

CABINET AGENDA



TUESDAY 15 DECEMBER 2015 AT 7.30 PM
DBC BULBOURNE ROOM - CIVIC CENTRE

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Membership

Councillor Williams (Leader)	Councillor Harden
Councillor Griffiths (Deputy Leader)	Councillor Marshall
Councillor Elliot	Councillor G Sutton

For further information, please contact Michelle Anderson

AGENDA

1. MINUTES (Pages 4 - 21)

To confirm the minutes of the meeting held on 24 November 2015 (circulated separately to Cabinet members).

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. DECLARATIONS OF INTEREST

To receive any declarations of interest

A member with a disclosable pecuniary interest or a personal interest in a matter who attends a meeting of the authority at which the matter is considered -

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent

and, if the interest is a disclosable pecuniary interest, or a personal interest which is also prejudicial

- (ii) may not participate in any discussion or vote on the matter (and must withdraw to the public seating area) unless they have been granted a dispensation.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Members' Register of Interests, or is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal and prejudicial interests are defined in Part 2 of the Code of Conduct for Members

[If a member is in any doubt as to whether they have an interest which should be declared they should seek the advice of the Monitoring Officer before the start of the meeting]

4. PUBLIC PARTICIPATION

An opportunity for members of the public to make statements and ask questions in accordance with the rules as to Public Participation.

5. REFERRALS TO CABINET

There were no referrals to Cabinet

6. CABINET FORWARD PLAN (Page 22)

7. TREASURY MANAGEMENT MID-YEAR PERFORMANCE REPORT (Pages 23 - 31)

8. COUNCIL TAX BASE (Pages 32 - 36)

9. CONSIDERATION OF RESPONSES TO PRE-SUBMISSION FOCUSSED CHANGES & SUBMISSION OF SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT (Pages 37 - 220)

10. LOCAL PLANNING FRAMEWORK AUTHORITY MONITORING REPORT AND LOCAL DEVELOPMENT SCHEME UPDATE (Pages 221 - 359)

11. CONSIDERATION OF NEW STATEMENT OF COMMUNITY INVOLVEMENT TO GUIDE CONSULTATION ON PLANNING MATTERS (Pages 360 - 408)

12. COMMITTEE TIMETABLE 2016-2017 (Pages 409 - 412)

13. EXCLUSION OF THE PUBLIC

To consider passing a resolution in the following terms:

That, under s.100A (4) of the Local Government Act 1972 Schedule 12A Part 1 as amended by the Local Government (Access to Information) (Variation) Order 2006 the public be excluded during the items in Part 2 of the Agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that, if members of the public were present during those items, there would be disclosure to them of exempt information relating to:

MINUTES

CABINET

24 NOVEMBER 2015

Present:

Members:

Councillors: Williams (Leader)
Griffiths (Deputy
Leader)
Elliot
Harden
Marshall
G Sutton

Officers:	Mark Brookes	Group Manager - Legal Governance
	Michelle Anderson	
	Richard Baker	Group Manager - Financial Services
	Elliott Brooks	Assistant Director - Housing
	James Doe	Assistant Director - Planning and Regeneration
	Mark Gaynor	Corporate Director - Housing & Regeneration
	Julia Hedger	Group Manager - Strategic Housing
	Sally Marshall	Chief Executive
	Matt Rawdon	People
	Philip Stanley	Development Management Team Leader
	Chris Taylor	Group Manager - Strategic Planning and Regeneration
	Becky Oblein	Strategic Planning & Regeneration Team Leader
	Eli Tweed	Social Enterprise & Commissioning Officer

Also Attendance:

The meeting began at 7.30 pm

CA/18/15 MINUTES

The minutes of the meeting held on 20 October 2015 were agreed by the members present and signed by the Chairman

CA/19/15 APOLOGIES FOR ABSENCE

None received

CA/20/15 DECLARATIONS OF INTEREST

None received

CA/21/15 PUBLIC PARTICIPATION

There was no public participation.

CA/22/15 REFERRALS TO CABINET

There were no referrals to Cabinet.

CA/23/15 CABINET FORWARD PLAN

That the Cabinet Forward Plan be noted, subject to the following amendments:
15 December Move Hemel Hempstead Town Centre Parking Access and Movement Strategy to January meeting.
26 January – Add The Forum Category C
9 February - Budget & Council Tax setting, amend author to James Deane

CA/24/15 BUDGET MONITORING QUARTER 2 2015/16

Decision

That Cabinet:

RESOLVED TO RECOMMEND

1. That the supplementary budgets set out below be agreed. Details for these supplementary budgets are set out in the body of the report to cabinet and have a net nil impact on the General Fund Working Balance:
 - Increase Electoral Registration Budget by £42k
 - Increase Other Government Grants Budget by £42k
 - Decrease the budget for Conducting Elections by £30k
 - Decrease use of the Elections Reserve by £30k
 - Approve the recommended virement of underspends set out in Section 6 of the report to cabinet.

Reason for Decision

To provide details of the projected outturn for 2015/16 as at Quarter 2 for the:

- *General Fund*
- *Housing Revenue Account*

- *Capital Programme*

Implications

Financial

Financial and Value for Money implications are included within the body of the report.

Risk Implications

Risk implications are included within the body of the report.

Equalities Implications

There are no equality implications

Health And Safety Implications

There are no health and safety implications

Corporate Objectives

Dacorum Delivers

Advice

The Portfolio Holder for Finance & Resources explained that this report incorporated performance for quarter 2 of 2015/16 and Cabinet were asked to agree the small adjustments listed in the recommendations. Overall the projected overspend had reduced from £785k to £274k, the challenge was to reduce this to zero over the next 6 months. In addition, the outcome of the unknown chancellor's statement would also be a challenge.

Consultation

Consultation took place with:

- Budget Managers

Voting

None.

CA/25/15 THE DACORUM COMPACT (2015 - 2019)

Decision

That the new Dacorum Compact (2015 – 2019) be approved.

Reason for Decision

To seek the agreement for the new Dacorum Compact (2015 – 2019).

Implications

Financial

There are no financial implications for the Dacorum Compact.

Value for Money

The Dacorum Compact will promote greater partnership working between sectors, improved relationships which can lead to enhanced service delivery and efficiencies.

Risk Implications

If the commitments in the new Dacorum Compact are not carried out it may be open to criticism from the Voluntary and Community Sector (VCS) but this has been mitigated by extensive consultation and involvement of both statutory and VCS to try to ensure the commitments are attainable and agreeable. Also section titled 'Who to contact if things go wrong' on page 11 includes peaceful resolution and signposting to Community Action Dacorum for further help.

- By not having an up to date, current and agreed Dacorum Compact, it could lead to a breakdown in working relationships between Dacorum Borough Council and the VCS. This is particularly important at this current time as the Council are embarking on commissioning services with the funding that was previously allocated through the Strategic Partner Programme.

Community Impact Assessment

Community Impact Assessment carried out 28 October 2015

Health And Safety Implications

None.

Corporate Objectives

1. Community Capacity: enabling self-help and volunteering to build communities.
2. Dacorum Delivers: developing more effective ways of delivering services which meet customer expectations.

Advice

The Portfolio Holder for Residents & Corporate Services explained that the Dacorum Compact is a local agreement between the statutory sector and the VCS. It was initially agreed and published in 2002 and then refreshed in 2007/8. Dacorum has a long history of partnership working across the two sectors but with changes to the relationship such as commissioning, it is important to have an up to date Compact which reflects the current context.

The Portfolio Holder for Environmental, Sustainability & Regulatory Services asked if this would be published on the council's website.

In addition, the Portfolio Holder for Residents & Corporate Services requested that it be advertised on the front page of the website, on the moving scroll.

E Tweed confirmed it would be published on the council's website and she would speak to Communications with regards to including it on the front page scroll.

Consultation

Consultation took place with:

- DBC staff, CMT and managers of people
- Strategic Partners and the wider Voluntary & Community Sector
- All Council Members

Voting

None.

CA/26/15 ANNUAL REVIEW OF HOUSING REVENUE ACCOUNT BUSINESS PLAN 2015/16

Decision

RESOLVED TO RECOMMEND

- 1. That the updated HRA Business Plan be approved.**
- 2. That the revised development programme budgets as set out in the Part II appendix to the report to Cabinet be approved.**

Reason for Decision

To update Cabinet on the Annual Review of the Council's Housing Revenue Account Business Plan.

Financial

Regular review of the Council's HRA Business Plan is essential to ensure short, medium and long term viability of the plan.

Value for Money

All contracts and services are tendered in line with the Council's procurement procedures to ensure VFM. The Landlord Service also compares costs annually with other social landlords through 'Housemark' benchmarking data.

Risk Implications

Monitoring of the HRA Business Plan has been identified as a Key Risk of the Housing Service and is reported to the Council's Housing & Communities Overview & Scrutiny Committee on a quarterly basis.

Community Impact Assessment

The Housing Revenue Account is a 'ring fenced' account for the income and expenditure solely related to the Council's housing stock, tenants and leaseholders.

Health And Safety Implications

Health & Safety is identified as a Key Service Risk for Housing and therefore reported to the Council's Housing & Community Overview & Scrutiny Committee on a quarterly basis.

Corporate Objectives
Affordable Housing.

Advice

The Portfolio Holder for Housing said the plan had been updated with the latest information and felt that this was a sensible way forward.

The Assistant Director for Housing noted that the document had been through Overview and Scrutiny and the Tenant and Leaseholder Committee. He added that even if there were no imminent changes it would still need a robust annual review. He was unsure how the policy would look after four years as the future had to include sales of certain properties of certain types and right to buy.

The Overview & Scrutiny Committee were unsure how there could be a business plan with so many unknowns and therefore felt that it may have to be looked at more frequently than an annual review.

He explained that a development document was included within the business plan, which set out that there would be no new build after 2020. There had been a proposal to include 30 properties per year for the last few years; however this had been pulled out due to financial reasons.

The Portfolio Holder for Housing added that the team had worked well to produce the business plan which had both positives and negatives.

The Leader of the Council felt that the plan was subject to a degree of guess work. He asked if the Tenant and Leaseholder committee expressed any feelings towards loss of stock or on rent reductions.

The Assistant Director for Housing replied that they felt it was too good to be true. They had never thought about rent levels as they are keen for the council to achieve its needs. They were happy to protect rent rates and increase new homes.

The Portfolio Holder for Environmental, Sustainability & Regulatory Services questioned the appendix to the report and the review of the new build programme. It was confirmed that all of the figures included, were accurate and correct.

Consultation

Consultation took place with:

- Mark Gaynor – Corporate Director, Housing & Regeneration
- James Deane – Corporate Director Corporate Director (Finance & Operations)
- David Skinner – Assistant Director – Finance & Resources
- Fiona Williamson – Group Manager Property & Place
- Andy Vincent – Group Manager Tenants & Leaseholders

- Julia Hedger – Group Manager Housing Development
- Richard Baker – Group Manager Financial Services
- DBC Tenants & Leaseholders Committee
- DBC Housing & Communities Overview & Scrutiny Committee

Voting

None.

CA/27/15 YOUNG PERSON'S HOUSING STRATEGY

Decision

1. That the new Young Persons' Housing Strategy 2016 - 2020 as set out in Appendix 1 of the report to Cabinet for a six week consultation period be approved.
2. That approval of the Young Persons' Housing Strategy 2016 – 2020 following consultation be delegated to the Assistant Director (Housing) in consultation with the Portfolio Holder for Housing.

Reason for Decision

To seek Cabinet approval for the new Young Persons' Housing Strategy 2016 - 2020 (Appendix 1) prior to commencing a formal six week consultation period and to agree appropriate delegations to approve the strategy following consultation.

Implications

Financial

There are no financial commitments made in the strategy, and the majority of the strategy relates to focusing, targeting, and maximising benefits from existing resources.

The strategy commits to exploring options to use some of its Housing Revenue Account (HRA) assets in different ways. These could have some financial implications in order to be achieved and therefore the strategy recognises that an options appraisal with financial information would be required before proceeding.

Customer profiling commitments in the strategy feed into a larger piece of work in the housing service plan for 2016/17 that has already been budgeted for.

Value for Money

- Direct costs to the Council

This strategy sets out evidence that younger age groups are currently presenting a direct cost to the Council due to:

- The likelihood of experiencing housing need or homelessness; and
- Difficulties sustaining council tenancies and likelihood of having rent arrears.

Reorganising / refocusing some of the housing service's resources to target factors associated with these costs would produce a savings benefit to the Council in terms of improved income collection rates and reduced homelessness.

This sits within a wider context of trying to use evidence to focus resources on preventable causes of costs, as part of a move to make the housing service more proactive, flexible, and sophisticated.

Wider economic costs

The Council recognises the importance of its young people to its future economic success.

The current housing market in Dacorum presents specific challenges to younger people at the start of their adult lives and careers. Young individuals and families in unsuitable housing, or without suitable support to maintain a tenancy successfully, may experience high levels of anxiety in relation to their housing and financial situation, which may have knock on effects on many areas of life, including employment prospects, children's wellbeing, and household health. These effects have costs for the wider economic performance of Dacorum.

Value for money savings can therefore be achieved through recognition of the needs of this group and focusing resources effectively.

Risk Implications

There are both direct cost and wider economic risks to the Council if it does not respond to the evidence about younger people and their capacity to resolve their housing need and sustain tenancies within Dacorum.

There is a financial risk to 'doing-nothing' and this strategy identifies how the Council can make use of its resources to invest-to-save.

Equalities Implications

This strategy has been developed to address the disproportionate level of younger people in the borough who are:

- experiencing homelessness
- struggling to resolve their own housing need
- struggling to sustain their tenancy

Health And Safety Implications

If any new uses of housing assets are considered in order to meet this strategy's commitments, then the health and safety of buildings and their geographical position will need to be assessed.

Corporate Objectives

Advice

The Portfolio Holder for Housing explained that the strategy was pulling many things together, many of which were statutory. She reported that the strategy had been through OSC and they supported it. This was a very good project to take forward.

The Assistant Director for Housing said there were no new resources for this; the service was just working in a slightly different way. It was felt that young people were disadvantaged at all housing stages and therefore they were trying to introduce new initiatives to address any issues.

The Portfolio Holder for Environmental, Sustainability & Regulatory Services said this was an excellent report which pulled all the existing threads together but there was lots of work to carry out in order to sustain it. With regards to the possibility of having a dedicated officer resource to focus on young people and families, who could have the appropriate links to HCC 'Families First', the Portfolio Holder felt that this was needed 'yesterday'.

The Assistant Director for Housing said that there was lots of officer resource and a team had already been put together in the past as part of the tenancy section. It was thought that this work would fit into this team. He saw the future being more weighted around tenancy support.

The Group Manager for Strategic Housing added that there were currently 3 officers who worked with young people when in temporary accommodation so there was an option for one of those to become a specialist officer.

The Portfolio Holder for Environmental, Sustainability & Regulatory Services noted the disparate computer systems and asked if there were any opportunities to merge them together.

The Corporate Director for Housing and Regeneration agreed for this to happen and said it would benefit the totality of the service.

The Portfolio Holder for Finance & Resources said this was a very good strategy and asked if DBC had drawn on how other council's did it.

The Group Manager for Strategic Housing explained that this was a holistic view from Central Government. Not many other authorities had such a strong suite of strategies such as DBC which ensures action plans are followed up and maintained. She felt that Tenancy sustainment was the future and they were already seeing benefits of those teams.

The Portfolio Holder for Finance & Resources asked if there was a qualification period in order for someone to receive help, for example did they have to reside in the borough for a certain number of years.

The Group Manager for Strategic Housing explained that for 16-18 year olds there was a joint protocol with HCC and they had an immediate duty to help young people. For those above 18 years the local authority had a duty to help but there needs to be a 6 month local connection, if there isn't then they would be referred to their previous local authority.

Consultation

Consultation took place with:

- Cllr Margaret Griffiths – Portfolio Holder for Housing

- Mark Gaynor – Corporate Director Housing and Regeneration
- Elliott Brooks – Assistant Director Housing
- Andy Vincent – Group Manager for Tenants and Leaseholders
- Natasha Brathwaite – Group Manager for Strategic Housing
- Strategic partners at the Council’s Homeless Forum
- The planned six week consultation that this report is proposing would target:
 - All partners of the housing service
 - Tenants and leaseholders (in partnership with the formal committees)
 - Housing register applicants

Voting

None.

CA/28/15 HOUSING DEVELOPMENT UPDATE

Decision

1. That the employment/commercial element of the Woodhouse site to be developed as an extension of Maylands Business Centre be approved in principle and a detailed business case be developed for further approval.
2. That the main contract to construct 14 new Council homes at Able House, Figtree Hill be awarded to Taylor French Developments Ltd
3. That the progress on the New Build Programme be noted.

Reason for Decision

To provide an update on the Council’s New Build Programme.

To seek approval for the employment/commercial element of the Woodhouse site to be developed as an extension of Maylands Business Centre.

To seek approval to award the main contract to construct 14 new Council homes at Able House, Figtree Hill, Hemel Hempstead.

Implications

Financial

A detailed breakdown of the tendered costs for Able House is included in the appendix including relevant financial information within the project update.

Value for Money

This will be achieved through a successful procurement programme for Able House contract.

Risk Implications

Risk Assessment completed within the New Build Project Initiation Document (PID).

A risk assessment is completed for each site by the Employers Agent

Equalities Implications

Equality Impact Assessment completed within the New Build PID/Housing Strategy.

Health And Safety Implications

Each scheme will have in place a Principal Designer as required under the Construction Design and Management Regulations. Contractors are required to comply with the Council's H&S policy along with Considerate Constructors requirements.

Corporate Objectives
Affordable Housing

Advice

The Group Manager for Strategic Housing explained that the report formed part of a regular update. She added that they were seeking approval in principle for the employment/commercial element of the Woodhouse site to be developed as an extension of Maylands Business Centre and a detailed business case be developed for further approval. A further report on the finances of this would be produced.

In addition to award the main contract to construct 14 new Council homes at Able House, Figtree Hill to Taylor French Developments Ltd of which details were included in the part 2 report.

The Portfolio Holder for Housing said it was a good idea to extend the Maylands Business centre.

The Portfolio Holder for Environmental, Sustainability & Regulatory Services asked if the Woodhouse site extension was in addition to the Maylands Business Centre extension next door.

The Corporate Director for Housing and Regeneration confirmed this development was for small office space and the Maylands Business Centre extension was more factory based.

Consultation

Consultation took place with:

- Mark Gaynor, Director of Housing & Regeneration
- Elliott Brooks, Assistant Director - Housing
- Nicholas Brown, Group Manager (Commercial Assets & Property Development), Building Services
- Richard Baker, Group Manager, Financial Services
- Andrew Linden, Team Leader, Commissioning, Procurement & Compliance

Voting

None.

CA/29/15 TWO WATERS REGENERATION FRAMEWORK

Decision

RESOLVED TO RECOMMEND

- 1. That the Two Waters Strategic Framework, as attached at Appendix 1 of the report to Cabinet, be used as a material planning consideration in the determination of planning applications and guide future strategic planning in the area.**

Reason for Decision

To recommend Council to agree the strategic framework for the Two Waters area of Hemel Hempstead to guide future planning policy and planning applications within the Two Waters area.

Implications

Financial

No implication is this report

Value for Money

The study will highlight areas within the plan that will allow for future growth and investment into the area

Risk Implications

None arising from this report

Equalities Implications

An Equality Impact Assessment has been carried out prior to this document coming to cabinet.

No adverse issues have been identified as part of this assessment

Health And Safety Implications

Not applicable in this report

Corporate Objectives

Delivery of housing particularly affordable housing and economic growth for the area.

Attracting investment into Dacorum and improving the quality and identity of the Two Waters area.

Advice

The Portfolio Holder for Planning & Regeneration introduced the report and noted that it had previously been to Cabinet, following the workshops. He felt that the framework provided a very interesting platform for future development.

He had recently attended a workshop on this which he found to be very refreshing to see the discussions and hear the ideas. This would be a good base for the future.

The Assistant Director for Planning, Development & Regeneration felt that this would be a good platform to go forward and further work would be carried out on transport and viability.

The Portfolio Holder for Residents & Corporate Services referred to the taller buildings section of the report and asked if the wording was robust enough to protect the council when considering planning applications for tall buildings.

The Assistant Director for Planning, Development & Regeneration said there would be a rise in developments in certain locations and the developers could argue for reasons to develop there.

The Portfolio Holder for Residents & Corporate Services raised concern that by endorsing this framework, councillors were endorsing all future high rise storeys.

The Assistant Director for Planning, Development & Regeneration reassured councillors that they were being asked to acknowledge this section and not to endorse all future tall developments.

The Portfolio Holder for Environmental, Sustainability & Regulatory Services noted that she had received many emails from concerned residents and she noted that many people could be reading the document with a limited understanding. She felt therefore that it would be beneficial to include in the document a phrase such as 'to be sympathetic to the open Boxmoor Trust views'.

The Assistant Director for Planning, Development & Regeneration said that the Boxmoor Trust featured very strongly in the document and the document included reassurances, similar to those being requested.

The Portfolio Holder for Environmental, Sustainability & Regulatory Services felt that scenarios differed depending on their locations, for example developments around the train station would be viewed differently to those at the A41.

The Assistant Director for Planning, Development & Regeneration explained that they were looking to help regenerate the area around the train station and to help meet housing need. The details of this could be resolved at a later date.

The Leader of the Council was happy to endorse the section on taller buildings.

The Portfolio Holder for Residents & Corporate Services pointed out that the comment assigned to him in the feedback was on behalf of all the Boxmoor Ward councillors and not him as an individual. Officers would amend this accordingly.

The Leader of the Council felt that the document strengthened and clarified those opposing and supporting documents. He preferred to have it, than not. The Assistant Director for Planning, Development & Regeneration concluded that they were aware of the pressures surrounding this issue and provided a good reason to have the document in place.

Consultation

Consultation took place with:

Some residents (including local ward councillors), businesses and stakeholders within the Two Waters area were invited to attend the two workshops held in May and June 2015. All those who were invited to the workshops were sent the draft report as part of the consultation. A full list of consultees is included in the attached document.

Voting

None.

CA/30/15 CONSERVATION STRATEGY 2014-2019

Decision

1. That the Conservation Strategy, as set out at Appendix 1 to the report which sets out the Borough Council's corporate approach to Conservation matters in Dacorum be adopted.
2. That authority is delegated to the Assistant Director (Planning, Development & Regeneration), in consultation with the Portfolio Holder for Planning and Regeneration, to approve the rolling Action Plan.

Reason for Decision

To seek final approval of the Conservation Strategy for the Borough of Dacorum following public consultation.

Implications

Financial

The proposed Strategy makes use of established budgets to deliver the core Conservation service and provides a platform and direction from which to consider future actions which might require non-recurring expenditure.

Value for Money

The proposed Strategy provides a basis from which to prioritise expenditure; it provides a basis for seeking external funding, should opportunities arise; it takes a balanced approach to assessing matters of heritage value without committing the Council to excessive expenditure.

Risk Implications

To be completed as part of the forthcoming Action Plan to support the Conservation Strategy.

Equalities Implications

Not directly applicable for the Conservation Strategy. The detailed action plan to follow will require the completion of an Equalities Impact Assessment.

Health And Safety Implications

None arising from this report.

Corporate Objectives

Regeneration – the Strategy will be instrumental in helping to guide new developments where heritage considerations are important

Dacorum Delivers – the Strategy provides a corporate framework for best addressing Conservation and heritage issues across the organisation

Building Community Capacity – the successful implementation of the Strategy will be enhanced by the engagement of external organisations.

Safe and Clean Environment – the Strategy is aimed at making the best of the Borough's rich built heritage.

Advice

The Portfolio Holder for Planning & Regeneration explained that this was work in progress.

The Assistant Director for Planning, Development & Regeneration added that this was a 5 year strategy which set out a broad spectrum of jobs to do in this field. There was also an action plan to agree the annual priorities. He concluded to note that the Consultation Strategy as included in the report as Appendix 1 had been through the necessary consultation process.

The Team Leader for Development Management noted the following two amendments to the strategy:

Page 8 of 17: Dudswell and Flaunden have swapped years within the timescale for the delivery of the remaining Conservation Area Character Appraisals.

Page 12 of 17: The words 'Development Management DPD' have been replaced by 'new Local Plan for the Borough'.

The Chief Executive highlighted that the Foreword of the strategy was in her name but she felt it to be more appropriate for it to be on behalf of the Portfolio Holder. The Portfolio Holder for Planning and Regeneration confirmed he was happy to do this.

The Portfolio Holder for Environmental, Sustainability & Regulatory Services asked what the current situation was with local listed building status and had there been a freeze.

The Team Leader for Development Management confirmed there had been no freeze. The strategy reflects how it currently operates and gives a set formulated procedure.

The Portfolio Holder for Environmental, Sustainability & Regulatory Services asked what the process was if someone objected to a building being listed.

The Team Leader for Development Management explained that they were similar to Tree Preservation Order appeals. In summary, the proposal would be put forward and assessed by the Conservation Team. The draft description would be consulted on and any objections would be passed through the Development Control Committee for a final decision.

Consultation

- Cllr Graham Sutton, Portfolio Holder for Planning and Regeneration
- Sara Whelan, Group Manager – Development Management & Planning
- Chris Taylor, Group Manager – Strategic Planning and Regeneration

Voting

None.

CA/31/15 REVIEW OF SCRUTINY & PORTFOLIO HOLDER ROLES & RESPONSIBILITIES

Decision

RESOLVED TO RECOMMEND

- **That the amendment of the Council's Constitution to adopt the new roles and responsibilities for individual Overview and Scrutiny Committees as set out in appendix B of the report to Cabinet be approved.**

Reason for Decision

To review the roles and responsibilities of individual Overview and Scrutiny Committees to improve the alignment of member and officer structures.

Implications

Financial

No financial implications arising from this report.

Value for Money

The alignment of roles and responsibilities of the Member and Officer structures would enable more efficient use of officer and member time and increase the focus of scrutiny.

Risk Implications

Good corporate governance encompasses risk management and making sure that the Council makes decisions with the full knowledge of the associated risks and opportunities. The risk of not reviewing and updating our corporate governance arrangements have been addressed by this report.

Community Impact Assessment

A detailed Community Impact Assessment review has not been undertaken. The purpose of the proposed amendments to the Council's Constitution is to improve the focus of scrutiny undertaken by the Council's Overview and Scrutiny Committees when scrutinising the delivery of the Council's policies and services functions.

Health And Safety Implications

None arising from this report.

Corporate Objectives

Dacorum Delivers

Advice

The Leader of the council explained that the report had been through the Overview & Scrutiny Committee Chairs (OSC's) and colleagues and had been supported. The aim was to link the OSC's and the Portfolio Holders as much as possible. This was seen to be an improvement on the existing process.

Minor amendments to names and Portfolio titles were noted and would be made to the final published document.

Consultation

Consultation took place with:

- Cabinet

- Overview and Scrutiny Committee Chairs
- Chief Officer Group
- Corporate Management Team

Voting

None.

CA/32/15 EXCLUSION OF THE PUBLIC

Decision

That, under s.100A (4) of the Local Government Act 1972 Schedule 12A Part 1 as amended by the Local Government (Access to Information) (Variation) Order 2006 the public be excluded during the item in Part 2 of the Agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that, if members of the public were present during that item, there would be disclosure to them of exempt information relating to the financial and business affairs of the Council and third party companies/organisations. (Minute CA/111/15)

Local Government Act 1972, Schedule 12A, Part 1, paragraph 3.

CA/33/15 MAYLANDS BUSINESS CENTRE EXTENSION

Full details in Part 2 Decision Sheet

The Meeting ended at 8.40 pm

CABINET FORWARD PLAN

	DATE	MATTERS FOR CONSIDERATION	Decision Making Process	Reports to Monitoring Officer/S.151 Officer	CONTACT DETAILS	BACKGROUND INFORMATION
1.	26/01/16	Risk Management Quarter 3		07/01/16	James Deane, Corporate Director (Finance & Operations) 01442 228278 james.deane@dacorum.gov.uk	To review the updated Strategic Risk Register
2.	26/01/16	Hemel Hempstead Town Centre Parking Access and Movement Strategy		07/01/16	James Doe, Assistant Director Planning, Development & Regeneration 01442 228583 James.doe@dacorum.gov.uk Chris Taylor, Group Manager Strategic Planning and Regeneration 01442 228405 chris.taylor@dacorum.gov.uk Nathalie Bateman, Strategic Planning & Regeneration Team Leader 01442 228592 nathalie.batemen@dacorum.gov.uk	To consider arrangements for taking forward the next stages of the parking access and movement strategy for Hemel Hempstead Town Centre
3.	26/01/16	The Forum – Category C (Part 1 and Part 2)		07/01/16	Mark Gaynor, Corporate Director Housing & Regeneration 01442 228575 mark.gaynor@dacorum.gov.uk	t.b.c
4.	09/02/16	Budget and Council Tax Setting		21/01/16	James Deane, Assistant Director Finance and Resources 01442 228278 james.deane@dacorum.gov.uk	t.b.c
5.	09/02/16	Senior Officer Pay Policy		21/01/16	Steve Baker, Assistant Director Chief Executive's Unit, 01442 228229 Steve.baker@dacorum.gov.uk	To report on the outcome of the annual review of the Council's Senior Officer Pay Policy.
6.	09/02/16	CCTV Code of Practice		21/01/16	David Austin, Assistant Director Neighbourhood Delivery, 01442 228355 david.austin@dacorum.gov.uk	To approve the Code of Practice which sets out the principles that should apply to all surveillance camera systems in public places.
7.	22/03/16			03/03/16		
8.	26/04/16			07/04/16		

Future items:	Author	Date of Cabinet
Risk Management Process	J Deane	Nov 2016 – Q3 May/June 2017–Q4/Annual Report Sept 2017 – Q1
Performance Report	J Deane	Feb 2016 – Q3 May 2016 – Q4 Sept 2016 – Q1

Future Cabinet Dates: 2016: 24/05/16



AGENDA ITEM: 7

SUMMARY

Report for:	Cabinet
Date of meeting:	Tuesday 15 th December
Part:	I
If Part II, reason:	

Title of report:	Treasury Management Mid-Year Performance Report
Contact:	Cllr Graeme Elliot – Portfolio Holder for Finance & Resources David Skinner – Assistant Director (Finance and Resources) Richard Baker – Group Manager (Financial Services)
Purpose of report:	To provide Members with mid-year information on Treasury Management performance.
Recommendations:	That Cabinet considers and agrees the half-year report on targets and performance, in Sections 4-7.
Corporate Objectives:	Dacorum Delivers – Optimising investment income for General Fund and Housing Revenue budgets whilst managing investment risk is fundamental to achieving the corporate objectives.
Implications:	<u>Financial</u> A summary of performance against the Council's budgeted investment income is included in Section 5 of the report.
'Value For Money' Implications:	<u>Value for Money</u> The Council is required to invest surplus funds to ensure that it maximises the benefit of cash flows.
Risk Implications:	Failures in the banking sector have increased the risk of investment being lost. A prudent approach to investment is required to minimise the risk to the Council of investment losses. Currently all DBC investments are in prime UK banks or in UK Government bodies; such as the DMO and other local authorities.
Community Impact	There are no community impact implications.

Assessment:	
Health And Safety Implications:	There are no health and safety implications.
Monitoring Officer/S.151 Officer Comments:	<p>Monitoring Officer:</p> <p>No comments to add.</p> <p>S.151 Officer</p> <p>This is a Section 151 Officer Report.</p>
Consultees:	Capita Asset Services
Background papers:	Treasury Management Strategy (Budget Report Appendix K) - Cabinet 10 February 2015
Glossary of acronyms and any other abbreviations used in this report:	<p>Chartered Institute of Public Finance and Accountancy (CIPFA)</p> <p>Capital Financing Requirement (CFR)</p> <p>Gross Domestic Product (GDP)</p> <p>Monetary Policy Committee (MPC)</p> <p>Treasury Management Strategy Statement (TMSS)</p> <p>London Interbank Bid Rate (LIBID)</p> <p>Debt Management Office (DMO)</p> <p>Public Works Loan Board (PWLB)</p> <p>Housing Revenue Account (HRA)</p>

1. **Background**

- 1.1 The Treasury Management team manages the Council's cash-flows in order to strike the optimal balance between the following three elements:
- The liquidity requirements for the Council's day-to-day business;
 - Funding the Council's capital programme;
 - Investing surplus monies in line with the Treasury Management Strategy.
- 1.2 The purpose of this report is to update Cabinet on the economic environment in which the Treasury team is operating, highlighting some of the key challenges, and to provide details of the current investment position (see Section 5).

2. **Governance**

- 2.1 The Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management 2011 (the Code) was adopted by this Council in 2011.

2.2 The primary requirements of the Code are as follows:

- Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council's treasury management activities;
- Creation and maintenance of treasury management practices which set out the manner in which the Council will seek to achieve those policies and objectives;
- Receipt by the full council of an annual Treasury Management Strategy Statement - including the Annual Investment Strategy and Minimum Revenue Provision Policy - for the year ahead, a Mid-year Review Report and an Annual Report (stewardship report) covering activities during the previous year;
- Delegation by the Council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions;
- This organisation nominates Cabinet to be responsible for ensuring effective scrutiny of the Treasury Management Strategy, policies and monitoring before recommendation to Full Council.

Mid-year Report

2.3 This mid-year report has been prepared in compliance with the Code, and covers the following areas:

- An economic update for the first six months of 2015/16;
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- A review of the Council's investment portfolio for 2015/16;
- A review of the Council's borrowing strategy for 2015/16;
- The Council's capital expenditure (prudential indicators).

3. Economic update

3.1 The commentary in this section reflects analysis provided by Capita Asset Services, the Council's treasury management advisers. It updates Members on the key factors around the economic conditions in which the Council is currently operating.

3.2 The UK Gross Domestic Product (GDP) growth rate in 2014 was the strongest UK growth rate since 2006, at 2.9%. The Bank of England is forecasting growth to remain around 2.4 – 2.8% over the next three years.

3.3 This overall growth has resulted in unemployment falling more quickly than expected over the last few years. Despite average weekly earnings increasing by 2.9% in the three months to July compared to last year, this is unlikely to prompt the Monetary Policy Committee (MPC) to take action on raising Bank Rate as

labour productivity growth meant that net labour unit costs are still only rising by about 1% year on year.

- 3.4 The forecast for the first increase in Bank Rate has been pushed back from Q1 to Q2 2016, and it is expected that rate increases will be at a slow pace as the MPC will want to protect heavily indebted consumers at a time when inflationary pressures are still weak.
- 3.5 The Council's treasury advisor has provided the following rate forecasts. The budget and forecasts contained within the Medium Term Financial Strategy are based on these forecasts. Fluctuations in the bank rate will impact on investment returns. Fluctuations on the PWLB rates will directly impact on future borrowing costs.:

	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18	Jun-18
Bank rate	0.50%	0.50%	0.75%	0.75%	1.00%	1.00%	1.25%	1.50%	1.50%	1.75%	1.75%
5yr PWLB rate	2.40%	2.50%	2.60%	2.80%	2.90%	3.00%	3.10%	3.20%	3.30%	3.40%	3.50%
10yr PWLB rate	3.00%	3.20%	3.30%	3.40%	3.50%	3.70%	3.80%	3.90%	4.00%	4.10%	4.20%
25yr PWLB rate	3.60%	3.80%	3.90%	4.00%	4.10%	4.20%	4.30%	4.40%	4.50%	4.60%	4.60%
50yr PWLB rate	3.60%	3.80%	3.90%	4.00%	4.10%	4.20%	4.30%	4.40%	4.50%	4.60%	4.60%

4. **Treasury Management Strategy Statement and Annual Investment Strategy update**

- 4.1 The Treasury Management Strategy Statement (TMSS) for 2015/16 was approved by Council on 10th February 2015.
- 4.2 The Council's Annual Investment Strategy, which is incorporated within the TMSS, outlines the Council's investment priorities as follows:
- Security of capital;
 - Liquidity;
 - Return on investment.
- 4.3 The Council aims to achieve the optimum return on investments within the context of the first two priorities. A breakdown of the Council's investment portfolio, as at 30 September 2015, is shown in Appendix 1 of this report. Capita's full counterparty credit list as at September 2015, which identifies those organisations with which the Council is able to place funds, is shown in Appendix 2.
- 4.4 All the Council's Investments during the first six months of the year have been placed in accordance with the approved strategy.

5. **Investment Portfolio 2015/16**

- 5.1 The Bank of England base rate remains low (as outlined in section 3). Because of this, the market rates banks are willing to pay on investments also remains low.

- 5.2 There continues to be concerns of another Eurozone sovereign debt crisis. This would have significant impact on banks, and enforces the need for the Council to continue with a low risk and short term investment strategy. This strategy generates lower returns for the Council but ensures the protection of the principal investment.
- 5.3 The Council held £75.648m of investments as at 30 September 2015 (£59.242m at 31 March 2015). The investment return for the first six months of the year was 0.65%.
- 5.4 The Council's investment return for Q1 and Q2 2015/16 displays a £196k favourable variance against the budgeted figure of £313k. This is due to the Council holding higher than budgeted cash balances, principally, the £19.78m Council borrowed from the PWLB in advance of need in order to take advantage of historically low interest rates. Another factor contributing to the increased balances is the level of Right to Buy receipts. The Government has continued to increase discounts and publicise the scheme, generating £5.9m in sales by the end of September, against a budget of £3.4m for the year. The scheme take up shows no signs of slowing down, and following the Government's 'pay to stay' policy announcement, it is likely to increase in future years.

6. Borrowing

- 6.1 The Council's Capital Financing Requirement (CFR) is the Council's underlying need to borrow for capital purposes, and is currently forecast to be £358.560m at the end of the year. This includes the borrowing from the Public Works Loan Board (PWLB) following the introduction of Self Financing, and the £19.7m borrowing taken up in the current year for general fund capital expenditure requirements, referred to in paragraph 5.4.
- 6.2 As a Local Authority, the Council is able to borrow funds from PWLB, which operates within the Debt Management Office (DMO), an Executive Agency of HM Treasury.
- 6.3 The PWLB charges interest rates, which are lower than the Council would be able to achieve by raising funds through the capital markets. Following completion of a voluntary return on future borrowing requirements, the Council can borrow at the 'certainty rate' for all new borrowing, which is 20 basis points below the published PWLB rates. The Council applied to the Local Enterprise Partnership for access to the 'project rate', which is 40 basis points below the published PWLB rates. This application was successful and the £19.7m borrowing undertaken in May 2015, was at the project rate.

7. The Council's Capital Expenditure (Prudential Indicators)

- 7.1 Prudential indicators are set each year as part of the Council's Treasury Management Strategy. They set the annual limits on borrowing, and provide a basis for assessing the affordability of financing costs, external debt and capital expenditure.
- 7.2 This part of the report is structured to update:
- The Council's capital expenditure plans;
 - How these plans are being financed;

- The impact of the changes in the capital expenditure plans on the prudential indicators, and the underlying need to borrow; and
- Compliance with the limits in place for borrowing activity.

7.3 Prudential Indicators for Capital Expenditure:

The table below shows the revised estimates for capital expenditure with the changes since the capital programme was agreed at the Budget in February 2015, and the expected financing arrangements of this capital expenditure.

Capital Expenditure by Service	2015/16 Original Budget £M	Current Budget £M	2015/16 Revised Forecast £M
General Fund	27.328	29.052	24.302
HRA	36.310	35.589	35.702
Total	63.639	64.641	60.004
Financed by:			
Capital grants & S106	4.779		5.548
Capital receipts & reserves	26.992		23.800
Revenue	18.835		18.835
Total financing	50.606		48.183
Borrowing need	13.033		11.821

7.4 The table below shows the CFR and the expected debt position over the period; termed the 'Operational Boundary'. The changes to the forecast CFR are due to revision of the Capital Programme, and incorporation of the actual outturn position from 2014/15.

	2015/16 Original Estimate £M	2015/16 Revised Estimate £M
Prudential Indicator – Capital Financing Requirement		
CFR – General Fund	15.226	11.821
CFR – HRA	346.739	346.739
Total CFR	361.965	358.560
Net movement in CFR	13.188	11.821
Prudential Indicator – External Debt / the Operational Boundary		
Borrowing	366.567	366.567
Other long term liabilities	0.188	0.188
Total debt 31 March	366.755	366.755

7.5 Prudential Indicator for Borrowing Activity:

The key control over treasury activity is a prudential indicator to ensure that, over the medium term, net borrowing (borrowings less investments) will only be for a capital purpose. Net external borrowing should not, except in the short term,

exceed the total of CFR in the preceding year plus the estimates of any additional CFR for 2015/16 and next two financial years.

- 7.6 The table below demonstrates that, in line with this prudential indicator, the Council's forecast net borrowing does not exceed the CFR for 2015/16.

	2015/16 Original Estimate £M	2015/16 Revised Estimate £M
Gross borrowing	366.567	366.439
Plus other long term liabilities	0.188	0.188
Less investments	(34.016)	(61.630)
Net borrowing	332.739	304.977
CFR (year-end position)	361.965	358.560

Appendix 1 - Investment Portfolio as at 30 September 2015

Borrower	Deposit Type	Principal	Date Lent	Date Repayable	Interest Rate	Duration (Days)	Capita Colour	Approved Duration	DBC Limit(M)
Royal Bank of Scotland plc	Call Account	647,746	30/09/2015	01/10/2015	0.25%	1	Blue	12 months	12.5
Yorkshire Building Society	Investment	3,000,000	07/07/2015	14/10/2015	0.47%	99	Green	100 days	7
Nationwide Building Society	Investment	5,000,000	01/06/2015	19/10/2015	0.59%	140	Red	6 months	9
Coventry Building Society	Investment	2,000,000	21/07/2015	23/10/2015	0.45%	94	Red	6 months	9
Leeds Building Society	Investment	1,000,000	09/06/2015	09/11/2015	0.50%	153	Red	6 months	9
BARCLAYS (DIRECT)	Investment	3,000,000	11/05/2015	11/11/2015	0.65%	184	Red	6 months	9
Lloyds TSB Corporate Markets	Investment	4,500,000	15/06/2015	17/11/2015	0.62%	155	Red	6 months	9
Coventry Building Society	Investment	1,500,000	25/08/2015	25/11/2015	0.45%	92	Red	6 months	9
Yorkshire Building Society	Investment	2,000,000	01/09/2015	04/12/2015	0.47%	94	Green	100 days	7
Lloyds TSB Corporate Markets	Investment	4,500,000	01/07/2015	16/12/2015	0.62%	168	Red	6 months	9
Coventry Building Society	Investment	2,000,000	01/07/2015	21/12/2015	0.58%	173	Red	6 months	9
Nationwide Building Society	Investment	1,000,000	15/07/2015	12/01/2016	0.65%	181	Red	6 months	9
BARCLAYS (DIRECT)	Investment	2,500,000	03/08/2015	19/01/2016	0.67%	169	Red	6 months	9
Nationwide Building Society	Investment	1,000,000	03/08/2015	19/01/2016	0.63%	169	Red	6 months	9
Santander UK plc	Investment	4,000,000	23/07/2015	19/01/2016	0.73%	180	Red	6 months	9
Coventry Building Society	Investment	1,000,000	03/08/2015	03/02/2016	0.60%	184	Red	6 months	9
Santander UK plc	Investment	1,000,000	11/08/2015	09/02/2016	0.73%	182	Red	6 months	9
Nationwide Building Society	Investment	1,000,000	15/09/2015	17/02/2016	0.60%	155	Red	6 months	9
Coventry Building Society	Investment	1,500,000	01/09/2015	25/02/2016	0.59%	177	Red	6 months	9
Nationwide Building Society	Investment	1,000,000	01/09/2015	26/02/2016	0.65%	178	Red	6 months	9
BARCLAYS (DIRECT)	Investment	2,000,000	01/09/2015	21/03/2016	0.72%	202	Red	6 months	9
Santander UK plc	Investment	4,000,000	01/09/2015	29/03/2016	0.72%	210	Red	6 months	9
Royal Bank of Scotland plc	Investment	5,000,000	11/05/2015	09/05/2016	0.85%	364	Blue	12 months	12.5
Royal Bank of Scotland plc	Investment	2,500,000	03/08/2015	02/08/2016	0.92%	365	Blue	12 months	12.5
Royal Bank of Scotland plc	Investment	2,000,000	17/08/2015	16/08/2016	0.85%	365	Blue	12 months	12.5
BlackRock	MMF	3,000,000	30/09/2015	01/10/2015	0.39%	1	Green	100 days	7
Goldman Sachs	MMF	7,000,000	30/09/2015	01/10/2015	0.44%	1	Red	6 months	9
Insight	MMF	7,000,000	30/09/2015	01/10/2015	0.46%	1	Green	100 days	7

Appendix 2 - Capita Approved Lending List – UK Banks and Financial Institutions

Country	Counterparty	Sector Colour	Approved Duration	DBC Limit (M)
U.K	Abbey National Treasury Services plc	RED	6 months	9
U.K	Bank of Scotland plc	RED	6 months	9
U.K	Barclays Bank plc	RED	6 months	9
U.K	Close Brothers Ltd	RED	6 months	9
U.K	Goldman Sachs International Bank	RED	6 months	9
U.K	HSBC Bank plc	ORANGE	12 months	10
U.K	Lloyds Bank plc	RED	6 months	9
U.K	Santander UK plc	RED	6 months	9
U.K	Sumitomo Mitsui Banking Corporation Europe Ltd	RED	6 months	9
U.K	UBS Ltd	RED	6 months	9
U.K	Coventry BS	RED	6 months	9
U.K	Leeds BS	RED	6 months	9
U.K	Nationwide BS	RED	6 months	9
U.K	Yorkshire BS	GREEN	100 days	7
U.K	National Westminster Bank Plc	BLUE	12 months	12.5
U.K	The Royal Bank of Scotland Plc	BLUE	12 months	12.5
U.K	Ulster Bank Limited (Suspended)	NO COLOUR	N/A	N/A



AGENDA ITEM: 8

SUMMARY

Report for:	Cabinet
Date of meeting:	Tuesday 15 December 2015
PART:	I
If Part II, reason:	

Title of report:	Council Tax Base															
Contact:	Cllr Graeme Elliot, Portfolio Holder for Finance & Resources James Deane, Corporate Director (Finance and Operations) Richard Baker, Group Manager (Financial Services)															
Purpose of report:	1. To agree the estimated Collection Fund surplus as at 31/03/2016 2. To determine the Council Tax Base for 2016/17															
Recommendations	<p>1. That Cabinet approves the Collection Fund surplus estimate of £392,423.62 as at 31 March 2016</p> <p>2. That Cabinet approves the calculation of the Council's tax base for the year 2016/17 incorporating an estimated collection rate of 99.4%</p> <p>3. That, in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the amount calculated by the Council as its tax base for the year 2016/17 shall be 55,282.0 and its constituent elements shall be:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;">Part of Area - Parished and Non Parished</th> <th style="text-align: right;">100% Tax base</th> <th style="text-align: right;">99.4% Tax base</th> </tr> </thead> <tbody> <tr> <td>Hemel Hempstead</td> <td style="text-align: right;">29,099.8</td> <td style="text-align: right;">28,925.2</td> </tr> <tr> <td>Aldbury</td> <td style="text-align: right;">456.7</td> <td style="text-align: right;">454.0</td> </tr> <tr> <td>Berkhamsted</td> <td style="text-align: right;">8,328.8</td> <td style="text-align: right;">8,278.8</td> </tr> <tr> <td>Bovingdon</td> <td style="text-align: right;">2,056.2</td> <td style="text-align: right;">2,043.9</td> </tr> </tbody> </table>	Part of Area - Parished and Non Parished	100% Tax base	99.4% Tax base	Hemel Hempstead	29,099.8	28,925.2	Aldbury	456.7	454.0	Berkhamsted	8,328.8	8,278.8	Bovingdon	2,056.2	2,043.9
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Corporate objectives:	Not applicable																																										
Implications:	<p>Financial</p> <p>Providing details of the Collection Fund surplus estimated as at 31 March 2016 assists the Council and other precepting authorities in the setting of their Council Tax for 2016/17.</p> <p>The recommended Council Tax Base shows a 644.3 increase on the previous year which is due to additional Band D equivalent dwellings in the Borough.</p> <p>Legal</p> <p>Cabinet has delegated authority to set the Council Tax Base by virtue of Section 67 Local Government Finance Act 1992 (as amended) and the resolution of Council dated 19 January 2005.</p> <p>Value for money</p> <p>Not applicable</p>																																										
Risk Implications	Not applicable																																										
Monitoring Officer/S.151 Officer Comments	<p>Deputy Monitoring Officer</p> <p>No further comments to add</p> <p>Section 151 Officer</p> <p>This is a Section 151 officer report</p>																																										

Consultees:	Not applicable
Background papers:	None

1. **Executive Summary**

- 1.1 The Council is required to set the Council Tax Base for 2016/17 so that it can be used in budget preparations and for the formal setting of the Council Tax by Full Council in February 2016. It is also necessary to approve the estimated Collection Fund surplus or deficit as at 31 March 2016.

