely be residential and a mix of commercial and industrial use had to be the way forward.

Councillor E Bedford commented that the busy industrial site at Marsh Lane in Ware needed tidying up and, in particular, improved signage was needed at the entrance

to this site. He stated that a more thoughtful approach to this site was needed without a significant impact in terms of the capital required.

The Economic Development Manager advised that this was an accurate description of the issues common to industrial estates across the District and was precisely the kind of low cost deliverable improvement the report was referring to in terms of opportunities for environmental enhancements.

Councillor J Ranger commented that capital should be invested in signage, particularly in town and rural employment/industrial sites to encourage employment opportunities. He also referred to the possibility of a survey of rural employment areas in East Herts.

The Economic Development Manager advised that a serious consideration of resources, and not just costs, would need to be made to the Executive.

The Committee received the report.

RESOLVED – that (A) the following actions from the Employment Land Review 2013 be supported:

- The Council should undertake a targeted and proactive programme of interventions designed to raise the quality of existing employment areas by working with tenants and landowners to improve signage and environmental conditions;
- the Council should work with landowners, Hertfordshire County Council (HCC) and Hertfordshire Highways to improve access to and signage for the Raynham Road Estate in Bishop's Stortford, to take advantage of its location close to Junction 8 of the M11 and Stansted Airport;

- the Council should work with landowners, HCC and other agencies to overcome the current access constraints on further development at Mead Lane, Hertford and bring forward brownfield land for development in accordance with the Draft Mead Lane Urban Design Framework;
- the Council should continue to pursue the provision of a vehicular link between the Foxholes Estate and Caxton Hill as a first stage in restructuring uses at Caxton Hill, Hertford; and
- the Council should undertake a separate review of all rural employment land;

(B) the Economic Development Manager identify the resources required to achieve the outcomes detailed in the Employment Land Review 2013 with a priority on signage and the rural review; and

(C) the Executive be advised to consider the resources required to achieve the outcomes detailed in the Employment Land Review 2013 where a sustainable and manageable outcome is indicated by the detailed business case.

91 SCRUTINY WORK PROGRAMME

The Chairman submitted a report setting out the Committee's future work programme for 2013/14, the detail of which had been set out in Essential Reference Paper 'B' to the report now submitted.

The Scrutiny Officer referred Members to two additional Essential Reference Papers that reflected information requested by Members at the May 2013 meeting of the Committee. These related to a list of East Herts Assets and also details in respect of current activity that supported Economic Development in East Herts.

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EAST HERTS COUNCIL

DISTRICT PLANNING EXECUTIVE PANEL – 17 JULY 2014

EXECUTIVE – 5 AUGUST 2014

REPORT BY EXECUTIVE MEMBER FOR STRATEGIC PLANNING AND TRANSPORT

BUNTINGFORD EMPLOYMENT STUDY 2014

WARD(S) AFFECTED: ALL (PRIMARILY BUNTINGFORD
WARDS)

Purpose/Summary of Report

- This report summarises the findings of the Employment Study undertaken for Buntingford and seeks agreement to use the Study to inform the preparation of the East Herts District Plan and to inform Development Management decisions.

<u>RECOMMENDATIONS FOR DISTRICT PLANNING EXECUTIVE PANEL AND EXECUTIVE:</u> That:
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(A)	The Buntingford Employment Study, June 2014, be supported as part of the evidence base to inform and support the East Herts District Plan and for Development Management purposes in the determination of planning applications.
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<u>RECOMMENDATIONS FOR COUNCIL:</u> That:
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(A)	The Buntingford Employment Study, June 2014, be agreed as part of the evidence base to inform and support the East Herts District Plan and for Development Management purposes in the determination of planning applications.
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1.0 Background

1.1 Since 2008, the Council has commissioned and has been a partner to several studies which have assessed the quality of the district's employment land, forecast future employment needs of East Herts and Hertfordshire, and considered the strategic

employment needs of the district in relation to the emerging District Plan. The studies did not consider Buntingford in any detail, mainly due to its comparatively limited contribution in employment terms and because at the time, Buntingford was seeing little change in terms of residential growth.

- 1.2 Since the publication of the National Planning Policy Framework, Buntingford has come under considerable pressure for new residential development. It is anticipated that this is because it is the only town in East Herts that is not surrounded by Green Belt. It is therefore seen by developers as being relatively unconstrained in policy terms. As a market town it benefits from an existing employment land offer, high street with a good choice of retail opportunities and other market town services and community facilities. The town is therefore seen as a relatively sustainable location despite not having a rail connection.
- 1.3 The Council's preferred location for development is stated within the emerging East Herts District Plan, which identifies two housing allocations, to the north and south of the town for 180 and 300 homes respectively. Other sites around the town were considered but these were discounted through the sieving approach. In respect of land north and south of Hare Street this decision was challenged by the submission of two planning applications. Consequently the Council was required to make a decision on these sites in advance of the final stages of Plan preparation. As such, earlier in 2013, the Council refused two applications to the north and south of Hare Street Road for applications totalling 260 homes. A joint inquiry was held on the two sites and the Planning Inspector approved both sites. The Inspector's report highlighted the importance of local employment opportunities in his consideration of planning matters.
- 1.4 The Council has since approved development to the north of the town and is yet to determine an application for approximately 330 homes to the south of the town on the former Sainsbury's Distribution Centre site. The situation now is that 711 homes have now been approved (including previous commitments). In addition, the Council has recently refused a scheme for 56 homes at Aspenden Bridge. It is expected that the agent will appeal against this refusal. The same landowner also owns a considerable amount of land within the A10 bypass with a potential yield of 400 homes, which is being promoted through the District Plan process. A decision is also pending for an additional 180 homes to the South of Hare Street Road. Given the clear potential then that significant additional residential development

may come forward, it is important that any employment study for the town considers these potential homes as well as all existing commitments and proposed allocations.

2.0 Report

2.1 The Buntingford Employment Study comprises eight sections. A copy of the Executive Summary is attached at **Essential Reference 'B'** and the full Study can be accessed via the link in the Background Papers. As outlined above the Study was commissioned specifically in response to the application for redevelopment of the former Sainsbury's Distribution Depot for around 327 new homes and 1,700sqm of employment floorspace; and the current policy status of this site in the Local Plan 2007 acknowledges the potential to provide for future employment needs.

2.2 Section 1 sets the study area and objectives of the Study. The purpose of the Study is to inform the Council with relation to the following three topics:

- First, the extent of employment growth required in Buntingford in association with the growth in population generated by the recent grant of planning permissions and the future development required through the District Plan.
- Second, how and where employment growth can be delivered in the town.
- Thirdly, in relation to the former Sainsbury's Depot site (which is an allocated employment site in the current adopted Local Plan) to inform the Council with regard to:
 - The likelihood of the site being used by a single employer;
 - The adequacy of employment generating development proposed as part of the application in terms of location, quantity and quality; and
 - The likelihood that the proposed scale of development will be taken up.

2.3 Section 2 sets the wider strategic context within which planning for employment provision in Buntingford needs to be set. While Buntingford is well-connected by road for a freestanding town, the focus for employment development in this part of Hertfordshire and the adjacent area of Essex is on the A1(M) or the M11 corridors. A number of previous studies confirm this. Within East Herts the focus of commercial development activity is in the District's larger settlements of Bishop's Stortford, Hertford and

Ware. All these settlements have better road and rail connectivity than Buntingford. However, Buntingford provides a vital service centre for a large rural hinterland and is therefore locally important in terms of its employment offer.

2.4 Section 3 identifies the existing business and employment base of Buntingford and how this has changed over time. The business base in Buntingford is largely comprised of small businesses (employing less than 10 people). These are mainly within the service sector. However, it is worth noting that the larger employers based at Buntingford Business Park lie just outside the study area boundary. They have nonetheless been taken into account through the study. There are approximately 355 separate enterprises in Buntingford, which is an increase of 71 since 2008 (284). The Study questions whether it would be possible to broaden the business base of the town as it grows.

2.5 An analysis of employment in Buntingford over time shows that prior to 2005 employment levels were relatively stable with more than 2,000 people working in the town. The biggest decrease occurred in 2005 which coincided with the closure of the Sainsbury's Depot in 2004. Since 2008 there has been another smaller decrease suggesting the economic downturn had an impact. It should be noted however, that other than these two decreases employment levels have remained stable. This could reflect the stable demographic of the town discussed in more detail in paragraphs 2.7 to 2.9 below.

2.6 In terms of those who work full and part-time, Buntingford has a significantly higher level of part-time employment than the benchmark (45% compared to 35% at District, County and regional level). This may be associated with higher levels of education, retail and health jobs present in the town, which traditionally employ high levels of part-time staff.

2.7 Section 4 presents the existing demographic profile of the town and focuses on the characteristics of the economically active population. This helps to inform answers to the questions '*how many people in Buntingford are in work or seeking work, what type of jobs do they do and where do they work?*' This is important when examining the scale of likely population growth associated with the development of new homes in Buntingford.

2.8 Buntingford's population (5,400) has hardly grown in the decade to March 2011 – an addition of only 160 people since the 2001 Census (5240). This level and proportion is much smaller than

seen across the rest of the District. However, there has been a considerable shift in the age profile of residents. This reflects the national trend but may also reflect the appeal of the town to those who are moving house following retirement. This may also reflect a stable or un-dynamic population with ageing cohorts of family households resident in the town. It could also be that the town is increasingly attractive to older families or be due to house prices making it less affordable for young families.

- 2.9 A high proportion (74%) of residents of working age are economically active, which is consistent with the District generally. It is interesting to note that 7% of residents over 65 are also economically active. The overall conclusion to be drawn from the analysis of economic activity is that it would appear that a high proportion of those who live in Buntingford, and would want to work, are able to find employment. This does not necessarily mean that the work they have is precisely what they want in terms of hours, location, pay or other attributes; but it does not suggest a fundamental problem in terms of access to jobs in Buntingford. The greatest issues in terms of the quality of jobs is likely to be in those who would wish to work full time rather than part-time, or those who would rather work locally than further afield.
- 2.10 In terms of the balance of workforce and jobs in the town, there is at present no up-to-date information on the extent to which jobs in Buntingford are filled by people who live outside the town, or the extent that people who live in Buntingford work outside of the town. This data will become available in due course when the 2011 Census Flow data are published. However, based on existing available information, it can be assumed that there is an estimated 1,420 jobs in Buntingford and 2,675 people who live in Buntingford who are in work. Of these, 755 people live and work in Buntingford (a self-containment ratio of 27%), 1,920 people travel out of Buntingford to work elsewhere and 540 people are employed by local employers plus 216 people can be classed as working from home. Therefore, some 880 people from outside Buntingford travel into the town to work, resulting in a net commuting outflow of 1,040 from the town.
- 2.11 In interpreting travel to work patterns it is relevant to note that East Herts District as a whole has a low level of self-containment, with East Herts being, in many senses, the rural hinterland of the major employment centres in the A1(M) and M11 corridors and in north and central London.

- 2.12 Section 4 also considers how the anticipated growth in population in the town will affect workforce and employment. There is no formula that says for a given economically active population there should be a certain number of jobs, but there is a general acceptance that it is good to encourage opportunities for people to work where they live and this is particularly important for lower income, lower skill groups and who wish to work part-time.
- 2.13 In addition to the 711 new homes already approved there are a potential 963 new homes that are yet to be determined, expected to appeal or are anticipated through future applications. If all these dwellings came forward this would take the number of new homes planned up to around 1,674 new homes. The Study uses several scenarios to determine the likely level of economically active population based on possible combinations of development. For example:
- Scenario A – assumes only those schemes currently approved are built (711 homes)
 - Scenario B – assumes the schemes that are currently approved are built plus the Sainsbury's depot site (711+ 327 = 1,038 homes)
 - Scenario C – assumes the schemes that are currently approved are built plus all current applications either pending or refused (711 + 327 Sainsbury's + 180 South of Hare Street Road + 56 Aspenden Bridge = 1,274 homes)
 - Scenario D – assumes Scenario C plus potential sites put forward by developers through the plan-making process (1,274 + 400 = 1,674)
- 2.14 These scenarios are important to inform the debate, not just of how many homes should be built in Buntingford, but the parallel consideration of how many jobs it would be desirable to secure in the town. By calculating the proportion of the new population who may be self-employed or working from home it is possible to calculate the proportion of those who are economically active and would need to find work, either locally or outside the town (estimated between 690 and 1,624 including self-employed and home workers). This informs the number of jobs and therefore the requirement of employment land. However, it should be noted that the issue of how much employment land is required also has to be rooted in the reality of how many and what type of employers can be attracted to Buntingford, and how many of these need B Class business space.

- 2.15 Section 5 analyses the existing centres of employment in Buntingford, past trends in development of employment floorspace and the current supply of employment land. This analysis indicates that there are relatively low vacancy levels in existing units but some of these are growing unsuitable for modern businesses and are not in the best location (with the exception of the Buntingford Business Park and the former Sainsbury's Depot site). An examination of the potential of the existing employment land in the town reveals that there are opportunities to create between approximately 660 to 930 jobs (including part-time) depending upon whether it was possible to bring forward land at Watermill Industrial estate. However, this would not match the increased demand from new development.
- 2.16 Section 6 looks more broadly at the potential to attract new B Class development to the town given its location and wider patterns of demand and supply. The Study suggests that new employment floorspace should be able to accommodate small to medium enterprises and that improvements are necessary in terms of broadband technology to attract and retain businesses. This chapter also examines the case for release of all or part of the Sainsbury's Depot site for development other than employment uses, and assesses the contribution that the Fairview Homes proposals would make to job creation. The Study estimates that the Fairview proposal of 1.2 ha of employment land could create employment potential for approximately 63 full time jobs or 75 jobs in total (subject to the amount of office floorspace provided). The care home element of the proposal could create a further 50 full time jobs or 60 jobs in total – a total of between 113 and 135 jobs).
- 2.17 The Study confirms that it is unlikely that the site would be attractive to a large single user. The consultants therefore conclude that at least part of the site should be released for other uses. Demand has remained strong in the town throughout the recession and of all the sites, the Sainsbury's Depot site is well suited to employment development and has the potential to be developed in a different format and hence complement development on land at Buntingford Business Park.
- 2.18 Section 7 explores how much of the Sainsbury's Depot site should be retained for employment and related uses; the scale and type of uses that could be accommodated and how this would fit with the wider availability of sites in Buntingford. The consultant generated two further scenarios built upon the employment potential of all the existing employment sites (from

Section 5) and the current Fairview proposal of 1.2 ha. The consultant then looked at how much additional land would be needed to accommodate the anticipated increase in employed population arising from Scenarios B and C (see paragraph 2.13 above).

- 2.19 If 2 ha of land were retained for employment uses at the Sainsbury's Depot site this would provide enough employment potential for 1,094 jobs – enough for Scenario B (1,007 additional employed population). A retention of 3 ha of land for employment uses would provide enough employment potential for 1,305 jobs – enough for Scenario C (1,236 additional employed population). These calculations would require all the employment potential at existing employment areas being delivered. The small amount of employment potential in excess of anticipated employed population is necessary in case the more constrained sites at the existing employment land sites are not developed or do not reach their potential. For example, if lower employment densities are achieved or no development occurs. Both scenarios indicate that if 3 ha of employment land at the Sainsbury's Depot site were retained and if the existing employment sites reached their employment potential there would still not be sufficient additional job potential to meet the anticipated increased employed population arising from Scenario D – if all permissions, current applications and potential applications came forward.
- 2.20 In terms of the Fairview Homes proposal, the Study suggests that the 1.2 ha of employment land currently proposed would only meet the demand for floorspace in Buntingford in the near future and provide only a modest boost to employment in the town. To provide choice and flexibility, the Study recommends that the Council look to retain more than 1.2 ha of employment land at the Sainsbury's Depot site to meet the requirements that may arise in the latter part of the Plan period. This reflects the status of the site as an existing designated employment site, and the fact that it is better suited to employment uses than two of the other employment sites in the town, and probably superior to the Buntingford Business Park. Demand would also come from a growth in customer service type businesses, including dentists, doctors, vets for example which would be expected as the town grows in population.
- 2.21 Section 8 brings together the conclusions of the Study and sets out an overall strategy for employment and development of commercial floorspace in Buntingford. The Study makes several recommendations for the Council. Normally the

recommendations of technical studies would be worked into the emerging District Plan or other strategies prepared by the Council. However, some of these recommendations will need to be considered now because of the immediate development proposals. These recommendations are summarised as follows:

Immediate

- Retaining 2-3 hectares of land for employment purposes including employment generating uses on the former Sainsbury's Depot site. This would be to provide for the employment needs of the town between 2014 and 2031 (a 17 year period). The recommendations, if adopted, would provide the capacity to support the creation of an additional 1,110 to 1,300 jobs in Buntingford (around 900 to 1,100 FTE jobs).
- The Council should work with the developers of the Sainsbury's Depot site to develop an attractive environment for businesses that is well integrated within the overall mixed use development, recognising the different standards that different occupiers may seek.
- The Council's Development Management approach should be flexible to support the use of the employment land provided for uses other than B1 Use such as service-type businesses as well as B1 Uses.
- The Council should ensure that, if Fairview are committed to the construction of new employment space that there are enforceable conditions that determine the timing and quality of the development to be delivered.
- If Fairview are not committed to this delivery, then conditions should be placed on any developer of the Sainsbury's site that they ensure that the employment site is effectively promoted and marketed.

Through the District Plan process and other strategies

- The Council should undertake a full assessment of broadband capacity and achievable speeds on the key employment sites in the town and address any deficiencies.
- The Council should explore with the County Council whether a case can be made for the dualling of the single carriageway section of the A10 to the south of the town, which would help with the marketing of the employment proposals.

- 2.22 The recommendation to retain between 2 to 3 ha of land at the Sainsbury's Depot is considered to be sensible and reasonable given the growing population of the town, the uncertainty of existing employment land reaching their potential to create new

jobs, and the desire to claw back some of the jobs lost through the closure of the depot in 2004.

3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

3.2 In light of the level of public interest in development in Buntingford, it was considered appropriate to give local stakeholders the opportunity to see and comment on a draft of the Employment Study. Copies were sent to the Town Council and Civic Society and to local developers. Comments were made both through this opportunity and through the Draft District Plan Consultation. Comments were fed back to the consultant who made amendments to the Study as a result.

Background Papers

- Buntingford Employment Study 2014 – <http://www.eastherts.gov.uk/buntempstudy2014>
- The East Herts Employment Land Review Update 2013 – <http://www.eastherts.gov.uk/elrupdate2013>
- East Herts Employment Forecasts and Strategic Economic Development Advice, DTZ 2012 – <http://www.eastherts.gov.uk/economicadvice>
- Employment Land and Policy Review 2008 – <http://www.eastherts.gov.uk/elr2008>

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IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives:	<p><i>People – Fair and accessible services for those that use them and opportunities for everyone to contribute</i></p> <p>This priority focuses on delivering strong services and seeking to enhance the quality of life, health and wellbeing, particularly for those who are vulnerable.</p> <p><i>Place – Safe and Clean</i></p> <p>This priority focuses on sustainability, the built environment and ensuring our towns and villages are safe and clean.</p> <p><i>Prosperity – Improving the economic and social opportunities available to our communities</i></p> <p>This priority focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic opportunities and delivering cost effective services.</p>
Consultation:	<p>A draft of the Employment Study was made available to key stakeholders in Buntingford prior to its completion and the consultant responded to comments raised within the Study. This unusual step was taken because of the high level of public and developer interest in the results of the Study.</p>
Legal:	<p>There are no direct legal implications from this report. The Council is required to prepare a local or district plan which is based on up-to date evidence.</p>
Financial:	<p>There are no direct financial implications arising from this report. The cost of preparing a District Plan is significant. The Employment Study forms part of the evidence base of the District Plan which needs to be robust and un-to-date to avoid needing to rework the document.</p>
Human Resource:	<p>None other than existing staff resources.</p>

Risk Management:	The preparation of the District Plan is major project for the Council. Full project and risk management procedures are being employed. Not having an up to date Plan in place will make it more difficult for the Council to defend the District against inappropriate development.
Health and wellbeing – issues and impacts:	One of the objectives of the Study was to establish whether there were opportunities to increase the amount of available employment land within Buntingford in order to support the growth in residential development being experienced around the town. If opportunities are created which allows residents to work within the town rather than commuting to neighbouring settlements or further afield, this will increase the wellbeing of residents in terms of improving work-life balance and may also enable local residents the opportunity to walk or cycle to work, reducing the number of vehicle movements and their associated air quality impacts.



Buntingford Employment Study

Final Report: Executive Summary

Submitted to
East Hertfordshire District Council
June 2014

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Contact: chris.cobbold@wessex-economics.co.uk

Executive Summary

1. This report sets out an overall vision and objectives for employment growth in Buntingford. In doing so it identifies the likely growth in the resident population and workforce of the town over the next 17 years, and considers the need to provide local employment and how this might be achieved.
2. The specific triggers that have led EHDC to commission this report are the application for redevelopment of the former Sainsbury's Distribution Depot for around 327 new homes and 1,700 sq m of employment floorspace; and approval for development of over 700 new homes elsewhere in Buntingford.
3. Around 5,400 people live in Buntingford in 2,130 households. The resident workforce of Buntingford totals some 2,870 people, 93% of whom are in work either as employees (80%) or on a self-employed basis (20%). However, only 1,320 people work for employers in Buntingford – and not all of these will live in the town.
4. The majority of residents who live in Buntingford and who are in work travel out of Buntingford to their place of employment (an estimated 1,920 people); it is estimated that only around 750 people both live and work in Buntingford – a self-containment ratio of only 26%.
5. The employment base of Buntingford has fallen significantly in the last decade, from in excess of 2,000 people in the period 19988-2004, to its current level of around 1,300 jobs. This is likely to be largely attributable to the closure of the Sainsbury's Distribution Depot in 2004.
6. While the population of Buntingford grew very little between 2001 and 2011, the population of the town will grow substantially in the next decade. New housing schemes already approved can be expected to increase the population of the town by around 1,700 people, while other schemes coming forward could, if approved, increase the population of the town by a further 2,350 people, an overall increase of 4,150 people.
7. Depending on the scale of new housing development, it can be expected that the total number of residents in employment will grow by between 690 and 1,625 people. Unless additional jobs are created in Buntingford, then all of these people will be commuting out of the town to work elsewhere – and the vast majority can be expected to drive to work, as they do at present.
8. In planning the future of the town, there is a need to address the issue of whether it would be desirable to grow the employment base of the town; and if so, how this should be achieved. Wessex Economics believe that it would be desirable to grow the employment base of the town to increase the opportunities for people to live in Buntingford and to work locally.
9. There is no guarantee that additional jobs created in Buntingford will be filled by local residents but the availability of local employment opportunities is particularly important to those who wish to work part time, those with lower skills and in lower paid work. Growth in the number of people who work in Buntingford, particularly if they are not residents, will help support retail and service activities in the town centre.
10. The largest employment site currently designated for employment use in Buntingford is the former Sainsbury's Distribution Depot site. This 11 hectare site has been vacant since 2004. Fairview Homes have applied for planning permission to develop 327 homes and 1,700 sq m of employment floorspace (on c1.2 ha of the site).

11. There are three other significant employment sites in Buntingford. The Park Farm Industrial Estate, Buntingford Business Park, and the Watermill Industrial Estate. There is capacity to accommodate some additional development on each of these sites, though there is doubt about the viability of developing B class floorspace on the Watermill Industrial Estate.
12. The former Sainsbury's Depot site has been marketed for distribution purposes without success. Wessex Economics conclude that a single business user is unlikely to be found for the site; and that there is no realistic prospect of the entirety of the site being required for employment purposes, given the essentially local character of demand for employment floorspace in Buntingford.
13. Therefore, it is appropriate that the site comes forward for mixed use development, with part of the site retained for employment development. The appropriate time frame within which to assess the requirement for employment land in Buntingford, and hence the quantum of employment land to be retained at the Sainsbury's Depot site, is that covered by the emerging Local Plan which covers the period to 2031.
14. Wessex Economics recommend that 2 to 3 ha of the former Sainsbury's Depot site should be retained for employment uses. This recommendation takes into account patterns of take up of employment floorspace in East Herts District, evidence presented by Fairview Homes on the viability of development, and the desirability of achieving a better balance between resident population and local employment opportunities.
15. The recommendation takes into account Wessex Economics' assessment that the former Sainsbury's Depot site is the best location for further development of employment floorspace in Buntingford in terms of location, existing access arrangements and the availability of essential infrastructure. It has the potential to attract a different type of user to that which might be attracted to the Buntingford Business Park.
16. A 2 ha retention of employment land on the Sainsbury's Depot site, incorporating Fairview Homes' proposal for 1,700 sq m of development on 1.2 ha, could deliver 5,560 sq m of mixed B1 business space in a development of one and two storey buildings; and could lead to the creation of around 300 jobs (full and part time). This would replace some of the jobs lost in Buntingford when the depot closed.
17. A 3 ha retention of employment land on the Sainsbury's Depot site, incorporating Fairview Homes' proposal for 1,700 sq m of development on 1.2 ha, could deliver 10,380 sq m of mixed B1 business space in a development of one and two storey buildings; and could lead to the creation of around 515 jobs (full and part time).
18. Wessex Economics envisage that the site could also attract a number of businesses that would create jobs but would not be deemed to be B class uses; for example, vets and doctors' surgeries; gyms and alternative therapy centres; and nurseries. Many well managed modern business parks attract such users, since land for modern buildings with good access and parking is often hard to find.
19. When allowance is made for the potential for additional development at the Buntingford Business Park (including the additional 3 ha allocation proposed in the draft Local Plan) and at the Park Farm Industrial Estate, it is estimated that there is capacity to create between 1,100 and 1,300 additional jobs in Buntingford over the period to 2031.

20. This would go a long way to creating local employment opportunities for the expected increase in working population of up to 1,625 people, and replacement of the jobs lost when the Sainsbury's Depot closed. It would contribute to moderating the very substantial net out-commuting from the town; and contribute to retention of a full range of services in the town centre.
21. EHDC and its partners should consider pursuing a range of actions in addition to the development of policy on employment sites as part of an overall employment strategy for Buntingford. These are set out below.
22. EHDC should undertake a full assessment of broadband capacity and achievable speeds on the key employment sites in the town (the Sainsbury's Depot Site, Buntingford Business Park and Park Farm Industrial Estate) and address any deficiencies. Marketing of sites will be significantly hampered if Buntingford cannot provide the same quality of connectivity as major towns in East Herts.
23. EHDC needs to work with the developers of the former Sainsbury's Depot Site to develop an attractive environment for businesses that is well integrated within the overall mixed use development, recognising the different standards that different occupiers may seek. The design and functional operation of this larger site will be important to its success.
24. EHDC as planning authority will need to be flexible in terms of its development planning decisions for the retained employment site on the Sainsbury's site, recognising that this is key to successful promotion of the site, so uses other than purely B1 use (eg sui generis and health and education uses) should in principle be allowed on the site, as long as they do not compromise other objectives
25. It is not clear yet what the overall quantum of housing development in Buntingford will be in the Local Plan period to 2031. EHDC should review with Hertfordshire County Council whether a case can be made for the dualling of the single carriageway section of the A10 to the south of Buntingford. This would help the marketing of the employment proposals at Buntingford
26. If a key part of Fairview Homes' proposition is that it is willing to commit to the construction of new employment space as part of the overall development scheme (as distinct from simply promoting or marketing retained allocations), then EHDC needs to ensure that there are enforceable conditions that determine the timing and quality of the development to be delivered.
27. If Fairview Homes are not committing to the construction of new employment floorspace, conditions should be placed on any developer of the Sainsbury's site that they ensure that the employment site is effectively promoted and marketed; the ideal position would be to ensure that the land is sold to a developer who has a proven track record of delivery of commercial floorspace and experience of working on smaller sites, delivering a good quality of development in smaller formats.
28. Loans are available through the Local Enterprise Partnerships to open up and develop new employment sites (notably the Growing Places Fund). If there is a need to improve telecoms or other infrastructure, this may provide a means of forward funding such improvements. EHDC should be willing to work with developers to bring sites forward and ensure the availability of essential infrastructure.

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EAST HERTS COUNCIL

DISTRICT PLANNING EXECUTIVE PANEL – 17 JULY 2014 EXECUTIVE – 5 AUGUST 2014

REPORT BY EXECUTIVE MEMBER FOR STRATEGIC PLANNING AND TRANSPORT

STRATEGIC LAND AVAILABILITY ASSESSMENT (SLAA) - ROUND 3 - UPDATE REPORT

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- The purpose of this report is to update Members on the progress of Round 3 of the Strategic Land Availability Assessment (SLAA) technical work that will inform the preparation of the East Herts District Plan and housing trajectory.

<u>RECOMMENDATIONS FOR DISTRICT PLANNING EXECUTIVE PANEL AND EXECUTIVE: That:</u>	
(A)	the full list of identified sites being assessed through Round 3 of the SLAA, attached at Essential Reference Paper 'B' be noted; and
(B)	any future Call for Sites suggestions be included and assessed as part of the annual monitoring and review of the SLAA.
<u>RECOMMENDATIONS FOR COUNCIL: That:</u>	
(A)	the full list of identified sites being assessed through Round 3 of the SLAA, attached at Essential Reference Paper 'B' be noted; and
(B)	any future call for Sites suggestions be included and assessed as part of the annual monitoring and review of the SLAA.

1.0 Background

- 1.1 Publication of the National Planning Policy Framework (NPPF) in March 2012 reiterated the requirement for local planning authorities to prepare a Strategic Housing Land Availability Assessment (SHLAA) 'to establish realistic assumptions about the availability, suitability and the likely economic viability of land to meet the identified need for housing over the plan period' (NPPF paragraph 159).
- 1.2 In acknowledging the wider spatial objectives of the planning system, East Herts Council has opted to prepare a Strategic Land Availability Assessment (SLAA) to look at land supply for all development including employment, retail, leisure and community uses, rather than just prepare a SHLAA in respect of housing.
- 1.3 The SLAA is part of the proactive plan-making process and will help ensure that the Council meets its requirement to maintain a continuous five year supply of housing across the district.
- 1.4 Due to the SLAA being an ongoing piece of work, it is being undertaken in rounds in tandem with the preparation of the District Plan. It is however, a separate and technical piece of work. The overall approach being taken to the completion of the SLAA is:
 - Round 1 – strategic context and site specific information gathering [Completed September 2011];
 - Round 2 - assessment of sites deemed to be available for development within settlement boundaries [Completed October 2012];
 - Round 3 – update of sites assessed in Round 2; assessment of any further sites identified within settlement boundaries, assessment of sites outside settlement boundaries;
 - Round 4 - annual update of SLAA to review site assessments and assess any additional sites.
- 1.5 At the District Planning Executive Panel on 28 November 2012, Members supported the use of the Initial Report of the SLAA Technical Study - Rounds 1 and 2 (October 2012) to

inform the preparation of the East Herts District Plan and housing trajectory. The work is available to view as a background paper to this report at www.eastherts.gov.uk/slaa. The study explains how the SLAA has been undertaken and presents an assessment of the deliverability of sites assessed through Round 2 of the SLAA.

- 1.6 The SLAA Technical Study will be updated and re-published at the end of Round 3 to take account of the additional sites that have been assessed. It will then be revised and re-published annually (Round 4) to ensure that it provides as robust an assessment as possible of the land supply position in East Herts.
- 1.7 The following approach to assessing sites within each round was endorsed by Members at the LDF Executive Panel on 29th March 2012:
 - Stage 1: Initial Assessment – Undertaken by officers, sites will be assessed against the SLAA criteria. Each criterion will be assessed to determine whether, based on the information available, it is reasonable to assume it is deliverable.
 - Stage 2: Stakeholder Engagement – stakeholders including town and parish councils, East Herts District Councillors, and members of the SLAA Partnership will; be asked to comment over a specified four week period on the officers' initial assessment, bearing in mind the assessment criteria.
 - Stage 3: Publication of the Final Report – Comments received will be taken on board and amendments made, as appropriate, before a final SLAA report is published. This report will be subject to agreement by East Herts District Council.

2.0 Report

- 2.1 The SLAA is a key piece of technical work that will inform the ongoing preparation of the District Plan. As such, Round 3 of the SLAA needs to be completed in tandem with the emerging District Plan.

- 2.2 In terms of timescales, the approach for Round 3 is set out below:
- Stage 1: Completion of Initial Officer Assessment – June-August 2014
 - Stage 2: 4 weeks Stakeholder Engagement – September 2014
 - Stage 3: Agreement of Final Report – November/December 2014
- 2.3 Stakeholders will be notified prior to the commencement of the 4 week engagement period. As previously agreed, hard copies of the assessments will not be sent to stakeholders directly. Instead, all information will be made available on the Council website. It should also be noted that the purpose of the stakeholder engagement is not to make general comments about the sites but to comment on the assessment of the sites against the agreed SLAA Assessment criteria.
- 2.4 For information, the SLAA sites that are being assessed through Round 3 of the SLAA are attached at **Essential Reference Paper B**. The sites in this list have been gathered from a range of sources, including sites that are already within the planning process. It should also be noted that the list includes additional sites suggested to the Council through representations submitted during the recent public consultation on the Draft District Plan.
- 2.5 For reference, the SLAA Site Assessment Criteria are attached at **Essential Reference Paper C**.
- 2.6 It should be reiterated that the SLAA is about providing a realistic assessment as to the likelihood of a site coming forward for development. It is **not** about making a decision about whether a site **should** be developed.
- 3.0 Implications/Consultations
- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

National Planning Policy Framework (NPPF), CLG (March 2012)

<https://www.gov.uk/government/publications/national-planning-policy-framework--2>

Initial Report of the SLAA Technical Study – Rounds 1 and 2 (October 2012)

<http://www.eastherts.gov.uk/slaa>

Housing Capacity Assessment, Entec UK Ltd (2007)

<http://www.eastherts.gov.uk/index.jsp?articleid=15664>

Report to District Planning Executive Panel – 28th November 2012
Agenda Item 6: Strategic Land Availability Assessment (SLAA) –
Round 2 Initial Report and Windfall Analysis (October 2012)

<http://online.eastherts.gov.uk/moderngov/documents/s17121/SLAA%20Round%202%20and%20Windfall%20Analysis.pdf>

Report to District Planning Executive Panel - 26th July 2012
Agenda Item 7: Strategic Land Availability Assessment (SLAA) -
Round 2 Update Report

<http://online.eastherts.gov.uk/moderngov/documents/s15481/Strategic%20Land%20Availability%20Assessment.pdf>

Report to LDF Executive Panel – 29th March 2012 Agenda Item 8:
Strategic Land Availability Assessment (SLAA) Progress

<http://online.eastherts.gov.uk/moderngov/ieListDocuments.aspx?CId=151&MId=2024&Ver=4>

Report to LDF Executive Panel – 24th November 2011 Agenda
Item 5: Strategic Land Availability Assessment (SLAA) Next Steps

<http://online.eastherts.gov.uk/moderngov/ieListDocuments.aspx?CId=151&MId=1928&Ver=4>

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

Contribution to the Council's Corporate Priorities/ Objectives (delete as appropriate):	<p>People – Fair and accessible services for those that use them and opportunities for everyone to contribute</p> <p>This priority focuses on delivering strong services and seeking to enhance the quality of life, health and wellbeing, particularly for those who are vulnerable.</p> <p>Place – Safe and Clean</p> <p>This priority focuses on sustainability, the built environment and ensuring our towns and villages are safe and clean.</p> <p>Prosperity – Improving the economic and social opportunities available to our communities</p> <p>This priority focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic opportunities and delivering cost effective services.</p>
Consultation:	N/A
Legal:	N/A
Financial:	District Plan technical work is being funded from the Planning Policy Upkeep Budgets
Human Resource:	Existing Planning Policy staff resources are being used to manage this study.
Risk Management:	In order to be found sound at examination, it is essential that the District Plan should be based on a robust evidence base, of which the SLAA forms a key part.
Health and wellbeing – issues and impacts:	N/A

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STRATEGIC LAND AVAILABILITY ASSESSMENT (SLAA) ROUND 3 – LIST OF SITES

- Please note: the inclusion of a site or particular area of land in the list below is not in any way an endorsement of a particular site for development. These sites are part of the SLAA evidence gathering process to inform the District Plan plan-making process.
- The sites below will be considered for assessment in Round 3 of the SLAA. For ease of reference the sites are listed by town and parish.
- As such, at this stage, the Council has not and cannot make any comment or commitment in respect of any of the sites suggested or identified.