2. **Declaration of Collection Fund Surplus**

How does a surplus or deficit occur?

- 2.1 The income collected from Council Tax goes into the Collection Fund. Throughout the year the actual number of properties in the borough (as well as allowances for exemptions, discounts or appeals) inevitably varies from the figure estimated at the start of the year. This leads to a change in the amount of Council Tax collected. Despite this variation in *collection*, the amount *paid* to the preceptors remains the same as the amounts specified at the start of the year, and does not reflect in-year changes to the amount of Council Tax. It is this emergent variance which creates a surplus or deficit on the Collection Fund.
- 2.2 In 2015/16 a surplus position has arisen on the Collection Fund primarily due to the increase in new properties across the borough being higher than that forecast in December 2014. This surplus is shared between the Major Preceptors, i.e. the County, the Police and Crime Commissioner and the Borough, in proportion to their precepts for the year.

Declaration of Surplus

- 2.3 The actual surplus or deficit as at 31 March 2015, together with an estimate of the surplus or deficit for the current year, is required to be approved by Cabinet on behalf of the Council.
- 2.4 The actual surplus balance on the Collection Fund as at 31 March 2015 was £402,206.53 compared to an anticipated surplus of £589,504.66 in 2014/15; a difference of £187,298.13.
- 2.5 In 2015/16, the Collection Fund is estimated to achieve a total projected surplus of £579,721.75, of which the Council's share will be a projected surplus of £75,014.48.

2.6 The distribution of the difference between the anticipated surplus and the actual surplus as at 31 March 2015 (a deficit of £187,298.13, as shown in paragraph 2.4), means that there is now a projected total surplus on the Collection Fund at 31 March 2016 of £392,423.62.

2.7 The proportion of this surplus that each of the Major Preceptors will receive from the Collection Fund when calculating the Council Tax for 2016/17 is as follows:

Dacorum Borough Council	£48,693.67
Hertfordshire County Council	£304,778.07
Hertfordshire Police and Crime Commissioner	£38,951.88
Total Surplus	£392,423.62

2.8 Cabinet approval of the Collection Fund Surplus estimated at 31 March 2016 is sought in Recommendation 1.

3. Council Tax Base 2016/17

3.1 On an annual basis, all local authorities are required to calculate a Council Tax Base which is used to set the level of Council Tax. The process is governed by the Local Authorities' (Calculation of Tax Base) Regulations 1992.

3.2 The tax base is set having regard to:

- The Valuation List;
- Current exemptions, reductions and discounts;
- Discretionary discounts;
- Anticipated developments that may occur during the year;
- Expected long term collection rate.

3.3 Local discounts and premiums arising from the Council Tax Support Scheme and Council Tax Reforms brought in from 1 April 2014 have been taken into account in the tax base calculation.

3.4 The basic methodology for calculating the tax base is as follows:

- Calculations are made of the 'relevant amount' for the year in respect of the valuation bands shown in the Council's Valuation List. For each band, this amount represents the estimated full year equivalent number of chargeable dwellings listed in the band after taking into account the impact of disabled band reductions and discounts.
- The 'relevant amounts' for each band are then aggregated and expressed as an equivalent number of band D dwellings.

- The Council then multiplies this aggregate of all relevant amounts by the estimated collection rate for the year. The resulting figure is the Council Tax Base for the year.
- The rules for calculating the Council Tax Base for any part of a Council's area (eg, a parish, or that part of its area to which a levy or special levy relates) are the same as the rules for calculating the Council Tax Base for the whole of its area for that year, and the same estimated collection rate must be used.

3.5 The estimate of the collection rate is the only area over which the Council has any discretion. A collection rate of 99.4% was adopted upon implementation of the Council Tax Support Scheme, and from the data collected so far, there is no reason to deviate from this assumption; but this will continue to be monitored closely. Recommendation 2 seeks Cabinet approval for an estimated collection rate of 99.4%.

3.6 Collection rates will be continually monitored and any adjustments will be reflected in the calculation of the 2016/17 surplus or deficit.

3.7 The tax base for 2015/16 was 54,637.7 (after adjusting for the estimated impact of Council Tax Support and a 99.4% collection rate), whereas the estimated tax base for 2016/17 is 55,282.0. This represents an increase of 644.3 Band D equivalent properties, or 1.2% on the tax base.

4. Notification of Tax Base

4.1 Major Precepting Authorities and levying bodies, are required to request their tax base figure (and notify any changes to their tax base area), from the Council, before the end of December 2015. The Council must give notification of all requested tax base figures by the end of January 2016.



AGENDA ITEM: 9

SUMMARY

Report for:	Cabinet
Date of meeting:	15 December 2015
PART:	1
If Part II, reason:	

Title of report:	Consideration of Responses to Pre-Submission Focused Changes and Submission of Site Allocations Development Plan Document (DPD)
Contact:	Graham Sutton, Portfolio Holder for Planning and Regeneration James Doe, Assistant Director (Planning, Development and Regeneration) Laura Wood, Team Leader (Strategic Planning and Regeneration)
Purpose of report:	That Cabinet: <ol style="list-style-type: none"> 1. Consider the significant new issues raised through representations on the Focused Changes to the Pre-Submission Site Allocations DPD; and 2. Agree the process for submitting the Site Allocations DPD to the Planning Inspectorate.
Recommendations:	<ol style="list-style-type: none"> 1. To note the issues arising from representations received to the Focused Changes to the Pre-Submission Site Allocations Development Plan Document (DPD) and the impact of new advice. 2. To recommend to Council that: <ol style="list-style-type: none"> a) the changes set out in Table 4 of the Report of Representations are made to the Pre-Submission Site Allocations DPD as a result of representations received; and b) the Site Allocations DPD incorporating Focused Change, together with other appropriate supporting documents is submitted to the Planning Inspectorate. 3. To delegate authority to the Portfolio Holder for Planning and Regeneration to approve any further minor wording changes to the Site Allocations document prior to consideration by Full Council.

	<p>4. To delegate authority to the Assistant Director (Planning, Development and Regeneration) to:</p> <p>(a) Finalise the Report of Representations and other Submission documents; and</p> <p>(b) Agree any further minor changes arising during the course of the Examination.</p>
<p>Corporate objectives:</p>	<p>The Site Allocations forms part of the Council's Local Planning Framework, which as a whole helps support all 5 corporate objectives:</p> <ul style="list-style-type: none"> • <i>Safe and clean environment:</i> e.g. contains policies relating to the design and layout of new development that promote security and safe access; • <i>Community Capacity:</i> e.g. provide a framework for communities to prepare area-specific guidance such as Neighbourhood Plans, Town / Village Plans etc; • <i>Affordable housing:</i> e.g. sets the Borough's overall housing target and the proportion of new homes that must be affordable; • <i>Dacorum delivers:</i> e.g. provides a clear framework upon which planning decisions can be made; and <p><i>Regeneration:</i> e.g. sets the planning framework for key regeneration projects, such as Hemel Hempstead town centre and the Maylands Business Park.</p>
<p>Implications:</p>	<p><u>Financial</u> Budget provision for the next stages of the statutory process i.e. Submission and Examination are made in the 2015/16 and 2016/17 LDF budget.</p> <p>Having an up-to-date planning framework helps reduce the incidence of planning appeals (and hence costs associated with these). It will be the most effective way of ensuring the optimum level of developer contributions to infrastructure and in mitigation of development impacts can be achieved. This process will be further improved and simplified through the implementation of the Community Infrastructure Levy (CIL).</p> <p><u>Value for money</u> Where possible, technical work that supports the Site Allocations has been jointly commissioned with adjoining authorities to ensure value for money.</p> <p><u>Legal</u> Jameson and Hill have been retained to provide external legal support for the Site Allocations. The same advisers acted for the Council through the Core Strategy Examination process and subsequent (unsuccessful) legal challenge to this document. They will provide the Council with any advice required regarding the implication of new Government advice; assist with responding to key representations; advise on the production of any additional evidence and support Officers through the Examination process itself.</p>

	<p><u>Staff</u> It is critical that the Strategic Planning and Regeneration team is fully staffed to enable the agreed LPF timetable to be delivered. A Programme Officer will need to be appointed by the Council to provide administrative support to the Inspector and act as a single, independent point of contact for all parties throughout the Examination process.</p> <p><u>Land</u> The Site Allocations supports delivery of the Council's adopted Core Strategy which will play an important role in decisions regarding future land uses within the Borough. The Council has specific land ownership interest in two of the Local Allocations - LA1 (Marchmont Farm) and LA2 (Old Town).</p>
Risk implications:	Key risks are identified in the Local Development Scheme and reviewed annually within the Annual Monitoring Report. They include failure of external agencies or consultants to deliver on time, changes in Government policy and team capacity. A separate risk assessment prepared for the Core Strategy Pre-Submission identifies a number of risks relating to the Examination process and particularly the soundness tests with which the Site Allocations must comply.
Equalities implications:	An Equality Impact Assessment has been carried out for the Core Strategy. Equalities issues are also picked up as part of the Sustainability Appraisal Report that accompanies the Site Allocations document.
Health and safety implications:	Implications are included in the planning issues covered by the Core Strategy and Site Allocations DPDs.
Sustainability implications:	The Site Allocations (and Core Strategy that precedes it) has been subject to detailed sustainability appraisal (incorporating strategic environmental assessment) throughout its development. Sustainability Appraisals covers social, economic and environmental considerations, including equalities and health and safety issues. A summary of this assessment process, and its conclusions, are set out in the Sustainability Appraisal Report (September 2014) and update report that accompanies it (July 2015).
Monitoring Officer/S.151 Officer comments:	<p><u>Monitoring Officer</u> No comments to add to the report.</p> <p><u>Deputy Section 151 Officer</u> There are no direct financial implications of this report. The staffing costs will be contained within existing staffing budgets.</p>
Consultees:	Consultation on the Site Allocations DPD has been carried out in accordance with the Statement of Community Involvement (SCI), adopted by the Council in June 2006. The detail is set out within the Reports of Consultation that followed the 2006 and 2008 Issues and Options Consultations. A draft report of consultation for the period 2008 and 2014 has also been

	<p>published.</p> <p>Advice from key stakeholders, such as the Local Education Authority and Highway Authority, has been sought where appropriate. Feedback on the Council's Infrastructure Delivery Plan has also been significant in developing a clear understanding of local infrastructure needs. This advice is referred to within the relevant Background Issues paper that form part of the Site Allocations DPD evidence base. The Consultation Reports relating to the Core Strategy (Volumes 1-7) are also relevant.</p> <p>In terms of internal processes, a Task and Finish Group advised on the preparation of the Site Allocations DPD, There have been reports to Cabinet at key stages in the preparation of the Local Planning Framework and the Planning and Regeneration Portfolio Holder has been kept apprised of progress.</p> <p>SPEOSC also considered a progress report, which highlighted key emerging issues, on 27 January 2015 (see below).</p>
<p>Background papers:</p>	<ul style="list-style-type: none"> • Statement of Community Involvement (June 2006) • Local Development Scheme (February 2014) • Dacorum Borough Local Plan 1991-2011 (adopted April 2014) • National Planning Policy Framework (March 2012) • Planning Practice Guidance (March 2014 and updated regularly online) • Planning Policy for Travellers Sites, July 2015. • Mrs Jean Timmins and A W Lymn Limited vs Gedling Borough Council and Westerleigh Group Limited High Court Judgement (March 2014) • Town and Country Planning (Local Planning) (England) Regulations 2012 • Core Strategy (adopted September 2013) • Report of Consultation – Site Allocations Issues and Options (2006) • Report of Consultation – Site Allocations Supplementary Issues and Options (2008) • Report of Consultation – Site Allocations (2014) • Report of Representations – Pre-Submission Site Allocations (July 2015) • Consultation Reports relating to the Core Strategy (Volumes 1-7) (as dated) • Schedule of Site Appraisals (2006, 2008 and 2014) • Sustainability Working Notes for Schedules of Site Appraisals (2006, 2008 and 2014) • Sustainability Appraisal for Pre-Submission Site Allocations DPD (September 2014) • Addendum to Sustainability Appraisal (July 2015) • Habitats Regulations Assessment – Summary Report (September 2011) • Copies of all representations made (available on online)

	<p>consultation system via http://consult.dacorum.gov.uk/portal</p> <ul style="list-style-type: none"> • Duty to Co-operate Statement – Update (2014) • Infrastructure Delivery Plan (2015 update) • SPEOSC Report (January 2015) • Cabinet Report on Site Allocations Pre-Submission (July 2015) • Workshop Reports for Local Allocations LA1, LA3 and LA5 (July 2013). • Notes from Stakeholder meetings for Local Allocations LA2, LA4 and LA6 (May 2013). • Report on the Consultation event held in July 2013: ‘Shaping the Masterplan’ for Proposal Local Allocation LA3: West Hemel Hempstead (January 2014) • Draft Background Issues Papers (updated to July 2015) on: <ul style="list-style-type: none"> - The Sustainable Development Strategy - Strengthening Economic Prosperity - Providing Homes and Community Services - Looking After the Environment <p>All technical studies relating to the Local Planning Framework are available from the online Core Strategy examination library at www.dacorum.gov.uk/corestrategyexamination.</p>																										
<p>Glossary of acronyms and any other abbreviations used in this report:</p>	<table border="0"> <tr> <td>DPD</td> <td>Development Plan Document</td> </tr> <tr> <td>SCI</td> <td>Statement of Community Involvement</td> </tr> <tr> <td>LDS</td> <td>Local Development Scheme</td> </tr> <tr> <td>NPPF</td> <td>National Planning Policy Framework</td> </tr> <tr> <td>NPPG</td> <td>National Planning Practice Guidance</td> </tr> <tr> <td>InDP</td> <td>Infrastructure Delivery Plan</td> </tr> <tr> <td>SPD</td> <td>Supplementary Planning Document</td> </tr> <tr> <td>SPG</td> <td>Supplementary Planning Guidance</td> </tr> <tr> <td>LPF</td> <td>Local Planning Framework (also referred to as Local Development Framework)</td> </tr> <tr> <td>CIL</td> <td>Community Infrastructure Levy</td> </tr> <tr> <td>GEA</td> <td>General Employment Area</td> </tr> <tr> <td>GTAA</td> <td>Gypsy and Traveller Accommodation Assessment</td> </tr> <tr> <td>PPTS</td> <td>Planning Policy for Travellers Sites</td> </tr> </table>	DPD	Development Plan Document	SCI	Statement of Community Involvement	LDS	Local Development Scheme	NPPF	National Planning Policy Framework	NPPG	National Planning Practice Guidance	InDP	Infrastructure Delivery Plan	SPD	Supplementary Planning Document	SPG	Supplementary Planning Guidance	LPF	Local Planning Framework (also referred to as Local Development Framework)	CIL	Community Infrastructure Levy	GEA	General Employment Area	GTAA	Gypsy and Traveller Accommodation Assessment	PPTS	Planning Policy for Travellers Sites
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BACKGROUND

Introduction:

1. The Core Strategy DPD was adopted in 2013, and forms the first part of the Local Planning Framework (LPF) for the Borough. The Site Allocations is the second LPF document. It is the 'delivery' document for the Core Strategy: focussing on the delineation of site boundaries and designations, and setting out planning requirements for new development. It does not cover the Maylands Business Park as this area will either be covered in a separate East Hemel Hempstead Area Action Plan (AAP), or through the new single Local Plan.
2. Like the Core Strategy the Site Allocations document it is divided into four main sections:
 - 1) *The Sustainable Development Strategy* – covering issues such as revisions to the boundaries of the Green Belt, transport proposals, and the definition of Major Development Sites in the Green Belt and Mixed Use proposals.
 - 2) *Strengthening Economic Prosperity* – setting out General Employment Area and retail designations, together with revised retail frontages for the three towns.
 - 3) *Providing Homes and Community Services* – comprising the housing schedule, policies for the six Local Allocations and designations relating to leisure and social and community uses.
 - 4) *Looking After the Environment* – covering historic heritage and wildlife designations.
3. There are also summaries of all the proposals and designations geographically (via a continuation of the 'Place Strategy' approach), plus a short section on Monitoring and Review.
4. The level and broad location of new development, including the principle of releasing 6 'Local Allocations' from the Green Belt, has been established and accepted through the Core Strategy and will therefore not be re-opened for consideration at this Site Allocations stage. These issues will be reassessed through the development of a new Local Plan for the Borough (including the early partial review of the Core Strategy).

Consultation:

5. Consultation on the Site Allocations started in 2006 on the 'issues and options' and there have been several milestones in preparing the Site Allocations since then. The Report of Consultation is a statutory document required for the submission of a development plan. It is published in three volumes. The first covers the 2006 consultation, the second the 2008 consultation and the third the period from 2008 to summer 2014 when the Pre-Submission document was published. The public consultation on the Pre-Submission version of the Site Allocations document ran from September to November 2014 for a period of six weeks. The feedback results of this consultation and the Council's response to this is set out in a Report of Representations. This was agreed by Cabinet in July 2015. Consultation on draft master plans for the six Local Allocation sites was carried out in parallel with the Site Allocations and reported to cabinet in November 2015.
6. The Reports for Consultation prepared for the Core Strategy (as listed in Background Papers) are also relevant, as the Site Allocations document is a delivery document for the principles set out in the Core Strategy.

7. As a result of feedback received to the Pre-Submission Site Allocations document, a series of 'Focused Changes' were proposed to the Site Allocations document. These comprised the following:

MC	Minor Change	Changes of a minor nature that are required to reflect amendments referred to in Table 3 of the Pre-Submission Report of Representations, or as a consequential change from changes referred to in Table 3. Some minor changes follow significant changes arising from the representations.
SC	Significant change	Changes of a more significant nature that are required to reflect amendments referred to in Table 3 of the Pre-Submission Report of Representations, or as a consequential change from changes referred to in Table 3. Significant changes usually relate to the inclusion of a new proposal site or a more substantial change to the wording or boundary of a designation or proposal.

8. The Significant Changes are summarised as follows (listed by settlement):

SC reference(s)	Summary of Change	Reason
Hemel Hempstead		
SC2	Designation of a new Major Developed Site (MDS) at Abbots Hill School, Hemel Hempstead	As a result of representations made on behalf of the school and to ensure consistency in approach with other MDS designations already included within the Core Strategy.
SC6	Changes to planning requirements for Proposal S1 – Jarman Fields	As a result of representations and to better explain the restrictions to the sale of goods that are considered appropriate in this out of centre location.
SC13	Amended Historic Park and Garden designation at Shendish	As a result of representations and to correct a mapping error.
Tring		
SC1	Amending extent of Green Belt release relating to Local Allocation LA5 (GB/9) in Tring	As a result of representations, to reflect legal advice regarding the implications of the Timmins legal judgement (referred to above) and to ensure consistency in the approach towards Gypsy and Traveller sites at LA1, LA3 and LA5 (i.e. that these are removed from the Green Belt and their anticipated extent shown on the indicative layout map that forms part of the relevant Local Allocation policy).
SC10 & SC12	New detached playing fields at Dunsley Farm - additional text and new Leisure designation	As a result of representations and to take forward the express intent of the Core Strategy for the provision of detached playing fields to serve Tring Secondary School, should this

		school expand further.
SC7	Amendments to LA5 policy text	Changes required as a result of SC1 above
SC8	Changes to LA5 indicative layout	
SC11	Amended L/3 LA5 leisure space	
Kings Langley		
SC3	Defining an 'infill area' for Kings Langley School Major Developed Site	To reflect the recent planning permission for the redevelopment of the school site and ensure consistency of approach with other Major Developed Sites in the Borough.
Other		
SC4	Changes to Bourne End Mills Major Developed Site	As a result of representations and to ensure the boundary (external and infill) better reflects existing permissions and boundaries on the ground.
SC5	Changes to Bourne End Mills employment area in the Green Belt	To ensure consistency with the MDS designation above.
SC9	Amended wording to Policy SA10: Education Zones	As a result of representations, and to ensure the scope of the policy is clear.

9. Some editorial changes were also set out, but as these are factual in nature, they did not form part of the consultation and so have not been brought back before Members.
10. The approach to the Focused Changes consultation was agreed at Cabinet in July 2015. It involved notifying by email or letter all statutory consultees on the strategic planning database, together with residents, businesses, organisations, and community groups. Over 3,500 people were written to by letter, email or through 'Objective' (the consultation portal) as part of the consultation. Further consultees were added to the strategic planning database of contacts during and following the consultation. The consultation ran for the statutory 6 week period – from 12 August to 23 September 2015.
11. In addition to the required press notice in local newspapers, there was also an article in the Autumn 2015 edition of Dacorum Digest which is delivered to all households in the Borough. A press release was also issued.
12. All information and background documents were available on the Council's website. Reference copies of the documents were available from libraries across the Borough as well as the Hemel Hempstead civic centre and satellite offices in Berkhamsted and Tring.

Changes in Government advice:

Planning Policy for Travellers:

13. The only change in Government guidance of relevance to the Site Allocations process since Cabinet agreed the Focused Changes to the Pre-Submission Site Allocations for consultation relates to advice on Gypsies and Travellers.
14. The Government issued its revised 'Planning Policy for Traveller Sites' (PPTS) on 31 August 2015: <https://www.gov.uk/government/news/new-rules-will-offer-stronger-protection-against-unauthorised-occupation>.
15. With regard to requirements for the Council's plan-making activities, the majority of the text remains the same as for the previous 2012 document. It is important to note that the Council's obligations regarding making appropriate provision for Gypsies and Travellers have not changed:
 - Paragraph 9: local planning authorities should set pitch targets for gypsies and travellers which address the likely need for such accommodation.
 - Paragraph 10: Local planning authorities should, in producing their Local Plan, identify sites to meet their locally set targets.
 - Paragraph 17: Green Belt boundaries should be altered only in exceptional circumstances. If a local planning authority wishes to make an exceptional, limited alteration to the defined Green Belt boundary (which might be to accommodate a site inset within the Green Belt) to meet a specific, identified need for a traveller site, it should do so only through the plan making process and not in response to a planning application. If land is removed from the Green Belt in this way, it should be specifically allocated in the development plan as a traveller site only.
 - The requirement to be able to demonstrate a 5 year supply of deliverable sites.
16. The changes relate to two main areas:
 1. **The treatment of speculative application for sites within the Green Belt** - with a strengthening of powers to refuse such applications, plus the inclusion of a new sentence in paragraph 27 to indicate that a lack of pitches for Gypsies and Travellers is not a reason to grant planning permission for sites in the Green Belt and other protected areas. This requirement is in the section relating to determining applications (i.e. Development Management decisions), not the section on plan-making; and
 2. **The definition of Gypsies and Travellers** - the definition of 'Gypsies and Travellers' in Annex 1 has changed. The words 'or permanently' have been deleted from the end of the definition in paragraph 1 in the annex, whilst paragraph 2 in the annex is new. The new definition is as follows:

Annex 1: Glossary

1. For the purposes of this planning policy “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 dependants’ educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.

2. In determining whether persons are “gypsies and travellers” for the purposes of this planning policy, consideration should be given to the following issues amongst other relevant matters:
- a) whether they previously led a nomadic habit of life
 - b) the reasons for ceasing their nomadic habit of life
 - c) whether there is an intention of living a nomadic habit of life in the future, and if so, how soon and in what circumstances.

17. The approach in the Site Allocations DPD is to allocate three small new sites within the three largest Local Allocations:

Site	Number of pitches
LA1: Marchmont Farm, Hemel Hempstead	5
LA3: West Hemel Hempstead	7
LA5: Icknield Way, west of Tring	5
<i>Total</i>	<i>17</i>

** A pitch is the space occupied by one family or household: it may accommodate one or more caravans.*

18. The sites at LA1 and LA3 were already proposed to be part of the area removed from the Green Belt within the Pre-Submission Site Allocations DPD. The site at LA5 is proposed to be taken out of the Green Belt via Significant Change SC1 (and associated Minor Changes). This approach accords with Policy CS22: New Accommodation for Gypsies and Travellers of the adopted Core Strategy and the pitch target (which is expressed as a minimum figure) set out within it.
19. Officers have taken both internal and external legal advice (from Rob Jameson at Attwaters Jameson Hill) regarding whether the publication of the new PPTS requires the Council to make any changes to this current approach. This legal advice concludes that the only legally sound way forward for the Council is to continue with its current approach. This is due to a range of reasons summarised below:
- a) The role of the Site Allocations DPD is to allocate sites in accordance with the targets and policies set out in the adopted Core Strategy. It is not the role of the Site Allocations DPD to reconsider or revise these numbers. This is consistent with the approach the Council is taking (that has been accepted by Inspectors), regarding further Green Belt releases for housing.
 - b) The appropriate time to update our Gypsy and Traveller Accommodation Assessment (GTAA) is as part of a suite of technical work to inform the new Local Plan i.e. in 2016/17. If the target of 17 pitches comes down following

this review, then the Council can de-allocate sites, or reduce their size, in the new single Local Plan.

- c) Processes are underway for a legal challenge by representatives of the travelling community to the new PPTs. This challenge is expected to seek the quashing of the new definition, or if this is unsuccessful, some clarity regarding the meaning of key words within it. It is unwise to change the current approach on the basis of a definition that will be subject to such challenge. It is better in both planning and legal terms to allow for discussion of the issues as part of the Site Allocations examination process, with the Inspector advising the Council to modify its plan if necessary.
- d) It is too early for the Gypsy and Traveller Unit at Herts County Council to assess the likely impact of the new PPTS upon the availability of pitches at the two existing sites within the Borough. They are therefore not yet in a position to advise upon the new PPTS's likely impact upon overall levels of need and pitch availability in the Borough.
- e) It is not known how the change in definition will affect the Gypsy and Traveller community themselves – for example, it is quite likely that they may modify their travelling behaviour to ensure they fall within the new definition.

20. With regard to the allocation of sites, Members should note that Officers have been unable to find any suitable sites for Gypsies and Travellers on land excluded from the Green Belt. Therefore, Officers have advised (and continue to advise) that exceptional circumstances exist to justify releasing land from the Green Belt, to meet the assessed need for additional accommodation. Subject to Members continuing to support the Focused Changes relating to the site at LA5, all three new sites will be excluded from the Green Belt. This approach is consistent with paragraph 9, 10 and 17 in the revised PPTS.

21. Members should also be aware that the Housing and Planning Bill is expected to make provision for Gypsy and Traveller needs to be included in the Council's overall assessment of 'objectively assessed need.' This change in approach has yet to come into effect and its implications will need to be considered once the details are known. What is clear however is that there will still be a requirement to consider Gypsy and Traveller needs when considering housing issues and drawing up planning policies and designations.

Green Belt policy:

22. Contrary to some comments submitted as part of the consultation, there has been no change in Government policy pertaining to the Green Belt. This remains as set out in the National Planning Policy Framework (NPPF), with which the Core Strategy and Site Allocations DPDs accord.

Representations received on Focused Changes:

23. A Report of Representations must accompany the Site Allocations when it is submitted to the Planning Inspectorate. Its role is to demonstrate that the Council has complied with the relevant regulations when seeking feedback on the Pre-Submission Site Allocations; to summarise the main issues raised; and to provide a short response regarding these issues.

24. A draft of the Report of Representations relating to the Focused Changes has been published on the Council's website alongside this report. Cabinet's attention is particularly drawn to the following tables within this draft Report of Representations:

- Table 1 – lists the groups / individuals from whom responses were received
- Table 2 – lists the number of representations received to each of the Focused Changes (in plan order)
- Table 3 - summarises the main issues raised (to the Significant Changes and then to the Minor Changes), identifies if these are new and / or significant in nature and sets out a brief response.
- Table 4 – provides a schedule (in track changes form) of the changes proposed to the Pre-Submission draft and identifies if these changes are proposed as a direct response of representations received, or as a result of changes already agreed with Cabinet relating to the associated draft Local Allocation master plans.

Main issues raised:

25. In numerical terms, the total number of respondents (and individual comments) received to the Focused Changes consultation was low compared with previous iterations of the plan.

26. A total of 105 comments were received. This comprised 84 comments on the Focused Changes themselves (38 on the Significant Changes and 46 on the Minor Changes). Of these 84 comments, 18 were supporting and 66 objecting to the Focused Changes. In addition, there were 21 comments submitted under the 'General' heading. These did not relate to the Focused Changes *per se*.

27. The 84 comments received on the Focused Changes were made by 19 individuals, 15 organisations and 13 landowners.

28. This relatively low level of feedback is not unexpected considering the limited number of changes upon which feedback was being sought and the stage which the Site Allocations DPD has reached. A number of organisations and groups did however submit representations behalf of their wider membership (e.g. WHAG, CPRE, Chiltern Society, Grovehill Future Neighbourhood Forum) or electorate (e.g. Tring Town Council).

General Comments:

29. A large proportion of comments received were either a reiteration of previous objections or very general in nature and did not relate to any of the specific changes under consideration. Whilst these do not legally need to be reported, they are included in the Report of Representations for completeness and to ensure the Inspector is aware of all comments received.

30. Frequently raised objections related to the perceived conflict between the Council's plan and national Government policy relating to Green Belt and provision for Gypsies and Travellers (see above).

31. A new issue relating to buildings heights was raised by both the Ministry of Defence (Assistant Safeguarding Officer) and Heathrow Airport. In summary, their objections related to location of Berkhamsted, Tring and Hemel Hempstead within an area where building heights should be limited to protect aviation airspace and the need for these

organisations to be consulted on relevant planning applications. This issue was not directly related to the Focused Changes consultation. Neither does the wider Site Allocations DPD include any sites where tall buildings are specified or promoted. If any such applications were to be received, the Council's Development Management team already notifies relevant organisations as part of standard procedures. No changes are therefore warranted to the Site Allocations document as a result of these representations.

Significant Changes:

32. As expected, the highest number of individual comments of objections to any of the specific changes related to related to SC1 (5 objectors) and SC7 (8 objectors) which proposed the removal of the cemetery extension and Gypsy and Traveller site at LA5: Icknield Way, Tring from the Green Belt. The reasons for this change were summarised in the Cabinet Report of 21st July 2015. The reasons for this change remain valid, and legal advice received recommends that the Council incorporates these changes within the Site Allocations DPD submitted to the Planning Inspectorate.
33. More surprisingly, a number of objections (5) were received to SC12 which, together with SC10 introduces a new Leisure proposal for detached playing fields at Dunsley Farm to serve any future expansion of Tring secondary school. The need for this provision is referenced within the adopted Core Strategy and this proposal was added included as part of the Focused Changes consultation to remedy the omission of a specific plan designation. Hertfordshire County Council's Ecology Officer raised concerns regarding the impact of potential floodlighting and the need to protect existing hedgerows. Whilst Tring Sports Forum objected to the proposal, their comments make it clear that they support the principle of the allocation, but object to the fact that there is no explicit reference to the pitches being available for wider community use (which is incorrect) and state that the plan still does not include sufficient sports provision for the town. Some of these concerns can be addressed through some further minor wording changes to the proposal (see Table 4 of Part 2 of the Report of Representations).

Minor Changes:

34. As explained in the July 2015 Cabinet Report, the Council was not legally obliged to seek feedback on the Minor Changes (MCs), as these were not considered to relate to potential 'soundness' issues with the plan. However, as some MCs were directly related to the Significant Changes (SCs), it was considered appropriate to ask for comments on these changes too.
35. MC24 and MC25 generated the most feedback (4 objections each). MC24 updated the text relating to ensuring appropriate drainage provision as made for Local Allocations LA2.
36. MC24 added a development principle to Local Allocation LA3 requiring the scheme's design, layout and landscaping to safeguard the archaeology and heritage assets within and adjoining the development, received the highest numbers of objections (4 each). The new wording was however supported by Historic England.

Changes proposed

37. The changes now recommended to the text as a result of representations received are limited to some minor wording changes to the text of the Focused Changes (see Table 4 of the Part 2 of the Report of Representations) and some updating of indicative layout

maps for Local Allocations Policies for LA1 and LA3. These changes are summarised as follows:

(a) Changes recommended as a direct result of representations received on Focused Changes

Focused Change to be amended	Summary of suggested change	Reason
SC6	Remove reference to the 7,000sqm retail floorspace figure in Proposal S/1 (Jarman Park).	To address issues raised by representations and reflect the fact that the planning application which was the source of the 7,000 figure has now expired.
SC10	Add some additional text to Proposal L/4 regarding detached playing fields at Dunsley Farm to serve Tring School to refer to: <ul style="list-style-type: none"> • Retention of existing hedgerows; • Minimising impact on ecological value of site • Location of pedestrian access point; and • Consideration being given to the need for a new pedestrian crossing point on London Road. 	To address issues raised by representations and provide further clarity to proposal.
MC18, MC25, MC28 and MC34	Amend wording of text in 'Delivery and Phasing' sections of LA1, LA3, LA4 and LA5 regarding the need for a comprehensive approach to development.	To improve wording and make Council's requirement for a comprehensive approach to development as clear as possible and tally with revised wording in master plans.
MC21	Amend wording for the development principle for LA2 regarding building heights.	To improve clarity of wording and ensure development principle tallies with revised wording in master plans.
MC24	Amend one of the development principles for LA3 relating to archaeological and historic heritage.	To improve wording and add reference to ecological assets which is currently missing.

(b) Changes recommended as a result of amendments agreed by Cabinet in September to the Local Allocations master plans:

Policy	Summary of suggested change	Reason
LA1	Revised site layout to show existing pedestrian route between Link Road and Margaret Lloyd Park, and to amend	To ensure Site Allocations DPD and associated site master plan tally.

	reference to landscaped buffer on the western edge of the site.	
LA2	Update indicate layout with version from updated master plan to ensure it is clear there is to be no vehicular access from site into existing residential area to the north.	To ensure Site Allocations DPD and associated site master plan tally.
LA3	Correct location of a footpath link and correct site boundary of allocation in south west corner.	To ensure Site Allocations DPD and associated site master plan tally and the site boundary reflects that shown on the Polices Map.
LA5	Replace existing indicative layout map with amended version below which deletes the words 'and other facilities' from the label for 'Cemetery car park' and update development principle 11 to reflect this	To ensure Site Allocations DPD and associated site master plan tally.

38. As none of these changes are considered to be 'significant' i.e. they do not affect the intent of the plan, or the boundaries and requirement of designations within it, they do not trigger the need for further consultation (see 'Next Steps' section below).

Sustainability Appraisals / Strategic Environmental Appraisal:

39. A Sustainability Report (including Strategic Environmental Assessment as required under European law), accompanied the Focused Changes to the Pre-Submission Site Allocations. This was published in the form of a short addendum to the Pre-Submission stage SA Report. No comments were received on this SA/SEA Addendum Report.

40. The Council's sustainability consultants (C4S) have advised that due to the very minor nature of the amendments now proposed to the Pre-Submission Site Allocations (incorporating Focused Changes), there is no need to undertake additional assessment and issue a further addendum to the SA Report. However, a short statement will be prepared to accompany the Submission documents to set out the most up-to-date position and the conclusions that the changes now proposed would have either a positive or neutral impact in sustainability terms.

Local Allocation Master Plans:

41. Cabinet considered responses to the consultation on the six Local Allocation master plans at its October meeting. The responses set out in the Report of Consultation relating to these documents were agreed, subject to any knock-on changes required as a result of the parallel Site Allocations process. Any necessary changes to these master plans to ensure consistency with the requirements of the Site Allocations DPD will be under delegated authority in accordance with Cabinet's previous decision. Any changes are expected to be very minor in nature.

Next Steps:

Submission:

42. Members' approval is now required to enable the Site Allocations to move on to the next stage – which is its formal Submission to the Planning Inspectorate.
43. If the Council wishes to make any further 'significant changes' to the Site Allocations DPD then there needs to be the opportunity for residents and other interested parties to comment on these changes, via a further round of consultation.
44. However, if Members agree the recommendations within this report, the plan can progress directly to Submission, subject to the agreement of Full Council. This is because only minor wording changes are proposed that do not trigger the requirements for further consultation.
45. The following Submission documents are required by Government planning regulations:
 - Pre-Submission Site Allocations DPD (as amended by the Focused Changes),
 - Amended Proposals Map
 - Sustainability Appraisal Report (Publication SA report, plus Addendum and short Submission statement)
 - Reports of Consultation (Volumes 1-3)
 - Report of Representations (Main report and Focused Changes addendum)
 - List of Supporting documents
 - Statement of Community Involvement
 - 'Duty to Co-operate' Statement (Addendum)
46. A number of other documents can also be included at the Council's discretion. These will include copies of all previous Core Strategy consultation documents and associated Sustainability Appraisal Working Notes and Habitat Regulations Assessments, Background Issues Papers, Infrastructure Delivery Plan and copies of all relevant technical work and supporting documents.
47. Other documents, such as relevant Cabinet reports and minutes, copies of consultation documents relating to the Site Allocations and East Hemel Hempstead Area Action Plan DPDs, and a legal compliance self assessment may also be included on the recommendation of our legal adviser.

Post-Submission:

48. The timetable for the Site Allocations DPD following Submission will be determined by the Planning Inspectorate. However, the Examination is expected to be held in Spring 2016.
49. It is recommended that the Assistant Director of Planning and Development is delegated the power to agree any minor changes to the Site Allocations DPD suggested to the Council by the Planning Inspector during the course of the Examination. Any changes recommended that are of a significant nature would be subject to further public consultation and the Examination could be adjourned to allow this to happen. If this situation arises the recommended changes would be put before Members for consideration and decision.
50. The final Site Allocations DPD, including the Inspector's recommended changes, will be brought before Council for adoption. Provided the Inspector finds the Site Allocations 'sound,' it is hoped that this will be in mid-2016.

51. The Portfolio Holder for Planning and Regeneration will be kept up-to-date of progress throughout the Examination.

Review:

52. In the Core Strategy, the Council committed to undertaking an early partial review to look again at key issues, including housing numbers and Green Belt boundaries, which will result in the publication of a new single local plan. The technical work for this has begun and it is planned that an 'issues and options' document will be published for consultation in 2016. The early partial review process will result in the production of a new single Local Plan for the Borough.



Pre-Submission Site Allocations Report of Representations

Part 1

Contains:

- Main Report

-

Annex A: Method of Notification

This publication is **Part 1 of the Report of Representations for the Pre-Submission Focused Changes Site Allocations**. It contains a summary of the consultation process and discusses the main issues raised.

Part 2 comprises Annex B of the Report of Representations: it contains the results of the consultation on the Pre-Submission Focused Changes Site Allocations.

Obtaining this information in other formats:

- If you would like this information in any other language, please contact us.
- If you would like this information in another format, such as large print or audiotape, please contact us

at strategic.planning@dacorum.gov.uk or 01442 228660.

CONTENTS

Page No.

PART 1

1.	Introduction	1
2.	The Council's Approach	7
3.	Notification and Publicity	9
4.	Results	11
5.	Summary of the Main Issues	13
6.	Sustainability Appraisal (incorporating Strategic Environmental Assessment)	15
7.	Relationship with Local Allocation Master Plans	17
8.	Subsequent Meetings and Technical Work	19
9.	Changes Proposed	23

ANNEX A: METHOD OF NOTIFICATION

Appendices:

Appendix 1: Advertisements (comprising formal Notice)	27
Appendix 2: Dacorum Digest article	33
Appendix 3: List of Organisations and Individuals Contacted	35
Appendix 4: Sample Notification Letters	53
Appendix 5: Cabinet Report – Focused Changes	57
Appendix 6: Cabinet Report and Full Council decision – Submission	75

PART 2 (see separate document)

ANNEX B: RESULTS

Table 1: List of Groups / Individuals from whom Representations were received

Table 2: Number of Representations considered

Table 3: Main Issues raised and Council's Response

Table 4: Schedule of Proposed Changes

Table 5: Responses not considered in the Report of Representations

- (a) List of those making No Comment
- (b) List of those making comments on the Sustainability Appraisal and Strategic Environmental Assessment

1. INTRODUCTION

Background:

1.1 The Core Strategy DPD was adopted in 2013, and forms the first part of the Local Planning Framework (LPF) for the Borough. The Site Allocations is the second LPF document. It is the 'delivery' document for the Core Strategy: focussing on the delineation of site boundaries and designations, and setting out planning requirements for new development. It does not cover the Maylands Business Park as this area is to form part a separate East Hemel Hempstead Area Action Plan (AAP).

Reports of Consultation:

1.2 Consultation on the Site Allocations started in 2006 on the 'issues and options' and there have been several milestones in preparing the Site Allocations since then. The Report of Consultation is published in three volumes. The first covers the 2006 consultation, the second the 2008 consultation and the third the period from 2008 to summer 2014 when the Pre-Submission document was published.

1.3 The Reports of Consultation outline:

- The key stages in public consultation on the Site Allocations;
- The weight given to consultation feedback;
- The legal and policy influences, which affected consultation about the Site Allocations; and
- The key issues and outcomes, explaining progress up to the publication of the Pre-Submission document.

1.1 It also explained how the consultation related to the Council's policy on consultation and engagement: the Statement of Community Involvement (SCI).

1.2 The Consultation Reports are available online:

Volume 1:

<http://www.dacorum.gov.uk/docs/default-source/planning-development/spa-12.07.27-siteallocationsio2006responsesummary-v3.pdf?Status=Master&sfvrsn=0>

Volume 2:

<http://www.dacorum.gov.uk/docs/default-source/strategic-planning/site-allocations-consultation-report-vol-2-november-2008.pdf?sfvrsn=0>

Volume 3:

<http://www.dacorum.gov.uk/docs/default-source/strategic-planning/site-allocations-consultation-report-vol-3-september-2014.pdf?sfvrsn=0>

1.1 The Consultation Reports and Reports of Representations relating to the Core Strategy are also relevant, as the Site Allocations document is a delivery document for the principles set out in this adopted DPD:

<http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/local-planning-framework/core-strategy/core-strategy-examination-2012/submission-documents>

Sustainability Appraisal:

1.1 Sustainability Working Notes have been prepared to accompany each iteration of the emerging Site Allocations document, with a draft Sustainability Appraisal Report accompanying the Pre-Submission Site Allocations DPD:

<http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/local-planning-framework/site-allocations/site-allocations-2014>

1.2 An addendum to this report was prepared and consulted on alongside the Focused Changes:

<http://www.dacorum.gov.uk/docs/default-source/strategic-planning/dbc-site-allocations-changes-sa-report-addendum---july-2015.pdf?sfvrsn=0>

1.3 Comments made regarding the sustainability appraisal process (which incorporates Strategic Environmental Assessment (SEA)), are highlighted in the relevant Consultation Report and in the Pre-Submission Report of Representations. No comments were received on the Addendum Report that relates to these Focused Changes.