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
01/001	Bishop's Stortford Town	Land at Rye Street	Rye Street	Bishop's Stortford	CM23 2HY	Residential	2.89	Call for Sites
01/003	Bishop's Stortford Town	Woodlands Lodge	Dunmow Road	Bishop's Stortford	CM23 5QX	Employment	0.42	Call for Sites
01/004	Bishop's Stortford Town	Land west of Farnham Road (south of bypass)	Farnham Road	Bishop's Stortford	CM23 1JJ	Residential	8.07	Call for Sites
01/005	Bishop's Stortford Town	B.J. Ashpole Ltd	Southmill Road	Bishop's Stortford	CM23 3DJ	Residential	0.7	Call for Sites
01/007	Bishop's Stortford Town	Land at 9 Dolphin Way	9 Dolphin Way	Bishop's Stortford	CM23 2AH	Residential	1.25	Call for Sites
01/008	Bishop's Stortford Town	Land at Hoggates End	Whitehall Lane	Bishop's Stortford	CM23 2JH	Residential	1.19	Call for Sites
01/009	Bishop's Stortford Town	Land to the rear of 37-57 Haymeads Lane	Haymeads Lane	Bishop's Stortford	CM23 5JJ	Residential	0.46	Call for Sites
01/010	Bishop's Stortford Town	Bishop's Stortford Football Club	Woodside Park	Bishop's Stortford	CM23 5RG	Leisure/ Recreation, Other - Hotel	2.99	Call for Sites

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
01/011	Bishop's Stortford Town	Thorley Place	Thorley Lane East	Bishop's Stortford	CM23 4BH	Residential	0.56	Call for Sites
01/012	Bishop's Stortford Town	Apton Road Car Park	Apton Road	Bishop's Stortford	CM23 3JN	Residential	0.22	Local Plan 2007 Allocation
01/013	Bishop's Stortford Town	Reserve Secondary School Site	Hadham Road	Bishop's Stortford	CM23 2PY	Residential	8.74	Local Plan 2007 Allocation
01/014	Bishop's Stortford Town	Land at Bishop's Stortford Golf Club	Manor Links	Bishop's Stortford	CM23 5RA	Residential, Affordable Housing	2.12	Call for Sites
01/017	Bishop's Stortford Town	Land north of Great Hadham Road & east of Monkswood Drive	Great Hadham Road	Bishop's Stortford	CM23 4BT	Residential, Affordable Housing, Leisure/ Recreation	3.07	Call for Sites
01/019	Bishop's Stortford Town	Junior School Site, Bishop's Stortford College	Maze Green Road	Bishop's Stortford	CM23 2PH	Other - Education	1	Call for Sites
01/020	Bishop's Stortford Town	Land at Dane O'Coys Road	Dane O'Coys Road	Bishop's Stortford	CM23 2RN	Residential, Affordable Housing	17.96	Call for Sites
01/021	Bishop's Stortford Town	Whitehall Leys	Whitehall Road	Bishop's Stortford	CM23 2JL	Residential	0.98	Call for Sites
01/022	Bishop's Stortford Town	Land north of 221 Rye Street	Rye Street	Bishop's Stortford	CM23 2HE	Residential, Affordable Housing	1.5	Call for Sites
01/023	Bishop's Stortford Town	Land north-east of Farnham Road	Farnham Road	Bishop's Stortford	CM23 2JF	Residential	18.78	Call for Sites
01/024	Bishop's Stortford Town	ASRs 1-5, SCA and adjoining Green Belt	Land south of A120	Bishop's Stortford	CM23 2JN	Mixed Use	154.05	Call for Sites
01/027	Bishop's Stortford Town	Land adjacent to Bournebrook House	Farnham Road	Bishop's Stortford	CM23 1JJ	Residential	0.47	Call for Sites

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
01/028	Bishop's Stortford Town	Council Offices & land at The Causeway	The Causeway	Bishop's Stortford	CM23 2EN	Mixed Use	1.4	Planning Application
01/029	Bishop's Stortford Town	Land at Riverside Walk	Riverside Walk	Bishop's Stortford	CM23 3AG	Mixed Use	0.05	Planning Application
01/030	Bishop's Stortford Town	Land at Hallingbury Road	Hallingbury Road	Bishop's Stortford	CM23 5LE	Residential	0.93	Call for Sites
01/031	Bishop's Stortford Town	Oxford House	London Road	Bishop's Stortford	CM23 3LA	Residential	0.2	Call for Sites
01/032	Bishop's Stortford Town	Bishop's Stortford Delivery Office & Post Office	South Road	Bishop's Stortford	CM23 3AA	Mixed Use	0.27	Call for Sites
01/033	Bishop's Stortford Town	Land at Styleman's Farm	Hallingbury Road	Bishop's Stortford	CM22 7QJ	Residential, Affordable Housing, Leisure/ Recreation, Employment	4.68	Call for Sites
01/034	Bishop's Stortford Town	Tesco Car Park	Land north of Crozier Avenue	Bishop's Stortford	CM23 4DA	Residential	1.07	Housing Capacity Study
01/036	Bishop's Stortford Town	Water Tower	Off Hadham Road	Bishop's Stortford	CM23 2QE	Residential, Affordable Housing	1.65	Housing Capacity Study
01/037	Bishop's Stortford Town	9 Dolphin Way	Dolphin Way	Bishop's Stortford	CM23 2AH	Residential	0.16	Housing Capacity Study
01/042	Bishop's Stortford Town	Land west of Farnham Road (north of bypass)	Farnham Road	Bishop's Stortford	CM23 1JJ	Open Space		Call for Sites
01/043	Bishop's Stortford Town	Land at Bournebrook & Partridges	Farnham Road	Bishop's Stortford	CM23 1JJ	Residential	1.39	Housing Capacity Study
01/045	Bishop's Stortford Town	100 Rye Street	Rye Street	Bishop's Stortford	CM23 2HH	Residential	0.23	Housing Capacity Study

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
01/048	Bishop's Stortford Town	Denny	Galloway Road	Bishop's Stortford	CM23 2HS	Residential	0.19	Housing Capacity Study
01/061	Bishop's Stortford Town	Land adjacent to 133 Rye Street	Rye Street	Bishop's Stortford	CM23 2HD	Residential	0.19	Housing Capacity Study
01/083	Bishop's Stortford Town	Land opposite 5 Brooke Gardens	Brooke Gardens	Bishop's Stortford	CM23 5JF	Residential	0.19	Housing Capacity Study
01/106	Bishop's Stortford Town	Car Park to rear of 29 Basbow Lane	Basbow Lane	Bishop's Stortford	CM23 2NA	Residential	0.18	Housing Capacity Study
01/115	Bishop's Stortford Town	Allotment Gardens	Haymeads Lane	Bishop's Stortford	CM23 5JJ	Residential	1.85	Housing Capacity Study
01/117	Bishop's Stortford Town	Raynham Road Industrial Estate	Raynham Road	Bishop's Stortford	CM23 5PB	Mixed Use	9.25	Local Plan 2007 Employment Allocation
01/118	Bishop's Stortford Town	Twyford Road Industrial Estate	Twyford Road	Bishop's Stortford	CM23 3YT	Mixed Use	4.05	Local Plan 2007 Employment Allocation
01/119	Bishop's Stortford Town	The Mill Site	Dane Street	Bishop's Stortford	CM23 3XZ	Mixed Use	1.42	Local Plan 2007 Allocation
01/120	Bishop's Stortford Town	The Goods Yard	Station Road	Bishop's Stortford	CM23 3BL	Mixed Use	5.25	Local Plan 2007 Allocation
01/136	Bishop's Stortford Town	Land at Bishop's Stortford Golf Club	Dunmow Road	Bishop's Stortford	CM23 5RA	Residential, Affordable Housing	4.16	Call for Sites
01/139	Bishop's Stortford Town	Patmore Close and Fire Station	Hadham Road	Bishop's Stortford	CM23 2PY	Residential	1.45	Call for Sites
01/141	Bishop's Stortford Town	3a South Street & The Dells	South Street	Bishop's Stortford	CM23 3AB	Mixed Use	0.09	Planning Application
01/144	Bishop's Stortford Town	Land at Jeans Lane	Jeans Lane	Bishop's Stortford	CM23 2NN	Mixed Use	0.8	Planning Application
01/151	Bishop's Stortford Town	Former Fyfe Wilson Site	Station Road	Bishop's Stortford	CM23 3BT	Residential	0.21	Planning Application

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
01/152	Bishop's Stortford Town	Hazelmere Industrial Estate	Pig Lane	Bishop's Stortford	CM23 3HG	Mixed Use	1.71	Local Plan 2007 Employment Allocation
01/153	Bishop's Stortford Town	110-114 South Street	South Street	Bishop's Stortford	CM23 3BQ	Residential	0.34	Planning Application
01/154	Bishop's Stortford Town	16 Maple Avenue	Maple Avenue	Bishop's Stortford	CM23 2RR	Residential	0.32	Planning Application
01/155	Bishop's Stortford Town	Pearse House	Parsonage Lane	Bishop's Stortford	CM23 5BQ	Mixed Use	0.59	Planning Application
01/157	Bishop's Stortford Town	Sports field associated with Birchwood High School	Dunmow Road	Bishop's Stortford	CM23 5HR	Residential	3.44	Call for Sites
01/158	Bishop's Stortford Town	Land east Of London Road	London Road	Bishop's Stortford	CM23 4AE	Residential, Affordable Housing	3.4	Call for Sites
01/159	Bishop's Stortford Town	Land east of Thorley Lane East	Thorley Lane East	Bishop's Stortford	CM23 4BH	Residential	0.73	Call for Sites
02/001	Buntingford Town	Land south of Owles Lane	Owles Lane	Buntingford	SG9 9JA	Mixed Use	12.24	Call for Sites
02/002	Buntingford Town	Land to the rear of Snells Mead	Station Road	Buntingford	SG9 9HT	Residential, Leisure/ Recreation	18.22	Call for Sites
02/003	Buntingford Town	Land off Longmead	Longmead	Buntingford	SG9 9EF	Residential	1.18	Call for Sites

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
02/004	Buntingford Town	Land south of the Causeway & north of Hare Street Road	Hare Street Road	Buntingford	SG9 9HN	Residential, Affordable Housing, Leisure/ Recreation, Other - Open Space, Children's Play Area, Car Parking, Forest Planting	11.73	Call for Sites
02/005	Buntingford Town	Land west of Buntingford (between Monks Walk & A10)	Monks Walk	Buntingford	SG9 9JS	Residential, Affordable Housing	21.25	Call for Sites
02/006	Buntingford Town	Aspenden Bridge (opposite Watermill Industrial Estate)	Aspenden Road	Buntingford	SG9 9JS	Residential, Affordable Housing	2.78	Call for Sites
02/007	Buntingford Town	Former Sainsbury's Depot	London Road	Buntingford	SG9 9JR	Mixed Use	10.93	Call for Sites
02/008	Buntingford Town	Land west of London Road	London Road	Buntingford	SG9 9JY	Residential	2.14	Call for Sites
02/009	Buntingford Town	Land west of Ermine Street	Ermine Street	Buntingford	SG9 9RS	Residential, Affordable Housing, Specialist Residential	17.39	Call for Sites
02/011	Buntingford Town	Land at Aspenden Road	Aspenden Road	Buntingford	SG9 9JS	Residential	0.73	Call for Sites
02/013	Buntingford Town	7 Ermine Street	Ermine Street	Buntingford	SG9 9AZ	Residential	0.25	Housing Capacity Study

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
02/023	Buntingford Town	The White House	46 High Street	Buntingford	SG9 9AY	Residential	0.26	Housing Capacity Study
02/037	Buntingford Town	Nevetts	Bowling Green Lane	Buntingford	SG9 9DF	Residential	0.48	Housing Capacity Study
02/045	Buntingford Town	Buntingford Fire Station	Station Road	Buntingford	SG9 9HZ	Residential	0.22	Housing Capacity Study
02/049	Buntingford Town	Watermill Industrial Estate	Aspenden Road	Buntingford	SG9 9JS	Mixed Use	3.26	Local Plan 2007 Employment Allocation
02/051	Buntingford Town	Park Farm Industrial Estate Extension	Ermine Street	Buntingford	SG9 9AZ	Mixed Use	0.22	Local Plan 2007 Employment Allocation
02/052	Buntingford Town	Park Farm Industrial Estate	Ermine Street	Buntingford	SG9 9AZ	Employment		Local Plan 2007 Employment Allocation
03/001	Hertford Town	Bengeo Plant Nursery	Sacombe Road	Hertford	SG14 3HG	Residential	1.68	Call for Sites
03/002	Hertford Town	National Grid Site/ Norbury Woodyard	Mead Lane	Hertford	SG13 7AJ	Mixed Use	4.2	Call for Sites
03/003	Hertford Town	Land north of Molewood Road	Molewood Road	Hertford	SG14 3NX	Residential	0.47	Call for Sites
03/004	Hertford Town	Land east of North Road	North Road	Hertford	SG14 2BZ	Residential	3.04	Call for Sites
03/005	Hertford Town	Land west of Mangrove Road	Mangrove Road	Hertford	SG13 8AW	Residential	4.87	Call for Sites
03/006	Hertford Town	Land adjacent to London Road	London Road	Hertford	SG13 8AJ	Residential	2.08	Call for Sites
03/007	Hertford Town	The Old Orchard	Old Hertingfordbury Road	Hertford	SG14 2TG	Residential, Affordable Housing, Specialist Residential	0.29	Call for Sites

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
03/008	Hertford Town	Hertford Fire Station & Fire Service HQ	Old London Road	Hertford	SG13 7LD	Residential	0.59	Call for Sites
03/009	Hertford Town	West Street Allotments	West Street	Hertford	SG13 8EZ	Residential	0.45	Call for Sites
03/010	Hertford Town	Land west of Thieves Lane & south of Welwyn Road	Thieves Lane	Hertford	SG14 2DG	Residential, Renewable Energy	11.37	Call for Sites
03/012	Hertford Town	13-19 Castle Mead Gardens	Castle Mead Gardens	Hertford	SG14 1JZ	Residential	0.21	Call for Sites
03/014	Hertford Town	Land west of London Road Cottages	Balls Park, Lonon Road	Hertford	SG13 8AR	Residential	0.22	Call for Sites
03/016	Hertford Town	1-14 Dicker Mill	Dicker Mill	Hertford	SG13 7AA	Residential, Affordable Housing	0.45	Call for Sites
03/017	Hertford Town	30-34 and 33-41 Chambers Street	Chambers Street	Hertford	SG14 1PL	Residential, Affordable Housing	0.24	Call for Sites
03/019	Hertford Town	Goldings Manor	Waterford	Hertford	SG14 2WH	Residential, Affordable Housing, Specialist Residential, Community Facility, Leisure/ Recreation, Employment, Mixed Use	40.47	Call for Sites
03/020	Hertford Town	Land at Braziers Field	Braziers Field	Hertford	SG13 7JF	Residential	0.59	Call for Sites
03/021	Hertford Town	Goldings, Orchard House	Broad Oak End	Hertford	SG14 2JA	Residential	1.37	Call for Sites

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
03/022	Hertford Town	Chelmsford Lodge	Valeside	Hertford	SG14 2AR	Residential, Affordable Housing, Specialist Residential	1.54	Call for Sites
03/024	Hertford Town	Hertford Delivery Office	Greencoates	Hertford	SG13 8AB	Residential	0.42	Call for Sites
03/025	Hertford Town	Land west of Mangrove Road	Mangrove Road	Hertford	SG13 8AN	Residential	2.76	Call for Sites
03/027	Hertford Town	Allotment Gardens	Frampton Street	Hertford	SG14 1QQ	Residential	0.72	Housing Capacity Study
03/028	Hertford Town	Land to rear of 50-130 Cecil Road	Cecil Road	Hertford	SG13 8HS	Residential	0.35	Housing Capacity Study
03/033	Hertford Town	Land opposite 73-89 Mandeville Road	Mandeville Road	Hertford	SG13 8JJ	Residential	0.17	Housing Capacity Study
03/034	Hertford Town	Land opposite 1-25 Cecil Road	Cecil Road	Hertford	SG13 8HP	Residential	0.42	Housing Capacity Study
03/051	Hertford Town	Hertford Telephone Exchange	Greencoates	Hertford	SG13 8AP	Residential	0.6	Housing Capacity Study
03/053	Hertford Town	Land to east of Warehams Lane	Warehams Lane	Hertford	SG14 1LA	Residential	0.35	Housing Capacity Study
03/054	Hertford Town	Land to west of Warehams Lane	Warehams Lane	Hertford	SG14 1LA	Residential	0.67	Housing Capacity Study
03/059	Hertford Town	Land adjacent to River Beane	Millmead Way	Hertford	SG14 3YH	Residential	1.98	Housing Capacity Study
03/075	Hertford Town	39 and 49 Tamworth Road	Tamworth Road	Hertford	SG13 7DL	Residential	0.6	Housing Capacity Study
03/092	Hertford Town	Land to rear of 16-24 Carde Close	Carde Close	Hertford	SG14 2EU	Residential	0.25	Housing Capacity Study
03/098	Hertford Town	Land to rear of 78-88 Tudor Way	Tudor Way	Hertford	SG14 2DS	Residential	0.19	Housing Capacity Study
03/100	Hertford Town	Land opposite 343-381 Ware Road	Ware Road	Hertford	SG13 7ER	Residential	1.47	Housing Capacity Study

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
03/101	Hertford Town	Land west of Marshgate Drive	Marshgate Drive	Hertford	SG13 7AQ	Residential	1.38	Local Plan 2007 Allocation
03/102	Hertford Town	Merchant Drive Industrial Estate (Mead Lane)	Merchant Drive	Hertford	SG13 7AY	Employment	4.91	Local Plan 2007 Employment Allocation
03/104	Hertford Town	Land to rear of 140-142 North Road	North Road	Hertford	SG14 2BZ	Residential	1.49	Housing Capacity Study
03/105	Hertford Town	Land adjacent to 61 Bentley Road	Bentley Road	Hertford	SG14 2EN	Residential	0.21	Housing Capacity Study
03/109	Hertford Town	Land opposite 16-34 Cherry Tree Green	Cherry Tree Green	Hertford	SG14 2HP	Residential	0.16	Housing Capacity Study
03/110	Hertford Town	Mimram Road Industrial Estate	Mimram Road	Hertford	SG14 1NN	Employment	2.18	Local Plan 2007 Employment Allocation
03/111	Hertford Town	Land east of Marshgate Drive (residual part of employment area)	Marshgate Drive	Hertford	SG13 7BJ	Employment	7.47	Local Plan 2007 Employment Allocation
03/112	Hertford Town	Land east of Warehams Lane (residual part of employment area)	Warehams Lane	Hertford	SG14 1LA	Employment	1.19	Local Plan 2007 Employment Allocation
03/120	Hertford Town	Land at Wadesmill Road	Wadesmill Road	Hertford	SG14 3HJ	Residential, Affordable Housing, Specialist Residential, Community Facility, Leisure/ Recreation, Retail	76.4	Call for Sites
03/121	Hertford Town	Hertford Industrial Estate	Caxton Hill	Hertford	SG13 7NE	Residential	6.4	Local Plan 2007 Employment Allocation

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03/124	Hertford Town	40 Ware Road	Ware Road	Hertford	SG13 7HU	Residential	0.26	Housing Capacity Study
03/125	Hertford Town	Land to south of Mead Lane	Mead Lane	Hertford	SG14 1SA	Residential	0.39	Housing Capacity Study
03/127	Hertford Town	St Johns Hall	Churchfields	Hertford	SG13 8AE	Residential	0.4	Housing Capacity Study
03/134	Hertford Town	Land south of Hornsmill Road	Hornsmill Road	Hertford	SG13 8HD	Residential	15.6	Call for Sites
03/136	Hertford Town	Adams Yard	Bull Plain	Hertford	SG14 1PX	Mixed Use	0.11	Local Plan 2007 Allocation
03/137	Hertford Town	Industrial Area north of River (Mead Lane)		Hertford	SG13 7AE	Employment	2.44	Local Plan 2007 Employment Allocation
03/139	Hertford Town	7 & 8 Bluecoats Avenue	Bluecoats Avenue	Hertford	SG14 1PU	Residential	0.16	Planning Application
03/140	Hertford Town	Former Dolphin PH Car Park	Mill Road	Hertford	SG14 1SB	Residential	0.14	Planning Application
03/141	Hertford Town	85 Railway Street	Railway Street	Hertford	SG14 1RP	Residential	0.05	Planning Application
03/142	Hertford Town	87-89 Railway Street	Railway Street	Hertford	SG14 1SB	Residential	0.08	Planning Application
03/143	Hertford Town	8, 10 & 12 Railway Street	Railway Street	Hertford	SG14 1BG	Residential	0.02	Planning Application
03/144	Hertford Town	10-12 The Wash	The Wash	Hertford	SG14 1PY	Residential	0.01	Planning Application
03/145	Hertford Town	Former Waters Garage Site	North Road	Hertford	SG14 1LN	Mixed Use	0.17	Planning Application
03/146	Hertford Town	Beesons Yard	72 Railway Street	Hertford	SG14 1BJ	Mixed Use	0.07	Planning Application
03/149	Hertford Town	Elbert Wurlings	Pegs Lane	Hertford	SG13 8EG	Residential	0.03	Planning Application

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03/150	Hertford Town	Grehan House	57 Molewood Road	Hertford	SG14 3AQ	Residential	0.17	Planning Application
03/151	Hertford Town	79-81 Railway Street	Railway Street	Hertford	SG14 1RP	Residential	0.11	Planning Application
03/152	Hertford Town	Land north of Welwyn Road	Welwyn Road	Hertford	SG14 2HQ	Residential	11.62	Call for Sites
03/153	Hertford Town	Land east of Queens Road	69 Queens Road	Hertford	SG13 8BB	Residential	1.95	Call for Sites
03/154	Hertford Town	Land at St Marys Lane	St Marys Lane	Hertingfordbury	SG14 2LE	Residential, Affordable Housing	1.92	Call for Sites
03/155	Hertford Town	Sovereign House	Hale Road	Hertford	SG13 8EQ	Residential	0.37	Planning Application
03/156	Hertford Town	Scott House	Hagsdell Road	Hertford	SG13 8WA	Residential	0.52	Planning Application
04/001	Sawbridgeworth Town	Land at 'The Colt'	Redricks Lane	Sawbridgeworth	CM21 0RL	Residential	2.51	Call for Sites
04/003	Sawbridgeworth Town	Land to the rear of 4 Newports	4 Newports	Sawbridgeworth	CM21 0HP	Residential	0.21	Call for Sites
04/004	Sawbridgeworth Town	Land adjacent to east edge of Rowney Wood	Chaseways	Sawbridgeworth	CM21 0AS	Affordable Housing	4.08	Call for Sites
04/005	Sawbridgeworth Town	Land at Thomas Rivers Hospital	High Wych Road	Sawbridgeworth	CM21 0AB	Other - Health	27.9	Call for Sites
04/006	Sawbridgeworth Town	Land at Chalk's Farm	West Road	Sawbridgeworth	CM21 0DA	Residential	14.19	Call for Sites
04/007	Sawbridgeworth Town	Land west of Sawbridgeworth		Sawbridgeworth	CM21 0BP	Residential	108.84	Call for Sites
04/008	Sawbridgeworth Town	Land at Northfield House	Cambridge Road	Sawbridgeworth	CM21 9BZ	Residential, Affordable Housing	1.04	Call for Sites
04/009	Sawbridgeworth Town	Land north of Chaseways	Chaseways	Sawbridgeworth	CM21 0HS	Residential	8.79	Call for Sites
04/010	Sawbridgeworth Town	Land adjacent to Primrose Cottage	High Wych Road	Sawbridgeworth	CM21 0HH	Residential, Affordable Housing	1	Call for Sites

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
04/011	Sawbridgeworth Town	The Piggeries (land south & west of the Coach House)	Redricks Lane	Sawbridgeworth	CM21 0RL	Residential	4.05	Call for Sites
04/012	Sawbridgeworth Town	The Bungalow and land to the east	Three Mile Pond Farm	Sawbridgeworth	CM21 9BZ	Residential, Affordable Housing	5.29	Call for Sites
04/013	Sawbridgeworth Town	Brickwell Fields (land north of West Road)	West Road	Sawbridgeworth	CM21 0BL	Residential	5.93	Call for Sites
04/014	Sawbridgeworth Town	Land south of Bridgefoot House	Station Road	Sawbridgeworth	CM21 9JZ	Residential	0.73	Call for Sites
04/015	Sawbridgeworth Town	Land west of the River Stort and south of Station Road	Station Road	Sawbridgeworth	CM21 9JE	Residential, Affordable Housing	2.99	Call for Sites
04/017	Sawbridgeworth Town	Land north & south of Spellbrook Lane West	Spellbrook Lane West	Sawbridgeworth	CM23 4BU	Residential, Affordable Housing, Employment	11.21	Call for Sites
04/018	Sawbridgeworth Town	Land at Thomas Rivers Nursery	High Wych Road	Sawbridgeworth	CM21 0AB	Community Facility	27.9	Call for Sites
04/035	Sawbridgeworth Town	Vale Cottage	3 London Road	Sawbridgeworth	CM21 9EH	Residential	0.21	Housing Capacity Study
04/049	Sawbridgeworth Town	Fire Station and Club	Station Road	Sawbridgeworth	CM21 9AY	Residential	0.17	Housing Capacity Study
04/051	Sawbridgeworth Town	Telephone Exchange	London Road	Sawbridgeworth	CM21 9JJ	Residential	0.24	Housing Capacity Study
04/055	Sawbridgeworth Town	Triangle Nurseries	Chaseways	Sawbridgeworth	CM21 0AS	Residential	3.86	Call for Sites
04/056	Sawbridgeworth Town	Land at Kecksys Farm	Cambridge Road	Sawbridgeworth	CM21 9BZ	Residential	2.53	Omission Site
04/057	Sawbridgeworth Town	Sawbridgeworth Football Club	Crofters	Sawbridgeworth	CM21 9JP	Residential	2.45	Local Plan 2007 Allocation
04/059	Sawbridgeworth Town	The Market House	Knight Street	Sawbridgeworth	CM21 9AX	Residential	0.07	Planning Application
04/060	Sawbridgeworth Town	Lock Pavillion	Spellbrook Lane East	Spellbrook	CM23 7SE	Residential	0.24	Call for Sites

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04/061	Sawbridgeworth Town	Paddock adjacent to the Old Cottage	Spellbrook Lane West	Spellbrook	CM23 4AY	Residential, Affordable Housing	0.42	Call for Sites
04/062	Sawbridgeworth Town	Land north of Station Road	Station Road	Sawbridgeworth	CM21 9JY	Residential, Other - Extension to station car park, Nature reserve	5.75	Call for Sites
05/001	Ware Town	Presdales Pit	Hoe Lane	Ware	SG12 9NZ	Residential, Affordable Housing, Employment (Resource Recovery Park)	11.23	Call for Sites
05/003	Ware Town	Nuns' Triangle (land bound by A10/A1170/Quincey Road)	Wadesmill Road	Ware	SG12 0UQ	Residential	10.65	Call for Sites
05/004	Ware Town	Land south of Fanhams Hall Road & east of Trinity Centre	Fanhams Hall Road	Ware	SG12 7JQ	Residential	5.2	Call for Sites
05/005	Ware Town	Horticultural Nursery, Presdales School	Hoe Lane	Ware	SG12 7JQ	Residential	1.12	Call for Sites
05/007	Ware Town	Baldock Street Car Park	Baldock Street	Ware	SG12 9DX	Residential	0.23	Call for Sites
05/008	Ware Town	Old Hertfordians Rugby Club	Hoe Lane	Ware	SG12 9NZ	Residential	2.27	Call for Sites
05/009	Ware Town	Land east of the Trinity Centre	Lady Margaret Gardens	Ware	SG12 7QB	Residential, Affordable Housing	2.81	Local Plan 2007 Allocation
05/013	Ware Town	Land at Rush Green	Hoe Lane	Ware	SG12 9NZ	Residential	14.61	Call for Sites
05/014	Ware Town	Land at Crane Mead	Crane Mead	Ware	SG12 9FJ	Residential	1.66	Call for Sites
05/016	Ware Town	Land at Chadwell Springs Golf Course	Hertford Road	Ware	SG12 9LE	Leisure/ Recreation	4.27	Call for Sites
05/017	Ware Town	Land at Little Acres	Little Acres	Ware	SG12 9JW	Residential	2.16	Call for Sites

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05/018	Ware Town	Cintel Site	Watton Road	Ware	SG12 0AE	Mixed Use	2.15	Call for Sites/ Planning Application
05/019	Ware Town	Hale Club	Hoe Lane	Ware	SG12 9NZ	Residential	3.85	Call for Sites
05/020	Ware Town	Land east of Ware (to the rear of Cozens Road)		Ware	SG12 7HL	Residential, Affordable Housing	11.75	Call for Sites
05/022	Ware Town	Swains Mill & land south of Crane Mead	Crane Mead	Ware	SG12 9PY	Residential, Affordable Housing	0.82	Call for Sites
05/033	Ware Town	Land to west of 15 Bourne Close	Bourne Close	Ware	SG12 0PY	Residential	0.17	Housing Capacity Study
05/036	Ware Town	16 New Road	New Road	Ware	SG12 7BS	Residential	0.51	Housing Capacity Study/ Planning Application
05/040	Ware Town	Crook Bros' Builders Yard	Watton Road	Ware	SG12 0AB	Residential	0.33	Housing Capacity Study
05/048	Ware Town	Buryfield Recreation Ground	Park Road	Ware	SG12 0HU	Residential	1.11	Housing Capacity Study
05/067	Ware Town	Land between Wheatsheaf Drive and Dovedale	Wheatsheaf Drive	Ware	SG12 0XS	Residential	0.2	Housing Capacity Study
05/070	Ware Town	1-85 Broadmeads	Broadmeads	Ware	SG12 9HX	Residential	1.09	Housing Capacity Study
05/072	Ware Town	Hertford Regional College	Scotts Road	Ware	SG12 9JQ	Residential	2.64	Housing Capacity Study
05/073	Ware Town	The Maltings	Hoe Lane	Ware	SG12 9LR	Residential	0.19	Housing Capacity Study
05/076	Ware Town	Crane Mead Business Park	Crane Mead	Ware	SG12 9PZ	Employment	0.98	Local Plan 2007 Employment Allocation

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05/077	Ware Town	Marsh Lane Employment Area	Marsh Lane	Ware	SG12 9QR	Employment	7.55	Local Plan 2007 Employment Allocation
05/078	Ware Town	Widbury Hill (residual part of employment area)	Star Street (land adjacent to The Angel PH)	Ware	SG12 7AN	Employment	0.46	Local Plan 2007 Employment Allocation
05/079	Ware Town	Co-op Depot	Star Street	Ware	SG12 9BX	Residential	0.29	Housing Capacity Study/ Planning Application
05/080	Ware Town	Fanshawe Pool	Park Road	Ware	SG12 0DP	Residential	1.42	Housing Capacity Study
05/081	Ware Town	Land at 35 Baldock Street	Baldock Street	Ware	SG12 9DH	Residential	0.16	Housing Capacity Study
05/082	Ware Town	Mill Studios	Crane Mead	Ware	SG12 9PY	Mixed Use	0.73	Planning Application
05/083	Ware Town	Rear of 39 High Street	High Street	Ware	SG12 0FG	Residential	1.15	Planning Application
05/084	Ware Town	Former Victoria Maltings (Farecla)	Broadmeads	Ware	SG12 9HS	Residential	0.66	Housing Capacity Study
05/085	Ware Town	Land at London Road, adjacent to New River Court	London Road	Ware	SG12 9DD	Residential	0.23	Planning Application
05/086	Ware Town	Former Musley Infants School	Musley Hill	Ware	SG12 7NB	Mixed Use	0.23	Planning Application
05/087	Ware Town	49-51 Star Street	Star Street	Ware	SG12 7AQ	Mixed Use	0.06	Planning Application
05/088	Ware Town	Land off Wengeo Street, to rear of St Catherine's School	Wengeo Street	Ware		Residential	0.53	Housing Capacity Study