Report of Representations:

Legal Background:

1.4 The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008 prescribed the process for the Pre-Submission Site Allocations. On 6 April 2012 these regulations were superseded by the Town and Country Planning (Local Planning) (England) Regulations 2012. The new regulations prescribe the process for the submission on the Site Allocations DPD to the Secretary of State, its examination and adoption.

Pre-Submission Consultation Procedures

1.1 The Pre-Submission version of the Site Allocations DPD set out the Council's proposed planning policies (i.e. what it wished to adopt as the Site Allocations). It comprised a

written statement together with a Map Book setting out changes to the Dacorum Borough Local Plan (1991-2011) Proposals Map.

- 1.2 Like the Core Strategy the Site Allocations document it is divided into four main sections:
1. *The Sustainable Development Strategy* – covering issues such as revisions to the boundaries of the Green Belt, transport proposals, and the definition of Major Development Sites in the Green Belt and Mixed Use proposals.
 2. *Strengthening Economic Prosperity* – setting out General Employment Area and retail designations, together with revised retail frontages for the three towns.
 3. *Providing Homes and Community Services* – comprising the housing schedule, policies for the six Local Allocations and designations relating to leisure and social and community uses.
 4. *Looking After the Environment* – covering historic heritage and wildlife designations.

1.1 There are also summaries of all the proposals and designations geographically (via a continuation of the ‘Place Strategy’ approach), plus a short section on Monitoring and Review.

1.3 The Report of Representations for the Pre-Submission Site Allocations was published in July 2015. It covered the process for the Pre-Submission representations stage (24 September – 5 November 2014) and subsequent consideration by Cabinet on 21 July 2015 of the responses to issues raised and need for a ‘Focused Changes’ consultation.

1.4 This addendum to the Report of Representations covers the subsequent consultation on the ‘Focused Changes’ that were recommended to reflect comments received to the original document, to update policies and proposal in the light of recent legal decisions and to remedy any omissions.

1.5 The Focused Changes to Dacorum’s Pre-Submission Site Allocations DPD was published for representations for a 6 week period between 12 August and 23 September 2015.

1.6 Regulation 27 of the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008 required the Council to:

- publicise the Focused Changes to the Pre-Submission Site Allocations; advertise the representations procedure and the availability of the availability of the document;
- documents available on the Council’s website, at the main Council office and other places the Council considered appropriate; and
- contact the consultation bodies notified under Regulation 25.

1.5 Consultation bodies comprised specific consultation bodies listed in the regulations, together with general consultation bodies. A statement of the representations procedure was sent to all the consultation bodies (Appendices 1 and 5).

1.6 Any person could make representations on the Focused Changes to the Pre-Submission Site Allocations DPD and associated Sustainability Appraisal (SA) Report Addendum, incorporating Strategic Environmental Assessment (SEA), provided the representations were sent to the Council (at Hemel Hempstead) within the specified 6 week time period (Regulation 28).

1.7 As written, Regulation 29 requires the Council to request the opinion of the Secretary of State (for Communities and Local Government) as the 'general conformity' of the Site Allocations with the Regional Spatial Strategy (i.e. the east of England Plan). However, this requirement has been removed by Schedule 5 paragraph 15(5) of the Local Democracy, Economic Development and Construction Act 2009.

1.2 This report – the Report of Representations (Addendum) – contains:

- a record of the publicity given to the Focused Changes consultation, including a list of organisations (or consultation bodies) notified;
- a statement of the number of representations received on the Pre-Submission document and associated SA/SEA;
- a summary of the main issues raised by these representations and the Council's response to these issues; and
- a summary of the proposed amendments as a result of the above.

Submission:

1.8 Regulation 22 (Town and Country Planning (Local Planning) (England) Regulations 2012) requires the Council to prepare a statement setting out whether representations were received or not. Assuming representations are made, the statement should record the number and a summary of the main issues. The Council has called this statement the Report of Representations on the Focused Changes to the Pre-Submission Site Allocations DPD. It should be read as an addendum to the original Report of Representations.

1.9 The Report of Representations should be published at the same time the Site Allocations is submitted to the Secretary of State for Examination. The Report of Representations is also submitted to the Secretary of State then.

1.10 The Report of Representations is one of a number of “submission documents”, together with the Site Allocations DPD itself, the sustainability appraisal, the Report of Consultation and other supporting documents.

2. THE COUNCIL'S APPROACH

- 1.1 The Council's decision to seek feedback on a series of Focused Changes to its original Pre-Submission Site Allocations DPD was made by Cabinet on 21 July 2015 (see full report in Appendix 5).

Recommendations:	<ol style="list-style-type: none">1. To note the issues arising from representations received to the Pre-Submission Site Allocations DPD and the impact of new advice;2. To agree the responses set out in Table 3 of the Report of Representations to the Pre-Submission Site Allocations DPD and consult on the proposed changes arising, as set out in Table 4 of the Report of Representations to the Pre-Submission Site Allocations DPD;3. To delegate authority to the Assistant Director (Planning, Development and Regeneration), in consultation with the Portfolio Holder for Planning and Regeneration, to:<ol style="list-style-type: none">(a) agree details of arrangements for the required 'Focussed changes' consultation; and(b) approve any further minor wording changes to the Site Allocations document prior to the consultation commencing.
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Source: 21 July 2015 Cabinet Report

- 1.2 In terms of internal processes for dealing with representations, this remains the same as for the original Pre-Submission stage and is summarised as follows:
- 1 Officers validated representations (whether submitted by post, email or via the consultation portal);
 - 2 Officers summarised valid representations and assessed them to see whether any new issues were raised;
 - 3 Officers highlighted these new issues and indicated whether these were considered significant or not;
 - 4 If any significant changes are required to the Focused Changes, then these would be published for representations;
 - 5 In no significant new issues are raised and no significant changes proposed, then the Site Allocations DPD (incorporating Focused Changes) would be submitted to the Secretary of State for examination.
- 1.3 Validation of representations required checks to ensure that:
- The representation was received before the deadline;
 - It was related to the Site Allocations and referred to a planning matter; and
 - Was not inappropriate or offensive.

3. NOTIFICATION AND PUBLICITY

- 1.1 The Focused Changes to the Pre-submission was a formal stage, designed to allow for representations about the soundness of the changes proposed to the Site Allocations.
- 1.2 The approach satisfied the intention set out in the Statement of Community Involvement. Under 'Submission to the Secretary of State' (in that document), the Council said it would use the following techniques of consultation:
 - press release
 - formal notice in local paper(s)
 - Reference copies of documents available at deposit points and local libraries
 - Information available on the Council's website,
 - Letters / emails to all statutory consultation bodies, adjoining local planning authorities, town and parish councils and individuals and organisations on the Council's Local Plan database.
 - Articles in Dacorum Digest (if publication dates allow).

Consultation

- 1.1 The consultation was announced by a formal notice placed in the Public Notices page of the two local papers that cover the area (The Gazette and the St Albans Review – see Appendix 1), by notification on the Council's web site and by direct notification. A press release was issued (Appendix 1) and an article on the consultation was included in the Dacorum Digest which was distributed to every household in the Borough (see Appendix 2).
- 1.2 The advert, which comprised the Statement of Representations Procedure (Annex A: Appendix 1) appeared in both The Gazette and St Albans Review on 12 August 2015.
- 1.3 Stakeholders and representative groups were directly notified on, or in advance of 12 August (see Annex A: Appendix 3 for a distribution list and a list of consultation bodies notified). Sample copies of the letters, memos and emails are contained as Annex A: Appendix 4. Individuals who had previously commented or who had requested to be notified were also contacted. This notification amounted to around 3,000 people or organisations. Each notification was accompanied by a notice with a Statement of Representations Procedure (see Annex A: Appendix 1).
- 1.4 All information was available on the Council's website at www.dacorum.gov.uk/siteallocations – including a link to the consultation portal on the homepage – and from Council offices and local libraries.

- 1.1 Officers from Dacorum Borough Council also attended an Extraordinary Meeting of Tring Town Council on 14 September to explain the Focused Changes that would affect designations within the town and answer questions from Town Councillors.

4. RESULTS

Number and Nature of Comments

- 3.1 A total of 105 comments were received. This comprised 84 comments on the Focused Changes themselves (38 on the Significant Changes and 46 on the Minor Changes). Of these 84 comments, 18 were supporting and 66 objecting to the changes. In addition, there were 21 comments submitted under the 'General' heading. These did not relate to the Focused Changes *per se*. The 84 comments received on the Focused Changes were made by 19 individuals, 15 organisations and 13 landowners.
- 3.2 Many of the representations received were either a reiteration of previous objections or very general in nature and did not relate to any of the specific changes under consideration. Whilst these do not legally need to be reported, as they are not 'duly made,' they are included in the Report of Representations for completeness and to ensure that Members and the Inspector are aware of all comments received.
- 3.3 A list of the organisations and individuals from whom representations were received is contained as Annex B: Table 1.
- 3.4 All representations were analysed. All were checked to ensure the correct boxes had been completed, in particular to see:
- whether the commenter was supporting or objecting;
 - which Focused Change their representation(s) related to; and
 - whether the commenter said the Focused Change was legally compliant and/or was sound.
- 3.1 Annex B, Table 2 provides a full statistical breakdown of representations.
- 3.2 Where the commenter did *not* comment on legal compliance and soundness, the following assumptions were made:
- Supporting representations meant that the Focused Change(s) was both legally compliant and sound.
 - Objections meant that the Focused Change(s) was unsound (but normally legally compliant).
 - If an objector had complained about the process, he/she felt the Focused Change(s) was not legally compliant.
- 3.1 Reasons for lack of soundness are recorded in Table 2: i.e.
- not justified,
 - not effective,

- not consistent with national policy, and/or
 - not positively prepared.
- 3.2 Sometimes more than one reason was given. However where a commenter did not give reasons, their objection was recorded as “commenting” in Table 2 (in Annex B).
- 4.9 All representations have been made available for inspection on the Council’s website (via the consultation portal <http://consult.dacorum.gov.uk/portal>) and at the Civic Centre in Hemel Hempstead (paper copies).
- 4.10 No comments were received on the Sustainability Appraisal Report Addendum (see Annex B, Table 5).

5. SUMMARY OF THE MAIN ISSUES

- 1.1 Table 3 (Annex B) sets out all the issues raised in Focused Change order (Significant Changes followed by Minor Changes). All these issues are being referred to the Planning Inspectorate for Examination. The table also records:
- the nature of the issue, for internal use by the Council (i.e. was it a new issues and/or is it considered to be significant in nature);
 - a response; and
 - whether the Council wishes to propose a change to address the issue raised.

General Issues:

- 1.2 Many of the comments received to the Focused Changes continued to relate to strategic matters already dealt with through the Core Strategy rather than matters pertinent to the Site Allocations DPD itself. Such matters included issues relating to:
- the Council's overall planning strategy;
 - overall housing numbers and their spatial distribution;
 - the approach to Green Belt, especially the designation of the Local Allocations; and
 - the need for the Site Allocations DPD to take account of technical work being carried out to inform the early partial review of the Core Strategy.

1.1. The issues of the perceived conflict between the Council's plan and national Government policy relating to Green Belt and provision for Gypsies and Travellers was also cited by many objectors.

1.2. A new issue relating to buildings heights was raised by both the Ministry of Defence (Assistant Safeguarding Officer) and Heathrow Airport. In summary, their objections related to location of Berkhamsted, Tring and Hemel Hempstead within an area where building heights should be limited to protect aviation airspace and the need for these organisations to be consulted on relevant planning applications. This issue was not directly related to the Focused Changes consultation. Neither does the wider Site Allocations DPD include any sites where tall buildings are specified or promoted. If any such applications were to be received, the Council's Development Management team already notifies relevant organisations as part of standard procedures. No changes are therefore recommended to the Site Allocations document as a result of these representations.

Significant Changes:

1.3. The highest number of objections to any of the Significant Changes (SCs) related to related to SC1 (5 objectors) and SC7 (8 objectors) which proposed the removal of the cemetery extension and Gypsy and Traveller site at LA5: Icknield Way, Tring from the Green Belt. The reasons for this change were summarised in the Cabinet Report of 21st July 2015 (see Appendix 5). The reasons for this change remain valid, and legal advice received recommends that the Council incorporates these changes within the Site Allocations DPD submitted to the Planning Inspectorate.

1.4. More surprisingly, a number of objections (5) were received to SC12 which, together with SC10 introduces a new Leisure proposal for detached playing fields at Dunsley Farm to serve any future expansion of Tring secondary school. The need for this provision is referenced within the adopted Core Strategy and this proposal was added included as part of the Focused Changes consultation to remedy the omission of a specific plan designation. Hertfordshire County Council's Ecology Officer raised concerns regarding the impact of potential floodlighting and the need to protect existing hedgerows. Whilst Tring Sports Forum objected to the proposal, their comments make it clear that they support the principle of the allocation, but object to the fact that there is no explicit reference to the pitches being available for wider community use (which is incorrect) and state that the plan still does not include sufficient sports provision for the town. Some of these concerns are addressed through some further minor wording changes to the proposal (see Annex B: Table 4).

Minor Changes:

1.1. As outlined in the July 2015 Cabinet Report, the Council was not legally obliged to seek feedback on the Minor Changes (MCs), as these were not considered to relate to potential 'soundness' issues with the plan. However, as some MCs were directly related to the Significant Changes (SCs), it was considered appropriate to ask for comments on these changes too.

1.2. MC2 4 and MC25 generated the most feedback (4 objections each). MC24 updated the text relating to ensuring appropriate drainage provision as made for Local Allocations LA2.

1.3. MC2 4 added a development principle to Local Allocation LA3 requiring the scheme's design, layout and landscaping to safeguard the archaeology and heritage assets

within and adjoining the development, received the highest numbers of objections (4 each). The new wording was however supported by Historic England.

1. SUSTAINABILITY APPRAISAL (INCORPORATING STRATEGIC ENVIRONMENTAL ASSESSMENT)

- 1.1. A Sustainability Report (including Strategic Environmental Assessment as required under European law), accompanied the Pre-Submission Site Allocations. An Addendum to this Report was published alongside the Focused Changes - the Dacorum Local Development Framework Site Allocations – Focussed Changes: Sustainability Report Addendum (July 2015).
- 1.2. No representations were received regarding this document.
- 1.3. The Council's sustainability consultants (C4S) have advised that due to the very minor nature of the amendments now proposed to the Pre-Submission Site Allocations (incorporating Focused Changes), there is no need to undertake additional assessment and issue a further addendum to the SA Report. However, a short statement will be prepared to accompany the Submission documents to set out the most up-to-date position and the conclusions that the changes now proposed would have either a positive or neutral impact in sustainability terms.

2. RELATIONSHIP WITH LOCAL ALLOCATION MASTER PLANS

- 1.1 Consultation on draft master plans for the six Local Allocations took place in parallel with the formal representations process for the Pre-Submission Site Allocations DPD (i.e. during September – November 2014). Feedback on the master plans is summarised in a separate Report of Consultation, which was agreed by Cabinet October 2015.
- 1.2 Due to their intended status as Supplementary Planning Guidance (SPG), the master plans are not subject to formal independent Examination. However, they will form important contextual information and it is important that the Inspector is made aware of the concerns raised by residents and other interested parties in the consultation responses to these draft documents.
- 7.3 Consideration of representations to the Focused Changes has not raised any significant new issues which have implications for the master plans. A few minor changes are however appropriate to ensure ‘read across’ from the Site Allocations document. These changes include:
- Checking that the master plans include the most up to date indicative layout from the Site Allocations document, as amended by the Focused Changes (if relevant);
 - Ensuring the amended text proposed in the delivery sections of Policies LA1-6 regarding ensuring a comprehensive approach to development is reflected in the master plans; and
 - Ensuring any wording changes to development principles which are common to both the Site Allocations policy and master plan are made.
- 7.4 The intention is to include the draft master plans and the associated Report of Consultation as part of Submission documents to ensure the Site Allocations Inspector is aware of issues raised, and to request their adoption by full Council at the same time as the Site Allocations is reported for final approval. This will enable any changes required by the Site Allocations Inspector to the Local Allocation policies to be reflected in the wording of the final master plans, and to avoid any contradictions in requirements for the sites that may otherwise arise.

8. SUBSEQUENT MEETINGS AND TECHNICAL WORK

Duty to Co-operate Issues

- 1.1 The Council's activities under the 'Duty' to Co-operate' (DTC) are outlined in a separate Duty to Co-Operate Report prepared to accompany publication of the Pre-Submission Site Allocations DPD (September 2014):

<http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/local-planning-framework/site-allocations/site-allocations-2014>

- 1.2 This Report will be updated to include subsequent liaison and included as part of the Submission documents passed to the Planning Inspectorate. DTC activity is also recorded in the latest version of the Council's Annual Monitoring Report (AMR).

Infrastructure Considerations

- 1.3 Liaison with infrastructure providers has continued during and following the Focused Changes consultation. This has included discussion with the Gypsy and Traveller Unit at Hertfordshire County Council to consider the implications of the Government's new Planning Policy for Travellers Sites (PPTS), and with the Local Highway Authority and Local Education Authority regarding infrastructure needs and delivery.
- 8.4 The 2015 Infrastructure Delivery Plan continues to set out the most up to date position regarding infrastructure requirements for the area. This InDP will be one of the main documents submitted to the Planning Inspectorate to help inform consideration of issues as part of the Site Allocations Examination process.

Changes in advice / information since publication of the Focused Changes

Planning Policy for Travellers:

- 1.1. The only change in Government guidance of relevance to the Site Allocations process since Cabinet agreed the Focused Changes to the Pre-Submission Site Allocations for consultation relates to advice on Gypsies and Travellers.
- 1.2. The Government issued its revised 'Planning Policy for Traveller Sites' (PPTS) on 31 August: <https://www.gov.uk/government/news/new-rules-will-offer-stronger-protection-against-unauthorised-occupation>.
- 1.3. With regard to requirements for the Council's plan-making activities, the majority of the text remains the same as for the previous 2012 document and the Council's

obligations regarding making appropriate provision for Gypsies and Travellers have not changed:

- a) Paragraph 9: local planning authorities should set pitch targets for gypsies and travellers which address the likely need for such accommodation.
- b) Paragraph 10: Local planning authorities should, in producing their Local Plan, identify sites to meet their locally set targets.
- c) Paragraph 17: Green Belt boundaries should be altered only in exceptional circumstances. If a local planning authority wishes to make an exceptional, limited alteration to the defined Green Belt boundary (which might be to accommodate a site inset within the Green Belt) to meet a specific, identified need for a traveller site, it should do so only through the plan making process and not in response to a planning application. If land is removed from the Green Belt in this way, it should be specifically allocated in the development plan as a traveller site only.
- d) The requirement to be able to demonstrate a 5 year supply of deliverable sites.

1.1. The changes relate to two main areas:

1. *The treatment of speculative application for sites within the Green Belt* - with a strengthening of powers to refuse such applications, plus the inclusion of a new sentence in paragraph 27 to indicate that a lack of pitches for Gypsies and Travellers is not a reason to grant planning permission for sites in the Green Belt and other protected areas. This requirement is in the section relating to determining applications (i.e. Development Management decisions), not the section on plan-making; and
2. *The definition of Gypsies and Travellers* - the definition of 'Gypsies and Travellers' in Annex 1 has changed. The words 'or permanently' have been deleted from the end of the definition in paragraph 1 in the annex, whilst paragraph 2 in the annex is new. The new definition is as follows:

Annex 1: Glossary

1. For the purposes of this planning policy "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 dependants' educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.

2. In determining whether persons are "gypsies and travellers" for the purposes of this planning policy, consideration should be given to the following issues amongst other relevant matters:

- a) whether they previously led a nomadic habit of life
- b) the reasons for ceasing their nomadic habit of life
- c) whether there is an intention of living a nomadic habit of life in the future, and if so, how soon and in what circumstances.

- 1.2. The approach in the Site Allocations DPD is to allocate three small new sites within the three largest Local Allocations:

Site	Number of pitches
LA1: Marchmont Farm, Hemel Hempstead	5
LA3: West Hemel Hempstead	7
LA5: Icknield Way, west of Tring	5
<i>Total</i>	<i>17</i>

- 1.1. The sites at LA1 and LA3 were already proposed to be part of the area removed from the Green Belt within the Pre-Submission Site Allocations DPD. The site at LA5 is proposed to be taken out of the Green Belt via Significant Change SC1 (and associated changes). This approach accords with Policy CS22: New Accommodation for Gypsies and Travellers of the adopted Core Strategy and the pitch target (which is expressed as a minimum figure) set out within it.
- 1.2. Officers have taken both internal and external legal advice regarding whether the publication of the new PPTS requires the Council to make any changes to this current approach. This legal advice concludes that the only legally sound way forward for the Council is to continue with its current approach. (See Cabinet Report in Appendix 6 for further explanation).

Green Belt policy:

- 1.3. Contrary to some comments submitted as part of the consultation, there has been no change in Government policy pertaining to the Green Belt. This remains as set out in the National Planning Policy Framework (NPPF), with which the Core Strategy and Site Allocations DPDs accord.

9. FURTHER CHANGES PROPOSED

- 1.1. A small number of changes are proposed to the Site Allocations DPD as a result of representations received through the Focused Changes consultation. These are set out in Table 4 in Part 2 of this Report. These changes are limited to some minor wording changes to the text and updates to the indicative layout maps for Policy LA3: West Hemel Hempstead. No changes are required to the Map Book that accompanies the Written Statement.
- 1.2. As none of these changes are considered to be 'significant' i.e. they do not affect the intent of the plan, or the boundaries and requirement of designations within it, they do not trigger the need for further consultation.
- 1.3. The Council therefore intends to submit the Pre-Submission Site Allocations, incorporating the Focused Changes as amended by Table 4 of this Report to the Planning Inspectorate for Examination. This document will be entitled the 'Site Allocations DPD Incorporating Focused Changes' and will comprise both the written statement and associated Map Book (setting out changes required to the existing Policies Map).

ANNEX A: METHOD OF NOTIFICATION

Appendix 1: Advertisements (including formal Notice) and press articles

Statement of Representations Procedure



Dacorum's Local Planning Framework

Pre-Submission Site Allocations

Development Plan Document (DPD) – Focused Changes

Notice of Consultation and Statement of Representations Procedure

This notice is provided in accordance with Regulation 19 of the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2012.

The title of the document which the Council intends to submit to the Secretary of State is the Dacorum 'Pre-Submission Site Allocations' as amended by the Focused Changes now proposed. The Site Allocations DPD is the second part of the Council's new local plan. Its principal role is to deliver the objectives of the Core Strategy, by establishing detailed proposals and requirements for particular sites and areas. It allocates sites for future development in the Borough; defines the boundaries of planning designations; and ensures appropriate infrastructure is identified and delivered alongside new development.

Focused Changes to the Pre-Submission Site Allocations have been published for a six week period. Representations must be received by the Council between Wednesday 12 August and **5.15pm Wednesday 23 September 2015**.

Representations can be made in writing, on the prescribed forms, to the Strategic Planning and Regeneration Team, Dacorum Borough Council, Civic Centre, Marlowes, Hemel Hempstead, Hertfordshire, HP1 1HH; via electronic communication using the Council's online planning portal; or by emailing the prescribed form to strategic.planning@dacorum.gov.uk

Representations may be accompanied by a request to be notified of any of the following: (a) that the Site Allocations has been submitted to the Secretary of State for independent examination, (b) that the person appointed to carry out the independent examination has published their recommendations and/or (c) that the Site Allocations has been formally adopted by the Council.

Copies of the Pre-Submission Site Allocations – Focused Changes, the Sustainability Appraisal Report Addendum (upon which comments can also be made) and the representation form are available:

- on the Council's website www.dacorum.gov.uk/siteallocations
- via the Council's consultation portal; <http://consult.dacorum.gov.uk/portal/>
- at public libraries within the borough during normal opening hours; and
- at Borough Council's offices during the following opening hours:

Civic Centres	Berkhamsted	Hemel Hempstead	Tring
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Monday	9am-12.30pm and 1.30pm-5pm	8.45 am - 5.15 pm	9am-12.30pm and 1.30pm-5pm
Tuesday	9.30am - 2pm	8.45 am - 5.15 pm	CLOSED
Wednesday	CLOSED	8.45 am - 5.15 pm	9.30pm-2pm
Thursday	9.30am - 2pm	8.45 am - 5.15 pm	CLOSED
Friday	9.30am - 2pm	8.45 am - 4.45 pm	9.30pm-2pm

Please contact the Strategic Planning and Regeneration team at strategic.planning@dacorum.gov.uk or phone 01442 228660 or 228471 if you have any questions.

.co.uk

Classifieds

PUBLIC NOTICES

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1 September 2015
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Dacorum's Local Planning Framework Pre-Submission Site Allocations Development Plan Document (DPD) – Focused Changes Notice of Consultation and Statement of Representations Procedure

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<i>Friday</i>	9.30am - 2pm	8.45 am - 4.45 pm	9.30pm-2pm

Please contact the Strategic Planning and Regeneration team at strategic.planning@dacorum.gov.uk or phone 01442 228660 or 228471 if you have any questions.

**St Albans Review:
Wednesday, 24 September 2014**

August 12, 2015

31



**Dacorum's Local Planning Framework
Pre-Submission Site Allocations
Development Plan Document (DPD) – Focused Changes
Notice of Consultation and Statement of Representations
Procedure**

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<i>Friday</i>	9.30am-2pm	8.45 am - 4.45 pm	9.30pm-2pm

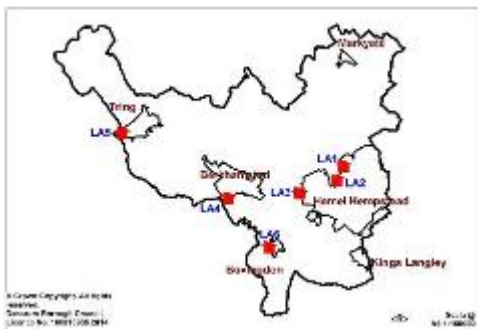
Please contact the Strategic Planning and Regeneration team at **strategic.planning@dacorum.gov.uk** or phone 01442 228660 or 228471 if you have any questions.

Press Release – released 24 September 2014

News

Finalising new development plans

12 Aug 2015



We're asking residents for further feedback on future development proposals for the borough.

Residents and organisations gave feedback on our original Site Allocations proposals in late 2014. Since then we have been considering these comments with infrastructure providers, landowners, specialist consultants and other relevant organisations. As a result of these discussions, changes to the document have been published for a 'Focused Changes' consultation.

The Site Allocations document continues to include the six Green Belt housing sites identified in the Core Strategy, known as 'Local Allocations'. The designation of these sites for housing is not being reopened for consideration, as they play an important role in helping us to meet our housing target and delivering other essential facilities.

Changes we are seeking feedback on include:

- Adding a requirement to Policy LA3 relating to land at West Hemel Hempstead to ensure the design and layout of the development respects nearby archaeological and heritage assets.
- Amending the boundary of the LA5 site at Icknield Way, Tring, to take the planned cemetery extension and Gypsy and Traveller site out of the Green Belt.
- Amending a planning requirement for LA1, Marchmont Farm, Hemel Hempstead, to ensure building heights are appropriate in terms of topography and visual impact.
- Allocating a new site for detached playing fields at Dunsley Farm to serve Tring Secondary School.
- Adding reference to the need for developers to liaise with Thames Water on waste water and sewerage issues to the planning requirements for large housing sites.

- Adding two newly designated Wildlife Sites (former Halsey School, Hemel Hempstead, and Little Hay Golf Course, Bourne End).

We are only seeking feedback on the proposed changes and there is no need for residents to repeat previous comments. These will already have been noted as part of the previous consultation.

As Councillor Graham Sutton, Planning and Regeneration Portfolio Holder, explains, “The Focused Changes consultation is more limited in scope than previous rounds of consultation as we are only seeking local residents’ views on the proposed changes to the Site Allocations document. If you commented on earlier versions of the document, please take a look and see if the changes we’ve made address your concerns.

“We want to work with local residents and organisations to ensure that what we deliver meets the needs of the community now and in the future. We will ensure that all comments are passed to the Planning Inspector and taken into account as part of the independent examination process that the plan will go through early next year.”

The consultation begins today (Wednesday 12 August) and closes at 5.15pm on Wednesday 23 September 2015. Only if the plan passes the examination by the independent Planning Inspector can it be adopted and brought into effect.

For a full list of changes and further details on how to respond to the consultation, please visit www.dacorum.gov.uk/siteallocations

Appendix 2: Dacorum Digest articles

Dacorum Digest Autumn 2015

Thanks for your views on Council's development plans

Over 380 people gave us their views on our draft Site Allocations document and accompanying Local Allocation master plans in our consultation last autumn.

The consultation asked for your views on how we intend to meet the housing target set out in the Core Strategy – our planning blueprint for the Borough – and for your comments on a range of other planning designations.

Over 90 people responded to the Site Allocations document itself, and more than 270 gave their views

on the master plans for new development in the Local Allocations areas. A key issue raised in the consultation is the adequacy of local infrastructure, like roads and schools. We are now considering all of the issues raised and working with infrastructure providers, landowners and other relevant organisations to address key areas of concern.

You can see all the comments on our planning consultation portal at consult.dacorum.gov.uk

Next steps:

We'll be asking Councillors to consider what changes should be made to the Site Allocations document later this summer before we submit it to the Planning Inspectorate for formal examination. Only if it passes the examination can we formally adopt the plan for the Borough.

For more information on the Site Allocations and the master plans please see www.dacorum.gov.uk/planning, email strategic.planning@dacorum.gov.uk or call 01442 228000 and ask for Strategic Planning.

Appendix 3: Organisations and Individuals Contacted

Distribution List – August 2015

	Recipient	Document	Method of Notification
Page 95 DBC	Councillors	-	Councillors Email
	Group Rooms	2	Doc
	Chief Executive - Sally Marshall	-	General Officers Email
	Asst Director Legal Governance (etc) – Steve Baker	-	General Officers Email
	Group Manager Legal Governance – Mark Brooks	-	General Officers Email
	Group Manager Regulatory Services – Chris Troy	-	General Officers Email
	Group Manager Commercial Assets (etc) – Mike Evans	-	General Officers Email
	Valuation & Estates – Adriana Livingstone	-	General Officers Email
	Asst Director Neighbourhood Delivery – David Austin	-	General Officers Email
	Group Manager Resident Services – Julie Still	-	General Officers Email
	Group Manager Environmental Services – Craig Thorpe	-	General Officers Email
	Trees and Woodlands - Colin Chambers	-	General Officers Email
	Asst Director Strategy & Transformation (etc) –Elissa Rospigliosi	-	General Officers Email
	Partnerships & Citizen Insight - Dave Gill	-	General Officers Email
	Communications	-	General Officers Email
	Communications – Claire McKnight	-	Email with Link to consultation
	Neighbourhood Action Team Leader – Joe Guiton	-	General Officers Email
	Director of Housing & Regeneration – Mark Gaynor	-	General Officers Email
	Assistant Director of Planning, Development & Regen – James Doe	-	General Officers Email
	Group Manager Strategic Housing – Julia Hedger	-	General Officers Email
	Housing Enabling – Camelia Smith	-	General Officers Email
Group Manager Strategic Planning & Regeneration – Chris Taylor	-	General Officers Email	
Team Leader S P & R - Becky Oblein	-	General Officers Email	
Strategic Plans Team	1		

	Group Manager of Development Management – Steve Clark	-	General Officers Email
	Development Management (inc. Enforcement & Land Charges)	-	General Officers Email
	Conservation & Design Team	-	General Officers Email
	HEMEL deposit point	1	Library Letter & Doc
	BERK deposit point	1	Library Letter & Doc
	TRING deposit point	1	Library Letter & Doc
	SECTION TOTAL	6	
Page 96	County	1	Library Letter & Doc
	Hemel Hempstead	1	Library Letter & Doc
	Adeyfield	1	Library Letter & Doc
	Berkhamsted	1	Library Letter & Doc
	Bovingdon	1	Library Letter & Doc
	Kings Langley	1	Library Letter & Doc
	Tring	1	Library Letter & Doc
	Leverstock Green	1	Library Letter & Doc
	Herts Local Studies	1	Library Letter & Doc
	SECTION TOTAL	9	
TPC	Nash Mills		TPC Letter
	Flamstead		TPC Letter
	Great Gaddesden		TPC Letter
	Nettleden with Potten End		TPC Letter
	Kings Langley		TPC Letter
	Northchurch		TPC Letter
	Berkhamsted		TPC Letter
	Aldbury		TPC Letter
	Bovingdon		TPC Letter
	Chipperfield		TPC Letter
	Flauden		TPC Letter
	Little Gaddesden		TPC Letter
	Tring Rural		TPC Letter
Tring Town		TPC Letter	

	Wigginton		TPC Letter
	Markyate		TPC Letter
	Leverstock Gr Village Assoc		TPC Letter
STATUTORY CONSULTEES	Planning Inspectorate		By phone
	Adjoining Parish Councils		Letter/Email
	Adjoining Police Authorities		Letter/Email
	British Telecom		Letter/Email
	Transco		Letter/Email
	British Gas		Letter/Email
	Three Valleys Water		Letter/Email
	Luton Airport		Letter/Email
	Ministry of Defence		Letter/Email
	National Air Traffic Services		Letter/Email
	Herts Chamber of Commerce		Letter/Email
Page 97	Aylesbury Vale District Council		Letter/Email
	Bedford Borough Council		Letter/Email
	Buckinghamshire County Council		Letter/Email
	Broxbourne Borough Council		Letter/Email
	Central Bedfordshire Council		Letter/Email
	Chiltern District Council		Letter/Email
	East Herts District Council		Letter/Email
	Hertsmere Borough Council		Letter/Email

Hertfordshire County Council:		Letter/Email
<ul style="list-style-type: none"> • Forward Planning – Jon Tiley • Principal Planning Officer – Jacqueline Nixon • Highways • Property Team • Hertfordshire Local Nature Partnership Co-Ordinator & Biodiversity Officer – Catherine Wyatt • County Archaeologist • Natural History & Built Environment Advisory Team Leader – Rachel Donavan • Gypsy Section – Charlie Sherfield • Dick Bowler 		
Luton Council		Letter/Email
Milton Keynes		Letter/Email
North Hertfordshire District Council		Letter/Email
St Albans City & District Council		Letter/Email
Stevenage Borough Council		Letter/Email
Three Rivers District Council		Letter/Email
Watford Borough Council		Letter/Email
Welwyn Hatfield District Council		Letter/Email
Canal & River Trust		Letter/Email
Historic England		Letter/Email
Environment Agency		Letter/Email
Herts Constabulary		Letter/Email
Herts Local Enterprise Partnership		Letter/Email
Herts Valleys Clinical Commissioning Group		Letter/Email
Highways Agency		Letter/Email
Homes & Communities Agency		Letter/Email
Mobile Operators Association c/o Mono Consultants		Letter/Email
National Grid		Letter/Email
National Health Service Executive (NHSE)		Letter/Email
Natural England		Letter/Email
Network Rail		Letter/Email
Sport England		Letter/Email
Strategic Health Authority (East of England)		Letter/Email
Thames Water (via Savills)		Letter/Email

	UK Power Networks		Letter/Email
Page 99 NON STATUTORY CONSULTEES	LSP (Local Strategic Partnership)	-	Email or Letter no doc
	Agents Forum	-	Email or Letter no doc
	County Councillors	-	Email or Letter no doc
	Clubs & Societies	-	Email or Letter no doc
	Berkhamsted & Tring Chambers of Commerce	-	Email or Letter no doc
	Health & Safety Executive	-	Email or Letter no doc
	Economic Development	-	Email or Letter no doc
	Education	-	Email or Letter no doc
	Employers	-	Email or Letter no doc
	British Pipeline Agency	-	Email or Letter no doc
	Dacorum Environmental Forum	-	Email or Letter no doc
	Ethnic Minority Groups	-	Email or Letter no doc
	Media	-	Email or Letter no doc
	Infrastructure Providers	-	Email or Letter no doc
	Disability Groups	-	Email or Letter no doc
	Residents Associations	-	Email or Letter no doc
	Key Land Owners/Developers	-	Email or Letter no doc
	Estate Agents	-	Email or Letter no doc
	Local Pressure Groups	-	Email or Letter no doc
	National Pressure Groups	-	Email or Letter no doc
	Interested Residents	-	Email or Letter no doc
	Planning Development Consultants	-	Email or Letter no doc
	Public Bodies	-	Email or Letter no doc
Surveyors and Architects	-	Email or Letter no doc	
Voluntary Organisations	-	Email or Letter no doc	
HBRC – Martin Hicks	-	Email or Letter no doc	
	SECTION TOTAL	0	
	Copies required for list		

	TOTAL COPIES		

Statutory Consultee

Amec Foster Wheeler on behalf of National Grid
Aylesbury Vale District Council
Bedford Borough Council
Broxbourne Borough Council
Bucks County Council
Canal & River Trust
Chiltern District Council
East Herts District Council
East of England Strategic Health Authority
Environment Agency
HCC Gypsy Section
Hertfordshire Constabulary
Hertfordshire County Council
Hertfordshire Highways (HCC)
Hertfordshire Local Enterprise Partnership
Herts Valley Clinical Commissioning Group
Hertsmere Borough Council
Highways England - Network Strategy East
Historic England
Homes & Community Agencies (HCA)
Luton Borough Council
Milton Keynes Council
Mobile Operators Association c/o Mono Consultants
National Grid
National Health Service Executive (NHSE)
Network Rail
North Hertfordshire District Council
Savills (on behalf of Thames Water)
Sport England
St Albans City & District Council
Stevenage Borough Council
The Environment Agency
Three Rivers District Council
UK Power Networks
Watford Borough Council
Welwyn Hatfield District Council
Western Area Police
Defence Infrastructure Organisation
Bedfordshire Police Authority

County Councillors

County Councillor William Wyatt-Lowe
County Councillor Ron Tindall
County Councillor Terence Douris
County Councillor Ian Reay
County Councillor Andrew Williams
County Councillor Colette Wyatt-Lowe
County Councillor Nick Hollinghurst
County Councillor David Lloyd
County Councillor Anthony McKay
County Councillor Richard Roberts

Agents Forum

Aukett Associates
Brown & Merry
Cannon Morgan & Rheinberg
CGB Partnership
Clarke & Whalen Construction
Davy Associates
Derek Kent Associates
Derek Rogers Associates
DLA Town Planning Ltd
Edward Hunt & Co.
Hunt Associates
Ian Pankhurst Architects
Leslie Gear & Associates
M H Seabrook Design Services
Maurice Phillips Partnership
Paul Burdess Architect
Payne Cullen Partnership
PEP Architects
Project Design Co.
Rickaby Thompson Associate
Robert Tucker Associates
S A York Design Facilities
Savage & Partners
Shankland Cox Ltd
Terence Fidler Partnership
Wren Designs
York Place Company Services

Clubs and Societies

1st Bovingdon Scout Group
Berkhamsted Bowls Club
Berkhamsted Local History & Museum Society
Bovingdon Horticultural Society
Boxmoor Arts Centre For Young People
British Film Institute
British Horse Society
Bucks Herts & Middx Camping & Caravanning Club
Dacorum Architecture Forum
Gade Dog Training Society
Hemel Hempstead Child Contact Centre
Hemel Hempstead Cycling Club
Hemel Hempstead Cyclists Touring Club
Hemel Hempstead Local History Society
Iain Rennie Hospice at Home
Kings Langley Society Ltd
Local History & Museum Society
National Travellers Action Group (NTAG)
Pendley Sports Centre
Phasels Wood Scout Camp
Rural Heritage Society
Saddlers Walk Social Group

St Pauls Church Langleybury Wives Fellowship
The Chiltern Society
The Georgian Group
The Lawn Tennis Association
The Society for the Protection of Ancient Buildings
The Tring Anglers
The Twentieth Century Society
Tring Athletic Football Club
Tring Bowling Club
Tring Hockey Club
Tring Lawn Tennis Club
Tring Rambling Club
Tring Squash Club
Tring Swimming Club
Tring TLC
West Division Guides
Woodland Trust
Workers' Educational Association

Disability Groups

Age Concern
Dacorum Dolphin Swimming Club
Dacorum Talking Newspaper
Hemel Hempstead Access Group
Hertfordshire Action on Disability
Mind in Dacorum
POHWER
The Puffins
Tring Access Committee

Estate Agents

Adrian Cole and Partners
Aitchison Raffety
Ashridge Estates
Bidwells
Brasier Harris
Carter Jonas
Castles
Cesare Nash & Partners
Cole Flatt & Partners
Connells
Cornerstone
Cushman & Wakefield
DTZ
Fisher Wilson
Freeth Melhuish
Hemel Property
Kirkby & Diamond
Lambert Smith Hampton
Michael Anthony

Nathaniel Lichfield & Partners
Pendley Commercial
Pendley Estates
Poulter & Francis
Savills
Stimpsons
Strutt & Parker
Stupples & Co

Economic Development

Beds Co-Operative Development Agency
Dacorum Industrial Association
East of England International
EDAW
Hertfordshire Careers Services
Herts County Council
Herts Youth Enterprise Service
Tring & District Chamber of Commerce
West Herts College

Education

Abbot's Hill School
Adeyfield School
Aldbury C of E School
Ashlyns School
Astley Cooper School
Aycliffe Drive Primary School
Beechwood Park School
Bellgate Primary School
Berkhamsted School
Bishop Wood C of E School
Bovingdon Primary Academy
Boxmoor Primary School
Bridgewater Middle School
Broadfield Primary School
Brockswood Primary & Nursery School
Chambersbury JMI School
Collett School
Dundale Primary School & Nursery
Gaddesden Row JMI School
Gade Valley JMI & Nursery School
George Street Primary School
Goldfield Infants School
Great Gaddesden School
Greenway First & Nursery School
Grove Road Primary School
Hammond Academy
Hemel Hempstead School
Hobbs Hill Wood Primary School
Hobletts Manor Junior School

Holtsmere End Infant & Nursery School
John F.Kennedy Catholic School
Kings Langley Primary School
Kings Langley Secondary School
Leverstock Green CE Primary School
Lime Walk Primary School
Little Gaddesden Church of England Primary School
Lockers Park School
Long Marston VA Church of England School
Longdean Secondary School
Marlin Montessori Pre-School and Day Nursery
Micklem Primary School
Nash Mills Church of England Primary School
Pixies Hill Primary School
Potten End C of E First School
Reddings JMI School
Renewables East
Zicer Building
Rossgate Primary School
St Albans Campus
St Albert the Great Catholic Primary School
St Bartholomew's C of E Primary School
St Cuthbert Mayne Catholic School
St Rose's Catholic Infants' School
St Thomas More Catholic Primary School
The Cavendish School
Thomas Coram School
Tring Park School for the Performing Arts
Tring School
Tudor Primary School
Two Waters Primary School
Victoria Church of England Infant and Nursery School
West Herts College
Westbrook Hay Prep School
Westfield First School and Nursery
Woodfield School

Employers

Andrew Grout
Ashridge Management College
Atlas Copco Compressors
Balfour Beatty Plc
Blue Arrow Personnel Services
British Gas Plc Eastern
British Standards Institute
Bull Information Systems
Champneys
Dexion Ltd
Jones Day
Marlowes Shopping Centre
Multicore Solders Ltd
Northgate Information Solutions
The Paper Trail

Ethnic Minority Groups

Africans Together In Dacorum
Asian Masti
Caribbean Women's Equality & Diversity Forum
Club Italia
Dacorum Chinese School Association
Dacorum Indian Society
Dacorum Multicultural Association / MWA
Hemel Anti Racism Council
Jewish Interests
Muskann - Pakistani Women's Association
Muslim Welfare Association

Infrastructure Providers

Affinity Water
Dacorum Crime and Disorder Reduction Partnership
Dacorum Sports Trust
EDF Energy
Hertfordshire County Council
Hertfordshire County Council - Transport
Hertfordshire Partnership NHS Foundation Trust
Herts Valley Clinical Commissioning Group
Highways England
Network Rail
Peacock & Smith
Royal Mail Legal Services (Property Law)
West Herts Hospital Trust
Woodwells Cemetery

Key Landowners/Developers

Aitchison Raffety
Akeman Property Company Ltd
AMEC
APLC
Barton Willmore
Beechwood Homes Ltd
Bellway Homes - North London
Bidwells
Box Moor Trust
Brian Barber Associates
Brixton Properties Limited
CALA Group Limited
Calderwood Property Investment Ltd
Carter Jonas (on behalf of the Crown Estate)
Chiltern of Bovingdon Ltd
City & Provincial Properties Plc
Colliers CRE
Courtley Consultants Ltd
D W Kent & Associates
David Wilson Estates