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05/089	Ware Town	The Sun & Harrow PH	34 Fanhams Road	Ware	SG12 7DQ	Residential	0.12	Planning Application
05/090	Ware Town	Land at Trapstyle Woods	Trapstyle Road	Ware		Residential	0.72	Call for Sites
06/001	Albury	Bride Croft (land south of Upwick Green Road)	Upwick Green Road	Upwick, Nr Albury	SG11 2JX	Residential	6.25	Call for Sites
06/002	Albury	Salmon Mead (land east of Tatts Cottage; now known as The Nook)	Upwick Green Road	Upwick, Nr Albury	SG11 2JX	Residential	0.96	Call for Sites
07/001	Anstey	Land south-east of Anstey village school	Anstey Road	Anstey	SG9 0BY	Residential, Affordable Housing	0.52	Call for Sites
07/002	Anstey	Silkmead Farm	B1368	Hare Street	SG9 0DX	Residential	2.7	Call for Sites
08/001	Ardeley	Kingswick	White Hill	Cromer	SG2 7QA	Residential	0.19	Call for Sites
09/001	Aspenden	Land north of Buntingford Business Park	Baldock Road	Buntingford	SG9 9DW	Retail, Employment, Renewable Energy, Mixed Use	2.8	Call for Sites
10/001	Aston	Palletts Orchard	Stringers Lane	Aston	SG2 7EF	Residential, Affordable Housing	0.44	Call for Sites
10/002	Aston	Coppers Field	Aston End Road	Aston	SG2 7EX	Residential	3.04	Call for Sites
10/003	Aston	Little Orchard	Dene Lane	Aston	SG2 7EU	Residential	0.48	Call for Sites
10/004	Aston	Lammas Cut	Dene Lane	Aston	SG2 7EU	Residential	0.29	Call for Sites
10/006	Aston	Land at Aston End	Lanterns Lane	Aston	SG2 7HH	Residential	9.7	Call for Sites
11/001	Bayford	Land to the rear of 4-6 Ashdene Road	Ashdene Road	Bayford	SG13 8PX	Residential	0.18	Call for Sites
11/002	Bayford	Land east of Well Row	Well Row	Bayford	SG13 8PW	Residential	3.35	Call for Sites
11/003	Bayford	Land at The Stables	Bayford Lane	Bayford	SG13 8PR	Residential, Gypsies & Travellers	0.28	Housing Capacity Study
12/001	Bengeo Rural	Land at High Trees Farm	High Trees Farm	Chapmore End	SG12 0HF	Residential	22.12	Call for Sites
12/002	Bengeo Rural	Land at Bourne Honour	Ware Road	Tonwell	SG12 0HW	Residential	0.41	Call for Sites
12/003	Bengeo Rural	Land rear of Dormers	Crouchfield	Chapmore End	SG12 0NZ	Residential	0.32	Call for Sites

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
13/001	Benington	Land west & north of Oak Tree Surgery	Oak Tree Close	Benington	SG2 7QZ	Residential	1.74	Call for Sites
13/002	Benington	Land west of 22 Burns Green	Burns Green	Benington	SG2 7DA	Residential	0.31	Call for Sites
13/003	Benington	Land west of 90 Town Lane	Town Lane	Benington	SG2 7BT	Residential	0.34	Call for Sites
13/004	Benington	Land south of 2A Whempstead Road	Whempstead Road	Benington	SG2 7BX	Residential	0.36	Call for Sites
13/005	Benington	Land east of 25 Hebing End	Hebing End	Benington	SG2 7DD	Residential	0.14	Call for Sites
13/006	Benington	Land north of 68 Whempstead Road	Whempstead Road	Benington	SG2 7DE	Residential	0.84	Call for Sites
13/008	Benington	Land at the Old Chalk Pit	Church Green	Benington	SG2 7LH	Residential	0.34	Call for Sites
13/009	Benington	Whitehall Stables	Whitehall Farm, Walkern Road	Watton-at-Stone	SG14 3RP	Residential	0.17	Call for Sites
13/010	Benington	Land north of High Elms Lane	High Elms Lane	Watton-at-Stone	SG14 3RL	Residential	0.74	Call for Sites
13/011	Benington	Land adjacent to Frogmore Lodge	Walkern Road	Watton-at-Stone	SG14 3RN	Residential	0.17	Call for Sites
13/012	Benington	Holbrook Barns	Benington Road	Benington	SG2 7EA	Residential	0.22	Call for Sites
13/013	Benington	Land adjacent to The Bell PH	Town Lane	Benington	SG2 7LA	Residential	0.77	Call for Sites
13/015	Benington	Land rear of 9-10A Three Stiles	Three Stiles	Benington	SG2 7LD	Residential	0.12	Housing Capacity Study
13/018	Benington	Front paddock on Walkern Road	Benington Bury Farm, Walkern Road	Benington	SG2 7LN	Residential	1.25	Call for Sites
13/019	Benington	Alchemist Works	Whempstead Road	Benington	SG2 7BX	Residential	0.25	Planning Application
15/001	Braughing	Arden Meadow	Friars Road	Braughing	SG11 2NH	Residential	1.71	Call for Sites
15/002	Braughing	Land east of B1368	Quinbury Farm, Hay Street	Braughing	SG11 2PQ	Residential	0.83	Call for Sites
15/003	Braughing	Land off Green End & Gravelly Lane	Gravelly Lane	Braughing	SG11 2PU	Residential	1.61	Call for Sites
15/004	Braughing	Land off Green End	Green End	Braughing	SG11 2PU	Leisure/ Recreation	6.7	Call for Sites

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15/005	Braughing	Land north of 21 Green End	Green End	Braughing	SG11 2PG	Residential, Affordable Housing	0.73	Call for Sites
15/006	Braughing	Open land in and surrounding the village of Braughing		Braughing	SG11 2RG	Other - Open Space	67.75	Call for Sites
15/007	Braughing	Land to the rear of Chesnuts	Hull Lane	Braughing	SG11 2PE	Residential	0.33	Call for Sites
15/009	Braughing	Land to rear of 4-8 Hull Lane	Hull Lane	Braughing	SG11 2PF	Residential	0.29	Housing Capacity Study
15/012	Braughing	Land opposite 3 Church End	Church End	Braughing	SG11 2PZ	Residential	0.46	Housing Capacity Study
15/016	Braughing	Land west of Station Road	Station Road	Braughing	SG11 2PQ	Residential, Retail, Employment	36	Call for Sites
15/019	Braughing	Land west of Station Road	Station Road	Braughing	SG11 2PQ	Residential, Retail, Employment		Call for Sites
15/020	Braughing	Land north-east of Puckeridge (east of Wickham Hill)	Wickham Hill	Puckeridge	SG11 2PA	Residential	6.1	Call for Sites
16/001	Brent Pelham	Land adjacent to Pumphill Cottage	Pumphill	Brent Pelham	SG9 0HQ	Residential, Affordable Housing	0.31	Call for Sites
17/001	Brickendon Liberty	Birch Farm	White Stubbs Lane	Broxbourne	EN10 7QA	Residential	1.09	Call for Sites
17/002	Brickendon Liberty	Land west of Brickendon Lane	Brickendon Lane	Hertford	SG13 8HT	Mixed Use	24.89	Call for Sites
17/003	Brickendon Liberty	Land at Brickendon Grange	Pembridge Lane	Brickendon	SG13 8PB	Residential	0.17	Call for Sites

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
18/001	Buckland	Land adjacent to 'Habitat'		Buckland		Residential	0.16	Call for Sites
19/001	Cottered	Trinity Meadow	Thirty Acre Farm	Throcking	SG9 9RD	Residential	2.18	Call for Sites
19/002	Cottered	Land to the rear of Peasecroft & The Crescent	Peasecroft & The Crescent	Cottered	SG9 9QR	Residential	12.94	Call for Sites
19/003	Cottered	The Paddock	Warren Lane	Cottered	SG9 9QA	Residential	0.45	Call for Sites
19/004	Cottered	Land at Stocking Hill Lane	Stocking Hill Lane	Cottered		Residential		Call for Sites
20/001	Datchworth	Home Farm	76 Bramfield Lane	Bulls Green	SG3 6RZ	Residential	0.48	Call for Sites
20/002	Datchworth	Pound Farm	Hollybush Lane	Datchworth	SG3 6RE	Residential	0.78	Call for Sites
20/003	Datchworth	Land between 67 & 75 Burnham Green Road	Burnham Green Road	Burnham Green	AL6 0NH	Residential	1.32	Call for Sites
20/009	Datchworth	Land at Hawkins Hall Lane	Hawkins Hall Lane	Datchworth	SG3 6RU	Residential	20	Omission Site
20/010	Datchworth	Land to the north of Turkey Farm Recreation Area	Brookbridge Lane	Datchworth	SG3 6SU	Residential	4.12	Call for Sites
20/011	Datchworth	Land at 111 Burnham Green Road	Burnham Green Road	Burnham Green	AL6 0NH	Residential, Affordable Housing	2.5	Call for Sites
21/001	Eastwick & Gilston	Fiddlers Brook Stables	Church Lane	Gilston	CM20 2RF	Unspecified	2.29	Call for Sites
21/002	Eastwick & Gilston	Redricks, Hollingson Meads, Sayes Park, Gilston Park (part)	Marlers, Pye Corner	Gilston	CM20 2RD	Mixed Use	136.29	Call for Sites
21/004	Eastwick & Gilston	Land north of A414/Eastwick Road	Eastwick Road	Eastwick	CM20 2RG	Mixed Use	1015.41	Call for Sites
21/005	Eastwick & Gilston	Land adjacent and to the rear of The Dusty Miller PH	Burnt Mill Lane	Eastwick	CM20 2QS	Residential, Employment	0.81	Call for Sites
21/006	Eastwick & Gilston	Land south of Gilston Park House	Gilston Park	Gilston	CM20 2SF	Residential	8.02	Call for Sites

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21/007	Eastwick & Gilston	Terlings Park & the gravel pits to the west of Redricks Lane	Redricks Lane	Gilston		Mixed Use		Call for Sites
21/008	Eastwick & Gilston	Gilston Great Park		Eastwick & Gilston		Mixed Use	2299.05	Call for Sites
21/009	Eastwick & Gilston	Land south of Eastwick Road & Redricks Lane	Redricks Lane	Gilston	CM20 2RP	Mixed Use	113.35	Call for Sites
22/001	Furneux Pelham	Land north of Lake Villas	Barleycroft End	Furneux Pelham	SG9 0LG	Residential	0.31	Call for Sites
22/002	Furneux Pelham	Hollybush	The Street	Furneux Pelham	SG9 0JZ	Residential	0.26	Call for Sites
22/003	Furneux Pelham	Land at Violets Lane	Barleycroft End	Furneux Pelham	SG9 0LL	Residential	0.37	Call for Sites
22/004	Furneux Pelham	Land at Tinkers Hill	The Street	Furneux Pelham	SG9 0LJ	Residential	0.24	Call for Sites
22/011	Furneux Pelham	Land adjacent to 'Quainty'	The Street	Furneux Pelham	SG9 0LJ	Residential	0.72	Housing Capacity Study
22/013	Furneux Pelham	Land adjacent to 'Craigdhu'	The Street	Furneux Pelham	SG9 0LJ	Residential	0.29	Housing Capacity Study
22/014	Furneux Pelham	Land adjacent to 'Chapel House'	The Street	Furneux Pelham	SG9 0LL	Residential	1.11	Housing Capacity Study
23/001	Great Amwell	Land to the rear of The Brooms	Lower Road	Great Amwell	SG12 9SZ	Residential, Affordable Housing	0.65	Call for Sites
23/002	Great Amwell	Byfield Nursery	Gipsy Lane	Great Amwell	SG12 9RJ	Residential	2.05	Call for Sites
23/003	Great Amwell	Land north of Jansus	Amwell Lane	Stanstead Abbots & St Margarets	SG12 8DX	Residential	0.23	Call for Sites
23/004	Great Amwell	Land surrounding Van Hages Garden Centre	Amwell Hill	Great Amwell	SG12 1PB	Residential, Affordable Housing	39.49	Call for Sites

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23/008	Great Amwell	Land north of 19 Folly View	Folly View	Stanstead Abbots & St Margarets	SG12 8AY	Residential	0.25	Housing Capacity Study
23/016	Great Amwell	Land between Amwell Lane & the New River	Amwell Lane	Stanstead Abbots & St Margarets	SG12 8DU	Residential	0.75	Housing Capacity Study
23/018	Great Amwell	Land to the south of Waggon and Horses	Pepper Hill	Great Amwell	SG12 9RQ	Residential	0.56	Housing Capacity Study
23/019	Great Amwell	Factories	Furlong Way	Great Amwell	SG12 9BE	Residential	1.61	Housing Capacity Study
23/020	Great Amwell	Land south of Environment House	Cautherly Lane	Great Amwell	SG12 9SP	Residential	0.84	Housing Capacity Study
23/021	Great Amwell	Hillside Farm	Pepper Hill	Great Amwell	SG12 9SH	Residential	22.2	Call for Sites
23/022	Great Amwell	Byfield Nursery & Landcroft	Pepper Hill	Great Amwell	SG12 9RG	Residential		Call for Sites
25/001	Hertford Heath	Land west of London Road (opposite no's 87-119)	London Road	Hertford Heath	SG13 7RH	Residential, Affordable Housing	5.46	Call for Sites
25/002	Hertford Heath	Land at Amwell Place Farm (east & west of Downfield Road)	Downfield Road	Hertford Heath	SG13 7RZ	Residential	70.38	Call for Sites
25/003	Hertford Heath	The Roundings and land to the rear	The Roundings	Hertford Heath	SG13 7PX	Residential, Affordable Housing	1.7	Call for Sites
25/007	Hertford Heath	Land rear of 51-69 Mount Pleasant	Mount Pleasant	Hertford Heath	SG13 7QZ	Residential	0.86	Call for Sites
25/008	Hertford Heath	Land adjacent to 2 and rear of 2-10 The Roundings	The Roundings	Hertford Heath	SG13 7PX	Residential	0.13	Planning Application
26/001	Hertingfordbury	Water Hall Quarry Complex	Lower Hatfield Road	Little Berkhamsted	SG13 8LF	Mixed Use	128.5	Call for Sites

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26/002	Hertingfordbury	Joseph Rochford Gardens Ltd	1 Pipers End	Letty Green	SG14 2PB	Residential	10.86	Call for Sites
26/003	Hertingfordbury	Birchall Farm (land north of Birchall Lane)	Birchall Lane	Cole Green	SG14 2NR	Residential	71.11	Call for Sites
26/004	Hertingfordbury	Hatfield Estate (land surrounding Munn's Farm)	Munn's Farm	Cole Green	SG14 2NL	Mixed Use	127.21	Call for Sites
26/005	Hertingfordbury	New England Nursery		Birch Green	SG14 2LR	Residential	0.69	Call for Sites
26/006	Hertingfordbury	Land west of The Bury Farm	Bury Farm	Hertingfordbury	SG14 2LJ	Mixed Use	3.8	Call for Sites
26/007	Hertingfordbury	Land east of The Bury Farm	Bury Farm	Hertingfordbury	SG14 2LJ	Mixed Use	1.8	Call for Sites
26/008	Hertingfordbury	Land adjacent to 12 The Old Coach Road	12 The Old Coach Road	Birch Green		Residential	0.6	Call for Sites
27/001	High Wych	Builders Yard	High Wych Lane	High Wych	CM21 0JS	Residential	0.28	Call for Sites
27/002	High Wych	Sayes Park Farm	High Wych Road	High Wych	CM21 0JE	Residential	169.98	Call for Sites
27/003	High Wych	Land surrounding High Wych Grange	High Wych Road	High Wych	CM21 0JB	Residential	6.81	Call for Sites
27/004	High Wych	Land south of 'Bakers Farm'	High Wych Lane	High Wych	CM21 0JL	Residential	1.72	Omission Site
27/007	High Wych	Land to rear of 64-70 Mabey's Walk	Mabey's Walk	High Wych	CM21 0HN	Residential	0.16	Housing Capacity Study
27/008	High Wych	Land between Andor & Elms	Slough Road	High Wych	CM21 0LR	Residential	0.7	Call for Sites
28/001	Hormead	Field 2769, land south of B1038	B1038	Hare Street	SG9 0EE	Leisure/ Recreation	0.9	Call for Sites
28/002	Hormead	Land to rear & east of Hormead C of E Primary School	B1038	Great Hormead	SG9 0PB	Residential, Affordable Housing	3.63	Call for Sites
28/003	Hormead	Land west of Hormead Village Hall	B1038	Great Hormead	SG9 0PB	Residential, Affordable Housing	0.89	Call for Sites
28/004	Hormead	Land to rear of Jubilee Cottages	Horseshoe Lane	Great Hormead	SG9 0NG	Residential, Affordable Housing	1.28	Call for Sites

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28/005	Hormead	Land at Lamorna	B1368	Hare Street	SG9 0DX	Residential	1.03	Call for Sites
29/001	Hunsdon	Land west of Little Samuel's Farm	Widford Road	Hunsdon	SG12 8NN	Residential	28.95	Call for Sites
29/002	Hunsdon	Land north of Little Samuel's Farm	Widford Road	Hunsdon	SG12 8NN	Residential	1.07	Call for Sites
29/003	Hunsdon	Little Samuel's Farm Estate	Widford Road	Hunsdon	SG12 8NN	Residential	1.14	Call for Sites
29/004	Hunsdon	Eastern part of Briggens Estate (land east & west of Eastwick Road)	Eastwick Road	Hunsdon	SG12 8LG	Mixed Use	114.43	Call for Sites
29/005	Hunsdon	Land south of Drury Lane & east of allotments (southern plot)	Drury Lane	Hunsdon	SG12 8NU	Residential, Affordable Housing	0.67	Call for Sites
29/006	Hunsdon	Land south of Tanners Way	Tanners Way	Hunsdon	SG12 8QD	Residential, Affordable Housing	0.33	Call for Sites
29/015	Hunsdon	Hunsdon Lodge Farm	Drury Lane	Hunsdon	SG12 8NU	Residential	0.36	Omission Site
29/017	Hunsdon	Land at Dixon's Crane Yard	Acorn Street	Hunsdon	SG12 8PF	Residential		Call for Sites
29/018	Hunsdon	Land at Buryholme	Hunsdonsbury	Hunsdon	SG12 8PW	Residential	0.42	Call for Sites
29/019	Hunsdon	Woodholme Stock Yard	Hunsdonsbury	Hunsdon	SG12 8PS	Residential	2.81	Call for Sites
29/020	Hunsdon	Land south of Drury Lane & east of allotments (northern plot)	Drury Lane	Hunsdon	SG12 8NU	Residential	0.25	Call for Sites
29/021	Hunsdon	Land at Hunsdon (between B180 & Acorn Street)	Acorn Street	Hunsdon		Residential, Open Space		Call for Sites
30/001	Little Berkhamsted	Brookside and the Old Gravel Pit	Lower Hatfield Road	Little Berkhamsted	SG13 8LE	Mixed Use	5.7	Call for Sites
31/001	Little Hadham	Field 5155 (land south of Stortford Road)	Stonehouse Farm, Stortford Road	Little Hadham	SG11 2DX	Residential	0.66	Call for Sites
31/002	Little Hadham	Land and buildings at Little Hadham	Church End Farm	Little Hadham	SG11 2DY	Mixed Use	269.05	Call for Sites