DLP Planning Ltd
DPDs Consultant Group
Drivers Jonas Deloitte
Estates and Property Services
Felden Park Farms Ltd
George Crutcher Planning
Gerald Eve LLP
Gleeson Strategic Land
Gregory Gray Associates
Griffiths Environmental Planning
Harrow Estates
Henry H Bletsoe & Son LLP
Horstonbridge Development Management
Housebuilders Federation
Iceni Projects Limited
Jehovah's Witnesses
Jeremy Peter Associates
John Beyer & Associates
Level
Lone Star Land Ltd
Main Allen
Maze Planning Ltd
Nathaniel Lichfield & Partners Ltd
Nelson Bakewell
Oakland Vale Ltd
Parrott & Coales
Peacock & Smith
Pegasus Group
Persimmon Homes (North London)
Persimmon Homes Midlands
Picton Smeathmans
PJSA Property & Planning Consultants
Planning Perspectives
Plato Estate Ltd
Rapleys LLP
Renaissance Lifecare Plc
Rolfe Judd Ltd
Savills
Sellwood Planning
Shireconsulting
Sibley Germain LLP
Steve Morton Brickworks Ltd
Stimpsons
Symbio Energy
Taylor Wimpey
TDP Developments Ltd
Tetlow King Planning
The Planning Bureau Limited
Thomas Eggar LLP
Tibbalds Planning & Urban Design
Tribal MJP
Turley Associates
Twigden Homes Ltd.
Vincent & Gorbng
Vincent & Gorbng

Whiteacre
Zog Brownfield Ventures Ltd

Local Pressure Groups

Action Against Injustice Caused by Dacorum Borough Council
Berkhamsted & District Gypsy Support Group
Berkhamsted Residents Action Group (BRAG)
Bucks & West Herts Gypsy Advocacy
Built Environment Advisory & Management Service
Campaign for Real Ale
Campaign to Protect Rural England
Chilterns Conservation Board
CPRE Hertfordshire
Dacorum Architecture Forum
Dacorum CVS
Dacorum Environmental Forum
Drayton Beauchamp Parish Meeting
Friends of Tring Reservoirs
Groundwork Hertfordshire
Guinness Trust
Gypsy Council
Hemel Hempstead High Street Assn.
Hertfordshire Agricultural Society
Hertfordshire Gardens Trust
Hertfordshire Gardens Trust Conservation Team
Herts & Middlesex Badger Group
Herts & Middlesex Wildlife Trust
Herts Fed.of Women's Institutes
Herts Natural History Society
Hightown Praetorian & Churches HA
Kings Langley Local History & Museum Society
London Luton Airport Operations Ltd
Markyate Village Hall Committee
Ramblers Association
S & W Herts Wwf Group And Green Party
Save Your Berkhamsted Residents Association
St Albans Enterprise Agency
The Box Moor Trust
The Chiltern Society
The Inland Waterways Association
Transition Town Berkhamsted
Tring Environmental Forum
Tring Sports Forum
Wendover Arm Trust
Woodland Trust

Media

BBC Elstree Centre
BBC Three Counties Radio
Chiltern FM

Herts Film Link
HHOT Marketing and Promotion
Mix 96
The Bucks Herald
The Watford Observer

National Pressure Groups

Ancient Monuments Society
Civic Trust
Confederation of British Industries
Country Land & Business Association
Derbyshire Gypsy Liaison Group
English Rural Housing Association
Friends of the Earth
Garden History Society
Gypsy Council
N S C A
National Federation of Gypsy Liaison Groups
Outdoor Advertising Council
RSPB (Eastern England Region)
Rural Housing Trust
The Architectural Heritage Fund
The Bell Cornwell Partnership
The British Wind Energy Association
The Housing Corporation
The Ramblers Association
The Victorian Society
Timber & Forestry Association
Town & Country Planning Association

Planning Development Consultants

Alan Hedley Partnership
Argyll Developments
Ashill Developments
Bell Cornwell
Bidwells
Blue Sky Planning
BNP Paribas Real Estate
Boyer Planning
Carter Jonas, Property Consultants
Catalist Capital
CB Richard Ellis Limited
CBRE
CBRE Global Investors
CBRE Ltd
CODE Development Planners Ltd
Consensus Planning
Countryside Homes
Cramond-Ivey Management Limited
Crest Nicholson

Crown Management UK Limited
Cushman & Wakefield
Dalton Warner Davis LLP
David Ames Associates
David Lock Associates
Dennis Jean Properties
Design Council CABE
DLA Town Planning Ltd
DLP Planning Consultants
Ellam Oxtoby and Peck LLP
Emery Planning
Firstplan
Francis Weal & Partners
Fusion Online Limited
Genesis Town Planning
Gregory Gray Associates
GVA James Barr
Halcrow Group
Harrison Webb
Indigo Planning Limited
Insight Town Planning
J & J Design
JB Planning Associates Ltd
JS Bloor Homes (Northampton) Ltd
Keepmoat
Knight Frank LLP
Labyrinth Properties Ltd
Lambert Smith Hampton
Linden Homes (Chiltern) Ltd
Living Heritage Developments Limited
Lucas Land & Planning
Malcolm Judd & Partners
Metropolis Planning and Design LLP
Montagu Evans
Murdoch Associates
Nick Shute Associates
NMB Planning Ltd
NTA & Associates
Optimis Consulting Ltd
Pegasus Group
Persimmon Homes Thames Valley
Peter Brett Associates and Roger Tym & Partners
Peter Brett Associates LLP
Phase 2 Planning & Development Limited
Phillips Planning Services Ltd
Planning Perspectives
Planning Potential
Planware Ltd
PPML Consulting
PRP Architects LLP
Quod
Rapleys
Revera Limited
RGB
RO Developments Ltd

Robert Turley Associates
Robinson & Hall
Satish Jassal Architects
Shire Consultancy
Smith Jenkins
Smith Stuart Reynolds
SSA Planning Limited
Stanhope Plc and Aviva
Stewart Ross Associates
Strutt & Parker LLP
Tanner & Tilley
Taylor Wimpey
Terence O'Rourke
TFM Readers
The W. R. Davidge Planning Practice
Townsend Planning Consultants
Tribal Consulting
Turley
Vincent & Gorbing
Woolf Bond Planning

Political

Constituency Officer for South West Herts
Hemel Hempstead Conservative Association
Hemel Hempstead Co-Op Party
The Green Party
UKIP Hemel Hempstead

Public Bodies

Aldwyck Housing Assn
CDA Herts
Council for British Archaeology
Dacorum Citizens Advice Bureau
Dacorum Heritage Trust
East England Conservancy
East of England Tourist Board
Environment Agency
Environment Agency Emergency Workforce
Estates & Facilities Department
Forest Enterprise England
Forestry Commission
FWAG East
Hertfordshire Constabulary
Hertfordshire Prosperity Ltd/LIC
Herts Building Preservation Trust
Housing Corporation
Local Government Association
Local Government Ombudsman
National Air Traffic Services
Natural Historic & Built Environment Advisory Team

Ordnance Survey
PITSTONE CEMENT WKS. LIAS
Rural Development Commission
The National Trust
The National Trust Regional Office
The Royal Town Planning Institute
The Theatres Trust

Residents Associations

Adeyfield Neighbourhood Association
Apsley Community Association
Bellgate Area Residents Association
Bennetts End Neighbourhood Assn
Berkhamsted Citizens Association
Berkhamsted Civic Association
Bourne End Village Association
Briery Underwood Residents Association
Chaulden Neighbourhood Association
Dacorum Borough Council Leaseholder Group
Douglas Gardens Street/Block Voice
Gaddesden Row Village Voice
Gadebridge Community Association
Grovehill Community Centre
Grovehill West Residents Association
Hales Park Residents Association
Heather Hill Residents Association
Henry Wells Residents Association
Herons Elm Street/Block Voice
Highfield Community Centre
Hunters Oak Residents Association
Hyde Meadows Residents Association
Kings Langley Community Association
Kings Langley Good Neighbours Association
Leverstock Green Village Association
Long Marston Tenants Association
Manor Estate Residents' Association
Nash Residents Association
Northend Residents Association
Pelham Court Residents Association
R.B.R. Residents Association
Redgate Tenants Association
Residential Boatowners Association
Rice Close Street/Block Voice
Save Your Berkhamsted Residents Association
Shepherds Green Residents Association
Street Block Voice (Hilltop Corner, Berkhamsted)
Street Block Voice (Typleden Close)
Street Block Voice (Winchdells)
Tenant Participation Team
The Briars & Curtis Road Street/Block Voice
The Mount Residents Association
The Planets Residents Association
The Quads Residents Association

The Tudors Residents Association
Thumpers Residents Association
Tring Community Assn
Village Voice (Little Gaddesden)
Warners End Neighbourhood Association
Westfield Road Street/Block Voice

Retirement Housing Developers

Audley Retirement Villages
Beechcroft Developments Limited
Churchill Retirement Living
Fairview New Homes Ltd
Pegasus Retirement Homes plc

Surveyors and Architects

AKT Planning & Architecture
David Kann Associates
Januarys Consultant Surveyors
Prudential
Wakelin Associates

Voluntary Organisations

Chiltern Woodlands Project
GADEBRIDGE YOUTH CLUB
Grove Hill Youth Centre
Hemel Hempstead Community Church
Herts Committee for V.S.O.
Herts Groundwork Trust
HGT Conservation Team
Housing Link
New Gospel Halls Trust
Shaftsbury Housing Assn
St. George's United Reformed Church
The New Gospel Hall Trust
William Sutton Trust

Appendix 4: Sample Notification Letters

Letter to General



Civic Centre
Marlowes
Hemel Hempstead
Hertfordshire
HP1 1HH

Date: 7 August 2015
Your Ref.
Our Ref: Focused Changes 2015
Contact: Strategic Planning
Email: strategic.planning@dacorum.gov.uk
Directline: 01442 228471 or 01442 228660

Telephone: 01442 228000
www.dacorum.gov.uk
DX 8804 Hemel Hempstead
D/deaf callers, Text Relay:
18001 + 01442 228000

Dear

CONSULTATION ON FOCUSED CHANGES TO THE PRE SUBMISSION SITE ALLOCATIONS DOCUMENT FOR DACORUM (REGULATION 19)

I am writing to let you know that the Council has published some 'Focused Changes' to the Pre-Submission version of the Site Allocations Development Plan Document (DPD) for consultation. The consultation begins on Wednesday 12 August 2015 and ends at 5.15pm on Wednesday 23 September 2015.

What is the consultation about?

This consultation is on a limited number of amendments, referred to as 'Focused Changes,' that we propose to make to the Pre-Submission version of the Site Allocations DPD. The consultation is being carried out in accordance with Regulation 19 of the Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2012.

The Site Allocations follows on from and supports the Core Strategy, which was adopted in September 2013 and sets out the planning framework for Dacorum for the next 20 years. The Site Allocations DPD is the next part of the framework. Its principal role is to deliver the objectives of the Core Strategy, by forming detailed proposals and requirements for sites and areas. It allocates sites for future development; defines the boundaries of planning designations; and ensures appropriate infrastructure is identified and delivered alongside new development. The Site Allocations document is made up of a written statement and a map book.

We asked for feedback on the Pre-Submission Site Allocations document at the end of 2014 and you may have responded to this consultation. The responses received have informed the amendments we are now proposing to this document via these 'Focussed Changes'.

Do I need to comment?

The current consultation only seeks feedback on the *changes* that are now proposed to the Pre-Submission version of the Site Allocations DPD. These changes are proposed as a result of feedback and advice received via the previous consultation. There is no need to repeat previous comments you have made to other (unchanged) sections of the plan. These comments will be passed directly to the Planning Inspector when the plan is submitted for examination.

The Focused Changes version of the Site Allocations document is accompanied by a Sustainability Appraisal Report Addendum upon which you can also comment. This addendum report assesses the likely social, economic and environmental implications of the changes now proposed to the plan.

How does this affect the draft Local Allocations master plans?

This consultation only covers changes we wish to make to the Site Allocations DPD itself. It does not include any changes that may be required to the draft master plans for each of the Local Allocations (Green Belt housing sites) upon which you may also have given feedback.

The Council is still assessing what changes need to be made to these master plans as a result of comments received and Cabinet will be asked to agree these changes later this year (provisionally at its September meeting).

How do I find out more?

Copies of the Site Allocations and associated documents can be purchased from the Borough Council's offices during normal opening hours, or downloaded free of charge from www.dacorum.gov.uk/siteallocations. Reference copies are also held at all libraries within the Borough.

How do I comment?

We would encourage you to submit your comments via the Council's online consultation portal at <http://consult.dacorum.gov.uk>. Paper copies of the Site Allocations response form are also available on request.

Comments must be received by 5.15pm on 23 September in order for them to be taken into account.

What happens next?

The Council will consider the results of this consultation before progressing to the next stage which will be the submission of the amended Site Allocations document to the Planning Inspectorate for Examination in Public.

If you have any questions please contact the Strategic Planning team on 01442 228471 or 01442 228660 or email strategic.planning@dacorum.gov.uk.

Yours sincerely,



Laura Wood

Date: 7 August 2015
Your Ref.
Our Ref: Focused Changes 2015
Contact: Strategic Planning
Email: strategic.planning@dacorum.gov.uk
Directline: 01442 228471 or 01442 228660



Team Leader – Strategic Planning and Regeneration

Notification Letter to Key Stakeholders/Statutory Consultees

Civic Centre
Marlowes
Hemel Hempstead
Hertfordshire
HP1 1HH

Dear,

CONSULTATION ON FOCUSED CHANGES TO THE PRE SUBMISSION SITE ALLOCATIONS DOCUMENT FOR DACORUM (REGULATION 19)

Telephone: 01442 228000
info@dacorum.gov.uk
DX 8804 Hemel Hempstead
D/deaf callers, Text Relay:
1800 494 22800

I am writing to let you know that the Council has published some 'Focused Changes' to the Pre-Submission version of the Site Allocations Development Plan Document (DPD) for consultation. The consultation begins on Wednesday 12 August 2015 and ends at 5.15pm on Wednesday 23 September 2015.

What is the consultation about?

This consultation is on a limited number of amendments, referred to as 'Focused Changes,' that we propose to make to the Pre-Submission version of the Site Allocations DPD. The consultation is being carried out in accordance with Regulation 19 of the Town and Country Planning (Local Planning) (England) (Amendment) Regulations 2012.

We asked for feedback on the Pre-Submission Site Allocations document at the end of 2014 and you may have responded to this consultation. The responses received have informed the amendments we are now proposing to this document via these 'Focussed Changes'.

Do I need to comment?

The current consultation only seeks feedback on the *changes* that are now proposed to the Pre-Submission version of the Site Allocations DPD. These changes are proposed as a result of feedback and advice received via the previous consultation. There is no need to repeat previous comments you have made to other (unchanged) sections of the plan. These

comments will be passed directly to the Planning Inspector when the plan is submitted for examination.

None of the changes now put forward alter the overall approach to the location and scale of development planned within the Borough. Most are put forward as a result of representations received on the Pre-Submission document and/or as a result of subsequent legal advice received.

It is therefore unlikely that the changes raised any additional duty to co-operate issues over and above those you may have already notified us of. However, if any of the Focussed Changes do raise issues of concern, please let me know as soon as possible and we will try to address these.

For ease of reference I have attached a schedule summarising the Significant Changes (by settlement). Please note that the consultation also seeks feedback on a longer list of 'Minor Changes.'

The Focused Changes version of the Site Allocations document is accompanied by a Sustainability Appraisal Report Addendum upon which you can also comment. This addendum report assesses the likely social, economic and environmental implications of the changes now proposed to the plan, as well as responding to sustainability issues raised through the previous Pre-Submission consultation.

How do I find out more?

Copies of the Site Allocations and associated documents can be purchased from the Borough Council's offices during normal opening hours, or downloaded free of charge from www.dacorum.gov.uk/siteallocations. Reference copies are also held at all libraries within the Borough.

How do I comment?

We would encourage you to submit your comments via the Council's online consultation portal at <http://consult.dacorum.gov.uk>. Paper copies of the Site Allocations response form are also available on request.

Comments must be received by 5.15pm on 23 September in order for them to be taken into account.

What happens next?

The Council will consider the results of this consultation before progressing to the next stage which will be the submission of the amended Site Allocations document to the Planning Inspectorate for Examination in Public.

If you have any questions please contact the Strategic Planning team on 01442 228471 or 01442 228660 or email strategic.planning@dacorum.gov.uk

Yours sincerely,



Laura Wood
Team Leader – Strategic Planning and Regeneration

Appendix 5: Cabinet Report on Focused Changes



AGENDA ITEM:

Report for:	Cabinet
Date of meeting:	15 December 2015
PART:	1
If Part II, reason:	

Title of report:	Consideration of Responses to Pre-Submission Focused Changes and Submission of Site Allocations Development Plan Document (DPD)
Contact:	Graham Sutton, Portfolio Holder for Planning and Regeneration James Doe, Assistant Director - Planning, Development and Regeneration Laura Wood, Team Leader – Strategic Planning and Regeneration
Purpose of report:	That Cabinet: <ol style="list-style-type: none"> 1. Consider the significant new issues raised through representations on the Focused Changes to the Pre-Submission Site Allocations DPD; and 2. Agree the process for submitting the Site Allocations DPD to the Planning Inspectorate.
Recommendations:	<ol style="list-style-type: none"> 4. To note the issues arising from representations received to the Focused Changes to the Pre-Submission Site Allocations DPD and the impact of new advice. 5. To recommend to Council that: <ol style="list-style-type: none"> a) the changes set out in Table 4 of the Report of Representations are made to the Pre-Submission Site Allocations DPD as a result of representations

	<p>received; and</p> <p>b) the Site Allocations DPD incorporating Focused Change, together with other appropriate supporting documents is submitted to the Planning Inspectorate.</p> <p>6. To delegate authority to the Portfolio Holder for Planning and Regeneration to approve any further minor wording changes to the Site Allocations document prior to consideration by Full Council.</p> <p>7. To delegate authority to the Assistant Director (Planning, Development and Regeneration) to:</p> <p>(a) Finalise the Report of Representations and other Submission documents; and</p> <p>(b) Agree any further minor changes arising during the course of the Examination.</p>
Corporate objectives:	<p>The Site Allocations forms part of the Council's Local Planning Framework, which as a whole helps support all 5 corporate objectives:</p> <ul style="list-style-type: none"> • <i>Safe and clean environment:</i> e.g. contains policies relating to the design and layout of new development that promote security and safe access; • <i>Community Capacity:</i> e.g. provide a framework for local communities to prepare area-specific guidance such as Neighbourhood Plans, Town / Village Plans etc; • <i>Affordable housing:</i> e.g. sets the Borough's overall housing target and the proportion of new homes that must be affordable; • <i>Dacorum delivers:</i> e.g. provides a clear framework upon which planning decisions can be made; and <p><i>Regeneration:</i> e.g. sets the planning framework for key regeneration projects, such as Hemel Hempstead town centre and the Maylands Business Park.</p>
Implications:	<p><u>Financial</u></p> <p>Budget provision for the next stages of the statutory process i.e. Submission and Examination are made in the 2015/16 and 2016/17 LDF budget.</p> <p>Having an up-to-date planning framework helps reduce the incidence of planning appeals (and hence costs associated with these). It will be the most effective way of ensuring the optimum level of developer contributions to infrastructure and in mitigation of development impacts can be achieved. This process will be further improved and simplified through the implementation of the Community Infrastructure Levy (CIL).</p> <p><u>Value for money</u></p>

	<p>Where possible, technical work that supports the Site Allocations has been jointly commissioned with adjoining authorities to ensure value for money.</p> <p><u>Legal</u> Jameson and Hill have been retained to provide external legal support for the Site Allocations. The same advisers acted for the Council through the Core Strategy Examination process and subsequent (unsuccessful) legal challenge to this document. They will provide the Council with any advice required regarding the implication of new Government advice; assist with responding to key representations; advise on the production of any additional evidence and support Officers through the Examination process itself.</p> <p><u>Staff</u> It is critical that the Strategic Planning and Regeneration team are fully staffed to enable the agreed LPF timetable to be delivered. A Programme Officer will need to be appointed by the Council to provide administrative support to the Inspector and act as a single, independent point of contact for all parties throughout the Examination process.</p> <p><u>Land</u> The Site Allocations supports delivery of the Council's adopted Core Strategy which will play an important role in decisions regarding future land uses within the Borough. The Council has specific land ownership interest in two of the Local Allocations - LA1 (Marchmont Farm) and LA2 (Old Town).</p>
Risk implications:	Key risks are identified in the Local Development Scheme and reviewed annually within the Annual Monitoring Report. They include failure of external agencies or consultants to deliver on time, changes in Government policy and team capacity. A separate risk assessment prepared for the Core Strategy Pre-Submission identifies a number of risks relating to the Examination process and particularly the soundness tests with which the Site Allocations must comply.
Equalities implications:	An Equality Impact Assessment has been carried out for the Core Strategy. Equalities issues are also picked up as part of the Sustainability Appraisal Report that accompanies the Site Allocations document.
Health and safety implications:	Implications are included in the planning issues covered by the Core Strategy and Site Allocations DPDs.
Sustainability implications:	The Site Allocations (and Core Strategy that precedes it) has been subject to detailed sustainability appraisal (incorporating strategic environmental assessment) throughout its development. Sustainability Appraisals covers social, economic and environmental considerations, including equalities and health and safety issues. A summary of this assessment process, and its conclusions, are set out in the Sustainability Appraisal Report (September 2014) and update report that accompanies it (July 2015).
Monitoring	<u>Monitoring Officer</u>

<p>Officer/S.151 Officer comments:</p>	<p>*****</p> <p><u>Section 151 Officer</u></p> <p>*****</p>
<p>Consultees:</p>	<p>Consultation on the Site Allocations DPD has been carried out in accordance with the Statement of Community Involvement (SCI), adopted by the Council in June 2006. The detail is set out within the Reports of Consultation that followed the 2006 and 2008 Issues and Options Consultations. A draft report of consultation for the period 2008 and 2014 has also been published.</p> <p>Advice from key stakeholders, such as the Local Education Authority and Highway Authority, has been sought where appropriate. Feedback on the Council's Infrastructure Delivery Plan has also been significant in developing a clear understanding of local infrastructure needs. This advice is referred to within the relevant Background Issues paper that form part of the Site Allocations DPD evidence base. The Consultation Reports relating to the Core Strategy (Volumes 1-7) are also relevant.</p> <p>In terms of internal processes, a Task and Finish Group advised on the preparation of the Site Allocations DPD, There have been reports to Cabinet at key stages in the preparation of the Local Planning Framework and the Planning and Regeneration Portfolio Holder has been kept apprised of progress.</p> <p>SPEOSC also considered a progress report, which highlighted key emerging issues, on 27 January 2015 (see below).</p>

Background papers:

- Statement of Community Involvement (June 2006)
- Local Development Scheme (February 2014)
- Dacorum Borough Local Plan 1991-2011 (adopted April 2014)
- National Planning Policy Framework (March 2012)
- Planning Practice Guidance (March 2014 and updated regularly online)
- Planning Policy for Travellers Sites, July 2015.
- Mrs Jean Timmins and A W Lymn Limited vs Gedling Borough Council and Westerleigh Group Limited High Court Judgement (March 2014)
- Town and Country Planning (Local Planning) (England) Regulations 2012
- Core Strategy (adopted September 2013)
- Report of Consultation – Site Allocations Issues and Options (2006)
- Report of Consultation – Site Allocations Supplementary Issues and Options (2008)
- Report of Consultation – Site Allocations (2014)
- Report of Representations – Pre-Submission Site Allocations (July 2015)
- Consultation Reports relating to the Core Strategy (Volumes 1-7) (as dated)
- Schedule of Site Appraisals (2006, 2008 and 2014)
- Sustainability Working Notes for Schedules of Site Appraisals (2006, 2008 and 2014)
- Sustainability Appraisal for Pre-Submission Site Allocations DPD (September 2014)
- Addendum to Sustainability Appraisal (July 2015)
- Habitats Regulations Assessment – Summary Report (September 2011)
- Copies of all representations made (available on online consultation system via <http://consult.dacorum.gov.uk/portal>)
- Duty to Co-operate Statement – Update (2014)
- Infrastructure Delivery Plan (2015 update)
- SPEOSC Report (January 2015)
- Cabinet Report on Site Allocations Pre-Submission (July 2015)
- Workshop Reports for Local Allocations LA1, LA3 and LA5 (July 2013).
- Notes from Stakeholder meetings for Local Allocations LA2, LA4 and LA6 (May 2013).
- Report on the Consultation event held in July 2013: ‘Shaping the Masterplan’ for Proposal Local Allocation LA3: West Hemel Hempstead (January 2014)
- Draft Background Issues Papers (updated to July

	<p>2015) on:</p> <ul style="list-style-type: none"> - The Sustainable Development Strategy - Strengthening Economic Prosperity - Providing Homes and Community Services - Looking After the Environment <p>All technical studies relating to the Local Planning Framework are available from the online Core Strategy examination library at www.dacorum.gov.uk/corestrategyexamination.</p>																										
<p>Glossary of acronyms and any other abbreviations used in this report:</p>	<table border="0"> <tr> <td>DPD</td> <td>Development Plan Document</td> </tr> <tr> <td>SCI</td> <td>Statement of Community Involvement</td> </tr> <tr> <td>LDS</td> <td>Local Development Scheme</td> </tr> <tr> <td>NPPF</td> <td>National Planning Policy Framework</td> </tr> <tr> <td>NPPG</td> <td>National Planning Practice Guidance</td> </tr> <tr> <td>InDP</td> <td>Infrastructure Delivery Plan</td> </tr> <tr> <td>SPD</td> <td>Supplementary Planning Document</td> </tr> <tr> <td>SPG</td> <td>Supplementary Planning Guidance</td> </tr> <tr> <td>LPF</td> <td>Local Planning Framework (also referred to as Local Development Framework)</td> </tr> <tr> <td>CIL</td> <td>Community Infrastructure Levy</td> </tr> <tr> <td>GEA</td> <td>General Employment Area</td> </tr> <tr> <td>GTAA</td> <td>Gypsy and Traveller Accommodation Assessment</td> </tr> <tr> <td>PPTS</td> <td>Planning Policy for Travellers Sites</td> </tr> </table>	DPD	Development Plan Document	SCI	Statement of Community Involvement	LDS	Local Development Scheme	NPPF	National Planning Policy Framework	NPPG	National Planning Practice Guidance	InDP	Infrastructure Delivery Plan	SPD	Supplementary Planning Document	SPG	Supplementary Planning Guidance	LPF	Local Planning Framework (also referred to as Local Development Framework)	CIL	Community Infrastructure Levy	GEA	General Employment Area	GTAA	Gypsy and Traveller Accommodation Assessment	PPTS	Planning Policy for Travellers Sites
DPD	Development Plan Document																										
SCI	Statement of Community Involvement																										
LDS	Local Development Scheme																										
NPPF	National Planning Policy Framework																										
NPPG	National Planning Practice Guidance																										
InDP	Infrastructure Delivery Plan																										
SPD	Supplementary Planning Document																										
SPG	Supplementary Planning Guidance																										
LPF	Local Planning Framework (also referred to as Local Development Framework)																										
CIL	Community Infrastructure Levy																										
GEA	General Employment Area																										
GTAA	Gypsy and Traveller Accommodation Assessment																										
PPTS	Planning Policy for Travellers Sites																										

BACKGROUND

Introduction:

1. The Core Strategy DPD was adopted in 2013, and forms the first part of the Local Planning Framework (LPF) for the Borough. The Site Allocations is the second LPF document. It is the 'delivery' document for the Core Strategy: focussing on the delineation of site boundaries and designations, and setting out planning requirements for new development. It does not cover the Maylands Business Park as this area will either be covered in a separate East Hemel Hempstead Area Action Plan (AAP), or through the new single Local Plan.
2. Like the Core Strategy the Site Allocations document it is divided into four main sections:
 - 1) *The Sustainable Development Strategy* – covering issues such as revisions to the boundaries of the Green Belt, transport proposals, and the definition of Major Development Sites in the Green Belt and Mixed Use proposals.
 - 2) *Strengthening Economic Prosperity* – setting out General Employment Area and retail designations, together with revised retail frontages for the three towns.
 - 3) *Providing Homes and Community Services* – comprising the housing schedule, policies for the six Local Allocations and designations relating to leisure and social and community uses.
 - 4) *Looking After the Environment* – covering historic heritage and wildlife designations.
3. There are also summaries of all the proposals and designations geographically (via a continuation of the 'Place Strategy' approach), plus a short section on Monitoring and Review.
4. The level and broad location of new development, including the principle of releasing 6 'Local Allocations' from the Green Belt, has been established and accepted through the Core Strategy and will therefore not be re-opened for consideration at this Site Allocations stage. These issues will be reassessed through the development of a new Local Plan for the Borough (including the early partial review of the Core Strategy).

Consultation:

5. Consultation on the Site Allocations started in 2006 on the 'issues and options' and there have been several milestones in preparing the Site Allocations since then. The Report of Consultation is a statutory document required for the submission of a development plan. It is published in three volumes. The first covers the 2006 consultation, the second the 2008 consultation and the third the period from 2008 to summer 2014 when the Pre-Submission document was published. The public consultation on the Pre-Submission version of the Site Allocations document ran from September to November 2014 for a period of six weeks. The feedback results of this consultation and the Council's response to this is set out in a Report of Representations. This was agreed by Cabinet in July 2015. Consultation on draft master plans for the six Local Allocation sites was carried out in parallel with the Site Allocations and reported to cabinet in November 2015.
6. The Reports for Consultation prepared for the Core Strategy (as listed in Background Papers) are also relevant, as the Site Allocations document is a delivery document for the principles set out in the Core Strategy.

7. As a result of feedback received to the Pre-Submission Site Allocations document, a series of 'Focused Changes' were proposed to the Site Allocations document. These comprised the following:

MC	Minor Change	Changes of a minor nature that are required to reflect amendments referred to in Table 3 of the Pre-Submission Report of Representations, or as a consequential change from changes referred to in Table 3. Some minor changes follow significant changes arising from the representations.
SC	Significant change	Changes of a more significant nature that are required to reflect amendments referred to in Table 3 of the Pre-Submission Report of Representations, or as a consequential change from changes referred to in Table 3. Significant changes usually relate to the inclusion of a new proposal site or a more substantial change to the wording or boundary of a designation or proposal.

8. The Significant Changes are summarised as follows (listed by settlement):

SC reference(s)	Summary of Change	Reason
Hemel Hempstead		
SC2	Designation of a new Major Developed Site (MDS) at Abbots Hill School, Hemel Hempstead	As a result of representations made on behalf of the school and to ensure consistency in approach with other MDS designations already included within the Core Strategy.
SC6	Changes to planning requirements for Proposal S1 – Jarman Fields	As a result of representations and to better explain the restrictions to the sale of goods that are considered appropriate in this out of centre location.
SC13	Amended Historic Park and Garden designation at Shendish	As a result of representations and to correct a mapping error.
Tring		
SC1	Amending extent of Green Belt release relating to Local Allocation LA5 (GB/9) in Tring	As a result of representations, to reflect legal advice regarding the implications of the Timmins legal judgement (referred to above) and to ensure consistency in the approach towards Gypsy and Traveller sites at LA1, LA3 and LA5 (i.e. that these are removed from the Green Belt and their anticipated extent shown on the indicative layout map that forms part of the relevant Local Allocation policy).

SC10 & SC12	New detached playing fields at Dunsley Farm - additional text and new Leisure designation	As a result of representations and to take forward the express intent of the Core Strategy for the provision of detached playing fields to serve Tring Secondary School, should this school expand further.
SC7	Amendments to LA5 policy text	Changes required as a result of SC1 above
SC8	Changes to LA5 indicative layout	
SC11	Amended L/3 LA5 leisure space	
Kings Langley		
SC3	Defining an 'infill area' for Kings Langley School Major Developed Site	To reflect the recent planning permission for the redevelopment of the school site and ensure consistency of approach with other Major Developed Sites in the Borough.
Other		
SC4	Changes to Bourne End Mills Major Developed Site	As a result of representations and to ensure the boundary (external and infill) better reflects existing permissions and boundaries on the ground.
SC5	Changes to Bourne End Mills employment area in the Green Belt	To ensure consistency with the MDS designation above.
SC9	Amended wording to Policy SA10: Education Zones	As a result of representations, and to ensure the scope of the policy is clear.

9. Some editorial changes were also set out, but as these are factual in nature, they did not form part of the consultation and so have not been brought back before Members.
10. The approach to the Focused Changes consultation was agreed at Cabinet in July 2015. It involved notifying by email or letter all statutory consultees on the strategic planning database, together with residents, businesses, organisations, and community groups. Over 3,500 people were written to by letter, email or through 'Objective' (the consultation portal) as part of the consultation. Further consultees were added to the strategic planning database of contacts during and following the consultation. The consultation ran for the statutory 6 week period – from 12 August to 23 September 2015.
11. In addition to the required press notice in local newspapers, there was also an article in the Autumn 2015 edition of Dacorum Digest which is delivered to all residents in the Borough. A press release was also issued.

12. All information and background documents were available on the Council's website. Reference copies of the documents were available from libraries across the Borough as well as the Hemel Hempstead civic centre and satellite offices in Berkhamsted and Tring.

Changes in Government advice:

Planning Policy for Travellers:

13. The only change in Government guidance of relevance to the Site Allocations process since Cabinet agreed the Focused Changes to the Pre-Submission Site Allocations for consultation relates to advice on Gypsies and Travellers.
14. The Government issued its revised 'Planning Policy for Traveller Sites' (PPTS) on 31 August: <https://www.gov.uk/government/news/new-rules-will-offer-stronger-protection-against-unauthorised-occupation>.
15. With regard to requirements for the Council's plan-making activities, the majority of the text remains the same as for the previous 2012 document. It is important to note that the Council's obligations regarding making appropriate provision for Gypsies and Travellers have not changed:
- Paragraph 9: local planning authorities should set pitch targets for gypsies and travellers which address the likely need for such accommodation.
 - Paragraph 10: Local planning authorities should, in producing their Local Plan, identify sites to meet their locally set targets.
 - Paragraph 17: Green Belt boundaries should be altered only in exceptional circumstances. If a local planning authority wishes to make an exceptional, limited alteration to the defined Green Belt boundary (which might be to accommodate a site inset within the Green Belt) to meet a specific, identified need for a traveller site, it should do so only through the plan making process and not in response to a planning application. If land is removed from the Green Belt in this way, it should be specifically allocated in the development plan as a traveller site only.
 - The requirement to be able to demonstrate a 5 year supply of deliverable sites.
16. The changes relate to two main areas:
1. ***The treatment of speculative application for sites within the Green Belt*** - with a strengthening of powers to refuse such applications, plus the inclusion of a new sentence in paragraph 27 to indicate that a lack of pitches for Gypsies and Travellers is not a reason to grant planning permission for sites in the Green Belt and other protected areas. This requirement is in the section relating to determining applications (i.e. Development Management decisions), not the section on plan-making; and
 2. ***The definition of Gypsies and Travellers*** - the definition of 'Gypsies and Travellers' in Annex 1 has changed. The words 'or permanently' have been deleted from the end of the definition in paragraph 1 in the annex, whilst paragraph 2 in the annex is new. The new definition is as follows:

Annex 1: Glossary

1. For the purposes of this planning policy “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 dependants’ educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.

2. In determining whether persons are “gypsies and travellers” for the purposes of this planning policy, consideration should be given to the following issues amongst other relevant matters:

- a) whether they previously led a nomadic habit of life
- b) the reasons for ceasing their nomadic habit of life
- c) whether there is an intention of living a nomadic habit of life in the future, and if so, how soon and in what circumstances.

17. The approach in the Site Allocations DPD is to allocate three small new sites within the three largest Local Allocations:

Site	Number of pitches
LA1: Marchmont Farm, Hemel Hempstead	5
LA3: West Hemel Hempstead	7
LA5: Icknield Way, west of Tring	5
<i>Total</i>	<i>17</i>

* A pitch is the space occupied by one family or household: it may accommodate one or more caravans.

18. The sites at LA1 and LA3 were already proposed to be part of the area removed from the Green Belt within the Pre-Submission Site Allocations DPD. The site at LA5 is proposed to be taken out of the Green Belt via Significant Change SC1 (and associated Minor Changes). This approach accords with Policy CS22: New Accommodation for Gypsies and Travellers of the adopted Core Strategy and the pitch target (which is expressed as a minimum figure) set out within it.

19. Officers have taken both internal and external legal advice (from Rob Jameson at Attwaters Jameson Hill) regarding whether the publication of the new PPTS requires the Council to make any changes to this current approach. This legal advice concludes that the only legally sound way forward for the Council is to continue with its current approach. This is due to a range of reasons summarised below:

- a) The role of the Site Allocations DPD is to allocate sites in accordance with the targets and policies set out in the adopted Core Strategy. It is not the role of the Site Allocations DPD to reconsider or revise these numbers. This is consistent with the approach the Council is taking (that has been accepted by Inspectors), regarding further Green Belt releases for housing.
- b) The appropriate time to update our Gypsy and Traveller Accommodation Assessment (GTAA) is as part of a suite of technical work to inform the new Local Plan i.e. in 2016/17. If the target of 17 pitches comes down following this review, then the Council can de-allocate sites, or reduce their size, in the new single Local Plan.
- c) Processes are underway for a legal challenge by representatives of the travelling community to the new PPTs. This challenge is expected to seek the quashing of the new definition, or if this is unsuccessful, some clarity regarding the meaning of key words

within it. It is unwise to change the current approach on the basis of a definition that will be subject to such challenge. It is better in both planning and legal terms to allow for discussion of the issues as part of the Site Allocations examination process, with the Inspector advising the Council to modify its plan if necessary.

- d) It is too early for the Gypsy and Traveller Unit at Herts County Council to assess the likely impact of the new PPTS upon the availability of pitches at the two existing sites within the Borough. They are therefore not yet in a position to advise upon the new PPTS's likely impact upon overall levels of need and pitch availability in the Borough.
 - e) It is not known how the change in definition will affect the Gypsy and Traveller community themselves – for example, it is quite likely that they may modify their travelling behaviour to ensure they fall within the new definition.
20. With regard to the allocation of sites, Members should note that Officers have been unable to find any suitable sites for Gypsies and Travellers on land excluded from the Green Belt. Therefore, Officers have advised (and continue to advise) that exceptional circumstances exist to justify releasing land from the Green Belt, to meet the assessed need for additional accommodation. Subject to Members continuing to support the Focused Changes relating to the site at LA5, all three new sites will be excluded from the Green Belt. This approach is consistent with paragraph 9, 10 and 17 in the revised PPTS.
21. Members should also be aware that the Housing and Planning Bill is expected to make provision for Gypsy and Traveller needs to be included in the Council's overall assessment of 'objectively assessed need.' This change in approach has yet to come into effect and its implications will need to be considered once the details are known. What is clear however is that there will still be a requirement to consider Gypsy and Traveller needs when considering housing issues and drawing up planning policies and designations.

Green Belt policy:

22. Contrary to some comments submitted as part of the consultation, there has been no change in Government policy pertaining to the Green Belt. This remains as set out in the National Planning Policy Framework (NPPF), with which the Core Strategy and Site Allocations DPDs accord.

Representations received on Focused Changes:

23. A Report of Representations must accompany the Site Allocations when it is submitted to the Planning Inspectorate. Its role is to demonstrate that the Council has complied with the relevant regulations when seeking feedback on the Pre-Submission Site Allocations; to summarise the main issues raised; and to provide a short response regarding these issues.
24. A draft of the Report of Representations relating to the Focused Changes has been published on the Council's website alongside this report. Cabinet's attention is particularly drawn to the following tables within this draft Report of Representations:
- Table 1 – lists the groups / individuals from whom responses were received
 - Table 2 – lists the number of representations received to each of the Focused Changes (in plan order)
 - Table 3 - summarises the main issues raised (to the Significant Changes and then to the Minor Changes), identifies if these are new and / or significant in nature and sets out a brief response.
 - Table 4 – provides a schedule (in track changes form) of the changes proposed to the Pre-Submission draft and identifies if these changes are proposed as a direct response of

representations received, or as a result of changes already agreed with Cabinet relating to the associated draft Local Allocation master plans.

Main issues raised:

25. In numerical terms, the total number of respondents (and individual comments) received to the Focused Changes consultation was low compared with previous iterations of the plan.
26. A total of 105 comments were received. This comprised 84 comments on the Focused Changes themselves (38 on the Significant Changes and 46 on the Minor Changes). Of these 84 comments, 18 were supporting and 66 objecting to the Focused Changes. In addition, there were 21 comments submitted under the 'General' heading. These did not relate to the Focused Changes *per se*.
27. The 84 comments received on the Focused Changes were made by 19 individuals, 15 organisations and 13 landowners.
28. This relatively low level of feedback is not unexpected considering the limited number of changes upon which feedback was being sought and the stage which the Site Allocations DPD has reached. A number of organisations and groups did however submit representations behalf of their wider membership (e.g. WHAG, CPRE, Chiltern Society, Grovehill Future Neighbourhood Forum) or electorate (e.g. Tring Town Council).

General Comments:

29. A large proportion of comments received were either a reiteration of previous objections or very general in nature and did not relate to any of the specific changes under consideration. Whilst these do not legally need to be reported, they are included in the Report of Representations for completeness and to ensure the Inspector is aware of all comments received.
30. Frequently raised objections related to the perceived conflict between the Council's plan and national Government policy relating to Green Belt and provision for Gypsies and Travellers (see above).
31. A new issue relating to buildings heights was raised by both the Ministry of Defence (Assistant Safeguarding Officer) and Heathrow Airport. In summary, their objections related to location of Berkhamsted, Tring and Hemel Hempstead within an area where building heights should be limited to protect aviation airspace and the need for these organisations to be consulted on relevant planning applications. This issue was not directly related to the Focused Changes consultation. Neither does the wider Site Allocations DPD include any sites where tall buildings are specified or promoted. If any such applications were to be received, the Council's Development Management team already notifies relevant organisations as part of standard procedures. No changes are therefore warranted to the Site Allocations document as a result of these representations.

Significant Changes:

32. As expected, the highest number of individual comments of objections to any of the specific changes related to related to SC1 (5 objectors) and SC7 (8 objectors) which proposed the removal of the cemetery extension and Gypsy and Traveller site at LA5: Icknield Way, Tring from the Green Belt. The reasons for this change were summarised in the Cabinet Report of 21st July 2015. The reasons for this change remain valid, and legal advice received recommends that the Council incorporates these changes within the Site Allocations DPD submitted to the Planning Inspectorate.

33. More surprisingly, a number of objections (5) were received to SC12 which, together with SC10 introduces a new Leisure proposal for detached playing fields at Dunsley Farm to serve any future expansion of Tring secondary school. The need for this provision is referenced within the adopted Core Strategy and this proposal was added included as part of the Focused Changes consultation to remedy the omission of a specific plan designation. Hertfordshire County Council's Ecology Officer raised concerns regarding the impact of potential floodlighting and the need to protect existing hedgerows. Whilst Tring Sports Forum objected to the proposal, their comments make it clear that they support the principle of the allocation, but object to the fact that there is no explicit reference to the pitches being available for wider community use (which is incorrect) and state that the plan still does not include sufficient sports provision for the town. Some of these concerns can be addressed through some further minor wording changes to the proposal (see Table 4 of Part 2 of the Report of Representations).

Minor Changes:

34. As explained in the July 2015 Cabinet Report, the Council was not legally obliged to seek feedback on the Minor Changes (MCs), as these were not considered to relate to potential 'soundness' issues with the plan. However, as some MCs were directly related to the Significant Changes (SCs), it was considered appropriate to ask for comments on these changes too.
35. MC24 and MC25 generated the most feedback (4 objections each). MC24 updated the text relating to ensuring appropriate drainage provision as made for Local Allocations LA2.
36. MC24 added a development principle to Local Allocation LA3 requiring the scheme's design, layout and landscaping to safeguard the archaeology and heritage assets within and adjoining the development, received the highest numbers of objections (4 each). The new wording was however supported by Historic England.

Changes proposed

37. The changes now recommended to the text as a result of representations received are limited to some minor wording changes to the text of the Focused Changes (see Table 4 of the Part 2 of the Report of Representations) and some updating of indicative layout maps for Local Allocations Policies for LA1 and LA3. These changes are summarised as follows:

(a) *Changes recommended as a direct result of representations received on Focused Changes*

Focused Change to be amended	Summary of suggested change	Reason
SC6	Remove reference to the 7,000sqm retail floorspace figure in Proposal S/1 (Jarman Park).	To address issues raised by representations and reflect the fact that the planning application which was the source of the 7,000 figure has now expired.
SC10	Add some additional text to Proposal L/4 regarding detached playing fields at Dunsley Farm to Serve Tring School to refer to: Retention of existing hedgerows; Minimising impact on ecological value of site Location of pedestrian access point; and Consideration being given to the	To address issues raised by representations and provide further clarity to proposal.

		need for a new pedestrian crossing point on London Road.	
MC18, MC28 and MC34	MC25,	Amend wording of text in 'Delivery and Phasing' sections of LA1, LA3, LA4 and LA5 regarding the need for a comprehensive approach to development.	To improve wording and make Council's requirement for a comprehensive approach to development as clear as possible and tally with revised wording in master plans.
MC21		Amend wording for the development principle for LA2 regarding building heights.	To improve clarity of wording and ensure development principle tallies with revised wording in master plans.
MC24		Amend one of the development principles for LA3 relating to archaeological and historic heritage.	To improve wording and add reference to ecological assets which is currently missing.

(b) *Changes recommended as a result of amendments agreed by Cabinet in September to the Local Allocations master plans:*

Policy	Summary of suggested change	Reason
LA1	Revised site layout to show existing pedestrian route between Link Road and Margaret Lloyd Park, and to amend reference to landscaped buffer on the western edge of the site.	To ensure Site Allocations DPD and associated site master plan tally.
LA2	Update indicate layout with version from updated master plan to ensure it is clear there is to be no vehicular access from site into existing residential area to the north.	To ensure Site Allocations DPD and associated site master plan tally.
LA3	Correct location of a footpath link and correct site boundary of allocation in south west corner.	To ensure Site Allocations DPD and associated site master plan tally and the site boundary reflects that shown on the Polices Map.
LA5	Replace existing indicative layout map with amended version below which deletes the words 'and other facilities' from the label for 'Cemetery car park' and update development principle 11 to reflect this	To ensure Site Allocations DPD and associated site master plan tally.