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31/003	Little Hadham	Land at Bury Green Farm	Millfield Lane	Little Hadham	SG11 2HE	Residential, Affordable Housing	3.35	Call for Sites
31/004	Little Hadham	Land at rear of Florence Cottage	The Ford	Little Hadham	SG11 2AY	Residential	0.24	Call for Sites
31/005	Little Hadham	Paddock adjacent to Barrans		Bury Green	SG11 2ES	Residential	0.41	Call for Sites
31/006	Little Hadham	Land east of Ashcroft Farm	Stortford Road	Little Hadham	SG11 2DX	Residential	0.66	Call for Sites
31/007	Little Hadham	Field between Foxearth	Chapel Lane	Little Hadham	SG11 2AB	Residential	0.92	Call for Sites
31/012	Little Hadham	Land to the south of Ashdene	The Ford	Little Hadham	SG11 2AY	Residential	0.09	Housing Capacity Study
31/021	Little Hadham	Land adjacent to Peasecroft	Albury Road	Little Hadham	SG11 2DN	Residential	0.14	Housing Capacity Study
31/022	Little Hadham	Old Lime Works	Albury Road	Little Hadham	SG11 2DR	Residential	2.2	Housing Capacity Study
31/024	Little Hadham	Land south of Stortford Road	Stortford Road	Little Hadham	SG12 2DX	Residential	5.1	Omission Site
31/025	Little Hadham	Hadham Industrial Estate & Church End Farm		Little Hadham	SG11 2DY	Mixed Use	12.18	Call for Sites
31/026	Little Hadham	Land at Side Hilly	The Ford	Hadham Ford	SG11 2AT	Residential	1.08	Call for Sites
31/027	Little Hadham	Land north of Pathway Cottages	The Ford	Hadham Ford	SG11 2BY	Residential, Community Facility, Leisure/ Recreation, Retail	2.62	Call for Sites
31/028	Little Hadham	Land north of Stanemede	Albury Road	Little Hadham	SG11 2DN	Residential, Leisure/ Recreation, Retail	0.74	Call for Sites

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31/029	Little Hadham	Land south of The Smithy	The Smithy	Little Hadham	SG11 2DA	Residential, Leisure/ Recreation	1.83	Call for Sites
33/001	Much Hadham	Land to west of Hodge's Garage	Victoria Terrace	Much Hadham	SG10 6DF	Residential	0.79	Call for Sites
33/002	Much Hadham	Land at Walnut Close	Walnut Close	Much Hadham	SG10 6AJ	Residential	0.23	Call for Sites
33/004	Much Hadham	Land south of Ashleys	Widford Road	Much Hadham	SG10 6AT	Residential	0.58	Call for Sites
33/005	Much Hadham	Dolan's Field (land north of New Barns Lane)	New Barns Lane	Much Hadham	SG10 6HH	Residential	4.49	Call for Sites
33/012	Much Hadham	Land at Barn Cottage	Widford Road	Much Hadham	SG10 6AT	Residential, Affordable Housing, Specialist Residential, Community Facility	1.21	Call for Sites
33/013	Much Hadham	Land to the rear of North Leys	New Barns Lane	Much Hadham	SG10 6DB	Residential, Affordable Housing	1.36	Call for Sites
33/014	Much Hadham	Land to the rear of North Leys	New Barns Lane	Much Hadham	SG10 6DB	Residential, Affordable Housing	1.47	Call for Sites
35/001	Standon	A10 Timber Company	Gore Lane	Barwick Ford	SG11 1AL	Employment	1.74	Call for Sites
35/002	Standon	Burrs Meadow	High Street	Standon	SG11 1LA	Residential	0.48	Call for Sites
35/003	Standon	Lilymead	Mill End	Standon	SG11 1LS	Residential	0.47	Call for Sites
35/004	Standon	Land at Café Field (land north of A120)	Standon Hill	Puckeridge	SG11 1SA	Residential	11.24	Call for Sites
35/005	Standon	Land to rear of Lamb and Flag PH	Ermine Street	Colliers End	SG11 1ER	Residential	2.93	Call for Sites
35/007	Standon	Land south of Dowsetts Lane	Dowsetts Lane	Colliers End	SG11 1ET	Residential	5.79	Call for Sites
35/008	Standon	Land north of St Mary's Church	Ermine Street	Colliers End	SG11 1EG	Residential, Specialist Residential	0.5	Call for Sites

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35/010	Standon	Former Kerry Foods site	Station Road	Standon	SG11 1QN	Employment	1.19	Call for Sites
35/011	Standon	Hopsons Site	Stortford Road	Standon	SG11 1PH	Employment	0.93	Call for Sites
35/013	Standon	Camps Field	Ermine Street	Colliers End	SG11 1EG	Residential	5.63	Call for Sites
35/014	Standon	Slaughterhouse/Orchard (land opposite St Mary's Church)	Ermine Street	Colliers End	SG11 1ED	Residential	0.24	Call for Sites
35/015	Standon	Ryders Mead	Ermine Street	Colliers End	SG11 1DN	Residential	1.84	Call for Sites
35/016	Standon	Land at Wickham Hill	Wickham Hill	Puckeridge	SG11 1RR	Residential, Community Facility, Leisure/ Recreation	8.72	Call for Sites
35/017	Standon	The Chestnuts & Glanton	Cambridge Road	Puckeridge	SG11 1SA	Residential	0.9	Call for Sites
35/018	Standon	Bromley Farm Yard	Bromley Lane	Bromley, Nr Standon	SG11 1NY	Residential	0.33	Call for Sites
35/019	Standon	Land west of Arches Hall Cottages	Morley Lane	Latchford, Nr Standon	SG11 1QX	Residential	1.09	Call for Sites
35/020	Standon	Land adjacent to 14 Sadlier Road	Sadlier Road	Puckeridge	SG11 1PU	Residential	0.11	Housing Capacity Study
35/033	Standon	Land west of Cambridge Road	Cambridge Road	Puckeridge	SG11 1SA	Residential	1.77	Omission Site
35/034	Standon	Land east of Cambridge Road	Cambridge Road	Puckeridge	SG11 1SA	Residential	1.98	Omission Site
35/036	Standon	Land east of Buntingford Road	Buntingford Road	Puckeridge	SG11 1RT	Residential	0.53	Call for Sites
36/001	Stanstead Abbots	Kitten Hill (land east of Hunsdon Road & north of Roydon Road)	Kitten Lane	Stanstead Abbots	SG12 8JR	Residential	3.38	Call for Sites

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36/002	Stanstead Abbots	Land north of Marsh Lane	Marsh Lane	Stanstead Abbots	SG12 8HH	Residential, Affordable Housing	1.32	Call for Sites
36/003	Stanstead Abbots	Land north of Marsh Lane (adjacent to the Mill Stream)	Marsh Lane	Stanstead Abbots	SG12 8HL	Leisure/ Recreation	0.22	Call for Sites
36/004	Stanstead Abbots	Land at French & Jupps	The Maltings	Stanstead Abbots	SG12 8HG	Other - Parking	0.28	Call for Sites
36/006	Stanstead Abbots	David Websters	Netherfield Lane	Stanstead Abbots	SG12 8HE	Employment	1.34	Call for Sites
36/007	Stanstead Abbots	Land off Netherfield Lane (north of David Websters)	Netherfield Road	Stanstead Abbots	SG12 8HE	Residential	1.35	Call for Sites
36/008	Stanstead Abbots	Tennis Court, 1 The Abbots	Cappell Lane	Stanstead Abbots	SG12 8AR	Residential	0.91	Call for Sites
36/010	Stanstead Abbots	Land adjacent and to rear of 57 Chapelfields	57 Chapelfields	Stanstead Abbots	SG12 8HZ	Residential	0.12	Housing Capacity Study
36/011	Stanstead Abbots	Land to rear of 43-45 Chapelfields	Chapelfields	Stanstead Abbots	SG12 8HU	Residential	0.1	Housing Capacity Study
36/016	Stanstead Abbots	Land at Willowthorpe	High Street	Stanstead Abbots	SG12 2AS	Residential		Omission Site
36/017	Stanstead Abbots	Atkin Bros Nursery	Marsh Lane	Stanstead Abbots	SG12 8HH	Residential	1.2	Omission Site
37/001	Stanstead St Margarets	Land north and south of A414	A414	Stanstead St Margarets	SG12 8EH	Residential	45.8	Call for Sites
37/002	Stanstead St Margarets	Land west of Ware Road	Springle House, Hailey		SG13 7NZ	Residential	18.03	Call for Sites
37/003	Stanstead St Margarets	The Wilderness (land between Hoddesdon Road & the New River)	Hoddesdon Road	Stanstead St Margarets	SG12 8EG	Residential	0.48	Call for Sites

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37/004	Stanstead St Margarets	Hillside Nursery	Ware Road	Hoddesdon	SG13 7NZ	Residential, Affordable Housing	1.88	Call for Sites
37/005	Stanstead St Margarets	Land south of Sanville Gardens	Sanville Gardens	Stanstead St Margarets	SG12 8XH	Residential	0.53	Housing Capacity Study
37/011	Stanstead St Margarets	Leeside Works	Lawrence Avenue	Stanstead St Margarets	SG12 8DJ	Residential	0.42	Housing Capacity Study
37/013	Stanstead St Margarets	Land between Lawrence Avenue & the River Lea	Lawrence Avenue	Stanstead St Margarets	SG12 8JL	Residential	0.87	Housing Capacity Study
37/014	Stanstead St Margarets	Land at Heron Drive	Heron Drive	Stanstead St Margarets	SG12 8TU	Residential	0.1	Housing Capacity Study
37/015	Stanstead St Margarets	The Spinney	Hoddesdon Road	Stanstead St Margarets	SG12 8EJ	Mixed Use	0.29	Planning Application
37/016	Stanstead St Margarets	Land north of Sanville Gardens	Sanville Gardens	Stanstead St Margarets	SG12 8GA	Residential	0.49	Housing Capacity Study
38/001	Stapleford	Little Gobions	Gobions Lane	Stapleford	SG14 2RB	Residential	0.31	Call for Sites
38/002	Stapleford	Hubbards	Gobions Lane	Stapleford	SG14 2RB	Residential	0.43	Call for Sites
38/003	Stapleford	Land opposite Stapleford Place Farm	High Road	Stapleford	SG14 3NW	Residential	0.36	Housing Capacity Study
40/001	Tewin	Land adjacent to Cowper C of E School	Cannons Meadow	Tewin	AL6 0JU	Residential, Affordable Housing	1.49	Call for Sites
40/002	Tewin	Seven Acres	49 Upper Meadow	Tewin	AL6 0LE	Residential	1.97	Call for Sites
40/003	Tewin	Land east of Upper Green Road	Upper Green Road	Tewin	AL6 0LH	Residential	1	Call for Sites
40/004	Tewin	Land at junction of Upper Green Road & Tewin Hill	Upper Green Road	Tewin	AL6 0LU	Residential	2.23	Call for Sites
40/006	Tewin	Land north of 16 Grass Warren	Grass Warren	Tewin	AL6 0JJ	Residential	0.09	Call for Sites
40/007	Tewin	Land rear of 29 Upper Green Road	Upper Green Road	Tewin	AL6 0LE	Residential	0.91	Call for Sites
40/008	Tewin	Land east of Upper Green Road	Upper Green Road	Tewin	AL6 0LQ	Residential	0.31	Call for Sites

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40/015	Tewin	Land to rear of 17-28 Grass Warren	Grass Warren	Tewin	AL6 0JJ	Residential	0.13	Housing Capacity Study
40/018	Tewin	41 & 41A Upper Green Road	Upper Green Road	Tewin	AL6 0LE	Residential	0.23	Planning Application
40/022	Tewin	Land at Tewin Grove	B1000	Tewin/Hertford	SG14 2NG	Residential, Affordable Housing, Specialist Residential	30	Call for Sites
41/001	Thorley	Land north of Twyford Bury	Twyford Lane	Bishop's Stortford	CM22 7QA	Residential	0.44	Call for Sites
41/002	Thorley	Land south of Whittington Way	Whittington Way	Bishop's Stortford	CM23 4AS	Residential	53.14	Call for Sites
41/003	Thorley	Thorley Wash Grange	London Road	Bishop's Stortford	CM23 4AT	Residential	0.48	Call for Sites
41/005	Thorley	Land at Pig Lane	Twyford Bury Lane	Bishop's Stortford	CM22 7QA	Residential, Mixed Use	10.91	Call for Sites
41/007	Thorley	Land east of London Road	London Road	Bishop's Stortford	CM23 4AP	Residential, Affordable Housing	74	Call for Sites
42/001	Thundridge	The Football Pitches (land south of Dane End Road)	Dane End Road	High Cross	SG11 1BG	Residential	8.5	Call for Sites
42/002	Thundridge	Land rear of Rennesley Farm	Anchor Lane	Wadesmill	SG12 0TE	Residential, Affordable Housing	0.97	Call for Sites
42/003	Thundridge	Land east of Cambridge Road	Cambridge Road	Wadesmill	SG12 0TS	Residential, Affordable Housing	1.25	Call for Sites
42/004	Thundridge	Land rear of Puller Memorial JMI	High Road	High Cross	SG11 1AW	Residential, Affordable Housing	1.09	Call for Sites
42/005	Thundridge	Land south of Cold Christmas Lane	Cold Christmas Lane	Thundridge	SG12 7SW	Residential, Affordable Housing	1.13	Call for Sites
42/006	Thundridge	Sutes Farm	High Road	High Cross	SG11 1BE	Employment	1.47	Call for Sites

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42/007	Thundridge	Land north of 24 Cambridge Cottages	High Road	High Cross	SG11 1BD	Residential, Affordable Housing	0.19	Call for Sites
42/008	Thundridge	Land to rear of Cambridge Cottages	High Road	High Cross	SG11 1AZ	Residential, Affordable Housing	1.15	Call for Sites
42/009	Thundridge	Land north of North Drive	North Drive	High Cross	SG11 1AU	Residential	0.71	Call for Sites
42/010	Thundridge	Land at Oakley Coach Builders	High Road	High Cross	SG11 1AD	Employment	0.57	Call for Sites
42/011	Thundridge	Land at Oakley Coach Builders	High Road	High Cross	SG11 2AD	Employment	1.5	Call for Sites
42/012	Thundridge	Sawtrees Yard	Cold Christmas Lane	Sawtrees, Nr Barwick	SG12 7SL	Residential	0.26	Call for Sites
42/013	Thundridge	Land south of Cold Christmas Lane (adjacent to Swangles Farm)	Cold Christmas Lane	Cold Christmas	SG12 7SP	Residential	18.44	Call for Sites
42/014	Thundridge	Land south of North Drive	North Drive	High Cross	SG11 1AD	Residential	0.86	Call for Sites
42/017	Thundridge	Land south of The Rectory	North Drive	High Cross	SG11 1AR	Residential	0.87	Housing Capacity Study
42/018	Thundridge	Land at 'The Bungalow'	35 North Drive	High Cross	SG11 1AR	Residential	0.23	Housing Capacity Study
42/019	Thundridge	Land to the rear of 'The Bungalow'	North Drive	High Cross	SG11 1AD	Residential	1.3	Housing Capacity Study
42/024	Thundridge	Land adjacent 'Rivers Reach'	Old Church Lane	Thundridge	SG12 0SZ	Residential	0.12	Housing Capacity Study
42/025	Thundridge	Land to the rear of 3-7 Ducketts Wood	Ducketts Wood	Thundridge	SG12 0SR	Residential	0.6	Housing Capacity Study
42/027	Thundridge	Land north of 'Northfield'	Cambridge Road	Wadesmill	SG12 0SU	Residential	0.25	Housing Capacity Study
42/029	Thundridge	Land to the rear of 'The Anchor PH'	Anchor Lane	Wadesmill	SG12 0TT	Residential	0.11	Housing Capacity Study
42/030	Thundridge	Land south of Cold Christmas Lane	Cold Christmas Lane	Thundridge	SG12 0UG	Residential	13.2	Omission Site

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
42/032	Thundridge	Land adjacent to Oaklands	Pest House Lane	High Cross	SG11 1BG	Residential	1.33	Call for Sites
42/033	Thundridge	Land west of Cambridge Road	Cambridge Road	Thundridge	SG12 0RA	Residential	3.8	Call for Sites
42/034	Thundridge	Land north of North Drive (west of A10)	North Drive	High Cross	SG11 1AU	Residential	1.61	Call for Sites
42/035	Thundridge	Land adjacent to Thundridge House	Poles Lane	Thundridge	SG12 0SQ	Residential	1.02	Call for Sites
43/002	Walkern	Land to the north east of Stevenage, Boxbury Farm & Chells Farm	Boxbury Farm	Walkern	SG2 7AA	Mixed Use	248	Call for Sites
43/003	Walkern	Chells Field (land south of Stevenage Road & east of Gresley Way)	Gresley Way	Stevenage	SG2 7NN	Residential	9.82	Call for Sites
43/004	Walkern	Land to the rear of the White Lion PH	Winters Lane	Walkern	SG2 7PA	Residential	0.54	Call for Sites
43/005	Walkern	Land to rear of 6-7 Clay End Road	Clay End Road	Clay End	SG2 7JB	Residential	0.13	Call for Sites
43/006	Walkern	Land to the east of Clay End Road	Clay End Road	Clay End	SG2 7JB	Residential	0.16	Call for Sites
43/007	Walkern	Land to rear of 5 Clay End Road	Clay End Road	Clay End	SG2 7JB	Residential	0.2	Call for Sites
43/008	Walkern	Land adjacent to 1 Clay End Road	Clay End Road	Clay End	SG2 7JB	Residential	0.18	Call for Sites
43/009A	Walkern	Land to the rear of 19-39 Aubries	Aubries	Walkern	SG2 7NJ	Residential, Affordable Housing	0.93	Call for Sites
43/009B	Walkern	Land to the rear of 19-39 Aubries	Aubries	Walkern	SG2 7NJ	Residential, Affordable Housing	1.89	Call for Sites
43/010	Walkern	Land adjacent to Granary Cottage	High Street	Walkern	SG2 7PA	Residential	0.34	Call for Sites
43/011	Walkern	Land north of Manor View	High Street	Walkern	SG2 7PA	Residential	0.12	Call for Sites

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
43/013	Walkern	Land north of 5 Brockwell Shott	Brockwell Shott	Walkern	SG2 7PJ	Residential	0.34	Housing Capacity Study
43/014	Walkern	16 Froghall Lane	Froghall Lane	Walkern	SG2 7PH	Residential	0.19	Housing Capacity Study
43/016	Walkern	105 High Street	High Street	Walkern	SG2 7NU	Residential	0.18	Housing Capacity Study
43/017	Walkern	Land to rear of 82 High Street	High Street	Walkern	SG2 7PG	Residential	0.32	Planning Application
43/018	Walkern	Land to rear of 65 High Street	High Street	Walkern	SG2 7NT	Residential	0.09	Planning Application
44/001	Wareside	Land north of Ware		Ware	SG12 7RX	Mixed Use	39.43	Call for Sites
44/002	Wareside	Appleton Farmyard	Babbs Green	Wareside	SG12 7RX	Residential	0.28	Call for Sites
44/003	Wareside	Land south of St Georges Cottages	Babbs Green	Wareside	SG12 7RU	Residential	0.18	Call for Sites
44/004	Wareside	Land adjacent to Appleton Farm	Babbs Green	Wareside	SG12 7SU	Residential	0.69	Call for Sites
44/005	Wareside	Land to the north & east of Ware		Ware	SG12 7HL	Mixed Use	99.18	Call for Sites
44/006	Wareside	Land west of Great Cozens	Fanhams Hall Road	Ware	SG12 7PU	Residential	1.5	Call for Sites
45/001	Watton-at-Stone	Watton-at-Stone Depot	Station Road	Watton-at-Stone	SG14 3SH	Residential	0.39	Call for Sites
45/002	Watton-at-Stone	Land and buildings at Perrywood Lane	Perrywood Lane	Watton-at-Stone	SG14 3RB	Residential, Affordable Housing	0.71	Call for Sites
45/003	Watton-at-Stone	Land at 22 Great Innings North	Great Innings North	Watton-at-Stone	SG14 3TD	Residential	0.11	Call for Sites
45/004	Watton-at-Stone	Land north of 25 Walkern Road	Walkern Road	Watton-at-Stone	SG14 3ST	Residential	1.09	Call for Sites
45/007	Watton-at-Stone	Land north of Great Innings North	Great Innings North	Watton-at-Stone	SG14 3TR	Residential	2.2	Omission Site

SLAA REF	PARISH	SITE NAME	ADDRESS	SETTLEMENT	LOCAL POSTCODE	Suggested Use	Site Area (Ha)	Site Source
45/009	Watton-at-Stone	The Allotments	Church Walk	Watton-at-Stone		Residential	1.3	Omission Site
46/001	Westmill	Land south of Cherry Green Lane (between Pantiles & Gaynors Farm)	Cherry Green Lane	Westmill	SG9 9LE	Residential	0.6	Call for Sites
47/001	Widford	Adams Farm	Hunsdon Road	Widford	SG12 8SG	Residential	0.53	Call for Sites
47/002	Widford	Land to rear of Adams Farm	Hunsdon Road	Widford	SG12 8SG	Residential	1.66	Call for Sites
47/003	Widford	Land east of The Orchard	High Street	Widford	SG12 8SQ	Residential	0.09	Housing Capacity Study
47/004	Widford	Land at Priory Farm	High Street	Widford	SG12 8SQ	Residential	0.2	Housing Capacity Study
47/005	Widford	Land rear of 'The House of Orange'	Hunsdon Road	Widford	SG12 8SG	Residential	0.12	Housing Capacity Study
47/008	Widford	Land at Whites Farm	Ware Road	Widford	SG12 8RE	Residential	0.35	Housing Capacity Study
47/010	Widford	Land adjacent to 'The Croft'	Nether Street	Widford	SG12 8TL	Residential	0.26	Housing Capacity Study
47/011	Widford	Martletts	Hunsdon Road	Widford		Residential, Affordable Housing	1.12	Call for Sites



District Plan

SLAA Site Assessment Criteria

November 2012

How to use this assessment

The purpose of the SLAA is to assess the likelihood of a site coming forward for development by considering the issues that may affect development in respect of suitability, availability and achievability. The assessment criteria conform with the requirements of the National Planning Policy Framework (NPPF). The use of red/amber/green provides a simple visual tool for understanding the issues that may affect a site from coming forward for development.

However, the purpose of this assessment is not to 'score' sites by simply adding up the number of 'green' assessments since this could skew the results as the criteria have not been weighted, although the assessment of suitability has been grouped into the three levels of constraint so as to further understand the likelihood of developability. Equally, a 'red' assessment would not necessarily preclude development since it is possible that some constraints could be mitigated. Furthermore, Government guidance recommends sites should not be ruled out simply based on current policy designations. Where information is unavailable the assessment will be recorded as unknown and regarded as undeliverable since deliverability should not be assumed.

Importantly, the SLAA is about determining whether a site **could** be developed; **not** whether a site **should** be developed. That is the role of the planning system either through the establishment of the principle of development in the District Plan or through the determination of a planning application, which would be based on the individual merits of the application.

Site Details

Site Reference		Site Area		No. of Dwellings	
Site Name				Site Postcode	
Site Address					
Parish		Ward			
Proposed Use					

Assessment of Suitability

Major Constraints - critical or national designations that are likely to prevent development

Topic	Criteria	Comment	Assessment
Biodiversity	Would development affect a European or Nationally designated wildlife site?	The NPPF affords significant protection to these important wildlife sites including RAMSAR, NNR, SAC, SSSI and undesignated ancient woodland. Development that causes harm to the geological and conservation interests on such sites will not be permitted.	Onsite - RED Offsite but potential to impact wildlife site - AMBER Offsite no impact - GREEN
Environmental	Is the site in an area of flood risk?	The NPPF sets out a sequential approach to development in areas of flood risk with the aim to steer new development away from areas of highest risk (Zone 3). Surface water flooding could also act as a constraint on development on sites identified as being at risk. Information from the Environment Agency Flood Maps and Surface Water Inundation Maps and East Herts Strategic Flood Risk Assessment (SFRA).	Zone 3 high probability – RED Zone 2 medium probability OR Any site identified to be at risk of surface water flooding – AMBER Zone 1 low probability – GREEN
Heritage	Would development affect a Scheduled Monument?	The NPPF seeks to conserve heritage assets in a manner appropriate to their significance. Substantial harm to registered parks and gardens should be wholly exceptional.	Onsite - RED Offsite but potential to impact scheduled monument - AMBER Offsite no impact - GREEN
Heritage	Would development affect a Registered Historic Park and Garden?	The NPPF seeks to conserve heritage assets in a manner appropriate to their significance. Substantial harm to or loss of a registered parks and gardens should be exceptional.	Onsite - RED Offsite but potential to impact park and garden - AMBER Offsite no impact - GREEN
Heritage	Would development affect a Listed Building?	The NPPF seeks to conserve heritage assets in a manner appropriate to their significance. Substantial harm to or loss of a Grade II Listed Building should be exceptional and in respect of Grade I or Grade II* Listed Buildings, wholly exceptional.	Development would require demolition - RED Development would affect setting - AMBER No impact - GREEN
Heritage	Would development affect Tree Preservation Orders (TPO)?	The affect of development on protected trees is a material consideration. Trees provide amenity value and are an important feature of the townscape and landscape.	Area TPO onsite - RED Single TPO onsite - AMBER No TPOs - GREEN
Policy	Is the site allocated in the Hertfordshire Minerals and Waste Plan?	Minerals and Waste planning is undertaken by the County Council. The District Council has responsibility to ensure that development does not affect identified sites.	Allocated / safeguarded for minerals or waste - RED Development would affect minerals or waste sites / site identified for potential minerals or waste development - AMBER No affect on minerals or waste sites - GREEN
Policy	Is the site in the Green Belt?	PPG2 sets out the presumption against inappropriate development to maintain the openness of the Green Belt.	Yes - RED No - GREEN
Policy	Is the site in the Rural Area Beyond the Green Belt?	Local Plan Policy GBC3 sets out a similar presumption against inappropriate development. Government guidance also directs development to the more sustainable locations.	Yes - RED No - GREEN

Local Constraints - local policy designations that may constrain development

Topic	Criteria	Comment	Assessment
Biodiversity	Would development affect a locally designated wildlife site?	Local Plan Policy ENV14 prevents development that would have an adverse impact on a local wildlife sites.	Onsite - RED Offsite but potential to impact wildlife site - AMBER Offsite no impact - GREEN
Environmental	Are there problems with noise?	Consideration needs to be given to whether there are any existing noise sources that could impact on the suitability of the site for development?	Yes - AMBER No - GREEN
Environmental	Will development of the site affect, or be affected by Air Quality Management Areas (AQMA)?	Development should not adversely affect or be adversely affected by air quality. Where any issue arises, an air quality assessment may be required.	Yes - AMBER No - GREEN
Environmental	Is the site likely to be affected by contaminated land?	The presence of contaminated land may affect the viability of sites being developed. Information will be obtained from Appendix A of the East Herts' Contaminated Land Strategy Please note, for those sites assessed as: RED - a further assessment will be required. AMBER - there could still be the potential for localised contamination and further assessment is required. GREEN - there could still be the potential for localised contamination and further assessment is required.	Historical data has identified that the site was previously used as a potentially contaminative industrial land - RED Previously developed land where historical data has not identified a potentially contaminative industrial land use - AMBER Sites where there is no record of previous development. These sites are considered to be less likely to be contaminated - GREEN
Heritage	Would development affect a locally listed historic park and garden?	Local Plan Policy BH16 seeks to ensure that development proposals do not harm the special historic character or appearance of the park or garden.	Onsite - RED Offsite but potential to impact Historic Park and Garden - AMBER Offsite no impact - GREEN
Heritage	Would development affect a Conservation Area?	Local Plan Policy BH6 seeks to ensure that development in conservation areas or that affects the setting of a conservation area should be sympathetic to the character of the conservation area.	Yes - AMBER No - GREEN
Heritage	Is the site designated as an Area of Archaeological Significance?	Local Plan Policy BH1 seeks to ensure that development does not adversely affect archaeological sites. Where development affects an area of archaeological significance, further assessment and mitigation will be required.	Yes - AMBER No - GREEN
Policy	Is the site designated for leisure, recreational or community use in the Local Plan?	Local Plan Policies STC8, LRC1, LRC11 and OSV8 seek to prevent the loss of facilities which contribute to sustainable mixed communities.	Yes - AMBER No - GREEN
Policy	Is the site in employment or former employment use?	Local Plan policies EDE1 and EDE2 seek to prevent the loss of sites in or previously in employment use in order to maintain a sufficient supply of employment land across the district.	Designated Employment Area - RED Employment Site - AMBER Non-employment use - GREEN

Accessibility Constraints¹ - accessibility to day-to-day services that may constrain development

Topic	Criteria	Comment	Assessment
Buses²	Is the site accessible to a bus stop?	Within 400m (5 mins) walk of a bus stop. Sites closer to passenger transport facilities are regarded as being in more sustainable locations.	Outside threshold – RED Within the threshold but where the bus stop has a low service frequency – AMBER Within threshold - GREEN
Trains³	Is the site accessible to a railway station?	Within 1.2km. Sites closer to passenger transport facilities are regarded as being in more sustainable locations.	Outside threshold - RED Within threshold - GREEN
Education⁴	Is the site accessible by public transport to primary schools?	Lower threshold = 15mins Upper threshold = 30mins	Outside thresholds - RED Between higher and lower threshold - AMBER Within lower threshold - GREEN
Education⁵	Is the site accessible by public transport to secondary schools?	Lower threshold = 20mins Upper threshold = 40mins	Outside thresholds - RED Between upper and lower threshold - AMBER Within lower threshold - GREEN
Health⁶	Is the site accessible by public transport to GP facilities?	Lower threshold = 15mins Upper threshold = 30mins	Outside thresholds - RED Between upper and lower threshold - AMBER Within lower threshold - GREEN
Health⁷	Is the site accessible by public transport to hospital facilities?	Lower threshold = 30mins Upper threshold = 60mins	Outside thresholds - RED Between upper and lower threshold - AMBER Within lower threshold - GREEN
Retail Centres⁸	Is the site accessible by public transport to district and town centre locations?	Lower threshold = 15mins Upper threshold = 30mins	Outside thresholds - RED Between upper and lower threshold - AMBER Within lower threshold - GREEN
Employment⁹	Is the site accessible by public transport to employment facilities?	Lower threshold = 20mins Upper threshold = 40mins	Outside thresholds - RED Between upper and lower threshold - AMBER Within lower threshold - GREEN

¹ - Accessibility data for education, health, retail and employment based on travelling to the destination by bus or rail, or a combination of both. The travel time also allows for a maximum walk of 800m / 10mins to the initial bus stop or station. Information is provided by Hertfordshire County Council Accession software using the Information Transport Network (ITN) i.e. roads, and excludes pedestrian only routes. Information is for outbound routes only. It should be noted that this does not provide a complete picture of accessibility since no information is given for return journeys.

² - Distance calculated 'as the crow flies' based on GIS. It should be noted that whilst a site may be in proximity to a bus stop, the service provided may not be frequent

³ - Applying threshold of 1.2km calculated 'as the crow flies' based on GIS, allows flexibility for an overall walking time of 20mins (1.6km). 1.6km (1 mile) is considered to be the maximum distance that the majority of people will walk. Also see footnote 1 above.

⁴ - Includes Middle Schools and assumes an arrival time of between 8-9am. Also see footnote 1 above.

⁵ - Assumes an arrival time of between 8-9am. Also see footnote 1 above.

⁶ - Assumes an arrival time of between 10-11am. Also see footnote 1 above.

⁷ - Includes community hospitals and A&E services and assumes an arrival time of between 10-11am. Also see footnote 1 above.

⁸ - Includes town and district centres (including Stanstead Abbots and St Margarets and the Thorley Centre, Bishop's Stortford) and assumes an arrival time of between 10-11am. Also see footnote 1 above.

⁹ - Super Output Areas generating over 500 jobs and assuming an arrival time of 8-9am. Also see footnote 1 above.