38. As none of these changes are considered to be 'significant' i.e. they do not affect the intent of the plan, or the boundaries and requirement of designations within it, they do not trigger the need for further consultation (see 'Next Steps' section below).

Sustainability Appraisals / Strategic Environmental Appraisal:

39. A Sustainability Report (including Strategic Environmental Assessment as required under European law), accompanied the Focused Changes to the Pre-Submission Site Allocations. This

was published in the form of a short addendum to the Pre-Submission stage SA Report. No comments were received on this SA/SEA Addendum Report.

40. The Council's sustainability consultants (C4S) have advised that due to the very minor nature of the amendments now proposed to the Pre-Submission Site Allocations (incorporating Focused Changes), there is no need to undertake additional assessment and issue a further addendum to the SA Report. However, a short statement will be prepared to accompany the Submission documents to set out the most up-to-date position and the conclusions that the changes now proposed would have either a positive or neutral impact in sustainability terms.

Local Allocation Master Plans:

41. Cabinet considered responses to the consultation on the six Local Allocation master plans at its October meeting. The responses set out in the Report of Consultation relating to these documents were agreed, subject to any knock-on changes required as a result of the parallel Site Allocations process. Any necessary changes to these master plans to ensure consistency with the requirements of the Site Allocations DPD will be under delegated authority in accordance with Cabinet's previous decision. Any changes are expected to be very minor in nature.

Next Steps:

Submission:

42. Members' approval is now required to enable the Site Allocations to move on to the next stage – which is its formal Submission to the Planning Inspectorate.
43. If the Council wishes to make any further 'significant changes' to the Site Allocations DPD then there needs to be the opportunity for residents and other interested parties to comment on these changes, via a further round of consultation.
44. However, if Members agree the recommendations within this report, the plan can progress directly to Submission, subject to the agreement of Full Council. This is because only minor wording changes are proposed that do not trigger the requirements for further consultation.
45. The following Submission documents are required by Government planning regulations:
 - Pre-Submission Site Allocations DPD (as amended by the Focused Changes),
 - Amended Proposals Map
 - Sustainability Appraisal Report (Publication SA report, plus Addendum and short Submission statement)
 - Reports of Consultation (Volumes 1-3)
 - Report of Representations (Main report and Focused Changes addendum)
 - List of Supporting documents
 - Statement of Community Involvement
 - 'Duty to Co-operate' Statement (Addendum)
46. A number of other documents can also be included at the Council's discretion. These will include copies of all previous Core Strategy consultation documents and associated Sustainability Appraisal Working Notes and Habitat Regulations Assessments, Background Issues Papers, Infrastructure Delivery Plan and copies of all relevant technical work and supporting documents.
47. Other documents, such as relevant Cabinet reports and minutes, copies of consultation documents relating to the Site Allocations and East Hemel Hempstead Area Action Plan DPDs,

and a legal compliance self assessment may also be included on the recommendation of our legal adviser.

Post-Submission:

48. The timetable for the Site Allocations DPD following Submission will be determined by the Planning Inspectorate. However, the Examination is expected to be held in Spring 2016.
49. It is recommended that the Assistant Director of Planning and Development is delegated the power to agree any minor changes to the Site Allocations DPD suggested to the Council by the Planning Inspector during the course of the Examination. Any changes recommended that are of a significant nature would be subject to further public consultation and the Examination could be adjourned to allow this to happen. If this situation arises the recommended changes would be put before Members for consideration and decision.
50. The final Site Allocations DPD, including the Inspector's recommended changes, will be brought before Council for adoption. Provided the Inspector finds the Site Allocations 'sound,' it is hoped that this will be in mid-2016.
51. The Portfolio Holder for Planning and Regeneration will be kept up-to-date of progress throughout the Examination.

Review:

52. In the Core Strategy, the Council committed to undertaking an early partial review to look again at key issues, including housing numbers and Green Belt boundaries, which will result in the publication of a new single local plan. The technical work for this has begun and it is planned that an 'issues and options' document will be published for consultation in 2016. The early partial review process will result in the production of a new single Local Plan for the Borough.

Appendix 6: Cabinet Report and Full Council Decision - Submission

[To follow]



Pre-Submission Site Allocations Report of Representations

Part 2

Contains:

- **Annex B: Results**
 - List of Respondents
 - Number of Representations
 - Main Issues Raised and Council's Response
 - Suggested changes to Site Allocations document

Addendum – Focused Changes

December 2015

This publication is **Part 2 of the Report of Representations to the Pre-Submission Focused Changes Site Allocations**: it contains the results of the consultation on the Pre-Submission Focused Changes Site Allocations.

Part 1 of the Report of Representations contains the Main Report and Annex A, which has details of the notification process.

Obtaining this information in other formats:

- If you would like this information in any other language, please contact us.
- If you would like this information in another format, such as large print or audiotape, please contact us

at strategic.planning@dacorum.gov.uk or 01442 228660.

CONTENTS

PART 1 (see separate document)

1. Introduction
2. Notification and Publicity
3. Results
4. Summary of the Main Issues

ANNEX A: NOTIFICATION

Appendices:

- Appendix 1: Advertisement
- Appendix 2: Dacorum Digest article
- Appendix 3: Organisations and Individuals Contacted
- Appendix 4: Sample Notification Letters
- Appendix 5: Cabinet Report
- Appendix 6: Minutes of Key Meetings

PART 2 (this document)

ANNEX B: RESULTS

	Page No.
Table 1 – List of Groups / Individuals from whom Representations were received	1
Table 2 – Number of Representations Considered	5
Table 3 - Main Issues Raised and Council's Response	9
Table 4 - List of Proposed Amendments to the Site Allocations Pre-Submission as a result of comments on the Focused Changes	71
(a) amendments required as a result of consideration of Focused Changes representations	A
(b) amendments required as a result of changes made to draft master plans	A
Table 5 – Responses not considered in the Report of Representations	78
a) List of those making 'No Comment'	
b) List of those making comments on the Sustainability Appraisal (incorporating Strategic Environmental Assessment)	

Table 1: List of Groups / Individuals from whom Representations were received

Note: Includes both supporting and objecting comments.

Person ID	Full Name	Organisation Details	Person ID	Full Name	Organisation Details
737184	Mr Tim Noden	Planning Manager Harrow Estates	868800	Mrs Sam Ryan	Director Turley Estates
56252	Mr Tom Gilbert-Wooldridge	Principal Historic Environment Planning Advisor Historic England			
928457	Mrs Donna Lee				
868535	Mr Guy Moores				
868695	Mr Simon Vince	Heathrow Airport Limited			
928079	Ms Ann Hetherington				
928656	Mr Michael Devlin	Chair Grovehill Future Neighbourhood Forum			
400454	Mr Claude Honey				
772477	Mr. Roy Warren	Planning Manager Sport England			
926372	Mr Michael Nidd				
864135	Mrs Laurie Eagling	Clerk Pitstone Parish Council			
775876	Mr Henry Wallis				
863317	Mr John Allan				
928638	Lorna Topkaya		928570	Mr James Holmes	Associate Director Aitchison Raffety Ltd
924793	Mr David Stanier				
928639	Mr and Mrs Lowe		928570	Mr James Holmes	Associate Director Aitchison Raffety Ltd
928640	Mr and Mrs Armstrong		928570	Mr James Holmes	Associate Director Aitchison Raffety Ltd
929129	Mrs Jane Lofty				
864722	Miss Jenefer Rainnie				
607346	DEF Dacorum Environmental Forum	Steering Group Dacorum Borough Council			
928721	Mr John Hislam	Treasurer Bovingdon & District Horticultural Society			

Person ID	Full Name	Organisation Details	Person ID	Full Name	Organisation Details
864717	Mrs Kate Harwood	Conservation & Planning Officer Hertfordshire Gardens Trust			
928771	Ms Louise Dale	Assistant Safeguarding Officer Ministry of Defence			
770860	Mrs Heather Ebdon				
928776	Ms Julia Coulson	Hertfordshire Sustainability Forum & Local Nature Partnership Coordinator East Herts Council			
610088	Mr Martin Hicks	Ecology Officer Hertfordshire County Council			
929201	The English Sangha Trust Ltd	The English Sangha Trust Ltd	929200	Ms Tabitha Lythe	Rolfe Judd Ltd
775883	Mrs Carolyn Wallis				
489516	Mr Christopher Allen	Hon. Secretary Tring Sports Forum			
929236	Mr Alex Francis	Area Manager Hertfordshire Homes & Community Agency			
485861	Mr Cornelius Nicoll				
929127	Mr Simon Andrews				
868541	Mr Michael Curry	Town Clerk Tring Town Council			
929629	Ms Lucy Murfett	Planning Officer The Chilterns Conservation Board			
611329	Mr Derek Proctor				
627495	Mr Nigel Agg	Strategic Planning Director TAYLOR WIMPEY UK LTD	210999	Mr Martin Friend	Director Vincent & Gorbng
870398	Mr Nick Ingle				
211594	Ms Greta Brown	Planning Field Officer Chiltern Society			
498429	Steve Baker	CPRE - The Hertfordshire Society			
865138	Mrs Anne Lyne				
620494	Mrs Jeanette Corfield				
329628		Mccarthy & Stone Retirement Lifestyles Ltd	929207	Mr Ziyad Thomas	The Planning Bureau Ltd
211068	Mr Nick Harper	The Crown Estate	648734	Mr Clive Harridge	AMEC
404124	Mr Philip Marks				
211660	Mr Garrick Stevens	Berkhamsted Town Council			
929631	Mr Peter Vallis	W Lamb Ltd	868494	Miss Julia Mountford	Boyer Planning

Person ID	Full Name	Organisation Details	Person ID	Full Name	Organisation Details
398892	Mr James Honour				
929656	Mr James Horgan	CBRE Global Investors	929635	Ms Jennifer Liu	Senior Planner CBRE
688623	Natasha Smith	Planning Advisor Environment Agency			
398533	Mr Stuart Wisely				
609834	Mrs Karen Smith				
494131	Mr Michael Emett	Strategic Land Director CALA Homes	743732	Mr Simon Prescott	Barton Willmore
874969	Techno Limited	Techno Limited	874968	Miss Wakako Hirose	Rapleys LLP
875694	Albion Land Ltd	Albion Land Ltd	875692	Miss Hannah Smith	Quod
868582	Mr John Monk		868581	Mr Michael Townsend	Townsend Planning Consultants
777070	Mr Lee Royal		777069	West Hemel Action Group WHAG	
928571	Simon Foster		928570	Mr James Holmes	Associate Director Aitchison Raffety Ltd
929214	Mrs Lisa Probyn	Linden Homes / Crest Nicholson	490519	Miss Nicola Broderick	NMB Planning Ltd
929664	Macdonald Hotels	Macdonald Hotels	871198	Mr Sebastian Tibenham	Director Pegasus Group
928780	Tesco Pension Trustee Ltd c/o Ediston Properties Ltd	c/o Ediston Properties Ltd Tesco Pension Trustee Ltd	928781	Mr Alex Mitchell	Zander Planning Ltd

Table 2: Number of Representations Considered

¹ Representations recorded against a section heading relate to the *whole* of that section

² The sum of the objections (columns 5 – 9) in each row does not necessarily equal the total objecting in column 4. An objector may give more than one reason for their objection. Additionally, some people have suggested an amendment to specific text, policy etc, even though their comments are registered as supporting.

Site Allocations Reference		Number of Representations								
		Total received	Total in support	Total objecting	Objections					Comments ²
					Saying the Site Allocations is					
					not legally compliant	not sound	not justified	not effective	inconsistent with national policy	
PART A										
Text: 1.1-1.22	MC1	-	-	-	-	-	-	-	-	-
	MC2	1	1	0	0	0	0	0	0	1
PART B										
THE SUSTAINABLE DEVELOPMENT STRATEGY										
2. Promoting Sustainable Development										
Policies Map showing changes to Green Belt boundaries	SC1	5	0	5	0	5	3	2	3	5
Schedule of Major Developed Sites	SC2	1	0	1	0	1	1	1	1	1
	SC3	-	-	-	-	-	-	-	-	-
	SC4	1	-	1	0	1	1	1	1	1
Schedule of Mixed Use Proposals and Sites	MC3	-	-	-	-	-	-	-	-	-
	MC4	-	-	-	-	-	-	-	-	-
	MC5	-	-	-	-	-	-	-	-	-
	MC6	-	-	-	-	-	-	-	-	-
	MC7	-	-	-	-	-	-	-	-	-
	MC8	1	1	0	0	0	0	0	0	1
	MC9	-	-	-	-	-	-	-	-	-
	MC10	1	1	0	0	0	0	0	0	1
	MC11	2	0	2	0	1	0	0	0	2
3. Enabling Convenient Access between Homes, Jobs and Facilities										
Text: 3.1-3.9	MC12	3	1	2	0	2	0	0	0	3
Policy SA3	MC13	-	-	-	-	-	-	-	-	-
Schedule of Transport Proposals and Sites	MC14	-	-	-	-	-	-	-	-	-
	MC15	-	-	-	-	-	-	-	-	-
STRENGTHENING ECONOMIC PROSPERITY										
4. Providing for Offices, Industry, Storage and										

Site Allocations Reference		Number of Representations								Comments ²
		Total received	Total in support	Total objecting	Objections					
					Saying the Site Allocations is					
					not legally compliant	not sound	not justified	not effective	inconsistent with national policy	
Distribution										
Policy SA6	SC5	-	-	-	-	-	-	-	-	-
5. Supporting Retailing and Commerce										
Schedule of Retail Proposals and Sites	SC6	2	1	1	0	1	1	0	0	2
PROVIDING HOME AND COMMUNITY SERVICES										
6. Providing Homes										
Policy LA1	MC16	3	1	2	0	2	1	2	2	2
	MC17	2	1	1	0	1	0	1	1	1
	MC18	-	-	-	-	-	-	-	-	-
	MC19	1	0	1	0	1	0	1	0	0
	MC20	-	-	-	-	-	-	-	-	-
Policy LA2	MC21	3	1	2	0	2	2	0	0	3
	MC22	2	0	2	0	2	2	0	0	2
	MC23	4	0	4	2	4	4	2	2	4
Policy LA3	MC24	5	1	4	2	4	1	4	2	5
	MC25	1	0	1	0	1	1	0	0	1
	MC26	3	0	3	0	3	0	3	0	3
	MC27	1	1	0	0	0	0	0	0	1
Policy LA4	MC28	1	0	1	0	1	0	1	1	1
	MC29	-	-	-	-	-	-	-	-	-
	MC30	-	-	-	-	-	-	-	-	-
Policy LA5	SC7	9	1	8	2	9	4	3	5	9
	MC31	2	0	2	0	2	1	1	0	2
	MC32	1	0	0	0	1	0	0	0	1
	MC33	1	0	0	0	1	0	0	0	1
	SC8	1	0	1	0	1	1	1	1	1
	MC34	-	-	-	-	-	-	-	-	-
	MC35	-	-	-	-	-	-	-	-	-
	MC36	-	-	-	-	-	-	-	-	-
Policy LA6	MC37	-	-	-	-	-	-	-	-	-
	MC38	-	-	-	-	-	-	-	-	-
	MC39	-	-	-	-	-	-	-	-	-
Schedule of Housing Proposals and Sites	MC40	-	-	-	-	-	-	-	-	-
	MC41	-	-	-	-	-	-	-	-	-
	MC42	-	-	-	-	-	-	-	-	-
	MC43	-	-	-	-	-	-	-	-	-
	MC44	-	-	-	-	-	-	-	-	-
	MC45	-	-	-	-	-	-	-	-	-

Site Allocations Reference		Number of Representations								Comments ²
		Total received	Total in support	Total objecting	Objections					
					Saying the Site Allocations is					
					not legally compliant	not sound	not justified	not effective	inconsistent with national policy	
	MC46	-	-	-	-	-	-	-	-	-
	MC47	1	1	0	0	0	0	0	0	1
	MC48	1	1	0	0	0	0	0	0	1
	MC49	-	-	-	-	-	-	-	-	-
	MC50	-	-	-	-	-	-	-	-	-
	MC51	-	-	-	-	-	-	-	-	-
	MC52	-	-	-	-	-	-	-	-	-
	MC53	-	-	-	-	-	-	-	-	-
	MC54	-	-	-	-	-	-	-	-	-
	MC55	-	-	-	-	-	-	-	-	-
	MC56	1	0	1	0	1	0	1	0	1
	MC57	-	-	-	-	-	-	-	-	-
	MC58	1	1	0	0	0	0	0	0	1
	MC59	1	1	0	0	0	0	0	0	1
7. Meeting Community Needs										
Text: 7.4-7.11	MC60	2	0	2	2	2	0	0	0	2
	MC61	2	0	2	0	2	0	2	0	2
Policy SA10	SC9	1	1	0	0	0	0	0	0	1
Education Zones on Policies Map	MC62	-	-	-	-	-	-	-	-	-
Schedule of Social and Community Proposals and Sites	MC63	1	0	1	0	1	1	0	1	1
	MC64	1	0	1	0	1	1	1	0	1
Policies Map	MC65	-	-	-	-	-	-	-	-	-
	MC66	-	-	-	-	-	-	-	-	-
Text: 7.12-7.16	MC67	-	-	-	-	-	-	-	-	-
Schedule of Leisure Proposals and Sites	MC68	2	0	2	1	1	1	0	0	2
	SC10	7	1	6	1	6	2	3	2	6
Policies Map	SC11	-	-	-	-	-	-	-	-	-
	SC12	6	1	5	1	5	5	5	4	6
LOOKING AFTER THE NATURAL ENVIRONMENT										
8. Enhancing the Natural Environment										
Policies Map	MC69	-	-	-	-	-	-	-	-	-
9. Conserving the Historic Environment										
Policies Map	SC13	-	-	-	-	-	-	-	-	-
PART C										
IMPLEMENTATION										

Site Allocations Reference		Number of Representations								Comments ²
		Total received	Total in support	Total objecting	Objections					
					Saying the Site Allocations is					
					not legally compliant	not sound	not justified	not effective	inconsistent with national policy	
AND DELIVERY										
PART D										
Appendices										
Appendix 3	MC70	-	-	-	-	-	-	-	-	-
	MC71	-	-	-	-	-	-	-	-	-
Appendix 5	MC72	-	-	-	-	-	-	-	-	-
Total comments on Focused Changes		84	18	66						80
General Comments		21								
TOTAL COMMENTS		105								

Table 3: Main Issues Raised and Council's Response

Notes:

- This provides a synopsis of the main issues raised through the representations and the Council's response to these. Its primary focus is therefore upon objections rather than statements of support.
- The grey shading in the column entitled 'New / Significant' denotes if the issue has not been explicitly raised before: either through the Core Strategy process or earlier consultation on the Site Allocations DPD.
- The 'S' in the 'New / Significant' column denotes if as well as a new issues, it is also considered to be a significant issue that has required particularly careful consideration.
- The reference in the 'Amendment Required' column relates to changes shown in Table 4.
- If the number of representations received (either in support or objection) does not tally with the number of issues summarised, this is either due to more than one person / organisation raising the same general points, or no reasons being given.

Focussed Change SC1			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 4			
Key organisations	1		
Individuals	2		
Landowners	1		
Total	4		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
In changing the Green Belt status to accommodate a Traveller Site, Dacorum Borough Council is acting contrary to the latest Government planning policy for traveller sites. No exceptional circumstances have been set out to justify the proposed release.		No change. By amending the Green Belt boundary as now proposed, the Council will ensure that it is a permanent long-term boundary, delineating the built elements of the site, from the area of open space at LA5. This accords with both national guidance in the NPPF. See previous responses to issue in Report of Representations for Pre-Submission Site Allocations (July 2015) and associated Cabinet Reports. See also response to comments on SC7.	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	
Individuals			

<i>Individuals who disagreed made the following comments:</i>			
More land has been taken from the Green Belt for the cemetery and traveller site.		No change. By amending the Green Belt boundary as now proposed, the Council will ensure that it is a permanent long-term boundary, delineating the built elements of the site, from the area of open space at LA5. This accords with both national guidance in the NPPF and reflects the implications of the recent High Court decision relating to the treatment of cemeteries in the Green Belt, as set out in the Report of Representations relating to the Pre-Submission Site Allocations stage (July 2015).	No
Removal of land from the Green Belt is contrary to national policy.			
<i>Individuals who agreed made the following comments:</i>			
-		N/A	
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
The new proposed Green Belt boundary is not compliant with the objectives of the Core Strategy or with national policy. Core Strategy Policy LA5 identifies as one of the principles of delivery of the Local Allocation: “...secure a defensible long term Green Belt boundary.” 2.4 Paragraph 84 of the NPPF outlines a similar objective, stating: “...authorities should consider the Green Belt boundaries having regard to their intended permanence in the long term, so that they should be capable of enduring beyond the plan period”.		No change. By amending the Green Belt boundary as now proposed, the Council will ensure that it is a permanent long-term boundary, delineating the built elements of the site, from the area of open space at LA5. This accords with both national guidance in the NPPF and reflects the implications of the recent High Court decision relating to the treatment of cemeteries in the Green Belt, as set out in the Report of Representations relating to the Pre-Submission Site Allocations stage. The Council’s Core Strategy indicated the location of the Green Belt releases only: it did not formally delineate these. This has correctly been left to the Site Allocations DPD to establish. There is therefore no issue of inconsistency between the two elements of the Council’s Local Planning Framework.	
<i>Landowners who agreed made the following comments:</i>			
-		N/A	

Focussed Change SC2**Number of people/organisations responding****Supporting - 0**

Key organisations	0
Individuals	0
Landowners	0
Total	0

Objecting - 1

Key organisations	0
Individuals	0
Landowners	1
Total	1

Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
Objection to the lack of extensive review of potential MDS sites and thereby the lack of inclusion of other potential MDS sites under the proposed change to Policy SA2. The Bobsleigh Hotel site should be reconsidered for designation as an MDS under policy SA2 in light of the new and additional information provided as it is considered that it would fully meet the identified tests and policy principles.		No change. This is a reiteration of previous representations submitted regarding this site. It does not relate to Focused Change SC2 per se. The previous response agreed by the Council to this issues remains valid: <i>“There are lots of developed sites in the Green Belt which are not designated as Major Developed Sites. The MDS approach has been applied sensibly and logically. In addition to meeting the criteria set out in para 8.31 of the Core Strategy, redevelopment or infilling of MDs should also help secure economic prosperity or achieve social objectives or environmental improvements. The Council do not consider that strong justification has been provided for designating the Bobsleigh Hotel as a MDS; the Bobsleigh is not a particularly significant site locally, nor is it of a particularly large scale. The future expansion or redevelopment of the existing hotel can also take place in accordance with existing Green Belt policy.”</i>	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change SC4

Number of people/organisations responding

Supporting - 0

Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 1			
Key organisations	0		
Individuals	0		
Landowners	1		
Total	1		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
In relation to MDS/8 – paragraph 4.12 should be amended to read: Bourne End Mills and Bovingdon Brickworks are identified as both Major Developed Sites in the Green Belt (see Policy SA2 and associated schedule) and Employment Areas in the Green Belt. Redevelopment or limited infilling of these sites may help support the local economy meet the development needs of the local area and deliver environmental improvements. Policy SA6 should be amended to read: Employment areas in the Green Belt are shown on the Policies Map. Within these areas, the range of employment generating uses set out in the table below will be retained where practical. Development for		No change. The same objector made representations with regard to Policy SA6 at the Pre-Submission stage. These representations requested the Council to amend the boundary of the Employment Area in the Green Belt at Bourne End Mills to include the former area of open storage in the south west part of the site. This change, and an associated change to the Major Developed Site boundary, were made via Focused Changes SC4 and SC5. Neither Policy SA6 itself, nor paragraph 4.12 which are now the subject of further representations, have been amended through the Focused Changes: the text remains as set out in the original Pre-Submission document. This new representation is therefore not duly made. No objections have previously been raised to their wording. The role of Bourne End Mill site is to provide employment land – as reflected as its designation as an employment Area in the Green Belt under Policy SA6. It is therefore appropriate for the supporting text to refer to the area's role in supporting the local economy, rather than widening this to refer more generally to the development needs of the	No

<u>non employment uses will be permitted where they are required to make employment development viable and to ensure the delivery of environmental improvements.</u>		local area. Any alternative or additional uses on the site would need to be justified as a potential exception to policy, provided it can be demonstrated it is required to enable the redevelopment of the wider site for employment uses (as per its designation) and deliver other environmental benefits.	
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change SC6

Number of people/organisations responding	
Supporting - 1	
Key organisations	0
Individuals	0
Landowners	1
Total	1
Objecting - 1	
Key organisations	0
Individuals	0
Landowners	1
Total	1

Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No

Landowners			
<i>Landowners who disagreed made the following comments:</i>			
The proposed approximate retail floorspace figure of 7,000sqm is not justified as it is not in line with the Core Strategy, nor does it maximise the use of the site. There is sufficient evidence available to support an indicative floorspace estimate of 10,000sq.m in preference to 7,000sq.m.		Change required. The Council accepts that the justification for the 7,000sqm has been weakened with the expiration of the planning permission for retail use on the site which was in existence at the time of writing the Core Strategy and the Pre-Submission Site Allocations DPD. However, it does not consider that there is sufficient evidence to justify a retail floorspace figure of 10,000sqm. The planning requirements will be amended to reflect the need to balance maximising the use of the site with protecting the town centre from harmful impact.	Yes
There is a requirement to also change Table 1 on page 45. Jarman Fields is referred to as an out of centre retail and leisure location. Under 'Main Uses' it is stated 'food retailing and bulky non-food goods. Leisure uses'. As a result of the Focused change for Proposal S/1, the description of the 'Main Uses' in Table 1 also requires to change to remove the term 'bulky'.		No change. Table 1 has not been amended through the Focused Changes: the text remains as set out in the original Pre-Submission document. The same issue regarding Table 1 was raised during the Pre-Submission consultation. See the Council's response in the Report of Representations on the Pre-Submission Site Allocations (July 2015).	No
<i>Landowners who agreed made the following comments:</i>			
The approach is in accordance with the NPPF, which advises that Local Plans should set out clear policies on what will or will not be permitted and where.		No change. Support noted and welcomed.	No
There is sufficient flexibility by including leisure uses in the acceptable uses, as such uses may be appropriate in a mixed retail-led scheme.		No change. Support noted and welcomed.	No
The Council's Retail Study Update (2011) which forms part of its evidence base shows a significant retail comparison goods capacity over the plan period. It also recognises that the existing out of centre retail provision is overtrading in 2016 and beyond and retail development at the subject site would act to address this overtrading.		No change. Support noted and welcomed.	No
The proposed site will ensure a contribution to economic growth of the wider Jarman Fields area and the Borough is secured in the future.		No change. Support noted and welcomed.	No

Focussed Change SC7

Number of people/organisations responding

Supporting - 1

Key organisations	
Individuals	1
Landowners	
Total	1

Objecting - 8

Key organisations	3
Individuals	3

Landowners	2		
Total	8		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
No recognition has been given to the likely impacts on the nationally protected Chilterns AONB that would arise from the proposals. Amend the text of the allocation to refer to the Chilterns AONB and what the likely implications are (the majority of the site is within the setting of the AONB and part of the site is within the AONB).		<p>No change. These issues have all previously been raised through representations to the Pre-Submission Site Allocations DPD. The responses to these issues are contained in the Report of Representations relating to the Pre-Submission Site Allocations (July 2015) and remain unchanged.</p> <p>It is important to note that none of the amendments set out in the Focused Changes consultation change the extent or nature of development proposed on the ground. The changes now set out relate solely to the identification of a policy boundary (the Green Belt) and show the Gypsy and Traveller site as a defined proposal, rather than a broad location indicated by a symbol on the map. The number of homes and Gypsy and Traveller pitches remain unchanged, as does the extent and level of open space and employment land on the site. The apparent reduction in the amount of open space referred to as a result of Focused Change SC7 (from 6.5 to 6.1 hectares) is a result of taking the amount of land required for the Gypsy and Traveller site out of this overall figure. The Gypsy and Traveller site was originally included within the open space figure, which with hindsight gave an incorrect impression of the extent of this area.</p> <p>The AONB boundary is clearly shown on the Polices Map and maps within associated LA5 masterplan. It is also referred to in text in appropriate places. It is therefore not considered necessary to show it on the Indicative Spatial Layout map within Policy LA5 (see responses relating to Focused Change SC8 below).</p> <p>For a full response to other issues raised please refer to relevant sections of Report of Representations relating to the Pre-Submission Site Allocations (July 2015).</p>	No
The Chilterns AONB and its boundary have not been clearly annotated on all plans to ensure that all readers of the associated documents are aware of what is being proposed and where. Include the AONB and its boundary on all plans and maps associated with the proposed allocation.			
The increase in the number of dwellings appears to have led to some elements of the proposed development being pushed out of the main developable area, without any justification for this action being given and without any consideration of the likely implications for the Chilterns AONB.			
Reduce the number of dwellings on the site to a level that will ensure that no developments are proposed within the Chilterns AONB and will allow: an extension to the cemetery in line with the Concept Masterplan Option 1 (immediately to the north and west of the existing cemetery).			
The NEAP to be placed within the development area where it would be more likely to be used; the traveller site (if still required following an update of Traveller Needs Assessment) to be identified as part of the development area which would be consistent with the other proposed allocation sites, and an extension to the proposed employment allocation that would be more worthwhile.			
None of the proposed developments that have been identified within the Chilterns AONB (cemetery, play area and traveller site) would conserve or enhance the natural beauty of the Chilterns AONB and these elements are therefore contrary to national planning policy, the Chilterns AONB Management Plan and the Council's own development plan.			
The proposed open space is unlikely to be used to any great extent unless it is much more formal in nature (playing pitches for example) and such a change in use would neither conserve nor enhance the natural beauty of the AONB.			

The employment allocation that has been made appears to be too small to be worthwhile.			
The allocation of a traveller site remote from the main developable area is inconsistent when compared to the other allocations that also include such provision (in each case the traveller site is clearly identified within the development area).			
The proposed cemetery extension is not an extension to the main site because it is remote from the main site. As it is removed from the main cemetery the Board considers that its use would ultimately lead to demands for car parking and ancillary buildings which would not be appropriate within the Chilterns AONB.			
Ensure that the text of the document is explicit that the western fields should only ever be used for informal open space or left in agricultural use.			
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
Recent Government policy states that it is inappropriate to put gypsy and traveller sites in the Green Belt.		<p>No change. This is an over-simplification of national Government policy relating to Gypsy and Traveller provision. The Council considers its approach to Gypsy and Traveller provision remains appropriate and reflects Government guidance for these reasons set out in the Cabinet Report on the Focused Changes. In summary it is important to recognise that with regard to requirements for the Council's plan-making activities, the majority of the text in the revised 'Planning Policy for Traveller Sites' (PPTS) remains the same as for the previous 2012 document. The Council's obligations regarding making appropriate provision for Gypsies and Travellers have not changed:</p> <ul style="list-style-type: none"> • Paragraph 9: local planning authorities should set pitch targets for gypsies and travellers which address the likely need for such accommodation. • Paragraph 10: Local planning authorities should, in producing their Local Plan, identify sites to meet their locally set targets. • Paragraph 17: Green Belt boundaries should be altered only in exceptional circumstances. If a local planning authority wishes to make an exceptional, limited alteration to the defined Green Belt boundary (which might be to accommodate a site inset within the Green Belt) to meet a specific, identified need for a traveller site, it should do so only through the plan making process and not in response to a planning application. If land is removed from the Green Belt in this way, it should be specifically allocated in the development plan as a traveller site only. • The requirement to be able to demonstrate a 5 year supply of deliverable sites. <p>The policy has been tightened with regard to the treatment of speculative applications for sites in the Green Belt – but this section of the PPTS does not apply to the plan making process i.e. to the Council's Site Allocations DPD.</p> <p>Whilst the Council's preference would have been to find sites for new provision outside of the Green Belt (and ideally on brownfield land), such sites are not available. It is also the Council's view that providing sites as part of larger scale housing development is an appropriate and robust approach that will help aid integration of the two communities. For further explanation regarding the site search process and the reasons for the approach please refer to the Homes and Community Facilities Background Issues Paper.</p>	No

The traveller site is still included despite Town Council objections		No change. The Town Council's objection to inclusion of the site is noted. The principle of locating a site as part of the LA5 development has not been altered by any of the Focused Changes. See Report of Representations for the Pre-Submission Site Allocations (July 2015) and response above.	No
Removal of land from Green Belt is contrary to the opinions many people expressed locally.		No change. This is a general objection to the removal of land from the Green Belt to accommodate development. The principle of designating the Local Allocations was established in the Core Strategy. The role of the Site Allocations DPD is to define detailed boundaries and development requirements for the sites. Local opposition to Green Belt releases has previously been reported and responded to. See Report of Representations for the Pre-Submission Site Allocations (July 2015)	No
<i>Individuals who agreed made the following comments:</i>			
Support – however the extension to the cemetery should be specified as Woodland, which is the formally expressed wish of Tring Town Council and in keeping with an AONB area. The wording should be amended to: “ A woodland extension to the cemetery of around 1.6 hectares, in the western fields, and also except for car parking and associated facilities for the cemetery which will be provided in the eastern fields development area. ”		No change. General support noted and welcomed. The minor wording changes suggested are not considered to be appropriate. The intention has always been, and continues to be to provide a cemetery extension within a ‘woodland’ landscape feature to be in keeping with the AONB. However, due to the continuing demand for traditional burials, not all burials would be woodland or ‘green’ burials on this site, and so it would be misleading to imply that the whole site would all be planted with trees. The area is expected to have more of the character of parkland i.e. to be a mixture of trees with open clearings in the centre. The wording currently drafted makes clear that any car parking area to serve the cemetery is within the ‘developed’ part of the site i.e. the eastern fields section, rather than the western fields section (as suggested by the Town Council by their proposed wording change).	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
The proposed changes to the boundary of the Green Belt west of Tring to include both the extension to the cemetery and the Traveller Site as part of the LA5 allocation are inappropriate development in the Green Belt; for cemeteries this was confirmed in the Court of Appeal decision in the Gedling case referred to in full comments submitted. DCLG's recent policy advice make clear that traveller sites in the Green Belt should only be altered in exceptional circumstances to accommodate them.		No change. The reasons for this change are set out in the Report of Representations on the Pre-Submission Site Allocations DPD and associated Cabinet Report and remain unchanged. The key reason for the proposed change to the Green Belt boundary (as set out in Focused Change SC7 and SC8) was to reflect the Court of Appeal decision referred to: as this made it clear that a cemetery of the nature proposed at LA5 would not fall under the definition of ‘appropriate development’ in the Green Belt. Whilst the Council is satisfied that there would be sufficient reasons to justify a policy exception in this instance, it is considered prudent to remove the site from the Green Belt as the opportunity was available through the Site Allocations DPD and at the same time to remove the Gypsy and Traveller site. This approach has been advocated by the Council's legal advisers. The Council is aware of the revised ‘Planning Policy for Traveller Sites’ (PPTS) issued on 31 August. With regard to requirements for the Council's plan-making activities, the majority of the text remains the same as for the previous 2012 document. It is important to note that the Council's obligations regarding making appropriate provision for Gypsies and Travellers have not changed. This includes the approach to altering Green Belt boundaries: <ul style="list-style-type: none"> • Paragraph 9: local planning authorities should set pitch targets for gypsies and travellers which address the likely need for such accommodation. • Paragraph 10: Local planning authorities should, in producing their Local Plan, identify sites to meet their locally set targets. • Paragraph 17: Green Belt boundaries should be altered only in exceptional circumstances. If a local planning authority wishes to make an exceptional, limited alteration to the defined Green Belt boundary (which might be to accommodate a site inset within the Green Belt) to meet a specific, identified need for a traveller site, it should do so only through the plan making process and not in response to a planning 	No

		<p>application. If land is removed from the Green Belt in this way, it should be specifically allocated in the development plan as a traveller site only.</p> <ul style="list-style-type: none"> The requirement to be able to demonstrate a 5 year supply of deliverable sites. <p>This advice has been followed and reflected in the Site Allocation DPD as amended by the Focused Changes.</p> <p>The changes in approach relating to the Green Belt relates to the treatment of applications for sites within the Green Belt - with a strengthening of powers to refuse such applications, plus the inclusion of a new sentence in paragraph 27 to indicate that a lack of pitches for Gypsies and Travellers is not a reason to grant planning permission for sites in the Green Belt and other protected areas. This requirement is in the section relating to determining applications (i.e. Development Management decisions), not the section on plan-making.</p>	
The wording of Policy LA5 should also be amended to allow greater flexibility by insertion of the words "at least" before the text "180-200 new homes".		<p>No change. The capacity of the site has not been amended via any of the proposed Focused Changes and the only objections received at the Pre-Submission Site Allocations stage related to the number of residential units being too high, rather than too low. The dwelling capacity for the site has already been increased from the 150 homes originally stated in the Core Strategy. The reason for this increase is set out in the Report of Representations for the Pre-Submission Site Allocations DPD. The current range of 180-200 units is considered appropriate and will enable an appropriate balance to be struck between making best use of land and enabling an appropriate residential layout that reflects the site's edge of town location and very close proximity to the Chilterns AONB. The precise number of dwellings will be considered and tested through the planning application process.</p>	No
Policy SA9 should be deleted and, going forward, the provision of gypsy and traveller sites should then be dealt with in a separate standalone gypsy and traveller sites DPD based on an updated evidence base and proper consideration of reasonable alternatives.		<p>No change. There is no overriding reason to prepare a separate DPD purely to address the provision of Gypsy and Traveller pitches within the Borough. The Site Allocations DPD is the delivery document for the Core Strategy and is therefore the appropriate document in which to address all aspects of dwelling provision. The appropriate time to reconsider Gypsy and Traveller needs is through the early partial review of the Core Strategy (being carried out as a new single Local Plan), which would necessitate a new Gypsy and Traveller Accommodation Assessment (GTAA) to be carried out.</p>	No
If the Inspector does not wish to delay the allocation of travellers' sites, Policy SA9 should be modified to delete reference to a traveller site at LA5 and reallocate the pitches proposed at LA5 to other sites.		<p>No change. The reasons for the allocation of a Travellers site as part of LA5 remain as set out in the Report of Representations to the Pre-Submission Site Allocation DPD and associated Homes and Community Facilities Background Issues Paper. As referred to in the Cabinet report relating to the Focused Changes, and in the responses set out above, the Council's legal adviser recommends that the approach to Gypsy and Traveller provision remains as previously agreed.</p>	No
<p>The sentence stating that the site has been released from the Green Belt, 'except for the western fields open space' is ambiguously worded as this depends on the eventual extent of the open space. The wording should cross-refer instead to a specific boundary to be shown on the Proposals / Policies Map.</p> <p>In the event that site LA5 is released for development, the Policy should cross-refer to a Green Belt boundary as shown on the Proposals Map, not by reference to an area in a particular land use.</p>		<p>No change. The Policies Map (as amended by the Focused Changes) clearly shows the area that would be released from the Green Belt and clearly delineates what land will be used for which purpose. A cross reference to the Policies Map is already included in the first sentence of Policy LA5.</p>	No
No exceptional circumstances have been set out to justify the proposed release an even greater area of land from the Green Belt for residential development in the form of a permanent gypsies and travellers site, also in the AONB, contrary to the relevant policies in the NPPF.		<p>No change. The identified need for Gypsies and Travellers and the lack of any alternative sites that do not fall within the Green Belt are considered to be sufficient evidence to justify the change now proposed to the Green Belt boundary at LA5. See Report of Representations on the Pre-Submission Site Allocations and associated Homes and Community Facilities Background Issues Paper for further explanation and justification of the Council's approach.</p>	No

<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change SC8

Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 1			
Key organisations	0		
Individuals	0		
Landowners	1		
Total	1		

Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			

The wording of Policy LA5 should also be amended to allow greater flexibility by insertion of the words “at least” before the text “180-200 new homes”.		No change. See response above regarding site capacity.	No
Policy SA9 should be deleted and, going forward, the provision of gypsy and traveller sites should then be dealt with in a separate standalone gypsy and traveller sites DPD based on an updated evidence base and proper consideration of reasonable alternatives.		No change. See response above regarding Policy SA9.	No
If the Inspector does not wish to delay the allocation of travellers' sites, Policy SA9 should be modified to delete reference to a traveller site at LA5 and reallocate the pitches proposed at LA5 to other sites.		No change. See response above regarding Gypsy and Traveller provision at LA5.	No

Focussed Change SC9			
Number of people/organisations responding			
Supporting - 1			
Key organisations	0		
Individuals	0		
Landowners	1		
Total	1		
Objecting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No

Individuals who agreed made the following comments:			
-		N/A	No
Landowners			
Landowners who disagreed made the following comments:			
-		N/A	
Landowners who agreed made the following comments:			
Local Education Authority (Hertfordshire County Council) support the proposed additional wording.		No change. Support noted and welcomed.	No

Focussed Change SC10			
Number of people/organisations responding			
Supporting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Objecting - 6			
Key organisations	3		
Individuals	2		
Landowners	1		
Total	6		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
The proposed amendment only references the school's requirements but it is important that community needs are referenced as community users will have different requirements to school users in terms of how they will use the site. The following revised wording at SC10 (Proposal L/4) is suggested: "Proposal linked to the future redevelopment of Tring Secondary School to make provisions for detached playing fields and to meet		No change. Whilst the designation is to facilitate the expansion of Tring School, in the event that additional playing pitches are required, it is appropriate to consider the potential dual use of the playing pitches for wider community use. The planning requirements for Proposal L/4 already refers to the fact that ' <i>These playing pitches will also be made available for community use.</i> ' This approach accords with the Policy CS23: Social Infrastructure. No further changes to the wording of the proposal are considered necessary to address this issue. The site is not considered appropriate for any indoor sports provision due to its location in the Green Belt.	No

<p><i>identified need for additional playing pitches for community use in Tring. The site should provide sufficient space for playing pitches for outdoor sports in order to meet the school's requirements and Sport England standards; and could be jointly used and managed by the school and community sports clubs in Tring."</i></p>			
<p>The site will need to provide at least an equivalent area to the area that could potentially be lost on the Tring School site and should provide at least equivalent quality facilities to those that it would replace in terms of pitches and ancillary facilities.</p> <p>A suggestion for amending the policy is as follows:</p> <p><i>"Proposal linked to the potential future redevelopment of Tring Secondary School to make provision for detached playing fields in the event that they should be required as result of the school's physical expansion. The site should provide playing pitches and appropriate ancillary facilities that are at least equivalent in quantity and quality to those that would potentially be lost at Tring School and should also meet the needs of the school and community users of the school's playing pitches. The site will need to provide appropriate ancillary facilities such as (but not limited to) changing rooms, equipment and maintenance storage facilities, car parking and vehicular access to ensure that the site is fit for purpose in terms of meeting the needs of school and community users. Playing pitches and ancillary facilities will need to be designed in accordance with Sport England's relevant design guidance to ensure that they are fit for purpose. The playing pitches and ancillary facilities will also be made available for community use. The playing fields should be completed or substantially progressed before any school expansion scheme has commenced at Tring School in order to ensure their delivery and continuity of provision for playing field users. It is anticipated that joint applications will be made to co-ordinate developments on the Tring School site and allocation L/4".</i></p>		<p>No change required. The designation is to facilitate the expansion of Tring School in the event that additional playing pitches are required and the extent of Proposal L/4, as illustrated on the Policies Map is based upon advice provided by the education authority (Hertfordshire County Council). The text proposed by Sport England is unnecessarily long and detailed. The existing text already refers to the need to meet the requirements of both the school and Sport England. It is appropriate for the proposal to be flexibly worded as the precise needs of the school are not known at the present time. Sport England would be consulted as part of any planning application relating to school expansion and the loss of existing sports provision on-site. If detached playing fields are required as a result of the schools' future expansion plans (which is not yet confirmed), then the Council would expect the delivery of L/4 to be linked to this wider application and reflect the school's needs at that point in time. A school expansion which significantly affected existing sports space is unlikely to be acceptable in planning terms if the detached playing fields were not provided.</p>	No
<p>While it has design guidance, Sport England does not have 'standards of provision' for playing fields so reference to this should be removed.</p>		<p>Change required. Change the reference to 'Sport England standards' to refer to meeting 'Sport England <u>guidance</u>.'</p>	Yes
<p>Explicit reference should be made in the planning requirements to playing pitches being supported by appropriate ancillary facilities such as changing, storage, maintenance and car parking facilities.</p>		<p>No change. This site is not intended to accommodate any built development or areas of hardstanding: although such development would not be deemed 'inappropriate' in the context of the NPPF. The site was chosen as a location for detached playing fields in part due to being in the ownership of Hertfordshire County Council and in part due to its relative proximity to the school, which would enable the children to walk to the playing fields. The designation is to facilitate the expansion of Tring School in the event that additional playing pitches are required,. The County Council has confirmed that there are no plans to provide any changing room or associated facilities as part of the proposal. It is therefore not necessary to refer to these as they are not an essential part of the proposal. Should any such facilities be required in the future, then a planning application would be considered in the context of Core Strategy Policy CS5: Green Belt, which reflects national planning policy relating to the Green Belt contained within the NPPF, or any subsequent relevant policies contained within any new Local Plan.</p>	No
<p>Reference should be made to the need to phase the delivery of the detached playing fields so that they are completed or at least at an advanced stage before any development starts on the school's playing fields. This is required to provide continuity of provision for existing</p>		<p>No change. See response above re wording of development requirements. As referred to above, should the detached playing fields be required in the event of the expansion of Tring School, a planning application will be required to be submitted to the local planning authority for consideration. This would normally include detail relating</p>	No

school and community users and to accord with Government and Sport England playing fields policy.		to the phasing of the development to ensure continuity in the provision of outdoor sports facilities for the school and community users.	
Reference should be made to the need to co-ordinate planning applications for expansion on the Tring School site and the detached playing fields on the Dunsley Farm site in order to ensure that development on both sites can be delivered as they are inter-dependent.			
It is important that the local hedgerows are not degraded as a result of these proposals and are in fact enhanced to retain the local ecological corridors currently present. The proposal should state: <i>'Their provision should also seek to conserve the local landscape character as far as possible by ensuring the hedgerow network is maintained and enhanced where appropriate and that the impact of potential floodlighting is properly addressed'.</i>		Change required. A reference to the maintenance of existing hedgerows and militating against the loss of any local ecological corridors is considered appropriate to add to the Planning Requirements. Whilst floodlighting is not proposed, if required it would be expected to comply with Policy CS32: Air, Soil and Water Quality of the Core Strategy and any relevant supplementary guidance.	Yes
In the case of a joint enterprise with the school, the Tring sports clubs would be able to bring their experience to management of the new site. Sole management by the school of a remote site could be problematic. The Playing Pitch Strategy and Action Plan emphasises that playing pitches that are significantly detached from others managed by any relevant local community club would not be usable nor sustainable. The most suitable site allocation for additional rugby/football pitches would therefore be to the west of Cow Lane alongside the existing rugby and football clubs.		No change. Management of the detached playing fields is not a matter for the Site Allocations DPD. However, as the site is principally to be used by Tring School, it would seem appropriate that it falls under their management. The County Council, as local education authority, agree with this approach. Management would however be a matter for future discussion between the School and other parties, including Tring Sports Forum, if and when the pitches are required. The location of the detached playing fields is considered to be the most appropriate in terms of serving the needs of Tring School, being within easy walking distance of the main school site. It is also deliverable – being in the ownership of Hertfordshire County Council, rather than a private landowner.	No
There may be potential issues with floodlighting.		No change. See response above.	No
<i>Organisations who agreed made the following comments:</i>			
The Town Council supports these changes to ensure adequate provision of sports facilities. Sport promotes good health and sense of community. Tring benefits from several successful sports clubs, with these changes would help perpetuate.		No change. Support noted and welcomed.	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
Need for new facilities not justified as no evidence has been submitted to demonstrate that any playing pitches would be required in the future.		No change. The County Council, as local education authority, has advised that should any future expansion of the school necessitate a loss of existing sports facilities, or warrant the provision of an increased level of pitches, then additional playing fields may be required. These will need to be detached from the main school site due to space constraints. The need to ensure the school continues to provide an appropriate level of outdoor sports facilities is also supported by Sport England. This need is referenced in the adopted Core Strategy, within paragraph 22.4	No