Site Constraints - other planning and environmental considerations that may affect development

Topic	Criteria	Comment	Assessment
Access	Is there direct access to the site?	Sites require adequate access to the existing road network.	No direct access - RED Direct Access onto a classified road - AMBER Direct access - GREEN
Access	Does access to the site affect its development?	Need to ensure that the access for the site (whether existing or proposed) meets or is likely to meet current highway standards. Major highway works include new roads, major changes to junctions etc.	No access to site/Unlikely to meet current standards – RED Requires major highway works – AMBER Access acceptable/minor highway works required - GREEN
Access	Does the site form access to other sites?	Use of the site to access other properties may affect whether it comes forward for development.	Yes, provides access to existing development - RED Yes, but could be developed in tandem - AMBER No - GREEN
Character	Does the topography of the site affect development?	Flatter sites are easier to develop and often have less of a visual impact.	Yes - AMBER No - GREEN
Character	How well does the site relate to existing development?	Development should integrate well with the existing development.	Poorly - RED Subject to appropriate landscaping / mitigation - AMBER Well - GREEN
Site	Does the planning history of the site affect the potential for development?	The site may have been assessed through previous plan-making or planning application processes. Planning history may provide information as to whether the principle of development is acceptable.	Yes - AMBER No - GREEN
Site	Does the shape of the site constrain development?	e.g. Irregular shaped site. Narrow sites may pose problems with access.	Yes - AMBER No - GREEN
Site	Could the site form part of a larger development?	It is important that the development is co-ordinated and the development of one site should not prejudice a strategic site.	Yes - AMBER No - GREEN
Site	Is the site affected by neighbouring uses?	e.g. overlooking / incompatible neighbouring use	Yes - AMBER No - GREEN
Site	Previously Developed Land (PDL)	There is a presumption in favour of the development of previously developed land.	Greenfield - RED Garden Land - AMBER Brownfield - GREEN

Suitability Conclusion

Assessment of Availability

Topic	Criteria	Comment	Assessment
Legal	Are there any known legal issues?	Legal issues such as multiple land ownerships or ransom strips may affect the site coming forward for development in the short term.	Yes - AMBER No - GREEN
Ownership	Has the owner of the site been identified?	This could determine when the site comes forward for development	No - RED Yes - GREEN
Ownership Intentions	Is there an intention by the landowner to sell and/or a developer to bring forward this site?	This could determine when the site comes forward for development	No - AMBER Yes - GREEN
Use	Is the site in current use?	Sites that are currently in use are less likely to come forward for development in the short-term as the current occupier will need to be relocated. There may also be less in-principle objection to vacant sites coming forward for development.	Occupied - RED Vacant - AMBER Derelict / undeveloped - GREEN

Availability Conclusion

Assessment of Achievability

Achievability Conclusion		
Short-term (0-5 years)	Medium-term (6-10 years)	Long-term (11-15 years)

Overall Assessment of Deliverability

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EAST HERTS COUNCIL

DISTRICT PLANNING EXECUTIVE PANEL – 17 JULY 2014 EXECUTIVE – 5 AUGUST 2014

REPORT BY EXECUTIVE MEMBER FOR STRATEGIC PLANNING AND TRANSPORT

NEIGHBOURHOOD PLANNING UPDATE REPORT

WARD(S) AFFECTED: ALL

Purpose/Summary of Report

- The purpose of this report is to provide Members with an update on Neighbourhood Planning; outlining in particular the roles and responsibilities of the Council in accordance with the Neighbourhood Planning (General) Regulations 2012.
- The report also updates Members on the growing level of interest in Neighbourhood Planning in the District and provides details about the publication of the Bishop's Stortford Neighbourhood Plan for Silverleys and Meads Wards, together with next steps.

<u>RECOMMENDATIONS FOR DISTRICT PLANNING EXECUTIVE PANEL AND EXECUTIVE: That:</u>	
(A)	The roles and responsibilities of the Council in accordance with the Neighbourhood Planning (General) Regulations 2012 and outlined in paragraphs 2.1 to 2.13 of this report be noted; and
(B)	The growing level of interest in Neighbourhood Planning in the District is noted, together with the requirement to ensure that this area of work is adequately and appropriately resourced.
<u>RECOMMENDATIONS FOR COUNCIL: That:</u>	
(A)	The roles and responsibilities of the Council in accordance with the Neighbourhood Planning (General) Regulations 2012 and outlined in paragraphs 2.1 to 2.13 of this report be noted; and

(B)	The growing level of interest in Neighbourhood Planning in the District is noted, together with the requirement to ensure that this area of work is adequately and appropriately resourced.

1.0 Background

- 1.1 Neighbourhood planning was introduced by the Government as part of their broader package of decentralisation measures, enshrined through the Localism Act 2011. The Town and Country Planning England Neighbourhood Planning (General) Regulations 2012 came into force on the 6 April 2012 and prescribe both the process, and role of the local planning authority in supporting neighbourhood planning. In East Herts, Town or Parish Councils are qualifying bodies able to produce a Neighbourhood Plan.
- 1.2 Neighbourhood Plans must be consistent with the prevailing adopted local plan (this is currently the saved policies in the East Herts Local Plan 2007), be subject to an independent examination into their soundness, and if found to be sound, be subject to a local referendum. If approved by a majority vote of the local community, the District Council must then 'make' the Neighbourhood Plan which will then form part of the statutory development plan for the district, and will have far more weight than other local documents, such as parish plans and village design statements.
- 1.3 Neighbourhood planning allows communities to create a vision and planning policies for the use and development of land within a defined geographical area. This is an opportunity for local people to be fully engaged in the future of their communities in a way that has not previously been possible.
- 1.4 In December 2011 the District Council agreed an Interim Neighbourhood Planning Guidance note which was circulated to all Town and Parish Councils (see Background Papers). At the time communities were advised to wait before they did any substantive work on neighbourhood planning until the Localism Bill had been enacted, associated regulations published and the Council had progressed with its Core Strategy.

1.5 Interest is now building across the District in producing Neighbourhood Plans. The Council attaches great importance to community engagement and local empowerment, and to the opportunities for neighbourhood planning to help deliver strategic planning objectives in line with locally identified priorities as well as wider benefits.

2.0 Report

2.1 Following publication of the 2012 Neighbourhood Planning Regulations, this report sets out for the first time the responsibilities of the Council in the neighbourhood planning process. The report also updates Members on the growing level of interest in neighbourhood planning and provides details about the publication of the Bishop's Stortford Neighbourhood Plan for Silverleys and Meads Wards.

2.2 The process of neighbourhood planning must be instigated and led by the community. If a community decides to prepare a Neighbourhood Plan then the Localism Act and the Neighbourhood Planning Regulations place various duties and responsibilities upon the Council. The responsibilities of the Council can be summarised as:

- Determining applications to designate a Neighbourhood Area – this is the area to which the Plan will relate
- Checking that the Plan complies with all legal requirements
- Publicising the Plan and receiving representations
- Organising and paying for the examination including appointing an inspector
- Organising and paying for the referendum
- Providing technical advice and support to qualifying bodies.

2.3 The Regulations have been described as 'light touch' placing minimum requirements on communities and local authorities and allowing processes to be developed that suit local circumstances.

Designation of a Neighbourhood Area

2.4 In order to commence the neighbourhood planning process a Neighbourhood Area must be agreed by the Council. The body preparing the plan must submit an application to the Council to determine the area that the plan will relate to. The body must submit: a map which identifies the area; a statement explaining why the area is appropriate and a statement that the organisation making the application is a 'relevant body' for the purpose of the

Act. In East Herts the 'relevant body' will be either a Town or Parish Council.

- 2.5 The Neighbourhood Area could relate to the entire Parish area or a part of it, or any part of the area of another Parish Council if the other Parish Council has given their consent. Parish Councils can also agree to prepare joint plans.
- 2.6 The Council must publicise any request on its website and in '*any such other manner as they consider is likely to bring the area application to the attention of people who live, work or carry on business in the area to which the application relates*'. The request must be open to consultation for a period of at least 6 weeks.
- 2.7 In determining the application the Council must ensure that the area is appropriate and that Neighbourhood Areas do not overlap. The District Council will be responsible for publishing a map setting out the areas that are designated as Neighbourhood Areas.

Legal Requirement Check

- 2.8 The first role that the Council has following submission of a Neighbourhood Plan is to check that the Plan and all accompanying documents comply with basic requirements which are set out in the Localism Act and Neighbourhood Planning Regulations. The 'basic conditions' which must be satisfied are that the Plan:

- has appropriate regard to national policy including a commitment to 'positive planning';
- is in general conformity with the strategic policies of the Local Plan (currently the saved policies in the 2007 East Herts Local Plan);
- contributes to sustainable development; and
- meets where relevant the obligations under the strategic environmental assessment requirements, conservation of habitats and species regulations, etc.

Publicising the Plan and receiving representations

- 2.9 As soon as possible after receiving a Neighbourhood Plan the Council is required to publicise details of the Plan on its website and in '*any such other manner as they consider is likely to bring the area application to the attention of people who live, work or carry on business in the area to which the application relates*'. The Plan must then be made available for a minimum of 6 weeks for

consultation. Any representations will be sent to the Council.

Examination

- 2.10 The Council is responsible for organising and paying for the examination. The Council must appoint an independent person to carry out the examination (with the agreement of the body preparing the Plan). After the appointment the Council must send the examiner copies of all the relevant documents and any representations received as part of the consultation.
- 2.11 The person appointed to undertake the examination is responsible for how the examination will be carried out. It is expected that this will normally be through consideration of written responses, but the examiner could hold hearings if they felt this was necessary. The examiner will consider whether the Plan meets the basic conditions set out in the Act and if this is the case recommend the Plan proceeds to a referendum.

Referendum

- 2.12 The referendum gives the community the final say on whether a Plan should come into force in their area. The Council must make all the necessary arrangements and pay for the referendum. As a minimum, the referendum must take place in the neighbourhood area to which the proposed Plan relates and those entitled to vote are those people in the neighbourhood area entitled to vote in local elections.

Duty to 'make' a Neighbourhood Plan

- 2.13 If a Neighbourhood Plan gains support from over 50% of people voting in a referendum, the District Council can proceed to ensure the Plan will become part of the Council's Local/District Plan which, under the Town and Country Planning Act, is regarded as the statutory Development Plan. Once the Council is satisfied that the basic conditions and all legal requirements are satisfied, a formal resolution is required for the Plan to be made.

Neighbourhood Planning in East Herts

- 2.14 Interest in producing Neighbourhood Plans is growing across the District. The emerging District Plan positively encourages Parish Councils to prepare Neighbourhood Plans, allowing local people to take a proactive role in shaping the future of the areas in which they live.
- 2.15 The Council has so far received five formal requests for Neighbourhood Area designation. The following requests have

been agreed:

- Bishop's Stortford Silverleys and Meads (4th December 2012)
- Hertford Heath (4th February 2014)
- Brickendon Liberty (4th March 2014)

The following requests have yet to be determined:

- Buntingford Area (a report recommending that the application for designation is supported is due to be considered by the Executive on 1st July 2014)
- Bishop's Stortford Central, South and All Saints and part of Thorley

- 2.16 There are also several other parishes that have expressed an interest in doing a Neighbourhood Plan (including Hunsdon, Standon, Walkern and Ware).
- 2.17 Bishop's Stortford Town Council formally submitted to the Council its draft Neighbourhood Plan for the Silverleys and Meads Wards on the 22nd May 2014. The Neighbourhood Plan is the first to be produced in East Herts. The Plan has been prepared in the context of the saved policies in the 2007 East Herts Local Plan and contains policies relating to Housing and Design; Green Infrastructure; Transport; Education; Health; Sport; Business and Employment. The Plan does not allocate any land for development.
- 2.18 In accordance with Regulation 16 of the 2012 Neighbourhood Planning Regulations consultation on the Bishop's Stortford Neighbourhood Plan commenced on the 12th June for a six week period (ending on the 24th July). The publication notice is attached at **Essential Reference Paper 'B'** for information.
- 2.19 As set out above, following the consultation the next stage in the process is examination. The Council is currently seeking to appoint an independent person to carry out an examination of the draft Bishop's Stortford Neighbourhood Plan. Any representations received as part of the consultation will be submitted to the examiner who will in due course carry out an assessment on the Neighbourhood Plan to see if it meets the basic conditions as set out in the regulations and take into account any representations received.
- 2.20 Assuming the plan passes the examination, the District Council will then need to undertake a referendum within a defined area. The referendum area will at least cover the wards of Silverleys

and Meads in Bishop's Stortford but may be expanded to include adjoining areas. If as a result of the referendum 50% or more of those people who voted support the plan then it will be made part of the development plan for East Herts District.

Conclusion

- 2.21 The Localism Act and associated Regulations presents a range of opportunities for communities in East Herts to play a greater role in shaping their neighbourhoods. The emerging District Plan positively encourages Parish Councils to prepare Neighbourhood Plans.
- 2.22 The growing interest in neighbourhood planning in the District is therefore welcomed; however, further consideration does need to be given to adequately and appropriately resourcing this area of work in the future. The additional (temporary) resources in the Planning Policy team will assist in this respect but further consideration may need to be given to this depending on the number of Neighbourhood Plans that come forward.

3.0 **Implications/Consultations**

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Interim Neighbourhood Planning Guidance Note December 2011
http://www.eastherts.gov.uk/media/pdf/4/m/Interim_Neighbourhood_Planning_Guidance_Note_-_Dec_11_Smaller_File_Size.pdf

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ESSENTIAL REFERENCE PAPER 'A'

IMPLICATIONS/CONSULTATIONS

<p>Contribution to the Council's Corporate Priorities/ Objectives (delete as appropriate):</p>	<p>People – Fair and accessible services for those that use them and opportunities for everyone to contribute</p> <p>This priority focuses on delivering strong services and seeking to enhance the quality of life, health and wellbeing, particularly for those who are vulnerable.</p> <p>Place – Safe and Clean</p> <p>This priority focuses on sustainability, the built environment and ensuring our towns and villages are safe and clean.</p> <p>Prosperity – Improving the economic and social opportunities available to our communities</p> <p>This priority focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic opportunities and delivering cost effective services.</p>
<p>Consultation:</p>	<p>Consultation on the Bishop's Stortford Neighbourhood Plan for Silverleys and Meads Wards commenced on the 12th June for a period of six weeks (until 24th July 2014).</p>
<p>Legal:</p>	<p>The Localism Act 2011 (Part 6, Chapter 3, Sections 116-121 and Schedule 9 and 10) and The Neighbourhood Planning (General) Regulations 2012 set out the power and duties considered in this report.</p> <p>It is a statutory requirement to support the preparation of neighbourhood plans and for this Council to adopt them, if supported by a referendum.</p> <p>Once 'made', neighbourhood plans will carry full statutory weight as part of the development plan for the area, and due regard must be had to them when making decisions on planning applications.</p>
<p>Financial:</p>	<p>The Council will be subject to additional costs to cover the statutory requirements.</p> <p>Direct costs will be incurred as the Council is required to</p>

	<p>hold an independent examination of the proposed neighbourhood plan and a referendum on the plan. Under the Neighbourhood Planning (General) Regulations 2012, the costs of this examination and referendum are required to be met by the Council. The more applications the Council receives to undertake neighbourhood planning, the greater the implications of these costs to the Council.</p> <p>Funding from DCLG is available to reflect costs incurred. This currently amounts to £30,000 per neighbourhood plan (non ring-fenced) to the local authority to cover the cost of supporting the process, paying for the examination and referendum.</p> <ul style="list-style-type: none"> • £5,000 upon designation of a Neighbourhood Area, • £5,000 upon publication of the plan prior to examination; and • £20,000 upon successful completion of the examination. <p>DCLG has also made up to £7,000 directly available to communities preparing neighbourhood plans via 'Locality' (the organisation which is delivering this funding – further information is available at - http://locality.org.uk/projects/building-community/).</p>
Human Resource:	<p>The Localism Act 2011 places a duty to support the preparation of neighbourhood plans on local authorities through officer advice and guidance, making evidence available and organising/paying for the examination and referendum. Further consideration therefore needs to be given to adequately and appropriately resourcing this area of work in the future, to ensure that staff resources are not deflected from producing the District Plan.</p>
Risk Management:	<p>If local communities apply to the Council to undertake neighbourhood planning this will require the Council to respond in a timely manner. Being clear in the process will enable the Council to determine how it will respond to such requests and ensure that the resources are in place to deliver such support as it considers appropriate. Failure to do so risks staff and financial resources being diverted from other projects and dissatisfaction amongst local communities.</p>

<p>Health and wellbeing – issues and impacts:</p>	<p>The link between planning and health has been long established. The built and natural environments are major determinants of health and wellbeing.</p> <p>The localism agenda means that communities and organisations have greater statutory support to take positive action to improve their health and wellbeing, e.g. by identifying new facilities or improving the quality of the design of new buildings.</p>
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Bishop's Stortford Town Council Neighbourhood Plan for Silverleys and Meads Wards

PUBLICATION The Neighbourhood Planning (General) Regulations 2012 Regulation 16 (Publicising a Neighbourhood Plan)

Title of Document: Bishop's Stortford Town Council Neighbourhood Plan for Silverleys and Meads Wards 2014-2031 (Examination Copy).

Subject Matter: The Neighbourhood Plan for the Silverleys and Meads Wards in Bishop's Stortford contains policies relating to Housing and Design; Green Infrastructure; Transport; Education; Health; Sport; Business and Employment. The Plan does not allocate any land for development.

Area covered: The Neighbourhood Plan covers two of the five electoral wards in Bishop's Stortford: Silverleys and Meads, situated to the north-west side of the town.

Period of Publication: Representations can be made in writing between the 12th June 2014 and the 24th July 2014. Representations must be received by 5pm on the 24th July 2014.

Address to which representations should be sent:

By post: Planning Policy Team, East Herts Council, Wallfields, Pegs Lane, Hertford, SG13 8EQ

By email: planningpolicy@eastherts.gov.uk

Format of representations: Representations may be made in writing or electronically.

Request to be notified: Representations may be accompanied by a request to be notified of the local planning authority's decision under Regulation 19. That is the decision whether or not to make the Neighbourhood Plan part of the development plan for East Herts District.

Document Availability: The publication material consists of:

- Neighbourhood Plan for Silverleys and Meads Wards 2014-2031
- Neighbourhood Plan - Appendices 1-5
- Basic Conditions Statement
- Evidence Base Summary
- Consultation Statement - Summary and Appendices 1-4

The publication material will be available for inspection during normal office hours at:

- East Herts Council Offices, Wallfields, Pegs Lane, Hertford, SG13 8EQ
- East Herts Council Offices, The Causeway, Bishop's Stortford, CM23 2EN
- Bishop's Stortford Town Council, The Old Monastery, Windhill, Bishop's Stortford, CM23 2ND

All the documents are also available on the Council's website at: www.eastherts.gov.uk/bishopstortfordnnp

If you need any further information or assistance please contact the Planning Policy Team on 01279 655261 or email planningpolicy@eastherts.gov.uk