		<p>(Tring Settlement Strategy) stating that:</p> <p><i>“Facilities for Tring School will need to be extended and additional, detached playing fields provided. The location of these new playing fields will be identified through the Site Allocations DPD: dual use will be sought.”</i></p> <p>The need for additional playing pitches is supported by evidence in the form of the Outdoor Leisure Facilities Study Assessment Report completed by the Council in 2014, and also within the follow-up Playing Pitch Strategy and Action Plan (2015). The Playing Pitch Strategy and Action Plan identifies the need for additional pitches within Tring as one of the nine high priority actions for the Borough, with particular reference to a shortfall in adult sized pitches required for senior rugby. It also specifically references the provision of detached playing fields at Dunsley Farm (linked with Tring Secondary School) as a potential new future site to help meet these shortfalls.</p>	
It would be harmful to the Green Belt. The provision of ancillary facilities such as changing, storage, maintenance and car parking facilities” would result in an urbanising and harmful impact on the openness of the Green Belt.		No change. No ancillary facilities are proposed as part of Proposal L/4 (see above response).	No
The proposed field is landlocked, as it does not adjoin any public land or highway. No details are provided as to how the proposed playing pitch would be accessed.		Change required. This issue has been discussed further with the Property team at Hertfordshire County Council, who, in liaison with the Children, Schools and Families team, originally advised on the location of this designation. There is currently footpath access to the site from the existing cricket pitch. As the County Council own the whole of the wider site, any formalisation of this existing footpath access, or the implementation of any new footpath access, would be under their control. However, it is considered appropriate to add a sentence to refer to this in the Planning Requirements section.	Yes
Concern over highway safety as it is likely that 30 school children at a time would regularly need to cross these busy roads to attend games lessons.		No change. See response above re consideration of access	
The proposed site is adjacent to existing residential properties at The Limes and Damask Close and concerns raised regarding impact on residential amenities could be adversely affected, including noise disturbance and light pollution.		<p>No change. The intention to accommodate detached playing fields in this location is a longstanding one. Paragraph 22.4 of the adopted Core Strategy (Tring Settlement Strategy) states that:</p> <p><i>“Facilities for Tring School will need to be extended and additional, detached playing fields provided. The location of these new playing fields will be identified through the Site Allocations DPD: dual use will be sought.”</i></p> <p>Outdoor recreation uses such as this are not considered as an inappropriate use in the Green Belt (as set out in both the NPPF and repeated within the Core Strategy). As the main use of the pitches would be to serve the needs of the school, they would predominantly be in use during the daytime (school hours and after school clubs and matches). There is no intention to include floodlighting or any other ancillary facilities. If these are required in the future they would be the subject of a planning application and would need to be considered against relevant plan policies at that time – including Policy CS32: Air, Soil and Water Quality with regard to noise and light pollution.</p>	No
Dunsley Farm is an important part of the character of the town, being both a working farm and also a farm shop. Concern is raised that the loss of the land to an alternative use would threaten the viability of the farm and the shop. Evidence should be submitted to address this issue.		No change. No information has been provided to explain how the proposed detached playing fields would have a negative impact on existing uses at Dunsley Farm. The farm is operated by a tenant farmer and leased from Hertfordshire County Council. HCC as landowner support the designation and have notified their tenant of the proposal and are happy that there will be no impact on the viability of the proposed use.	No
To be used by Tring School only with no community use Use of the land only as a grass playing pitch (no artificial playing		No change. Whilst the designation is specifically required to enable the possible future expansion of Tring School, should it be required, it is appropriate to consider the potential dual use of the playing pitches for wider community use. The planning requirements for Proposal L/4 already refers to the fact that <i>‘These playing pitches will also be</i>	No

surfaces)		<i>made available for community use.</i> This approach accords with the Policy CS23: Social Infrastructure. No further changes to the wording of the proposal are considered necessary to address this issue. The intention is for the pitches to be grass: any all-weather pitch would be better located on the school site where floodlighting could be accommodated.	
Land to be kept permanently open with no buildings, hardstanding or other structures being constructed (including ground keeping or changing facilities)		No change. See responses above.	No
The need for a significant landscape buffer to limit impact on the adjacent residential area to be included in the designation		No change. The impact on the adjoining properties will be limited by the fact the pitches will not be all-weather or floodlit. As set out in the response above, it is considered reasonable to add a criterion to the Planning Requirements re protecting and maintaining existing hedgerows and ecological corridors.	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
The delivery of playing fields at Dunsley Farm could potentially give rise to adverse impacts on the site's significant archaeological and heritage interest, recognised by the County Archaeologist and the Hertfordshire Gardens Trust, and its ecological value by virtue of its proximity to a Countryside Wildlife Site.		No change. The use of the land for playing pitches would not have any detrimental impact on any archaeological features that may exist beneath the surface. The area is not located within an Area of Archaeological Significance, nor part of a site proposed as a locally or nationally designated Historic Park and Garden. With regard to impact on ecological corridor and the need to prevent the loss of hedgerows, please see response above (where a change to the Planning Requirements is suggested).	No
Dunsley Farm is located within a strategic gap which is identified as important to maintain as open land in the Green Belt to protect the separation of Tring and Berkhamsted. It is, therefore, also important to consider whether the delivery of playing fields in this location would harm this important Green Belt function and whether there are reasonable alternatives that would have less impact on the Green Belt. The designation should be deferred for consideration as part of the new Local Plan process and text introduced into the body of the Site Allocations DPD to this effect.		No change. The intention to accommodate detached playing fields in this location is a longstanding one. Paragraph 22.4 of the adopted Core Strategy (Tring Settlement Strategy) states that: <i>"Facilities for Tring School will need to be extended and additional, detached playing fields provided. The location of these new playing fields will be identified through the Site Allocations DPD: dual use will be sought."</i> Outdoor recreation uses such as this are not considered an inappropriate use in the Green Belt (as set out in both the NPPF and repeated within the Core Strategy). As the main use of the pitches would be to serve the needs of the school, they would predominantly be in use during the daytime (school hours and after school clubs and matches). There is no intention to include floodlighting or any other ancillary facilities. If these are required in the future they would be the subject of a planning applications ad need to be considered against relevant plan policies – including Policy CS32: Air, Soil and Water Quality with regard to noise and light pollution. A full Green Belt assessment will form part of technical work to inform the new single Local Plan. There is no need to carry out this assessment to deliver detached playing fields (or any of the other changes set out in the Focused Changes), as all comply with the current Core Strategy. This is not an issue that needs to be delayed until the new single Local Plan for the Borough is prepared: although the designation can be reviewed and amended as necessary as part of this process.	No
<i>Landowners who agreed made the following comments:</i>			

-		N/A	No
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Focussed Change SC12

Number of people/organisations responding	
Supporting - 1	
Key organisations	1
Individuals	0
Landowners	0
Total	0
Objecting - 5	
Key organisations	4
Individuals	1
Landowners	0
Total	5

Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
Need for new facilities not justified as no evidence has been submitted to demonstrate that any playing pitches would be required in the future.		No change. See responses to SC10 above.	No
It would be harmful to the Green Belt. The provision of ancillary facilities such as changing, storage, maintenance and car parking facilities” would result in an urbanising and harmful impact on the openness of the Green Belt.		No change. See responses to SC10 above.	No
The proposed field is landlocked, as it does not adjoin any public land or highway. No details are provided as to how the proposed playing pitch would be accessed.		No change. See responses to SC10 above.	No
Concern over highway safety as it is likely that 30 school children at a time would regularly need to cross these busy roads to attend games lessons.		No change. See responses to SC10 above.	No
The propped site is adjacent to existing residential properties at The Limes and Damask Close and my clients are extremely concerned that their residential amenities could be adversely affected, including noise		No change. See responses to SC10 above.	No

disturbance and light pollution.			
Dunsley Farm is an important part of the character of the town, being both a working farm and also a farm shop. Concern is raised that the loss of the land to an alternative use would threaten the viability of the farm and the shop. Evidence should be submitted to address this issue.		No change. See responses to SC10 above.	No
To be used by Tring School only with no community use Use of the land only as a grass playing pitch (no artificial playing surfaces)		No change. See responses to SC10 above.	No
Land to be kept permanently open with no buildings or other structures being constructed (including ground keeping or changing facilities)		No change. See responses to SC10 above.	No
No hard standing to be provided (including car parks and access roads)		No change. See responses to SC10 above.	No
The need for a significant landscape buffer to limit impact on the adjacent residential area to be included in the designation		No change. See responses to SC10 above.	No
No lighting or floodlighting to be provided		No change. See responses to SC10 above.	No
<i>Organisations who agreed made the following comments:</i>			
The Town Council supports these changes to ensure adequate provision of sports facilities. Sport promotes good health and sense of community. Tring benefits from several successful sports clubs, with these changes would help perpetuate.		No change. See responses to SC10 above.	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change SC13			
Number of people/organisations responding			
Supporting - 1			
Key organisations	0		
Individuals	0		
Landowners	1		
Total	0		
Objecting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			

<p>We support the Focused Change altering the boundary of the Proposed Locally Registered Park and Garden at Shendish Manor, as per reference SC13.</p> <p>As per our previous representations we would still welcome some clarification as to how the policy approach proposed, without the accompanying policy wording to support the proposed Site Allocations can be considered justified or effective.</p>		<p>No change. Support noted and welcomed. The Policy wording related to Heritage Assets (a term that includes locally designated Historic Parks and gardens) is contained in adopted Policy CS27: Quality of the Historic Environment, of the adopted Core Strategy. The role of the Site Allocations DPD is to map a number of such heritage assets to ensure they are taken into account in relevant planning decisions.</p>	<p>No</p>
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Focussed Change MC2																			
<p>Number of people/organisations responding</p> <p>Supporting - 1</p> <table data-bbox="157 798 742 955"> <tr><td>Key organisations</td><td>0</td></tr> <tr><td>Individuals</td><td>1</td></tr> <tr><td>Landowners</td><td>0</td></tr> <tr><td>Total</td><td>0</td></tr> </table> <p>Objecting - 0</p> <table data-bbox="157 1018 742 1165"> <tr><td>Key organisations</td><td>0</td></tr> <tr><td>Individuals</td><td>0</td></tr> <tr><td>Landowners</td><td>0</td></tr> <tr><td>Total</td><td>0</td></tr> </table>				Key organisations	0	Individuals	1	Landowners	0	Total	0	Key organisations	0	Individuals	0	Landowners	0	Total	0
Key organisations	0																		
Individuals	1																		
Landowners	0																		
Total	0																		
Key organisations	0																		
Individuals	0																		
Landowners	0																		
Total	0																		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?																
Organisations																			
<i>Organisations who disagreed made the following comments:</i>																			
-		N/A	No																
<i>Organisations who agreed made the following comments:</i>																			
-		N/A	No																
Individuals																			
<i>Individuals who disagreed made the following comments:</i>																			
-		N/A																	
<i>Individuals who agreed made the following comments:</i>																			

I support the work being put on hold as I believe it will give an opportunity to seriously reconsider the use of green belt land especially for LA1.		No change. This representation relates to the principle of development at LA1. This was not the subject of a Focused Change and has been considered through representations on the Core Strategy and Pre-Submission Site Allocations DPDs. See response in Report of Representations pertaining to these documents. The role of the Site Allocations DPD is to deliver the policies and proposal set out in the adopted Core Strategy: of which Local Allocation LA1 forms part. Whilst a full Green Belt review is being carried out to inform the new single Local Plan. This process will consider if any additional land is suitable for release and required for development – rather than reconsider existing decisions.	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC8			
Number of people/organisations responding			
Supporting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Objecting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			

Amendments to MU/5 supported as this provides clarity that the replacement tennis club facilities will need to meet Government planning policy on replacement sports facilities in accordance with paragraph 74 of the NPPF plus will help ensure delivery of replacement facilities to ensure continuity of sports facility provision. The reinforcing of the link between the Leverstock Green Tennis Club site and the Bunkers Park site is also welcomed as the proposals on both site need to be co-ordinated to ensure delivery in practice.		No change. Support noted and welcomed.	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC10			
Number of people/organisations responding			
Supporting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Objecting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Issue / Summary of Comment	New /	Response	Amendment

	Significant?	required?
Organisations		
<i>Organisations who disagreed made the following comments:</i>		
-	N/A	No
<i>Organisations who agreed made the following comments:</i>		
Careful consideration would need to be given to how the corner is addressed and the scale of development should be 2.5 or 3 storeys. Therefore the addition of the second sentence within the planning requirements section regarding the height and corner treatment of buildings is welcomed.	No change. Support noted and welcomed.	No
Individuals		
<i>Individuals who disagreed made the following comments:</i>		
-	N/A	No
<i>Individuals who agreed made the following comments:</i>		
-	N/A	No
Landowners		
<i>Landowners who disagreed made the following comments:</i>		
-	N/A	No
<i>Landowners who agreed made the following comments:</i>		
-	N/A	No

Focussed Change MC11

Number of people/organisations responding

Supporting - 0

Key organisations	0
Individuals	0
Landowners	0
Total	0

Objecting - 2

Key organisations	1		
Individuals	1		
Landowners	0		
Total	2		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
It would be a seriously retrograde step to consider removing the facility. Accordingly I object to any proposal that would cause the building and especially its functions to be lost to the citizens of Berkhamsted. The Civic centre is registered as a Community Asset: this obliges the Borough to offer the asset to the citizens should it wish to dispose of it. Should development of the site go forward for housing any Development Brief should be carefully framed to avoid harm to the amenity of local residents as access via Clarence Road or Prince Edward Street is via narrow congested roads where parking is already an issue.		No change. This objection appears to be a result of a misunderstanding regarding the Council's intention for this site. The main intention of this Focused Change was to remove the proposal for this site from the Housing Schedule and to instead add it to the Mixed Use Schedule; as this better reflects the mixed nature of the proposal. There is no intention through this designation to remove the Civic Centre, as it is agreed that this is an important community facility for the citizens of Berkhamsted. The proposal would instead see the redevelopment of the site (retaining the existing building façade to the High Street, to provide a new civic centre, together with some residential development of the remaining land. Whilst a Development Brief is not currently programmed, the comments re its content are noted. These issues would also be considered as part of any planning application.	No
Demolition of the Civic Centre would mean the loss of an events venue.		No change. See response above	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			

-		N/A	No
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Focussed Change MC12			
Number of people/organisations responding			
Supporting - 1			
Key organisations	0		
Individuals	0		
Landowners	1		
Total	1		
Objecting - 2			
Key organisations	0		
Individuals	2		
Landowners	0		
Total	2		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
Parking at Tring Station will still be a problem despite possible Crossrail development. Use of buses can be encouraged but this is unlikely due to recent time table reductions.		No change. This new text sets out the Council's understanding of the potential Crossrail proposal. If this proposal becomes a reality, it will be implemented as a Government infrastructure project: over which the Council has no planning remit. Any consultation would be advertised and carried out directly by Crossrail or their appointed consultants. Concerns regarding potential impacts on the town can be raised at this stage. It is expected that the Crossrail project would include additional parking provision at the station, although no details have been made available.	No
Additional car use will increase congestion in the town centre as well as being contrary to the need to reduce our impact on the environment through car travel.			

Individuals who agreed made the following comments:			
-		N/A	No
Landowners			
Landowners who disagreed made the following comments:			
-		N/A	No
Landowners who agreed made the following comments:			
<p>The Crossrail project provides an important opportunity for investment and development at Tring Station.</p> <p>Land to the north of Station Road has clear advantage to benefit from both existing transport links via bus and rail, and the potential Crossrail investment making it the prime candidate for allocation in the emerging development plan documents. Accordingly, the following additional text should be added:</p> <p><i>“The Government is considering extending the current Crossrail project into Hertfordshire to stations including Hemel Hempstead, Berkhamsted and Tring. Should this scheme go ahead, it is expected to lead to reduced journey times and extended services into London without the need to change at Euston. The project could result in significant new investment in the railway stations, particularly at Tring Station, and provide opportunities for sustainable growth. This will be an important consideration in identifying potential sites for future housing development.”</i></p>		<p>No change. This new text sets out the Council’s understanding of the potential Crossrail proposal. It is worth noting that the initiative is still at an early stage. The Core Strategy makes clear that the new Local Plan for the Borough will be informed by a comprehensive Green Belt review and assessment of housing need, but that the outcome of this plan review (including any locational requirements/site identification) cannot be prejudged. The suggested addition is therefore not appropriate.</p>	No

Focussed Change MC16			
Number of people/organisations responding			
Supporting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Objecting - 2			
Key organisations	2		
Individuals	0		
Landowners	0		
Total	2		
Issue / Summary of Comment	New /	Response	Amendment

	Significant?		required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
The vision and key development principles should refer to the need to protect the significance and setting of Piccotts End Conservation Area and the planted buffer along the western edge should be amended to at least 15 metres.		No change. Issues relating to the width of landscape buffers and buildings heights for Local Allocation LA1 were raised and responded to as part of the original Report of Representations to the Pre-Submission Site Allocations. MC16 removes reference to two and three storey housing in the first bullet point of the Key Development Principles in Policy LA1, as the wording duplicates that of a subsequent bullet point. The amended text remains appropriate. It is expected that the majority of units will be two storey, although with potential for a higher element may be appropriate in some locations (as set out in the policy). Single storey dwellings (i.e. bungalows) are not expected to be part of the development. Further detail is provided on both matters in the draft master plan that accompanies the Site Allocations DPD.	No
The words 'two and three storey' be replaced with the words 'one, two and three storey' to maximise the range of potential properties to be built at the site, within the topographical and other constraints at the site, if development proceeds.			
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC17**Number of people/organisations responding****Supporting - 1**

Key organisations	1
Individuals	0
Landowners	0

Total	1		
Objecting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
The vision and key development principles should refer to the need to protect the significance and setting of Piccotts End Conservation Area and the planted buffer along the western edge should be amended to at least 15 metres.		No change. See response above.	No
The words 'two and three storey' should be replaced with the words 'one, two and three storey' to maximise the range of potential properties to be built at the site, within the topographical and other constraints at the site, if development proceeds.			
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC19			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 1			
Key organisations	0		
Individuals	1		
Landowners	0		
Total	1		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
Add to amendment after "infrastructure upgrades" "especially considering the effect on Piccotts End" Reason: Piccotts End is currently affected by run off water from Grove Hill and its drainage system at present cannot cope.		No change. This modification refers to the need to ensure there is sufficient waste water and sewerage capacity in the local network. The representation relates to surface water, which is address via a separate Focused Change (MC20). MC20 requires the local planning authority to ensure there is appropriate sustainable drainage integrated into the LA1 scheme. The impact of runoff on adjoining land would form an integral part of this sustainable drainage scheme. The issue if therefore sufficiently covered without the need for explicit reference to Piccotts End.	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			

<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC21

Number of people/organisations responding	
Supporting - 1	
Key organisations	1
Individuals	0
Landowners	0
Total	1
Objecting - 2	
Key organisations	0
Individuals	2
Landowners	0
Total	2

Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
Reference to the historic environment in the policy has now been included, making the plan sound.		No change. Support noted and welcomed.	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
Limit houses to two storey.		Change required. It is proposed to further amend key development principle 4 to state ' <i>Limit housing to two storeys, except where two and a half storey housing would create interest and focal points in the street scene.</i> ' The change adds an additional clause to the end of this sentence adding that it should not be harmful to the historic environment.' The text, with Focused Change MC21 and the further change now proposed, is considered to provide clear and appropriate advice regarding building heights for this site.	Yes

<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC22			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 2			
Key organisations	0		
Individuals	2		
Landowners	0		
Total	2		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			

Does this mean that excavation works by Thames Water will be necessary prior to 2021?		No change. Paragraph 6.28 of the Site Allocations (which is not subject to any wording changes via the Focused Changes) states that LA2 will “bring forward completed homes from 2021 onwards..... However, there will need to be a lead in period in order to allow practical delivery from 2021. In practice this will mean that applications will be received and determined in advance of 2021 and that site construction and works may actually take place ahead of the specified release date to enable occupation of new homes by 2021.”	No
Individuals who agreed made the following comments:			
-		N/A	No
Landowners			
Landowners who disagreed made the following comments:			
-		N/A	No
Landowners who agreed made the following comments:			
-		N/A	No

Focussed Change MC23			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 3			
Key organisations	1		
Individuals	2		
Landowners	0		
Total	3		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
Organisations who disagreed made the following comments:			
Inconsistent with national policy as there is no exceptional circumstance to justify development on the Green Belt.		No change. This representation relates to the principle of development at LA2. This was not the subject of a Focused Change and has been considered through representations on the Core Strategy and Pre-Submission Site Allocations DPDs. See response in Report of Representations pertaining to these documents.	No

<i>Organisations who agreed made the following comments:</i>			
-		N/A	
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
Does this mean that excavation works by Thames Water will be necessary prior to 2021?		No change. See response to MC22 above.	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC24			
Number of people/organisations responding			
Supporting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Objecting - 4			
Key organisations	2		
Individuals	1		
Landowners	1		
Total	4		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			

<i>Organisations who disagreed made the following comments:</i>			
<p>The following amendments should be made, as shown in italics:</p> <p>Arrange buildings and routes to achieve natural surveillance, good pedestrian access to facilities and an attractive relationship to open spaces, <i>and to maximise the potential for active and passive solar heating and energy generation.</i></p> <p>Design, layout and landscaping to safeguard the archaeological, ecological, biodiversity and heritage assets within and adjoining the development <i>and to minimise the visual impact of the development as seen from all points of the surrounding landscape.</i></p>		<p>No change. This response does not relate to the Focused Change per se, but to other changes the respondent wishes to see to the Key Development Principles for the site.</p> <p>The addition of reference to active and passive solar heating and energy generation is not necessary within the policy. There is already a criterion under the 'Design' section requiring developers to 'Design the development to the highest sustainability standards possible.' The master plan that accompanies Policy LA3 is the appropriate place to add detail to these principles. Within this document, section 4 on Sustainability already contains almost identical text to that suggested by the respondent i.e. the requirement for "<i>Minimising energy use through design including considering the orientation of properties at a detailed stage in order to maximise passive solar gain.</i>"</p>	No
<p>The key Development Principles for Policy LA3 currently do not include ecological assets.</p> <p>Recommend the following amendment:</p> <p><i>'Design, layout and landscaping to safeguard the archaeological, heritage and ecological assets within and adjoining the development'</i>.</p> <p>This amended statement will serve to endorse the need to secure appropriate habitat creation and management of the open space to help address the ecological concerns.</p>		<p>Change required. Whilst the master plan for the site contains a number of detailed requirements relating to green infrastructure and open space, it is agreed that specific reference to ecological assets is missing from Policy LA3. The addition of this reference to ecological, as well as archaeological and heritage assets, is therefore supported.</p> <p>An associated change needs to be made to the masterplan for LA3 to ensure consistency between the requirements of the two documents. Changes have already been made to the draft masterplan to reflect the work of the Hertfordshire Local Nature Partnership (LNP), in partnership with the Herts and Middlesex Wildlife Trust as well as Hertfordshire County Council and the Herts Environmental Record Centre, in producing a report on Hertfordshire's Ecological Networks following a county-wide mapping project.</p>	Yes
<p>The phrase 'to safeguard' implies protection or retention of any such assets. We consider that the following change should be made.</p> <p>"Design, layout and landscaping to mitigate the impact on archaeological and heritage assets within and adjoining the site and safeguard such assets that may adjoin the site."</p>		<p>Change required. The word 'safeguard' was used as it reflects the Council's general approach to heritage assets as set out in Policy CS27: Quality of the Historic Environment of the Core Strategy. This states that "<i>All development will favour the conservation of heritage assets. The integrity, setting and distinctiveness of designated and undesignated heritage assets will be protected, conserved and if appropriate enhanced..... Features of known or potential archaeological interest will be surveyed, recorded and wherever possible retained.</i>" This wording therefore goes further than just seeking to mitigate impacts as a general approach. However, it is considered appropriate when considering heritage assets with regard to a development site to distinguish between the treatment of assets within the site itself and those that lie beyond. The suggested wording makes this distinction and is generally supported. However, a better wording (that also combines the above proposed ecological change) is considered to be as follows:</p> <ul style="list-style-type: none"> 'Design, layout and landscaping to mitigate the impacts on the archaeological, heritage and ecological assets within the site and safeguard those adjoining the development.' <p>This wording change has already been partially used in the updated LA3 master plan, so it is also appropriate to reflect this change in Policy LA3. The amendment will require a further small related change to the master plan for consistency.</p>	Yes
<i>Organisations who agreed made the following comments:</i>			
<p>It would have been helpful to provide greater clarity in the plan with regards to archaeology.</p>		<p>No change. Policy LA3 of the Site Allocations DPD is intended to set the broad parameters for development of the site. It is the role of the associated site master plans, plus technical studies that have been carried out for the site to add detail and help inform the planning application. This technical work includes an archaeological assessment. No change is therefore proposed to Policy LA3 with regard to this issue – as it is already appropriately referenced</p>	No

		through the addition of Focused Change MC24.	
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
The text of MC24 should include to safeguard the amenity value of the local environment for existing properties eg. pleasant outlook across open countryside from existing properties. Peace and tranquillity of non through routes to road traffic.		No change. Concerns regarding the impact of LA3 development upon the views and outlook of existing residents of Chaulden and Warners End have been raised through earlier stages of consultation. It is accepted that the outlook of some existing residents will be affected. This is unfortunately unavoidable as a result of the proposed development. Policy LA3, together with the associated site master plan seeks to ensure that these impacts are mitigated as far as is possible. This includes the requirement that the main vehicular access points are from Long Chaulden and The Avenue, rather than via the congested cul-de-sacs to the south; the fact that buildings heights will normally be limited to two storey and criteria relating to landscaping and open space and the retention of existing tree and hedgerows.	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC25			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 1			
Key organisations	0		
Individuals	0		
Landowners	1		
Total	1		
Issue / Summary of Comment	New /	Response	Amendment

	Significant?		required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
<p>Taylor Wimpey and Barratt support the need for a comprehensive approach to the development and in particular the delivery of community infrastructure and other S106 obligations but this may not be by a single outline planning application covering “the site as a whole.”</p> <p>Accordingly, we object to the addition of this phrase as presently drafted.</p> <p>We would suggest the following wording.</p> <p><i>The Council will require that when a planning application or planning applications are brought forward for the allocation they demonstrate broad compliance with the Master Plan and a comprehensive approach to the development of the allocation, including the nature and timing of delivery of community infrastructure and other planning obligations.</i></p>		<p>Change required. The Council is keen to ensure delivery of a comprehensive form of development and associated works (such as foul water drainage) and other contributions. This can be difficult to achieve where a scheme involves a series of landowners, such as at LA3. The Council’s expectation is that the development will initially be progressed as an outline application covering the site as a whole, followed by a series of reserved matters (or full applications) for each phase (or series of phases). This alternative wording was also suggested and considered in regard of the draft LA3 master plans. The Council considers the amended text is preferable in terms of clearly articulating what the Council wishes to achieve and better reflects the scope of its planning powers. This amended wording has already been included within the master plan – so it is appropriate to amend Policy LA3 (and other relevant Local Allocation policies) similarly.</p>	Yes
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC26			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 3			
Key organisations	0		
Individuals	2		
Landowners	1		
Total	3		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
Transport also needs to be considered in a coordinated manner to ensure that all new developments are considered.		No change. These issues are already appropriately referred to in the 'Delivery and Phasing' section of Policy LA3, with further guidance include within the associated site master plan.	No
Other issues which still need addressing are the provision of schools, both primary and secondary and the access to health care - doctors and hospital facilities.			
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			

<p>In relation to the 1st bullet point, this should be amended to make clear that upgrades to infrastructure should be directly related to and required by the development and are not being secured through the wider infrastructure planning or CIL.</p> <p>Suggested revision :-</p> <p><i>Early liaison required with Thames Water to develop a Drainage Strategy to identify any infrastructure upgrades that are required as a result of the development, and not otherwise funded through CIL or other infrastructure investment plans of the Council or statutory undertakers, in order to ensure that sufficient sewerage and sewerage treatment capacity is available to support the timely delivery of this site.</i></p>		<p>No change. The wording included in Focused Change MC26 is consistent with that proposed for the other Local Allocations and their associated site master plans. The additional text is not required as any contributions secured through S106 would need to meet the statutory tests set out in Regulation 122 of the CIL Regulations 2010 (as amended) in terms of it being proportionate and justifiable in terms of the nature and scale of development.</p>	No
<p>Landowners who agreed made the following comments:</p>			
-		N/A	No

Focussed Change MC27

<p>Number of people/organisations responding</p>	
<p>Supporting - 1</p>	
Key organisations	0
Individuals	0
Landowners	1
Total	1
<p>Objecting - 0</p>	
Key organisations	0
Individuals	0
Landowners	0
Total	0

Issue / Summary of Comment	New / Significant?	Response	Amendment required?
<p>Organisations</p>			
<p><i>Organisations who disagreed made the following comments:</i></p>			
-		N/A	No
<p><i>Organisations who agreed made the following comments:</i></p>			
-		N/A	No

Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
The character of Pouchen End will be protected and preserved by the councils Development Management Policies. It is important to maintain a separation of development from Winkwell and also Potten End Lane and maintaining within LA3 a green buffer, to be kept as existing, at the Junction of Pouchen End Lane and Chaulden Lane, and where the council will be able to control the future of this area of land through its LA3 and other policies.		No change. Support noted and welcomed.	No

Focussed Change MC28			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting – 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?

Organisations			
<i>Organisations who disagreed made the following comments:</i>			
<p>A recent consultant ecologist survey recommends that compensation is likely to be required for the loss of the wildlife site at LA4, and this is confirmed by subsequent Hertfordshire Ecology survey.</p> <p>MC28 should be re-worded to state:</p> <p><i>'This is in order to secure a comprehensive approach to the delivery of the scheme and associated works and contributions, including biodiversity offsetting'.</i></p> <p>An amended statement will serve to endorse the need to secure appropriate compensation in the form of biodiversity offsetting to help address the ecological concerns outlined above.</p>		<p>No change. The reference to the potential for biodiversity off-setting with regard to this site is already covered sufficiently within the text of the existing 'Delivery and Phasing' section of the policy. This text states that <i>"Contributions may also be required towards offsetting loss of wildlife resources and early liaison with Hertfordshire County Council (Ecology) is recommended."</i></p>	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC31

Number of people/organisations responding

Supporting - 0

Key organisations 0

Individuals	0		
Landowners	0		
Total	0		
Objecting - 2			
Key organisations	0		
Individuals	2		
Landowners	0		
Total	2		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
The decision to keep a traveller site within the borders of Tring town is not sound because it has been established that there are better sites available within Dacorum BC, which would be more appropriate.		No change. See responses to SC7 and SC8 above.	No
Chilterns AONB will be less enhanced by development			
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	

Focussed Change MC32

Number of people/organisations responding

Supporting - 0

Key organisations	0
Individuals	0
Landowners	0
Total	0

Objecting - 1

Key organisations	0
Individuals	1
Landowners	0
Total	1

Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
The cemetery extension is still separate.		No change. Focused Change MC32 does not relate to the principle of the cemetery extension or its proposed location to the west of the main housing development area, rather than in immediate proximity to the existing cemetery site. The reasons for the choice of site were explained in the Report of Representations to the Pre-Submission Site Allocations (July 2015) and is further justified in a separate Background Issues Paper: Additional Burial Space to Serve Tring Area (July 2015).	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No

<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC33			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 1			
Key organisations	0		
Individuals	1		
Landowners	0		
Total	1		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
Where will users of the proposed sports pitches park?		<p>No change. This comment relates to the practical application of the open space provided in the western part of LA5. It is expected that the pitches, if provided, will be used by many people who live within walking distance of the site. There is also an existing lay-by on Icknield Way adjacent to the site.</p> <p>Paragraph 5.35 in the LA5 Draft Master Plan explains that playing fields should be limited to part of the western fields in order to protect the special qualities of the Chilterns AONB. This will limit the demand for parking spaces. In addition, paragraph 5.36 states that any new building and car parking to serve the possible playing fields should be small-scale and unobtrusive.</p>	No

<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC47			
Number of people/organisations responding			
Supporting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Objecting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
It is not clear what the re-use entails as the site is not mentioned elsewhere in the plan. Our original representation (comment ID36) objected to the lack of reference to listed buildings within the planning requirements for this site, reflecting the proximity of several heritage assets, so clarification on its new use would be helpful.		No change. MC47 involves the deletion of the Housing Proposal at 39-41 Marlowes from the housing allocation schedule, as this building has now been let on a long terms lease to the NHS Foundation Trust for use as healthcare facility. The existing building will therefore be retained in its present form and there will therefore be no impact upon adjacent listed buildings.	No

Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC48			
Number of people/organisations responding			
Supporting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Objecting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			

Amendments clarify that the redevelopment of this site for housing can only proceed if the replacement tennis club facilities at the Bunkers Park site meet Government planning policy on replacement sports facilities in accordance with paragraph 74 of the NPPF.		No change. Support noted and welcomed.	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC56			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			

<i>Organisations who disagreed made the following comments:</i>			
<p>Suggested wording change:</p> <p><i>“Early liaison required with Thames Water to develop a Drainage Strategy to identify any <u>site specific</u> infrastructure upgrades required in order to ensure that sufficient sewerage and sewerage treatment capacity is available to support the timely delivery of this site.”</i></p> <p>This addition is necessary to ensure that any upgrades are fairly and reasonably related in scale and kind to the development, as stipulated by CIL Regulation 122.</p>		No change. This representation does not appear to relate to MC56. However, this wording change to the text of the Focused Changes is not required for the very reason cited by the objector. Regulations are already in place that would prevent the Council requiring any upgrades under CIL that are not compliant with the Council’s Regulation 123 List, or that fail to meet the statutory S106 tests.	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC58

Number of people/organisations responding

Supporting - 1

Key organisations	1
Individuals	0
Landowners	0
Total	1

Objecting - 0

Key organisations	0
Individuals	0
Landowners	0
Total	0

Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
Our original representation (comment ID39) recommended that development should be limited to two storeys and be sited tight to the back of the pavement. We therefore welcome MC58 and its encouragement of locating development tight to the rear of the pavement.		No change. Support noted and welcomed.	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC59
Number of people/organisations responding
Supporting - 1

Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Objecting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
Our original representation (comment ID41) requested that the planning requirements state a presumption in favour of retaining 131 High Street in order to make the plan sound. We therefore welcome MC59, which recognises that the building is of heritage merit and the possibility of retaining the building should be explored. This addresses our original representation.		No change. Support noted and agreed.	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC60			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 2			
Key organisations	0		
Individuals	1		
Landowners	1		
Total	2		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
The primary schools which are apparently suitable for expansion are at quite a distance from the development site.		No change. This objection relates generally to primary school provision – and the capacity for existing schools to be expanded to meet needs – rather than to the wording of MC60 <i>per se</i> . The County Council (as local education authority) are satisfied that there will be sufficient school capacity at both primary and secondary levels to accommodate the level of growth proposed for the town. The words in MC60 have been added to help provide clarity, rather than indicating any change in approach.	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			

It will be necessary to demonstrate very special circumstances for allocating the land for pitches and to test potential sites against the five purposes of Green Belt. While proximity to the High School is clearly an important consideration, sites should also be assessed in terms of landscape and environmental policies, as necessary; and the approach to site selection can only be fully justified through a consideration of all reasonable alternatives.		No change. See responses to SC10 above.	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC61			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 2			
Key organisations	1		
Individuals	0		
Landowners	1		
Total	2		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No

<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
<p>MC61 puts forward a specific Primary School requirement for Spencer's Park Phase 2 which is within the area of the East Hemel Hempstead Area Action Plan (AAP). However the Site Allocations DPD specifically excludes consideration of the AAP area as is made perfectly clear in Para 1. 7</p> <p>The following text (MC61) should be deleted:</p> <p><i>"Phase 2 of the Spencer's Park development will incorporate a new 2 form entry primary school to meet the needs of the local community."</i></p> <p>This deletion will help ensure that the DPD does not include a development requirement relating to a development site outside the geographical scope of the DPD and in so doing the deletion removes a potential cause of unsoundness.</p>		<p>No change. This is a factual reference to the primary school that is required to enable delivery of Phase 2 of the Spencer's Park scheme. It was included at the request of the Local Education Authority to add clarity to the picture regarding future school provision in the Hemel Hempstead area and is considered appropriate to include for this reason.</p>	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC63			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 1			
Key organisations	1		
Individuals	0		
Landowners	0		
Total	1		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?

Organisations			
<i>Organisations who disagreed made the following comments:</i>			
<p>Objection to the statement that:</p> <p>“The use and management of most of the western fields for open space will enhance the appearance and enjoyment of the Chilterns AONB.”</p> <p>The use of most of the western fields for open space is unlikely to enhance the appearance of the Chilterns AONB given that the land is currently open farmland.</p> <p>Ensure that the text of the document is explicit that the western fields should only ever be used for informal open space or left in agricultural use.</p>		<p>No change. This Focused Change relates to the detailed wording of Proposal C/1 which is the provision of a detached extension to Tring Cemetery. The new wording adds reference to the need for the design details relating to the cemetery extension to be discussed with the Chilterns Conservation Board. This wording quoted by the objector does not appear in Proposal C/1 and seems to relate to an objection to the use of the western fields as open space, rather than to the adjacent cemetery extension.</p> <p>The references to the use of the western fields within the Site Allocations document (and associated LA5 master plan) are appropriate and reflect expectations regarding future uses. See related responses in the Report of Representations for the Site Allocations (July 2015).</p>	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC64

Number of people/organisations responding

Supporting - 0

Key organisations	0
Individuals	0

Landowners	0		
Total	0		
Objecting - 1			
Key organisations	0		
Individuals	0		
Landowners	1		
Total	1		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
-		N/A	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			
<i>Individuals who disagreed made the following comments:</i>			
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
Overall support for the changes to the designation put forward by the Focused Changes. However, suggest that reference to The Chilterns Conservation Board is excluded from the planning requirement, as they are not a statutory consultee. Suggest amended wording as follows: <i>"Phased approach to redevelopment of existing built footprint of previously developed part of the site. The design, layout and scale of development to be guided by its sensitive location in the Chilterns Area of Outstanding Natural Beauty, open setting, and the ability of St Margarets Lane to serve the site. Advice to be sought from the Chilterns Conservation Board at the design stage and including taking account of the Chilterns Building Design Guide and associated Technical Guidance Notes. Existing landscaping to be retained and, where appropriate, enhanced. Replacement of some of the existing</i>		No change. The objector suggests a slightly amended wording to the amended planning requirements for Proposal C/2 relating to the Amaravati Buddhist Monastery, removing reference to the need to consult the Chilterns Conservation Board. This change is not supported, as, it is appropriate for the Council to seek the views of the Chilterns Conservation Board on development matters within the AONB. It is appropriate too to cross refer to the helpful guidance prepared by the Chilterns Conservation Board (and endorsed by the Borough Council) relating to design and materials as this should assist in ensuring a high quality scheme that reflects the local vernacular.	No

<i>buildings within the previously developed part of the site is acceptable provided they are of a high quality of design. Significant intensification of current activities on the site will not be acceptable.</i>			
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

Focussed Change MC68			
Number of people/organisations responding			
Supporting - 0			
Key organisations	0		
Individuals	0		
Landowners	0		
Total	0		
Objecting - 2			
Key organisations	1		
Individuals	1		
Landowners	0		
Total	2		
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
The idea of locating new pitches at LA5, Icknield Way, to the west of Tring, is unsound. The statement in the Playing Pitch Strategy and Action Plan in the new sub-section entitled "Potential for new sites" at page 63 that "the shortage of rugby pitches particularly in the area may suggest that this would be a logical site for the provision of match pitches" lacks all reason. The Plan itself emphasises that playing pitches that are significantly detached from others managed by any relevant local community club would not be usable nor sustainable.		No change. This objection relates the Council's wider approach to sports provision, rather than to Focused Change MC68. See responses above to SC10 – regarding proposal for detached playing field at Dunsley Farm, Tring. No changes recommended with regard to this representation, as the Council's approach is considered to be sound.	No
<i>Organisations who agreed made the following comments:</i>			
-		N/A	No
Individuals			

<i>Individuals who disagreed made the following comments:</i>			
Following the recent statement by Steve Quartermain CBE Chief Planner for the Department for Communities and Local Government issued on 31st August 2015, DBC have not determined 'whether persons are "gypsies and travellers" for the purposes of this planning policy - ie. a) whether they previously led a nomadic habitat of life b) the reasons for ceasing their nomadic habit of life c) whether there is an intention of living nomadic habit of life in the future, and if so how soon and in what circumstances.		No change. See response to SC7 above and to Cabinet Report setting out the Council's response to representations on the Focused Changes (December 2015).	No
-		N/A	No
<i>Individuals who agreed made the following comments:</i>			
-		N/A	No
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
-		N/A	No
<i>Landowners who agreed made the following comments:</i>			
-		N/A	No

The following table provides a summary of comments received on the Focused Changes consultation that were of a general nature and not tied to any of the Focused Changes themselves. Whilst these are not considered to be 'duly made' as they do not relate to matters now under consultation, they are reported and responded to in order to ensure a complete picture of all representations received is given

Focussed Change – General Comments	
Number of people/organisations responding	
Supporting - 2	
Key organisations	2
Individuals	0
Landowners	0
Total	0
Objecting - 19	
Key organisations	8
Individuals	8
Landowners	3

Total		19	
Issue / Summary of Comment	New / Significant?	Response	Amendment required?
Organisations			
<i>Organisations who disagreed made the following comments:</i>			
<u>Dixon's Wharf, Wilstone, Tring</u> Dixon's Wharf, Wilstone should be allocated for mixed use housing with provision for associated local services. We do not agree with the Council's reasons for not taking this site forward. The site is physically separate from the wider countryside and should not be termed greenfield. The land has not reverted back to the agricultural fields and currently is disused, degraded and of no beneficial use.		No change. This representation does not relate to the Focused Changes but repeats a previous request for this site to be allocated for development. See page 31 of Report of Representations on the Site Allocations (July 2015) for the Council's response.	No
<u>LA3</u> The LA3 development should be removed from the DBC Core Strategy as a result of its contravention with the NPPF and government's position of the use & destruction of greenbelt.		No change. This representation does not relate to the Focused Changes but repeats previous objections to the principle of designating LA3 and the nature of this proposal itself. See previous responses in Reports of Representations relating to the Core Strategy and to Site Allocations Report of Representations (July 2015). As previously stated, the Council's approach accords with NPPF and Government's position on the Green Belt.	No
<i>Organisations who agreed made the following comments:</i>			
<u>L/4</u> Note that provision has been made for additional playing fields for Tring senior school but find no reference in the document to any review of Tring senior school intake/size being reviewed in line with the additional housing proposed within the catchment (and within neighbouring villages such as Pitstone) and would urge DBC to ensure that the education department undertake this exercise.		No change. Hertfordshire County Council (the local education authority) has been closely involved with the production of the Council's Core Strategy and Site Allocations DPDs. They are satisfied that the existing secondary school can accommodate the additional pupil yields generated from the scale of new development expected in the Tring area over the lifetime of the plan. The school may however need to expand, and this is referred to in the Tring Place Strategy in the Core Strategy and reflected in the inclusion of the detached playing fields as Proposal L/4 in the Site Allocations DPD. The District and County Council will continue to liaise regularly on school matters, and take advice from Buckinghamshire County Council as necessary on cross boundary matters. All updated information and advice will be reflected in the Council's Infrastructure Delivery Plan (InDP), which is updated on a regular basis.	No
<u>T/20 and T/21 Transport Proposals</u> Support the enhancements to Tring station (including additional car parking) and the installation of the foot/cycle path along Northfield Road to connect Pitstone to Tring station (neither of which appear to have been amended in your latest document).		No change. Support noted and welcome. The Focused Changes do not propose any changes to these designations	No
<u>Locally Registered Park or Garden of Historic Interest</u> We fully support the inclusion of 13 of the historic parks and gardens identified as of local importance by HGT. 2 more gardens of local historic interest have since been identified, linked to the local Berkhamsted Cooper family and both Japanese in style. We have added them to our list. As well as those included by DBC in this document we believe that the supplementary sites also support the heritage objective (SA10) and have positive effects for the landscape (objective SA11).		No change. The Council will consider whether it is appropriate to amend the list of Locally Registered Historic Parks and Gardens when it prepares its new single Local Plan and will take further advice from the Herefordshire Gardens Trust (and other appropriate bodies) at this time. In the meantime, Policy CS27: Quality of the Historic Environment already provides appropriate protection for reflecting gardens of local historic interest that are not formally designated. The policy states that "All development will favour the conservation of heritage assets" and that "the integrity, setting and distinctiveness of designated and undesignated heritage assets will be protected, conserved and if appropriate enhanced." No further change to the Site Allocations DPD is therefore recommended at this time.	No

<p><u>Site for consideration</u></p> <p>Our interest is, and has been for some while, the provision of allotments on the Council owned land to the north of Hempstead Road and west of the drive into Little Hay Golf Course. This would give good benefit to the local residents as Bovingdon does not have any such provision.</p> <p>I am unsure whether this type of 'development' is included in your study. However, if you would bring this forward in your planning regime it would be much appreciated by our Society, and the local community.</p>		<p>No change. This representation does not relate to the Focused Changes but repeats a previous request raised through consultation on Local Allocation LA6. See Report of Consultation on Local Allocations Master Plans (September 2015).</p>	No
<p><u>Ministry of Defence comments</u></p> <p>Hemel Hempstead – the sites identified for Hemel Hempstead fall within the statutory met safeguarding zone for Chenies. Therefore, any development exceeding 15.2m should be referred to this office for review.</p> <p>Berkhamsted – the sites identified for this area fall within the statutory bird strike safeguarding zone for Halton airfield. Therefore any development including open waterbodies, reservoirs, refuse tips, should be referred to this office for review. The site also falls within the statutory met safeguarding zone for Chenies. Therefore, any development exceeding 10.7m and 15.2m above ground level should be referred to this office for review.</p> <p>Tring – the sites identified for this area fall within the statutory bird strike safeguarding zone for Halton airfield. Therefore any development including open waterbodies, reservoirs, refuse tips, should be referred to this office for review. The site also falls within the statutory met safeguarding zone for Chenies. Therefore, any development exceeding 10.7m and 15.2m above ground level should be referred to this office for review.</p> <p>Finally Markyate– the sites identified fall within the statutory met safeguarding zone for Chenies.</p> <p>Therefore, any development exceeding 10.7 & 15.2m should be referred to this office for review.</p>		<p>No change. The issue of airspace safeguarding zones does not directly relate to the Focused Changes. Neither does the wider Site Allocations DPD include any sites where tall buildings are specified or promoted. If any such applications were to be received, the Council's Development Management team already notifies relevant organisations as part of standard procedures. No changes are therefore required to the Site Allocations document as a result of these representations.</p>	No
<p><u>Heathrow Airport Limited comments</u></p> <p>The safeguarding requirements for Heathrow Airport includes a circle with a 30 kilometres radius drawn from the aerodrome reference point to indicate the area within which the Planning Authority must consult the Airport Operator on proposed wind turbine development.</p>			
<p>Local planning authorities should follow the guiding principles of the Local Nature Partnership to:</p> <ul style="list-style-type: none"> • Achieve strong policies in their Local Plans to protect and enhance biodiversity in Hertfordshire. • Ensure their Local Plans are informed by the latest ecological data and evidence. 		<p>No change. This is a standard response sent by the LNP to all planning consultations. The Council considers it has incorporated the guiding principles into its planning strategy: with recent changes to the Local Allocations master plans explicitly including reference to the new 'Ecological Networks' project.</p>	No

<ul style="list-style-type: none"> Plan development to avoid habitat loss and fragmentation and identify opportunities to improve the ecological connectivity between habitats. Consider the multiple benefits and functions that can be delivered by healthy ecosystems. 			
<p>Although we welcome the addition of further text within the allocations document specifically stating that early liaison is required with Thames Water we remain concerned with the lack of evidence demonstrating that your proposed allocations can be served by the wastewater network with no detrimental impact to water quality.</p>		<p>No change. Objections to the Site Allocations DPD by Thames Water will be through a 'Statement of Common Ground' being drawn up between the EA, Thames Water (as the sewerage infrastructure provider) and the Council. This will set out areas of agreement between the parties and those areas where the Council and Thames disagree with the EA's position. This Statement will be submitted to the Inspector to enable him/her to take an informed view of the situation. In summary, the Environment Agency's concerns are not considered to relate to an issue of 'soundness' for a number of planning and legal grounds:</p> <ol style="list-style-type: none"> 1. Their concerns relate to the overall quantum of development, rather than raising any concerns regarding individual sites. Such strategic level concerns should have been raised at the Core Strategy stage. Instead comments of support were received from the EA at this time. 2. Thames Water supports the Council's approach as set out in the Site Allocations (as amended by a series of minor changes). 3. The technical work required by the EA is already underway on a county-wide basis and will be available to inform the early partial review of the Core Strategy. The EA and Thames Water are both involved with this work. 	No
Individuals			
<p><i>Individuals who disagreed made the following comments:</i></p>			
<p><u>LA1</u> It is counter to Government policy, unmet need, whether for traveller sites or for conventional housing, is unlikely to outweigh harm to the green belt and other harm to constitute the "very special circumstances" justifying inappropriate development in the green belt.</p>		<p>No change. These representations do not relate to the Focused Changes but repeat previous objections to the principle of designating the Local Allocations and the nature of the proposals themselves. See previous responses in Reports of Representations relating to the Core Strategy and to Site Allocations Report of Representations (July 2015). As previously stated, the Council's approach accords with NPPF and Government's position on the Green Belt.</p>	No
<p><u>LA5</u> Part of Donkey Lane is owned and registered in the names of the owners of Woodlands and Rose Bank. They are also responsible for the upkeep of the highway to their properties, which will be responsible for the upkeep for the proposed cycleway and ownership of the land?</p>			
<p><u>LA3</u> The LA3 development should be removed from the DBC Core Strategy as a result of its contravention with the NPPF and government's position of the use & destruction of greenbelt.</p>			
<p><u>LA3</u> It is clear from the latest central Government pronouncements that an inability to demonstrate a five year supply of housing land is not a sufficiently exceptional circumstance to justify losses from the green belt. There are plenty of empty sites throughout the Maylands Industrial Area and elsewhere to meet any proven housing need.</p>			
<p><u>LA3</u> The proposals need to be rewritten showing much more how existing</p>			

residents interests are protected during and following the developments. If current home owners interests are adversely affected that measures are taken to compensate them.			
<i>Individuals who agreed made the following comments:</i>			
-		N/A	
Landowners			
<i>Landowners who disagreed made the following comments:</i>			
<u>The Housing Programme 2006-2031</u> Table 3: We note that the document fails to provide full details of the 5 Year Housing Supply (5 YHLS) [Table 3]. This is a significant omission given the importance that the Core Strategy EiP Inspector (and subsequently the High Court) placed on the council's claim of having a deliverable housing supply to make the Core Strategy 'sound' pending an early review of the plan. A further column should be inserted in Table 3 clearly identifying the contribution of each claimed source to the 5 YHLS and providing the reader with further clarity on the Council's housing provision over the plan period.		No change. The 5 year housing land supply is monitored and reported through the Council's Authority Monitoring Report (AMR), using data from the associated Residential Land Position Statement. The AMR provides a detailed and up to date overview of housing supply in the Borough as effectively sought by the respondent. It also sets out the Council's position regarding progress on meeting its Core Strategy housing target and 5 year housing land supply. This AMR is considered by Cabinet in December of each year and published on the Council's website in the following early January. As the information changes over time, it is not appropriate (or common practice) to include this within the Site Allocations DPD.	No
<u>Kings Langley Green Belt</u> Objecting on the basis that the Council still does not advocate a change to the Green Belt boundary in the Love Lane area of Kings Langley. Given the scale of other changes proposed in the focused changes consultation it is considered that an adjustment to the Green Belt here could have been addressed.		No change. This representation does not relate to the Focused Changes but repeats a previous objection to the plan: see responses to Chapter 2: (a) Green Belt in Site Allocations Report of Representations (July 2015). The Core Strategy makes it clear that it is not the role of the Site Allocations DPD to carry out a full review of the Green Belt within Dacorum and this is reiterated in paragraph 2.4 -2.6 of the Site Allocations written statement. A full review of the Green Belt boundaries will form part of the new single Local Plan process (and indeed this work is already underway, with a Stage 1 Study available on the Council's website). See Sustainable Development Background Issues Paper for further explanation.	No
Objection to the retention of the Chilterns Jaguar site in the Green Belt. A car dealership site has been in operation on this site since 1946 and it is evident that the site fulfils none of the Green Belt functions detailed in the NPPF. It is therefore our assertion that the site's Green Belt designation is anomalous and the opportunity should be taken in the emerging Site Allocations DPD to amend the Green Belt boundary accordingly to exclude this site.		No change. This representation does not relate to the Focused Changes but repeats a previous objection to the plan: see responses to Chapter 2: (a) Green Belt in Site Allocations Report of Representations (July 2015). The Core Strategy makes it clear that it is not the role of the Site Allocations DPD to carry out a full review of the Green Belt within Dacorum and this is reiterated in paragraph 2.4 -2.6 of the Site Allocations written statement. A full review of the Green Belt boundaries will form part of the new single Local Plan process (and indeed this work is already underway, with a Stage 1 Study available on the Council's website).	No
Primary Healthcare [p63] It is a serious oversight that this document, published in June, makes absolutely no reference to the very serious concerns made public by the alliance of GP practices in Berkhamsted prior to the recent elections in May. Given that they are citing the need in Berkhamsted for a 'Health Hub' able to deliver a wider range of medical services than is usual for a GP practice, it behoves the Borough to work with the Commissioning Group to assess and plan for a building of a suitable scale to meet the		No change. The Council has discussed issues relating to GP provision and general healthcare provision across the Borough with health providers as part of the update to its Infrastructure Delivery Plan (InDP). The Council is aware of the aspirations in Berkhamsted to provide a 'Health Hub' or 'Super-Surgery' in the town and has had discussions regarding potential site options. Due to the constrained nature of the town, it was agreed by both parties that there are no suitable sites available at this time. Health needs for residents of Berkhamsted can however continue to be met appropriately through existing provision in terms of the level of development proposed in the Site Allocations DPD for the town. The potential for a new facility to be accommodate on the edge of Berkhamsted, on Green Belt land, or as part of a wider brownfield redevelopment scheme, will be considered as part of the new Local Plan process.	No

<p>delivery of a mix of services in a location that can be readily accessed ideally in the town centre.</p> <p>I hope this observation will be carried forward as the Borough firms up on possible sites that might be made available for such a 'Health Hub'.</p>			
<p><i>Landowners who agreed made the following comments:</i></p>			
<p>-</p>		<p>N/A</p>	

Table 4: List of Proposed Amendments to the Site Allocations Pre-Submission

Notes

1. Part A of the Schedule below sets out changes required as a result of consideration of responses received to the Focused Changes to the Pre-Submission Site Allocation DPD. Part B sets out some additional changes that are required to the Site Allocations DPD to ensure it remains consistent with the associated draft masterplans prepared for the Local Allocations. In some cases consultation responses on these master plans has resulted in changes to some text, which is repeated within the Site Allocations. It is appropriate for these 'knock on' changes to be made, to ensure consistency between the Site Allocations Policies and the associated master plans.
2. All changes relate to the text of the Site Allocations DPD. No changes require any amendments to the Map Book, which illustrates changes to the Policies Map.
3. All changes are considered to fall within the definition of 'minor amendments' i.e. they do not have a significant impact upon the way a policy or proposal is interpreted, rather they add clarity to an existing approach.
4. Deleted text is shown via ~~strikethrough~~, whilst new text is underlined.

(A). TEXT AMENDMENTS AS A RESULT OF CONSIDERATION OF FOCUSED CHANGES REPRESENTATIONS:

Site Allocations Reference / Section	Amendment Required
STRENGTHENING ECONOMIC PROSPERITY	
Proposal S/1	Amend Focused Change SC6 as follows: 'Acceptable uses are retail and leisure uses. Approximately 7,000 sqm (gross) of retail floorspace is acceptable, except for the sale and display of clothing and footwear, unless ancillary to the main use of an individual unit. The nature and scale of development should aim to maximise the use of the site and ensure no significant adverse impact on Hemel Hempstead town centre. The sale and display of clothing and footwear is not acceptable, unless ancillary to the main use of an individual unit.'
PROVIDING HOMES AND COMMUNITY SERVICES	
Policy LA1	Delete the following text (suggested as Focused Change MC18): 'The Council's expectation is that the development will initially be progressed as an outline application covering the site as a whole, followed by a series of reserved matters (or full applications) for each phase (or series of phases). This is in order to secure a comprehensive approach to the delivery of the scheme and associated works and contributions.' and replace with the following text: <u>'The Council will require that when a planning application or planning applications are brought forward for the allocation they demonstrate compliance with this Master Plan and a comprehensive approach to the development of the allocation, including the nature and timing of delivery of community infrastructure and other planning obligations.'</u>
Policy LA2	Delete the following text (suggested as Focused Change MC21): 'Limit housing to two storeys, except where a higher element would create interest and focal points in the street scene, and would not be harmful to the historic environment.' and replace with the following text: <u>'Limit housing to two storeys, except where two and a half storey housing would create interest and focal points in the street scene, and would not be harmful to the historic character.'</u>

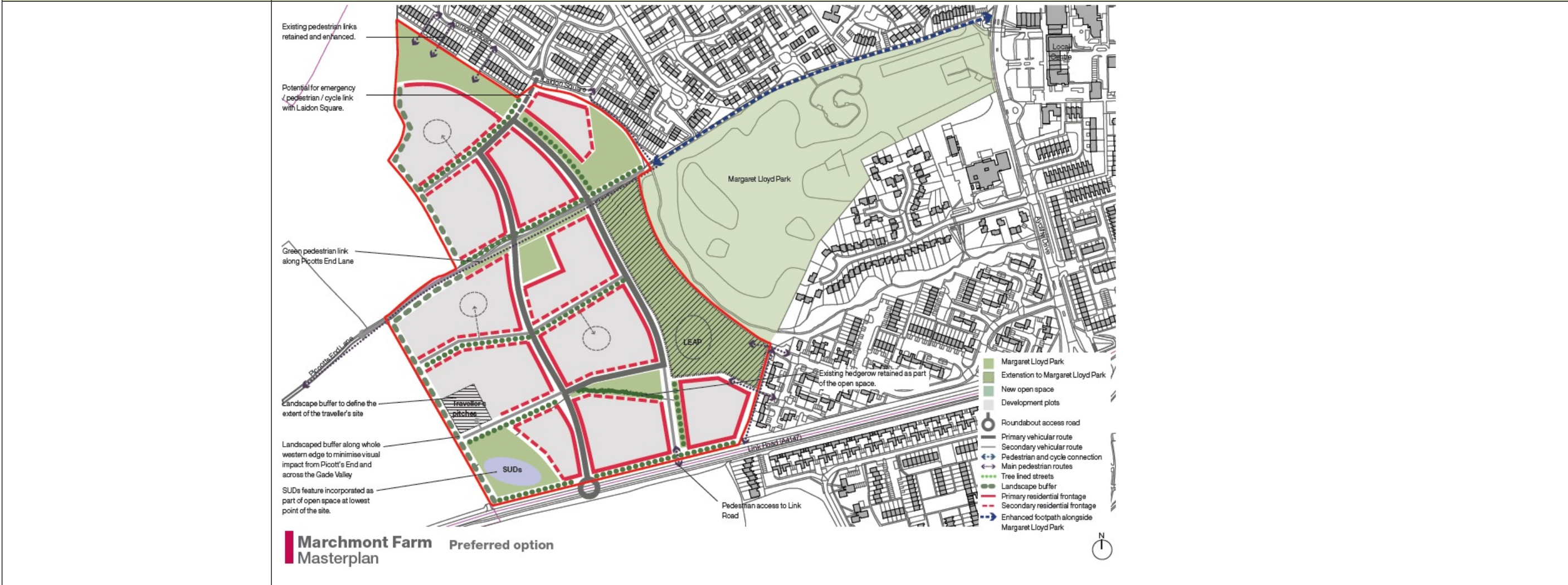
Site Allocations Reference / Section	Amendment Required
<p>Policy LA3</p>	<p>Delete the following text (suggested as Focused Change MC25):</p> <p>'The Council's expectation is that the development will initially be progressed as an outline application covering the site as a whole, followed by a series of reserved matters (or full applications) for each phase (or series of phases). This is in order to secure a comprehensive approach to the delivery of the scheme and associated works and contributions.'</p> <p>and replace with the following text:</p> <p><u>'The Council will require that when a planning application or planning applications are brought forward for the allocation they demonstrate compliance with this Master Plan and a comprehensive approach to the development of the allocation, including the nature and timing of delivery of community infrastructure and other planning obligations.'</u></p> <hr/> <p>Amend MC24 (a Key Development Principle for the site) as follows :</p> <ul style="list-style-type: none"> • Design, layout and landscaping to <u>mitigate the impacts on</u> the archaeological, heritage and <u>ecological</u> assets within the site <u>and safeguard those</u> adjoining the development.
<p>Policy LA4</p>	<p>Delete the following text (suggested as Focused Change MC28):</p> <p>'The Council's expectation is that the development will initially be progressed as an outline application covering the site as a whole. This is in order to secure a comprehensive approach to the delivery of the scheme and associated works and contributions.'</p> <p>and replace with the following text:</p> <p><u>'The Council will require that when a planning application or planning applications are brought forward for the allocation they demonstrate compliance with this Master Plan and a comprehensive approach to the development of the allocation, including the nature and timing of delivery of community infrastructure and other planning obligations.'</u></p>
<p>Policy LA5</p>	<p>Delete the existing text for bullet point 3 at the start of the policy, as follows:</p> <p>'An extension to the cemetery of around 1.6 hectares, in the western fields, and also car parking and associated facilities for the cemetery in the eastern fields development area.'</p> <p>and replace by the following text, as it is uncertain whether the associated facilities for the cemetery will be located in the new car park or within the existing cemetery:</p> <p><u>'An extension to the cemetery of around 1.6 hectares, in the western fields, and also car parking for the cemetery in the eastern fields development area.'</u></p>
<p>Policy LA5</p>	<p>Delete the following text (suggested as Focused Change MC34):</p> <p>'The Council's expectation is that the development will initially be progressed as an outline application covering the site as a whole. This is in order to secure a comprehensive approach to the delivery of the scheme and associated works and contributions.'</p> <p>and replace with the following text:</p> <p><u>'The Council expects that the development of the site will be progressed by a hybrid planning application, which seeks full permission for the proposed housing development and outline permission for the other elements of LA5. This is in order to secure a comprehensive approach to the delivery of the scheme and associated works and contributions.'</u></p>
<p>Proposal L/4</p>	<p>Amend the text of Proposal L/4 (Focused Change SC10) as follows:</p> <p>Proposal L/4 Location Dunsley Farm, London Road, Tring</p>

Site Allocations Reference / Section	Amendment Required
	<p>Site Area (Ha): 2.7</p> <p>Planning Requirements: Proposal linked to the potential future redevelopment of Tring School to make provisions for detached playing fields in the event that they should be required as result of the school's physical expansion. The site should provide sufficient space for playing pitches for outdoor sports in order to meet the school's requirements and Sport England standards guidance. These playing pitches will be also be made available for community use. <u>Existing hedgerows to be retained and enhanced where possible to minimise any impact upon the ecological value of the site, including existing wildlife corridors. Pedestrian access to the site to be via adjacent cricket pitch. Consideration to be given to the provision of a pedestrian crossing point on Station Road to ensure safety of movement between the site and school.</u></p>

(B). TEXT AMENDMENTS REQUIRED AS A RESULT OF CHANGES MADE TO DRAFT MASTER PLANS:

Site Allocations Reference / Section	Amendment Required
Policy LA1	<p><i>Revised site layout to recognise existing pedestrian link between Link Road and Margaret Lloyd Park within indicative block layout; and to remove reference to a specified landscaped buffer on the western boundary of the site to enable a natural delineation along the planted settlement edge.</i></p>

Site Allocations Reference / Section	Amendment Required
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Policy LA2	<i>Minor amendments to framework plan to make clear that there is no vehicular access linking with existing residential areas via Townsend).</i>
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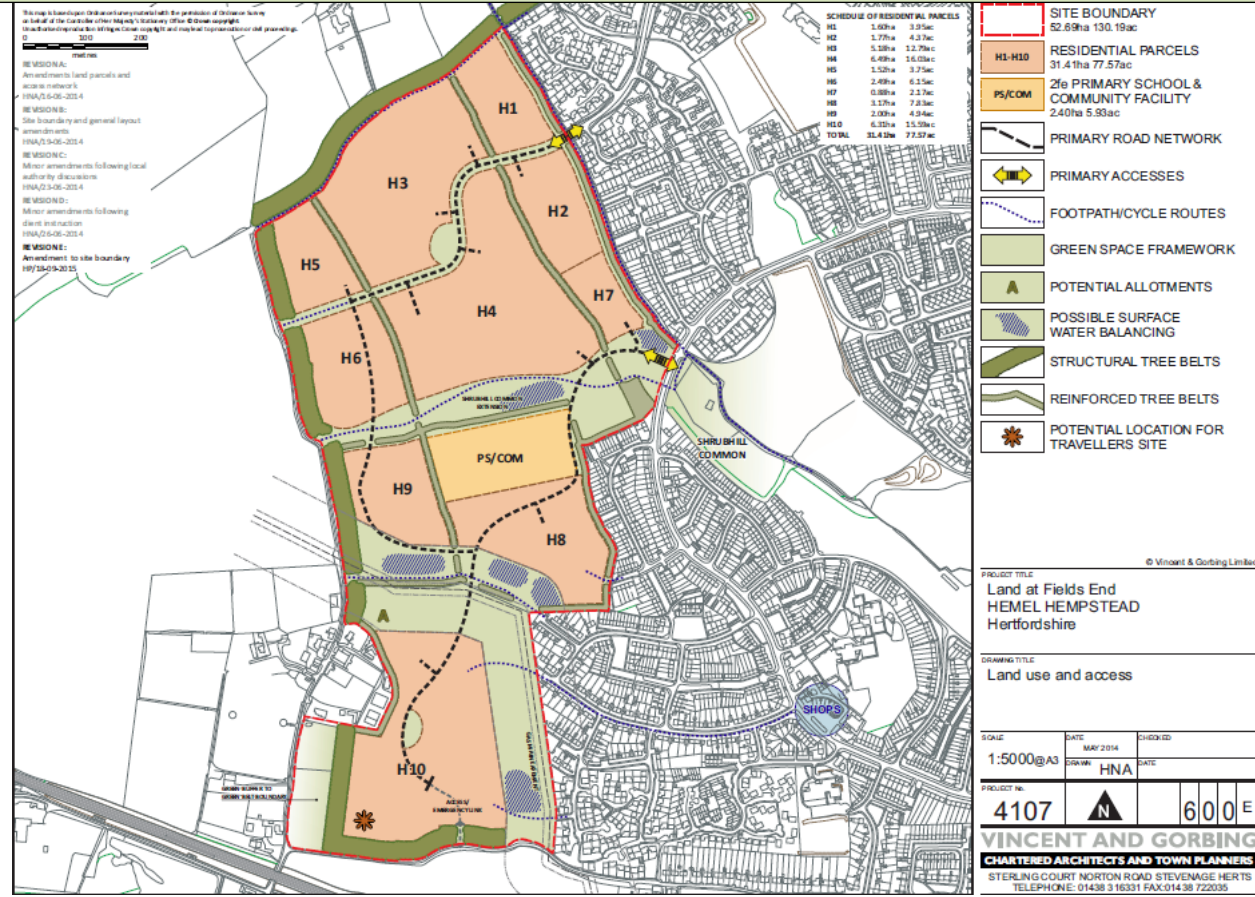
Site Allocations Reference / Section	Amendment Required
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Policy LA3	<i>Minor amendments to framework plan to remove reference to footpath access extending outside of the master plan area, to ensure consistency with the updated plan in the Master Plan document and to show correct extent of site in south west corner to tally with site boundary on Policies Map and master plan.</i>
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Site Allocations Reference / Section

Amendment Required



Policy LA5

Replace existing indicative layout map with amended version below which deletes the words 'and other facilities' from the label for 'Cemetery car park', for consistency with changes made to the draft master plan.

Site Allocations Reference / Section

Amendment Required



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Policy LA5

Delete the existing text for key development principle 11, as follows, for consistency with changes made to the associated master plan:

~~'Locate car parking (at least 30 spaces) and other facilities for the cemetery in the development area, adjacent to the cemetery extension.'~~

and replace with the following text, as it is uncertain whether the other facilities for the cemetery will be located in the new car park or within the existing cemetery:

'Locate car parking (at least 30 spaces) for the cemetery in the development area, adjacent to the cemetery extension.'

Table 5: Responses not considered in the Report of Representations

a)

List of those making 'No Comment'

None

b)

List of those making comments on the Sustainability Appraisal (incorporating Strategic Environmental

Assessment)

None



AGENDA ITEM: 10

SUMMARY

Report for:	Cabinet
Date of meeting:	15th December 2015
Part:	1
If Part II, reason:	

Title of report:	Local Planning Framework Authority Monitoring Report and Local Development Scheme Update
Contact:	<p>Cllr Graham Sutton, Portfolio Holder for Planning and Regeneration;</p> <p>James Doe, Assistant Director Planning, Development and Regeneration (extension 2583)</p> <p>Laura Wood, Team Leader, Strategic Planning and Regeneration (extension 2661); and</p> <p>Francis Whittaker, Strategic Planning and Regeneration (extension 2383)</p>
Purpose of report:	<p>To consider:</p> <ul style="list-style-type: none"> • the Authority Monitoring Report for 2014/15; • progress on the Local Planning Framework; and • recommend publication of a revised Local Development Scheme to Council.
Recommendations	<p>Cabinet is recommended to:</p> <ol style="list-style-type: none"> 1. Note the headline results from the forthcoming Authority Monitoring Report 2014/15 with regard to housing, employment and retailing; 2. Note progress on the Local Planning Framework; and 3. To recommend to Council the adoption of the new Local Development Scheme as set out in the report.
Corporate Objectives:	<p>The Authority Monitoring Report looks at the effectiveness of current planning policies – for example the achievement of the overall housing target and protection of green space/wildlife sites – and progress towards planning policy review (i.e. targets set out in the Local Development Scheme). It therefore provides a good summary of how the Council’s planning policies are supporting delivery of corporate objectives –</p>

	<p>especially those relating to affordable housing; safe and clean environment and regeneration.</p> <p>As the policies within the Core Strategy and other planning documents are aimed at enabling growth, it also provides an indication of how the 'Dacorum Delivers' objective is being supported.</p>
<p>Implications:</p> <p>'Value For Money Implications'</p>	<p><u>Financial</u></p> <p>Funding is provided from the LDF reserve. A budget has been agreed for 2015/16. The 2016/17 budget is currently being reviewed as part of the annual budget cycle.</p> <p><u>Value for Money</u></p> <p>Every effort has been made to secure external funding – most recently through the New Homes Bonus, to reduce the impact on the Council's budget. Where possible, evidence base work is undertaken jointly with other authorities to ensure cost is optimised (through economies of scale). Collaborative working with landowner consultants will continue to help extend the resources available to the Council and avoid the duplication of site specific technical information.</p>
Risk Implications	<p>A risk assessment has been carried out as part of the PID / CORVU monitoring process. The Local Development Scheme also contains its own risk assessment. The key concern is that the (new) development plan must be sound, and delivers what is needed expeditiously. Risk is reduced by ensuring processes and the evidence base is robust. Sufficient financial resources are essential to achieve that: this includes maintaining a team of appropriately skilled and qualified staff. Certain elements of the plan-making process have explicit statutory requirements such as consultation, publication, examination and presentation of the adopted Development Plan Document. The Authority Monitoring Report reviews the risks inherent in preparing the Local Planning Framework. Monitoring of development is a source of information which, properly used, can assist risk reduction – i.e. it checks whether progress and control of development has been successful and can indicate where change (in policy or process) may be beneficial.</p>
Community Impact Assessment	<p>An Equality Impact Assessment has been carried out for the Core Strategy. This is currently being converted and updated into a broader Community Impact Assessment. An independent Sustainability Appraisal Report which accompanies the Core Strategy also considers equalities issues separately. It concludes that the Core Strategy avoids any discrimination on the basis of disability, gender or ethnic minority.</p>
Health And Safety Implications	None.

<p>Monitoring Officer/S.151 Officer Comments</p>	<p>Monitoring Officer: No comments to add to the report.</p> <p>Deputy S.151 Officer There are no direct financial consequences of this report.</p>
<p>Consultees:</p>	<ul style="list-style-type: none"> • Assistant Director Planning, Development and Regeneration. • Group Manager, Strategic Planning and Regeneration. • Corporate Management Team.
<p>Background papers:</p>	<ul style="list-style-type: none"> • Local Development Scheme (February 2014) • Adopted Core Strategy (September 2013) • Dacorum Borough Local Plan 1991 – 2011 and related supplementary planning advice • National Planning Policy Framework (NPPF) • Draft Authority Monitoring Report 2014/15 <p><i>Note: The finalised Authority Monitoring Report 2014/15 will be published in late December 2015 and made available in the Group Rooms then.</i></p>
<p>Glossary of acronyms and any other abbreviations used in this report:</p>	<p>AMR – Authority Monitoring Report LDS – Local development Scheme LPF – Local Planning Framework LDF – Local Development Framework (<i>note: this is the same as the LPF above; the terms are used interchangeably</i>) SPD – Supplementary Planning Document SPG – Supplementary Planning Guidance GUI – Grand Union Investments Ltd DPP – Development Plan Document DDP – Dacorum Development Programme ED Strategy – Economic Development Strategy NPPF – National Planning Policy Framework PPG – National Planning Policy Guidance SPAR – Strategic Planning and Regeneration</p>

Background

1. INTRODUCTION

1.1 This report covers two matters connected with:

- a) the Authority Monitoring Report (AMR) 2014/15; and
- b) the Local Development Scheme (December 2015).

2. AUTHORITY MONITORING REPORT

Statutory Requirements

2.1 In April 2012, the Town and Country Planning (Local Development) (England) (Amendments) Regulations 2008 were superseded by the Town and Country Planning (Local Planning) (England) Regulations 2012. These new regulations introduced greater flexibility regarding coverage and presentation of the Authority Monitoring Report (formerly called the Annual Monitoring

Report). There is no longer a legal requirement for local authorities to publish monitoring reports by a prescribed date, or to formally submit them to the Secretary of State. The information must be published 'as soon as possible' after it becomes available. Officers recommend that this information continues to be contained and analysed in an annual report.

2.2 The following information must be provided:

- a) The titles of the Local Plan / Local Planning Framework and Supplementary Planning Documents specified in the Council's Local Development Scheme together with the timetable for their preparation, the stage reached and reasons for any slippage against the published timetable;
- b) Information on any Local Plan or Supplementary Planning Document that has been adopted or approved during the monitoring period, and the date of this adoption;
- c) Performance against monitoring indicators set out within its Local Plan;
- d) An explanation of why the local planning authority has chosen not to implement a policy specified in its local plan (if appropriate);
- e) Information regarding any Neighbourhood Development Orders or Neighbourhood Development Plans;
- f) Information related to progress on establishing a Community Infrastructure Levy (CIL); and
- g) Details of actions under the 'Duty to Co-operate' introduced in the Localism Bill 2011.

2.3 Items (a) to (c) above have always been provided within the Council's AMRs. Items (d) to (g) are newer requirements that are being incorporated into the AMR process.

2.4 As well as monitoring the performance of the planning policy documents, the AMR is being used to report progress on the Dacorum Development Programme (DDP) and Economic Development (ED) Strategy.

2.5 The Authority Monitoring Report for 2014/15 is prepared by Officers. It is due to be completed by the end of 2015. A draft copy will be available in Group Rooms prior to the Cabinet meeting. Once finalised, copies will be placed in the Group Rooms and published on the Council's website.

Improving monitoring arrangements and reporting

2.6 The AMR summarises planning activities within the Borough over a twelve month monitoring period (1st April 2014 – 31st March 2015). The order and content reflects the structure of the Core Strategy and the monitoring indicators within it. Sections have been added to ensure the document complies with the 2012 Regulations and performance of the DDP and ED Strategies. This broadening of content will allow the AMR to become the document through which the success of development projects and economic development work can be measured. The AMR 2014/15 will be accompanied by a technical appendix containing more detailed monitoring information for reference.

2.7 The County Council's county-wide monitoring system (SmartHerts) has now been in operation for four years and supports the districts monitoring routines.

SmartHerts has significantly improved the efficiency and quality of monitoring processes within the SPAR team.

Key Findings - (1) Headline figures

2.8 The AMR 2014/15 reports progress against key targets. Headline figures for housing, employment and retailing are set out below:

Housing:

- 411 (gross) (379 (net)) dwellings were completed over the monitoring period. The net figure is below the annual Core Strategy target (430 dwellings per year), but is higher than the completion rate in the previous monitoring period of 219 (net). This chiefly reflects increasing levels of activities on larger sites and an improving supply of commitments (2,359 (net) at 1st April 2015 compared to 2,168 (net) commitments a year ago). These factors should continue to boost future levels of completions.
- The supply of new housing remains good at 5.9 years' worth (bearing in mind the minimum requirement is for a 5 year rolling supply to be maintained). This maintains the same amount of supply as in last year's calculations.
- 72% (gross) of all dwellings (70% net) were completed on previously developed land (PDL). This is an improvement on last year's figures (resp. 50% and 41%) However, previous high levels of performance (90%+) are unlikely to be repeated in the future as the PDL resource in our built-up areas depletes.
- A total of 254 affordable homes were secured in 2014/15. 128 were delivered directly through the operation of the planning system (i.e. through on-site provision by developers) and a further 126 homes were delivered through the 'First Buy / Home Buy' scheme. The former equates to 33% of the total (net) completions. The 'First Buy / Home Buy' scheme is operated by Government for first time buyers seeking to access new build properties and they also play an important role in helping to meet local housing needs.

Employment and retailing:

2.9 Data relating to other key planning areas including social and community facilities, transport and accessibility, and the built and natural environment is still being processed; an update will be provided at the meeting The AMR also gives updates on the progress of the Dacorum Development Plan and the Economic Development Strategy.

Key findings - (2) Progress with the Local Planning Framework

Progress during 2014/15 monitoring period

2.10 Good progress was made on the Local Planning Framework (LPF) during the 2014/15 monitoring period. Key achievements included:

- Dismissal by the High Court Judge in June 2014 of the legal challenge to the Core Strategy lodged by GUI Ltd.
- Publication and consultation on the Pre-Submissions Site Allocations DPD during September – November 2014. This included consultation on the supporting master plans to the Local Allocations (housing sites currently within the Green Belt).

- Completion of the Outdoor Leisure Facilities Study (September 2014).
- The CIL charging schedule successfully passed public Examination in late 2014. This and a number of supporting policies were adopted at the meeting of the Full Council on 25 February 2015.

2.11 Although outside of this monitoring period, Members will note that implementation of the CIL took place on 1 July 2015.

Progress post 2014/15 monitoring period

- 2.12 Further important progress was made on the LPF after the monitoring period, with key events including:
- Completion of the Playing Pitch Strategy and Action Plan – update 2015, Infrastructure Delivery Plan Update (June 2015), and Hemel Hempstead Transport Model Update (July 2015).
 - Implementation of the CIL on 1 July 2015.
 - Consideration by Cabinet (October 2015) of comments received through consultation on Local Allocations master plans and changes required to the document as a result of this feedback.
 - Publication and consultation on a limited number of 'Focused Changes' to the Pre-Submission Site Allocations DPD during August – September 2015.

Changes to Government policy

- 2.13 The government continues to implement changes to national planning policy and guidance and also clarify their operation. The National Planning Policy Framework (NPPF) was published in March 2012 and additional guidance to support its interpretation and delivery (the Planning Practice Guidance (PPG)) was formally launched in March 2014 as an online resource. This ensures that guidance can quickly be updated where necessary. The PPG continues to lead to the consolidation and cancellation of a number of existing guidance.
- 2.14 On 28 November 2014, a written statement was issued by Brandon Lewis, the Minister of State for Housing and Planning (reference HCWS50). This Ministerial Statement set out a number of changes the Government was introducing to national policy in relation to planning obligations under Section 106 of the Town and Country Planning Act 1990 (as amended). These were reflected in amendments to the Government's PPG and so became material planning considerations.
- 2.15 The changes to the PPG made it clear that contributions for affordable housing and tariff style planning obligations should not be sought in the following scenarios:
- Where developments in urban areas comprise 10 units or less and which have a maximum combined gross floor area of no more than 1000 sq.m
 - Where a development is located in a designated rural area and comprises 5 units or less under the discretion of the local planning authority
 - Where development consists of the construction of a residential annex or extension.

- 2.16 It further stated that in designated rural areas where there is a reduced threshold, affordable housing and tariff style contributions sought from developments of between 6 and 10 homes should be in the form of cash payments which are commuted until after completion of units within the development. Rural Exception Sites were specifically exempted from this new approach.
- 2.17 The statement also required local authorities to offer a financial incentive to bring back vacant buildings into use by allowing them to reduce the requirements for affordable homes. This is referred to as 'Vacant Building Credit'.
- 2.18 As a result of this change in national policy, the Council adopted an Affordable Housing Advice Note in March 2015. However, this Advice Note has since been revoked as a result of a High Court Decision.
- 2.19 Despite press coverage that might indicate otherwise, it is not considered that the Ministerial Statement (4 October 2014) and associated wording changes to the Planning Practice Guidance (PPG) require a change to the Council's approach to the Green Belt in terms of its plan-making processes. This view is supported by external legal advice. There has however been a clarification to the approach to cemeteries in the Green Belt (as set out in the NPPF) due to a judgement from the Court of Appeal¹. This High Court judgment clarifies that cemeteries are considered as inappropriate development within the Green Belt in terms of the definitions in the NPPF. This is because cemeteries are not listed in the text of the NPPF (paragraphs 89 and 90) as categories of development which are 'not inappropriate'. However, rather counter-intuitively, new buildings providing appropriate facilities for cemeteries are classified as appropriate development.
- 2.20 On 31 August 2015 (just outside of the 2014/15 monitoring period), the Government published a revised Planning Policy for Traveller sites. This updated the previous document issued in 2012. The Council is currently considering the implications of this revised guidance in terms of making provision for this sector of the community and will make any necessary amendments to the Site Allocations DPD prior to it being submitted to the Planning Inspectorate for examination.
- 2.21 It should also be noted that significant changes were consulted on and implemented by Government during and post this monitoring period that have implications for permitted development rights. These related to householder developments, and also increased rights for permitted changes of use, such as from office space to residential. (Further changes to potentially broaden permitted development rights to allow other commercial uses to convert to residential were consulted on from July to September 2014.) A prior approval process was included to assess particular impacts that such changes of use might have. Whilst the longer term impact of these changes are not yet clear, it has had an impact on the floor space quantities for employment generating uses (and associated increase in housing) during 2014/15.

3. UPDATING THE LOCAL DEVELOPMENT SCHEME

¹ Timmins and Lymn Family Funeral Service v. Gedling Borough Council and Westerleigh Group. Judgement issued March 2014.

- 3.1 The 2004 Planning and Compulsory Purchase Act require all local planning authorities to prepare a Local Development Scheme (LDS). This requirement is reinforced by the 2012 Local Planning Regulations.
- 3.2 The current LDS was published in February 2014. It sets out the Council's programme for preparing planning documents and a summary of the role and function of each. It contains a timetable that is updated annually in the light of Authority Monitoring Reports. A review of the progress on each of the planned DPDs is included within the Authority Monitoring Report 2014/15.
- 3.3 The timetable for the production of the Local Planning Framework and new Local Plan is proving to be challenging. It will continue to be managed to ensure that it remains both realistic and achievable. The AMR will track performance and highlight any amendments required to the work programme set out in this LDS.
- 3.4 A new Local Development Scheme has been prepared and Members are asked to recommend this to full Council for adoption. The focus of this revised LDS continues to be on the replacement of the Local Plan (the Dacorum Borough Local Plan 1991-2011) and incorporating the Council's regeneration priorities within that. A key element of the work programme relates to finalising the Site Allocations. While good headway has been made on this DPD, progress has been delayed as a result of the need to consult on the 'Further Changes' (as advised by external legal advice) in the 2015/16 monitoring period. This has had an impact on the timetable originally envisaged in the 2014 LDS. Members should also note that delivering the Site Allocations DPD has also involved seeking feedback on a number of associated Local Allocation master plans. The Site Allocations DPD is programmed for submission to the Planning Inspectorate in early 2016 (and this submission process is the subject of a separate Cabinet Report).
- 3.5 Technical work to inform the single Local Plan (incorporating the early partial review of the Core Strategy) is at an advanced stage with the bulk of this anticipated to be completed by early 2016. While consultants have been appointed to produce these technical documents, the studies have still required a considerable Officer input. The LDS establishes a programme for consultation on, and completion of, the new single Local Plan itself.
- 3.6 Previous versions of the LDS were drawn up to ensure alignment of key milestones for the Core Strategy and Area Action Plan (AAP) with those in St Albans Council's LDS in order to facilitate joint working. This is still considered to be an important principle to be reflected in the revised LDS, as far as is possible. While progress is being made with a St Albans' Core Strategy programme (the Draft Strategic Local Plan is anticipated to reach publication stage early in the new year), keeping these documents aligned in order to progress joint working on the AAP remains difficult. Members should be aware that whilst there remains reference to the joint AAP within St Albans' own LDS, this document remains un-programmed and it is unclear whether there is a genuine intention by the authority to progress this document as originally envisaged.
- 3.7 However, it is important that key issues relating to the regeneration of Maylands Business Park and future housing development continue to be addressed on a cross-boundary basis. Officers and Members have been liaising with their counterparts in St Albans district to ensure key issues continue to be discussed. This liaison will continue and is increasingly important given Dacorum's Core

Strategy Inspector's view that greater consideration needs to be given to the role of land to the east of Hemel Hempstead in meeting the Borough's housing needs.

- 3.8 Work on the Development Management DPD has proved difficult to progress given available resources and a continuing challenging LDS programme. The new LDS removes reference to this DPD and explains that appropriate policies will instead be included within the new single Local Plan for the Borough. This new plan will also incorporate the early partial review of the Core Strategy.

Broad content of revised LDS

- 3.9 The revised draft includes:

- Transitional arrangements (i.e. the role and weight of policies within the existing and emerging Local Plan);
- The structure of the Council's replacement Local Plan: this will include the milestones for the remaining stages of the Site Allocations DPD and the timetable for the new single Local Plan;
- The role of Strategic Environmental Assessment, Sustainability Appraisal and Appropriate Assessment;
- Mechanisms for monitoring and evaluation;
- Resources (in terms of people, skills, money and external support); and
- Risk Assessment.

- 3.10 Existing profiles for each Development Plan Document (the documents that will make up the Local Plan) has been amended, and the structure, timing and content of the new single Local Plan outlined. While the new LDS will contain the most up-to-date timetable, clear links are made to the role of the AMR in terms of reviewing and updating this timetable.

- 3.11 This new LDS will move the current programme forward to 2017/18, to ensure it covers the adoption of the Single Local Plan (incorporating the early partial review of the Core Strategy).

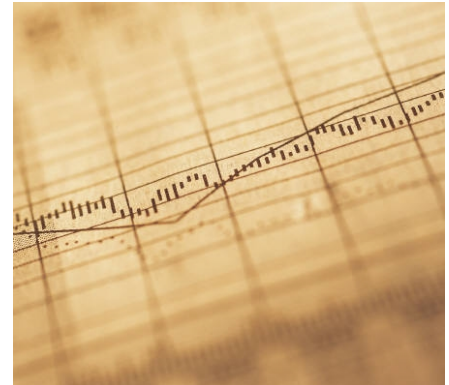
- 3.12 While the regulations no longer require SPDs to be programmed, Officers advise that this is helpful in terms of work programming and public understanding of planning. SPDs which are in progress, or required in the short term will therefore be listed for illustrative purposes only. Background work on the evidence base will also continue during this period.

- 3.13 The revised timetable is based on the assumption that the Strategic Planning team will maintain a full complement of appropriately qualified staff. It does not take into account the need for Officers to support production of any additional Neighbourhood Plans or Community Right to Build Orders that may be progressed by Town or Parish Councils (or Neighbourhood Forums in non-parished areas). While this work will have a time and resource impact on the LDS programme, in reality take-up has been very limited. At the time of preparing this LDS, only one Neighbourhood Plan is under preparation – for the Grovehill neighbourhood in Hemel Hempstead. This is being prepared by the Grovehill Futures Neighbourhood Forum.



Delivering Success:

Authority Monitoring Report & Progress on the Dacorum Development Programme



2014/15 (Draft for Cabinet)

Contents	Page
1. Executive Summary and headline results	1
2. Introduction to the Authority Monitoring Report	6
3. Local Development Scheme Implementation and Delivery, Policy Implementation and Duty to Cooperate	8
4. Borough Portrait	20
5. Sustainable Development Strategy: (a) Promoting sustainable development (b) Enabling convenient access between homes, jobs and facilities (c) Securing quality design	21
6. Strengthening Economic Prosperity: (a) Creating jobs and full employment (b) Providing for offices, industry, storage and distribution (c) Supporting retailing and commerce (d) Economic Development Strategy	29
7. Providing Homes and Community Services: (a) Providing homes (b) Meeting community needs	32
8. Looking after the Environment (a) Enhancing the natural environment (b) Conserving the historic environment (c) Using resources efficiently	43
9. Framework for future monitoring	53
10. Dacorum Development Programme	56
11. Implementation and delivery	67

Appendices

Appendix 1	Background Tables to the Housing Trajectories	68
Appendix 2	Affordable Housing Completions – 2014/15	77
Appendix 3	Summary of Duty to Cooperate Activity (2014/15)	78
Appendix 4	Schedule of Policies Superseded on Adoption of Core Strategy	79

1. Executive Summary and Headline Results

- 1.1 The Government has introduced new regulations allowing greater flexibility over the coverage and presentation of the Authority Monitoring Report (previously called the Annual Monitoring Report) (AMR). The Council needs to monitor progress against its Local Development Scheme (LDS), highlight adoption of plan documents, and measure the performance of plan policies. However, the regulations set out new requirements to report on neighbourhood planning, the progress of the Community Infrastructure Levy (CIL), and any actions under the 'Duty to Co-operate' introduced in the Localism Act 2011.
- 1.2 As well as monitoring the performance of the planning policy documents, the AMR is being used to report progress on the Dacorum Development Programme (DDP) and updated Economic Development Strategy (EDS).
- 1.3 In Dacorum, plan-making is in a transitional period: the quantitative base to the Dacorum Borough Local Plan 1991–2011 (DBLP) (which ran to 2011) is no longer relevant for monitoring purposes. The Core Strategy (2006-2031) was at an advanced stage during this monitoring period. It was subsequently found to be sound by the Planning Inspectorate in July 2013 and formally adopted on 25 September 2013. Various DBLP saved policies were replaced by the Core Strategy from September 2013, which also introduces new monitoring indicators. This 2014/15 AMR focuses on monitoring the success of the Core Strategy, which follows on from the use of the indicators in the previous year's AMR (2013/14).
- 1.4 The National Planning Policy Framework (NPPF) replaced most of the previous Planning Policy Statements and Guidance notes in March 2012. There are some significant implications in the Framework for local planning, but this monitoring report concentrates on the indicators identified through the adopted Core Strategy. Additionally, the National Planning Practice Guidance (NPPG) was published in March 2014, which places an importance of the AMR in being used to 'determine whether there is a need to undertake a partial or full review of the Local Plan', and should be published at least once a year¹.
- 1.5 The duty to cooperate in the NPPF is only assessed at the examination of development plan documents; however it is quite clear that the duty cannot be addressed retrospectively. There is a commitment through the Core Strategy to work in partnership and cooperation with neighbouring authorities to address larger than local issues. Particular reference is made to the Core Strategy early partial review on household projections and the role and function of the Green Belt.

¹ Source: Paragraph 027 of the NPPG (Ref ID: 12-027-20140306)

- 1.6 The layout of the report reflects the structure in the Core Strategy. Each chapter presents the key findings and the effectiveness of the appropriate plan policies as measured against a number of Core Strategy policy indicators throughout the monitoring period April 2014 to March 2015. The Council acknowledges there are a couple of Core Strategy indicators that are not in place and further work is required.
- 1.7 The AMR 2014/15 reports progress against key targets from the Local Planning Framework (LPF) and Dacorum Development Programme (DDP). Headline figures and progress are set out below:

Housing

- 411 (gross) (379 (net)) dwellings were completed over the monitoring period. The net figure is below the annual Core Strategy target (430 dwellings per year), but is higher than the completion rate in the previous monitoring period of 219 (net). This chiefly reflects increasing levels of activities on larger sites and an improving supply of commitments (2,359 (net) at 1st April 2015 compared to 2,168 (net) commitments a year ago). These factors should continue to boost future levels of completions.
- The supply of new housing remains good at 5.9 years' worth (bearing in mind the minimum requirement is for a 5 year rolling supply to be maintained). This maintains the same amount of supply as in last year's calculations.
- 72% (gross) of all dwellings (70% net) were completed on previously developed land (PDL). This is an improvement on last year's figures (resp. 50% and 41%) However, previous high levels of performance (90%+) are unlikely be repeated in the future as the PDL resource in our built-up areas depletes.
- A total of 254 affordable homes were secured in 2014/15. 128 were delivered directly through the operation of the planning system (i.e. through on-site provision by developers) and a further 126 homes were delivered through the 'First Buy / Home Buy' scheme. The former equates to 33% of the total (net) completions. The 'First Buy / Home Buy' scheme is operated by Government for first time buyers seeking to access new build properties and they also play an important role in helping to meet local housing needs.

Employment and retailing

- Job numbers in the Borough have grown strongly during the monitoring period. There has been an overall increase of 3,900 jobs since the start of the Core Strategy plan period in 2006.
- During the monitoring period there was a net loss of 2,000 sq. metres of B-class employment floorspace (i.e. offices, industry and warehousing). Since 2006, there has been a net loss of 94,000 sq. metres of such floorspace.
- There has been a net loss of over 59,000 sq. metres of office floorspace and around 35,000 sq. metres of industrial/warehousing floorspace since 2006.
- There is scope for substantial new B-class employment floorspace, particularly on the Maylands Gateway site in Hemel Hempstead. The revised Maylands Gateway Development Brief is flexible over the type of B-class development which is acceptable on this site. Current indications are that the market will deliver mainly warehousing there.
- If Maylands Gateway is developed mainly for warehousing, there will probably be a net loss of office floorspace in Dacorum over the 2006-2031 Core Strategy plan period, despite the plan's target for an increase of 130,000 sq. metres. In contrast, a substantial net increase in industrial/warehousing floorspace is anticipated, although the Core Strategy proposes nil net floorspace change.

- Total job growth 2006-2031 is on course to meet the Core Strategy's target for an increase of 10,000 jobs. This reflects job growth since 2006, future likely change in B-class floorspace and forecast growth of non-B-class jobs.
- The Core Strategy seeks to direct most retail development to the town and local centres. Policy CS16 contains guidance on future floorspace increases from 2009 to 2031, if there is demand.
- Two foodstores were completed during the monitoring year (Aldi at Two Waters, Hemel Hempstead and Marks and Spencer Simply Food in Berkhamsted town centre). Planning permission was granted during the year for a Lidl foodstore in Berkhamsted and the Heart of Maylands local centre in Hemel Hempstead.
- In relation to the Policy CS16 food floorspace figures, additional floorspace is being provided in Hemel Hempstead (mainly outside the town centre), a floorspace gain above the Policy CS16 figures is likely in Berkhamsted due to the Marks and Spencer and Lidl foodstores, whilst there has been little floorspace change in Tring.
- Any increase in comparison (non-food) floorspace is likely to be well below the Policy CS16 figures. A floorspace gain is expected outside of designated centres, contrary to the monitoring target of nil net gain. This is largely because of the proposed retail development at Jarman Park in Hemel Hempstead, on a site allocated for retail development in the Local Plan.

Dacorum Development Programme

- Grovehill Future Forum held their 'Issues and Options' consultation during 22 September - 24 October 2014. As part of the community engagement process they consulted with local residents, businesses and community groups.
- Under the Green Space Strategy, year one of a three year play area improvement programme was delivered with schemes completed at Swan Mead, Reith Fields, Margaret Lloyd Park, Keens Field, Gaddesden Row, Lawn Lane and Great Gaddesden. A contract is in place to deliver a further 10 sites during 2015/16.
- There were 440,400 Apprenticeship starts in the 2013/14 academic year, a decrease of 13.7 per cent on 2012/13. Provisional data show there were 374,200 Apprenticeship starts in the first three quarters of the 2014/15 academic year (August 2014 to April 2015).
- During the past year the MBC has maintained 100% occupancy with a strong number of enquiries for space at the business centre being received on a monthly basis and a healthy waiting list for space within the centre.
- The Heart of Maylands will become the functional centre of Maylands, providing shops, cafes, restaurants, business services, community facilities, housing, open space and access to public transport. Sites 1, 2 and 3 from the Heart of Maylands development brief have now been sold. Permission has been approved and work has started in 2014/15 on sites 1 and 2, to deliver a mixed use development consisting of retail, community uses, public space and a mix of residential ownership types. This scheme is being led by Hightown housing association.

- Local Sustainable Transport Funding (LSTF) project delivery continued in 2014/15 which included the continuation of the Maylands link bus service running from the Rail Station to Maylands via the Town Centre, the continuation of the Sustainable Transport Officer post which ran until the end of the year and the completion of the cycle link between Maylands and the Town Centre.
- In July 2014 the Council was successful in its bid to the Heritage Lottery Fund/Big Lottery Fund's Parks for People Programme and was awarded £2.465 million towards a £3.6 million project. The funding will restore the Garden's original features – balconies, bridges, and flower garden – provide environmental enhancements to the watercourse, a new play area, and a community garden and building to facilitate learning, training and volunteering opportunities.
- The Hemel Hempstead Old Town has benefited from significant regeneration. After initial delays to the project, works were subsequently completed in May 2014.

2. Introduction to the Authority Monitoring Report

- 2.1 In April 2012, the Town and Country Planning (Local Development) (England) (Amendments) Regulations 2008 were superseded by the Town and Country Planning (Local Planning) (England) Regulations 2012. These new regulations introduced greater flexibility regarding coverage and presentation. There is no longer a legal requirement for local authorities to publish monitoring reports by a prescribed date, or to formally submit them to the Secretary of State. The information must however be published 'as soon as possible' after it becomes available.
- 2.2 The following information must be provided²:
- a) The titles of the Local Plan and Supplementary Planning Documents specified in the Council's Local Development Scheme (LDS) together with the timetable for their preparation, the stage reached and reasons for any slippage against the published timetable;
 - b) Information on any Local Plan or Supplementary Planning Document that has been adopted or approved during the monitoring period, and the date of this adoption;
 - c) Performance against monitoring indicators set out within its Local Plan;
 - d) An explanation of why the local planning authority has chosen not to implement a policy specified in its local plan (if appropriate);
 - e) Information regarding any Neighbourhood Development Orders or Neighbourhood Development Plans;
 - f) Information related to progress on establishing a Community Infrastructure Levy (CIL); and
 - g) Details of actions under the 'Duty to Co-operate' introduced in the Localism Act 2011.
- 2.3 As well as monitoring the performance of the planning policy documents the AMR will report progress on the Dacorum Development Programme (DDP) and newly updated Economic Development (ED) Strategy.
- 2.4 Currently, the Local Plan is in a transitional stage as the Council moves from the saved policies and associated indicators in the saved Dacorum Borough Local Plan (1991 – 2011) (DBLP) to the Core Strategy (2006-2031). The quantitative base to the DBLP (which ran to 2011) is no longer relevant for monitoring purposes as the Core Strategy is now adopted, superseding parts of the DBLP. The Core Strategy introduced new monitoring indicators and targets, and there is now a focus on monitoring the implementation of the adopted Plan. It should be noted that not all indicators can be fully monitored as yet and further work is required.
- 2.5 The layout of this report closely follows the structure of the Core Strategy. Each chapter presents the key findings and the effectiveness of the appropriate plan policies from the Core Strategy throughout the monitoring period 1stApril 2014 to 31st March 2015, and cumulatively since 2006 as the start of the plan period.

² Items (a) to (c) continue what has always been provided within the Council's AMRs. Items (d) to (g) are new requirements that need to be included in AMRs from April 2011/12.

- 2.6 The National Planning Policy Framework (NPPF) 2012 emphasises the importance of plan monitoring to ensure policies, programmes and strategies are effective and that necessary development and infrastructure is being delivered. The AMR outlines the progress that has been made on the implementation of the new plan system and the extent to which policies either in the saved Local Plan, the adopted Core Strategy or emerging local planning documents are effective and are being implemented. It also sets out progress towards the completion of the LDS and its component documents. It should also explain how the Council's planning policies are being implemented.
- 2.7 Preparation of the Local Planning Framework (LPF) (see Chapter 3) must have regard to other important strategies, such as the Local Transport Plan and Sustainable Community Strategy. Not surprisingly there is some overlap in the information gathered to assess the implementation of all the strategies. The AMR contains indicators which will help assess whether the local planning framework is helping to deliver key policy commitments contained in the Borough's Sustainable Community Strategy. It also contains targets and data which evaluate the impact of the planning process on the environment.
- 2.8 Internal reorganisation of the Council has led to the pursuit of an ambitious and stronger regeneration agenda following the merger of the former Regeneration and Spatial Planning teams. The scope of the AMR has therefore broadened to include the delivery of regeneration projects, and in particular the delivery of the Dacorum Development Programme (DDP) and Economic Development Strategy (EDS). The AMR will therefore also become the story of progress for the Strategic Planning & Regeneration Team.
- 2.9 The AMR covers these key topic areas:
- LDS and Policy Implementation;
 - Duty to Cooperate;
 - Borough Portrait;
 - Sustainable Development Strategy;
 - Strengthening Economic Prosperity;
 - Providing Homes and Community Services;
 - Looking after the Environment;
 - Framework for future monitoring;
 - Dacorum Development Programme; and
 - Implementation and Delivery.

Each topic area includes a table that highlights the Core Strategy indicators, along with any relevant target and progress made. The remainder of this report discusses each of these themes in turn.

3. Local Development Scheme, Policy Implementation and Duty to Cooperate

- 3.1 The Council made good progress during 2014/15 on the preparation of its Local Planning Framework (LPF), the detail of which is included in the tables below.
- 3.2 The LPF comprises a series of documents that together make up the Council's new Local Plan. The milestones against which progress is judged are set out in the Local Development Scheme (LDS). The most recent LDS came into effect on 26 February 2014, and replaces that adopted in May 2009.
- 3.3 According to the timetable within the current LDS (2014), following adoption of the Core Strategy (September 2013) the Council expected to progress two of the remaining DPDs (Site Allocations and Development Management) to adoption by the end of 2016. This work would be carried out in parallel with the early partial review, with a new single Local Plan submitted for Examination in 2017. The East Hemel Hempstead Area Action Plan (AAP) is not programmed within the LDS, as the timetable needs to be aligned with that of St Albans and will depend upon their approach to future development in this location and the timing of this. The AAP is similarly un-programmed in St Albans' LDS.
- 3.4 Whilst this new timetable is ambitious, significant progress has already been made since the last monitoring period (2013/14). This is summarised in Table 3.1 below.

Development Plan Documents

Table 3.1: Assessment of Progress on Development Plan Documents

Site Allocations	
Milestone(s) within monitoring period	Pre-Submission document timetabled for publication September 2014, with Submission April 2015.
Milestone(s) met?	Part met, part delayed.
Progress	Pre-Submission document published for representations 24 September – 5 November 2014. Submission delayed due to the need to undertake a 'Focused Changes' consultation to seek feedback on some changes proposed to the DPD. This Focused Changes consultation took place 12 August – 23 September 2015.
Contributory Reasons /	The need to make some changes to the original Pre-Submission DPD following legal advice. The most significant

Issues	changes relate to the recommended removal of the cemetery extension and Gypsy and Traveller site at LA5 Icknield Way, Tring, from the Green Belt, and the inclusion of a new leisure designation to provide detached playing fields at Dunsley Farm to serve Tring School.
Action	Ensure Members and Planning Inspectorate are aware of delay to timetable and reasons for this. Continue to keep issue under review with external legal adviser.
Identification of Additional Risks	Ongoing risks to progress include: <ul style="list-style-type: none"> • Council budget issues • Staffing and administrative issues • Changes and/or clarification in Government guidance and advice.
Review of Timetable	Timetable to be kept under review and any necessary changes made as part of the AMR reporting process.
East Hemel Hempstead Area Action Plan	
Milestone(s) within monitoring period	Not currently programmed
Milestone(s) met?	N/A
Progress	No specific progress on the AAP itself this monitoring period. However, progress has been made on a number of important projects within the AAP Area. These include progression of pre-application discussions for employment development on the Maylands Gateway site and continuing work on sustainable transport initiatives. A framework for the AAP area within Dacorum is included within the Core Strategy and has the broad support of St Albans City and District Council.
Contributory Reasons/Issues	N/A
Action	Continue to develop more formal working relations with St Albans to discuss scope and timetable for AAP Engagement with the LEP, who will have an important role to play in facilitating development that accords with their Strategic Economic Plan (SEP) and assisting with funding technical work needed to support this.
Identification of Additional Risks	As for Site Allocations, plus: <ul style="list-style-type: none"> • The need for clarity regarding St Albans' planning strategy for this area. • There is a danger of St Albans wishing to plan any development in their district in isolation, or a speculative planning application being submitted upon which Dacorum Council would only be a consultee, rather than a decision-maker.

	<ul style="list-style-type: none"> • Difficulty of resolving some of the issues – linked to waste management and movement in particular.
Review of Timetable	The timetable to be kept under review. Timing and content of the AAP remains dependent on the outcome of cross-boundary discussions with St Albans as part of an early partial review of the Core Strategy and St Albans' own plan-making processes.
Development Management Policies	
Milestone(s) within monitoring period	Issues and Options - September 2014.
Milestone(s) met?	No. Preparation of document on-hold.
Progress	Informal scoping of document coverage begun.
Contributory Reasons/Issues	As one of the later Development Plan Documents (DPDs), progress is affected by timing of work on Site Allocations DPD, the early partial review and any work on the currently un-programmed East Hemel Hempstead AAP.
Action	The key action is to progress the Development Management Policies as soon as possible – either through a stand-alone DPD (as currently envisaged in the LDS), or through the early partial review process.
Identification of Additional Risks	No new risks. The key risks will be the progress of the Site Allocations and any problems encountered.
Review of Timetable	The timetable to be kept under review.

LDS update

3.5 A new LDS was adopted in February 2014. It includes:

- Transitional arrangements (i.e. the role and weight of policies within the existing and emerging Local Plan);
- The structure of the Council's replacement Local Plan: this will include the continuation of work on the Site Allocations and Development Management DPDs, together with the early partial review;
- The role of Strategic Environmental Assessment, Sustainability Appraisal and Appropriate Assessment;
- Mechanisms for monitoring and evaluation;
- Resources (in terms of people, skills, money and external support); and

- Risk Assessment.

- 3.6 Existing profiles for each Development Plan Document (the documents that will make up the Local Plan) have been amended, and the structure, timing and content of the early partial review outlined. While the new LDS will contain the most up-to-date timetable, clear links are made to the role of the AMR in terms of reviewing and updating this timetable.
- 3.7 Due to the delay caused by the need to seek representation on 'Focused Changes' to the Pre-Submission Site Allocations DPD (see Figure 3.1 above), there has been some slippage to the timetable set out in the LDS. An updated timetable, reflecting the revised submission date for the Site Allocations is set out in Appendix ?
- 3.8 Consideration will be given to a full review of the LDS in early 2016, to ensure it continues to provide a realistic and robust timetable to govern preparation of the new single Local Plan.

Supplementary Planning Documents

- 3.9 The Government advises that timetables for the production of Supplementary Planning Documents (SPDs) no longer need to be included within the LDS. However it is still helpful to refer to these within the LDS and report on progress achieved. A full list of required SPDs is set out in Appendix 4 of the LDS.
- 3.10 Work on appraisals for the Borough's Conservation Areas is ongoing. Appraisals for Tring and Markyate have been drafted and the Council is looking to appoint specialist consultants to complete the CAA programme set out in the Conservation Strategy. See Chapter 8 for further information.
- 3.11 The Planning Obligations SPD, adopted in April 2011 will be superseded when the Community Infrastructure Levy (CIL) comes into operation in the 2015/16 period³.
- 3.12 An Affordable Housing Clarification Note was adopted in March 2015 to enable the Council to reflect the content of a Ministerial Statement and associated changes to the Planning Practice Guidance (PPG) relating to the operation of its affordable housing policies⁴.

Saved Policies

- 3.13 The adoption of the Core Strategy resulted in some of the hitherto 'saved' policies within the Dacorum Borough Local Plan 1991-2011 being superseded. A full list of superseded policies, together with a reference to replacement

³ 1st July 2015.

⁴ Note: This Advice Note was revoked in September 2015 as a result of a High Court Judgement that quashed the changes to the PPG.

arrangements, is set out in Appendix 1 of the Core Strategy. As subsequent DPD's are adopted, the number of 'saved' policies will further decrease. As the Site Allocations DPD moves to Pre-Submission stage, the policies, proposals and designations it contain gain greater weight as material planning considerations in relevant planning applications.

- 3.14 The Structure Plan no longer forms part of the development plan for the Borough, as a result of the revocation of the East of England Plan in January 2013.

Statement of Community Involvement

- 3.15 The Statement of Community Involvement (SCI) was adopted in 2006. It will need to be updated in due course to reflect new regulations, and the Localism Act 2011. An update of the SCI will follow production of the DPDs set out above and is provisionally scheduled for Spring 2016. Until this time, production of the DPDs will follow the existing SCI, together with any process changes required by regulations.

Infrastructure Requirements and Developer Contributions

- 3.16 The Council's first Infrastructure Delivery Plan (InDP) was published in February 2011 in conjunction with a series of Infrastructure Reports covering transport, utilities and social infrastructure. An update report was published in June 2012, with further updates in 2014 and 2015. The role of the InDP is to use evidence from infrastructure providers to determine the type and level of infrastructure which is required to serve the borough up until 2031. The IDP is an important piece of technical evidence to support the Core Strategy and Site Allocations DPDs and in establishing and implementing the Community Infrastructure Levy (CIL). (See Chapter 11 for further information)
- 3.17 The Planning Obligations SPD (2011) will be superseded by the implementation of CIL (see above), with the affordable housing component having already been superseded by the Affordable Housing SPD (September 2013).
- 3.18 It is important to monitor and continue to update the information within the IDP regularly. This will be done through liaison with infrastructure providers to establish whether any of the infrastructure gaps identified have been filled, and whether any new demands on infrastructure have been identified. The next review of the InDP is scheduled for 2016/17. The collection and use of planning obligations (Section 106) monies will also be monitored and reported via the AMR. Information about the use of planning obligations monies will feed into the process of updating the IDP (See Chapter 11 of this report).

Duty to Co-operate

- 3.19 The Coalition Government's revocation of regional (spatial) strategies has been accompanied by a duty on all local planning authorities to co-operate with neighbouring authorities and other bodies on planning and development matters. There are four facets of the duty to co-operate:

- Preparing a development plan document such as the Core Strategy
- Testing the soundness of that document at an examination. A development plan document will not be sound unless it:
 - a) Has been positively prepared; and
 - b) Is effective⁵.
- Implementing the relevant policy (policies) in the development plan document
- Monitoring actual and intended co-operation.

3.20 Most of the tasks the Council is required to carry out are not new, and the duty may be seen as formalising the best planning practice. However, if the duty is not complied with, the penalties are more severe (because plans might have to be redone).

3.21 The Localism Act 2011 inserted a new section 33A (duty to co-operate in relation to planning of sustainable development) into the Planning and Compulsory Purchase Act 2004. The responsibility it introduced applies to all local planning authorities, county councils and other bodies. These other bodies are prescribed in Regulation 4 of the Town and Country (Local Planning) (England) Regulations 2012 (summarised in Figure 3.1 below). The legal test is concerned with the process of preparing the development plan document: i.e. constructive engagement, involving adjoining planning authorities and statutory consultees, and maximising the effectiveness of preparation. The potential for joint agreements and even joint plans should be considered.

⁵ Paragraph 182 of the NPPF defines these elements as follows:

a) *“...the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development.”*

b) *“...the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities.”*

See the Council’s website: <http://www.dacorum.gov.uk/pdf/SPAR-12.08.01-Revised31July-StatementofCompliancewiththeDutyto-co-operate.pdf>

Figure 3.1: Duty to Co-operate bodies as prescribed by the National Planning Practice

Duty to Co-operate Bodies as prescribed by the PPG

- Relevant local planning authorities
- County Council
- Environment Agency
- Historic Buildings and Monuments Commission for England (English Heritage)
- Natural England
- Mayor of London
- Civil Aviation Authority
- Homes and Communities Agency
- Clinical Commissioning Groups established via the National Health Service Act 2006
- National Health Service Commissioning Board
- Office for Rail Regulation
- Transport for London
- The relevant Integrated Transport Authority
- The Local Highway Authority
- Marine Management Organisation

Note: That Local Enterprise Councils (LEPs) and Local Nature Partnerships (LNPs) are not subject to the requirements of the duty. However, local planning authorities should engage with them when preparing their Local Plans.

Guidance (PPG).

3.22 The NPPF describes the duty to co-operate and sustainable development. It sets out strategic issues on which co-operation may be appropriate and the importance of co-ordination across local boundaries. Legally, the duty relates to sustainable development and use of land that would have a significant impact on:

- a) at least two local planning areas; or
- b) a planning matter that falls within the remit of a county council.

3.23 Paragraph 156 (NPPF) identifies strategic priorities, such as homes and jobs, transport infrastructure, health and community facilities, and conservation and enhancement of the environment, where it may be appropriate for co-operation to occur.

3.24 Paragraphs 178-181 (NPPF) say, amongst other things, that:

- public bodies have a duty to co-operate on planning issues that cross administrative boundaries, particularly the strategic priorities;
- strategic priorities should be co-ordinated across boundaries and reflected in individual local plans;
- local planning authorities should work together to meet development requirements which cannot be wholly met within their own areas;

- local planning authorities should take account of different geographic areas;
- local planning authorities should collaborate with the bodies prescribed and local nature partnerships, private sector bodies, utility and infrastructure providers; and
- co-operation is a continuous process of engagement (from initial thinking to implementation) to ensure plans are in place to provide the infrastructure necessary to support the development proposed.

- 3.25 The Council published the ‘Core Strategy: Statement of Compliance with the Duty to Co-operate’ in July 2012. This Statement explains the background to the duty and co-operation to date. In particular, it contains a summary of the involvement of key public bodies in the preparation of the Core Strategy from inception to submission of the document (to the Secretary of State for examination) and on-going co-operation:
- Table 1 lists key public bodies to which the duty relates.
 - Table 2 lists the nature of co-operation with those bodies.
 - Table 3 lists jointly commissioned studies.
 - Table 4 explains co-operation with the key public bodies between Pre-Submission and Submission of the Core Strategy.
 - Table 5 lists examples of the co-operation that is intended in the future (this is repeated as Table 3.2 below).
- 3.26 In his Report into the Dacorum Core Strategy Examination, the Inspector confirmed that he was satisfied that the duty to co-operate requirements had been met in the preparation of that plan.
- 3.27 An update to this Duty to Co-Operate Statement was published alongside the Pre-Submission Site Allocations DPD.
- 3.28 Co-operation will continue through the delivery and review of both the Core Strategy and Site Allocations (once adopted). This will cover:
- The implementation of policies;
 - Co-ordination of infrastructure delivery with development, for which the infrastructure delivery planning process will be important;
 - Further evidence gathering and understanding of issues;
 - Preparation of more detailed policies and completion of the local planning framework; and
 - Action programmes.

What precisely will happen will depend on the particular issue and the role and intentions of the particular public body.

Table 3.2: Examples of Co-operation in the Future

Key Public Body	Nature of Co-operation
Aylesbury Vale District Council	<ul style="list-style-type: none"> • Site Allocations and Development Management DPDs, and completion of the local planning framework

	<ul style="list-style-type: none"> • Countryside policy and development in the Tring area • Local allocation LA5 at West Tring
Buckinghamshire County Council	<ul style="list-style-type: none"> • Completion of the local planning framework
Central Bedfordshire Council	<ul style="list-style-type: none"> • Completion of the local planning framework • Countryside policy
Chiltern District Council	<ul style="list-style-type: none"> • Completion of the local planning framework • Countryside policy
Hertfordshire County Council	<ul style="list-style-type: none"> • Completion of the local planning framework • Service capacity and needs, and infrastructure delivery • Transport planning, parking strategy and site access issues • Minerals supply and safeguarding • Waste management
Luton Borough Council	<ul style="list-style-type: none"> • Completion of the local planning framework
St Albans City & District Council	<ul style="list-style-type: none"> • Site Allocations and Development Management DPDs • Joint planning at East Hemel Hempstead – either through one Action Plan or two linked plans • Infrastructure planning at East Hemel • Completion of the local planning framework
Three Rivers District Council	<ul style="list-style-type: none"> • Completion of the local planning framework • Infrastructure planning in the lower Gade valley (and Kings Langley)
Watford Borough Council	<ul style="list-style-type: none"> • Completion of the local planning framework
Environment Agency	<ul style="list-style-type: none"> • Site Allocations and Development Management DPDs • Flood risk management and water environment • Environmental appraisal • Advice on selected sites and locations
English Heritage	<ul style="list-style-type: none"> • Site Allocations and Development Management DPDs • Conservation management • Environmental appraisal • Advice on selected sites and locations
Natural England	<ul style="list-style-type: none"> • Site Allocations and Development Management DPDs • Countryside and green infrastructure policy • Environmental appraisal
Homes and Communities Agency	<ul style="list-style-type: none"> • Regeneration strategy • Delivery of Maylands Gateway • Local allocation LA1 at Marchmont Farm and other land
Primary Care Trust (now Clinical Commissioning Group)	<p>The PCT was disbanded in March 2013. The Council will now:</p> <ul style="list-style-type: none"> • Liaise with the Herts Valley Clinical Commissioning Group on infrastructure issues.
Network Rail	<ul style="list-style-type: none"> • Completion of the local planning framework • Station Gateway site

Highways Agency	<ul style="list-style-type: none"> • Linking modelling of town and strategic highway forecasts (for Hemel Hempstead) • Completion of the development plan, and co-ordination of development with the strategic highway network
Herts Local Enterprise Partnership	<ul style="list-style-type: none"> • Economic strategy links with planning • Investment support and priorities

- 3.29 One outcome of the Examination into the Core Strategy is that future co-operation will be extended to investigate ways of meeting housing need more fully - in particular the role that effective co-operation with neighbouring local planning authorities could play in meeting any housing needs arising from Dacorum. This should include St Albans district and consideration of relevant areas lying beyond the Green Belt as well.
- 3.30 A key area of work for the Hertfordshire Planning Group (an Officer-level liaison group) and the Hertfordshire Infrastructure and Planning Partnership (an Officer and Member level liaison group) is the production of a Strategic Planning Framework for the county. A draft of this was prepared to support preparation of the LEP's Strategic Economic Plan, but continues to be refined and extended.
- 3.31 Actual co-operation must be reported every year in the Authority Monitoring Report in accordance with Regulation 34(6) in the Town and Country Planning (Local Planning) (England) Regulations 2012. A summary of activity for 2014/15 is provided in Appendix 3. This activity is in addition to that outlined in the 'Site Allocations: Statement of Compliance with Duty to Co-Operate (Addendum), September 2014.

Policy Implementation

- 3.32 One of the key roles of the AMR is to assess the extent to which policies are being successfully implemented in order to identify those which need to be deleted, amended or replaced. There are several ways in which the Council can assess the effectiveness of existing plan policies.

Secretary of State (SoS) Call-ins

- 3.33 Planning applications are referred to the Secretary of State if the Council is minded to approve an application that constitutes a material departure from the development plan. These are usually cases where the Council considers there are special circumstances or justification for development which overrides the formal adopted policy position. The SoS then decides whether the application is 'called in' to be determined by Government, or left to the Local Planning Authority to determine. A high number and / or percentage of call-ins may indicate one of three situations:
- a) that policies should be introduced to help in the determination of further similar applications: or

- b) that the SoS does not feel that the Authority has sufficient policies in place to determine applications without undermining, or prejudicing national policy aims: or
- c) that the Local Plan is out of date (particularly in relation to 5 year land supply).

Appeals monitoring

- 3.34 The Council monitors the result of planning appeals in order to review the effectiveness of its planning policies. This is especially important when the Council is drawing up its new Local Plan, as it helps inform decisions regarding those policies which should be retained, those that need to be reviewed, and occasionally, those that are no longer required.
- 3.35 A total of 52 appeals were determined (an additional 2 were withdrawn) during the 2014/15 monitoring period (see Table 3.1 in the Technical Appendix), compared to 42 in the previous monitoring year. Slightly more appeals were allowed (56%) than dismissed (40%) in the monitoring year, and there were two split decision (4%). This reflects an increase of allowed appeals compared to the previous year, although those allowed were principally for smaller development proposals. The Council remains successful in defending against larger proposals and this indicates that existing plan policies continue to be in general conformity with national advice and remain robust.

New policies and guidance

National

- 3.36 In the course of a given year, central government will usually produce a range of new planning policy and/or guidance which establishes or clarifies national policy on key issues. On 28 November 2014, a written statement was issued by Brandon Lewis, the Minister of State for Housing and Planning (reference HCWS50). This Ministerial Statement set out a number of changes the Government was introducing to national policy in relation to planning obligations under Section 106 of the Town and Country Planning Act 1990 (as amended). These were reflected in amendments to the Government's Planning Practice Guidance (PPG) and so became material planning considerations.
- 3.37 The changes to the PPG made it clear that contributions for affordable housing and tariff style planning obligations should not be sought in the following scenarios:
- Where developments in urban areas comprise 10 units or less and which have a maximum combined gross floor area of no more than 1000 sq.m
 - Where a development is located in a designated rural area and comprises 5 units or less under the discretion of the local planning authority
 - Where development consists of the construction of a residential annex or extension.
- 3.38 It further stated that in designated rural areas where there is a reduced threshold, affordable housing and tariff style contributions sought from developments of

between 6 and 10-units should be in the form of cash payments which are commuted until after completion of units within the development. Rural Exception Sites were specifically exempted from this new approach.

- 3.39 The statement also required local authorities to offer a financial incentive to bring back vacant buildings into use by allowing them to reduce the requirements for affordable homes. This is referred to as 'Vacant Building Credit'.
- 3.40 As a result of this change in national policy, the Council adopted an Affordable Housing Advice Note in March 2015. However, this Advice Note has since been revoked as a result of a High Court Decision.
- 3.41 Despite press coverage to the contrary, the Council does not consider that the Ministerial Statement (4 October 2014) and associated wording changes to the Planning Practice Guidance (PPG) require a change to the Council's approach to the Green Belt in terms of its plan-making processes. This view is supported by external legal advice. There has however been a clarification to the approach to cemeteries in the Green Belt (as set out in the NPPF) due to a judgement from the Court of Appeal⁶. This High Court judgment clarifies that cemeteries are considered as inappropriate development within the Green Belt in terms of the definitions in the NPPF. This is because cemeteries are not listed in the text of the NPPF (paragraphs 89 and 90) as categories of development which are 'not inappropriate'. However, rather counter-intuitively, new buildings providing appropriate facilities for cemeteries are classified as appropriate development.
- 3.42 On 31 August 2015 (outside of the 2014/15 monitoring period), the Government published a revised Planning Policy for Traveller sites. This updated the previous document issued in 2012. The Council is currently considering the implications of this revised guidance in terms of making provision for this sector of the community and will make any necessary amendments to the Site Allocations DPD prior to it being submitted the Planning Inspectorate for examination.

Local

- 3.43 All of the policies within the Dacorum Borough Local Plan 1991-2011, except Policy 27: Gypsy Sites, remain saved until superseded by new policies within the Council's Local Planning Framework (LPF). Appendix 1 to the Core Strategy sets out the schedule of policies from the DBLP that have been superseded on adoption of the Core Strategy and what the replacement arrangements are. Weight began to be accorded to policies within the emerging Site Allocations DPD from Pre-Submission stage (September 2014). This list of superseded policies will be extended once subsequent DPDs are adopted and/or the early partial review process is complete (whichever comes first).

4 Borough Portrait

⁶ Timmins and Lymn Family Funeral Service v. Gedling Borough Council and Westerleigh Group. Judgement issued March 2014.

- 4.1 The Borough of Dacorum covers 81 square miles (200 square kilometres) of West Hertfordshire. The majority of residents live in the principal town of Hemel Hempstead, the focus for development and change within the borough. In addition to Hemel Hempstead, there are also two market towns (Berkhamsted and Tring) and a number of villages, all with their own distinctive character. Almost 85% of the borough is rural with 60% of this area falling within the Metropolitan Green Belt.

Population

(Updated information to follow.)

Households

(Updated information to follow.)

House Prices

(Updated information to follow.)

Economy

(Updated information to follow.)

5 Sustainable Development Strategy

(a) Promoting sustainable development

Policies	Current Indicator	Target	Progress	
CS1	Proportion of new housing completions (as set out in Core Strategy Table 8), for each category within the settlement hierarchy.	-	2014/15:	
			Main Centre for Development and Change	64.0%
			Market town	15.5%
			Large Village	14.5%
			Small Village within the Green Belt	0%
			Small Village within the Rural Area	0%
			Other small villages and the countryside	6.0%
			2006-2015:	
			Main Centre for Development and Change	71.3%
			Market town	19.4%
			Large Village	4.9%
			Small Village within the Green Belt	0.6%
			Small Village within the Rural Area	0.0%
			Other small villages and the countryside	3.8%
CS2 & CS3	Percentage of housing completions on previously developed land	60%	2014/15:	
			Total completions (net)	379
			Total on PDL	264
			% PDL	69.7%
			Total completions (gross)	411
			Total on PDL	295
			% PDL	71.8%
			Total on PDL since 2006:	
a) Gross	3,268 (86%) (3,812)			

			b) Net	2,834 (84%) (3,377)
	Area and use of local allocation	-	<i>Local allocations have been adopted through the Core Strategy 2013. Details of individual sites are being progressed through the Site Allocations DPD.</i>	
CS4	Loss of designated open land.	0 ha	2014/15: 0.13 ha	
	Change of land use, introducing incompatible use(s)	-	<i>See Indicators on net change in floor space for employment, leisure and retail uses</i>	
CS5 & CS6	Number of net residential and non-residential completions within the Green Belt, and compared to the whole of the Green Belt	-	2014/15:	
			Total net residential completions	379
			Green Belt net residential completions	10
			% Green Belt residential completions	2.6%
			Residential (net) completions in Selected Small Villages	-1
			Non-residential development completed within the villages.	0
			2006-2015:	
			Total net residential completions	3,377
			Green Belt net residential completions	79
			% Green Belt residential completions	2.3%
Residential (net) completions in Selected Small Villages	20			
CS7	Number of residential and non-residential completions within the Rural Area.	-	2014/15:	
			Total net residential completions	379
			Rural Area net residential completions	11
			% Rural Area residential completions	2.9%
			Significant non-residential development completed	0
			2006-2015:	
			Total net residential completions	3,377

			Rural Area net residential completions ⁷	45
			% Rural Area residential completions	1.3%

- 5.1 While proportions do vary over time, it is clear that development is continually being focused on Hemel Hempstead and the two market towns in accordance with the thrust of policy. There continues to be limited housing development within the villages and wider countryside.
- 5.2 This monitoring year saw a modestly improved level of completions coming from previously developed land (PDL) from 2013/14, but still below historically high levels. This position continues to reflect the increasing housing activity on non-PDL (greenfield) sites. However, development on PDL continues to dominate as a longer-term trend since the start of the plan period (Technical Appendix - Table 7.2). Furthermore, there was a small loss of 0.13ha of designated Open Land in the same period as result of new housing development in Hemel Hempstead (see Chapter 8 for more information).
- 5.3 The Green Belt and Rural Area policy continue to act as an area of restraint for development. In both cases, limited levels of residential and non-residential development came forward during 2014/15 or between 2006 and 2015 (Technical Appendix - Table 5.1). Development that did come forward was chiefly through the reuse or redevelopment of existing buildings.

⁷ Complete figures for the Rural Area not yet available. Figure used is that from the selected villages in the Rural Area (e.g. Aldbury, Long Marston and Wilstone) and the smaller hamlets (e.g. Cholesbury, Gaddesden Row, Great Gaddesden, Little Gaddesden, Hudnall and Puttenham).

(b) Enabling convenient access between homes, jobs and facilities

Policies	Current Indicator	Target	Progress	
CS8 & CS9	Proportion of new residential development within 30 minutes public transport time of a GP, hospital, primary and secondary schools, employment and convenience retail	-	2014/15:	
			Primary Schools	99%
			Secondary Schools	96%
			Employment	83%
			GPs	94%
			Hospitals	79%
			Retail Centres	77%
	Proportion of completed new-build non-residential development (Use Classes A and B) complying with car parking standards	-	No. of major schemes qualifying	tbc
			No. complying with standards	tbc
	Proportion of completed residential development complying ⁸ with car parking standards ⁹	-	2014/15:	
			All schemes:	
			No. of schemes completed	69
			No. of schemes complying with car parking standards	53
			% in compliance	77%
			New build schemes:	
No. of schemes completed			47	
No. of schemes complying with car parking standards			38	
% in compliance	81%			
Submission of Travel Plans	100% of all qualifying schemes to provide Travel Plans Assessment.	No. of qualifying schemes with planning permission (Use Classes A and B)	12	
		No. of qualifying schemes with Green Travel Plans	12	
		% of schemes with GTP	100%	

⁸ Compliance is seen as being those schemes whose parking is equal to or less than standard, although it

Access to Key Services

- 5.4 Accessibility of new housing to key services continues to remain high across all services/sectors. However, there has been a noticeable fall in relation to access to hospitals and retail centres from the previous 2013/14 period.

Car Parking and Travel Plan

- 5.5 The majority of fully completed residential development (both new build and conversions) in the monitoring year complied with or were below car parking standards. This is similar to last year's overall position, albeit slightly reduced in numbers. Those that were above standards only exceeded levels by very modest amounts. It should be noted that not all schemes provided sufficient information to assess compliance against standards.
- 5.6 The Council continues to require major commercial developments to provide a Green Travel Plan (GTP), with most qualifying schemes complying. This still proves difficult to monitor and report on rigorously at the moment.

Railway Transport

- 5.7 While outside the 2014/15 monitoring period, during June-August 2015 the County Council consulted on a draft Rail Strategy. It identified a number of potential strategic priorities across the County. The two key priorities affecting Dacorum are extension of Crossrail 1 to Watford Junction and Tring and developing Watford Junction into an interchange hub with better facilities and connections, including more long-distance service stops post-HS2. The Strategy will eventually form a sister document to their emerging Local Transport Plan 4 (LTP4). Early visioning and engagement work (Hertfordshire Transport Vision 2050) is currently underway in late 2015 to deliver a longer term transport vision of the County which will feed into LTP4.
- 5.8 There has been some limited progress on the Station Gateway Feasibility Study during 2014/15. The study aims to secure improvements to this important transport interchange. This is also an objective of the Hemel Hempstead Place Strategy, which is set out in the Core Strategy. It has now been taken forward as a Mixed Use Allocation (Proposal MU/4) in the Pre-Submission Site Allocations DPD. This initiative is covered in more detail in Chapter 10.

Local and Urban Transport Plans (UTPs)

- 5.9 Following the public consultation on the Tring, Berkhamsted and Northchurch UTP in early 2013 the UTP was endorsed by HCC's Highways and Waste Panel in September 2013. The UTP contains 46 pro formas covering potential schemes

is noted that the Governments approach deletes the requirement for maximum standards.

⁹ Standard is that set out in Appendix 5 of the DBLP 1991 – 2011

to address concerns raised during the development of the plan on congestion, speed compliance, pedestrian and cycle and school route issues. The full plan and pro formas are available on the Herts Direct website:

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

All schemes will be subject to the availability of funding.

Hertfordshire Inter-Urban Route Study

- 5.10 Steer Davies Gleave have prepared an Inter-Urban Route Study (IURS) on behalf of the County Council. This document is seen as complementing the Urban Transport Plans by considering the strategic transport network that links key urban centres through the county to neighbouring authorities. In the case of Dacorum this will cover the A41/A4251/West Coast Mainline and A414 corridors. The IURS seeks to tackle transport issues and development pressures, and highlight the necessary investment required to overcome these. The aim is to develop potential options to deal with issues within each corridor to cover the period up to 2031, and more detail on the shorter term up to 2017.
- 5.11 The document is now seen by the County Council as a “live” online resource:

<http://www.hertsdirect.org/services/transtreets/ltplive/supporting/inter-urban/>

This will provide flexibility to update the strategy once there is more certainty around the future of growth in Hertfordshire, which will enable the IURS to function effectively as a daughter document to the Local Transport Plan up to 2031.

Local and County Transport Modelling

- 5.12 Work had begun in 2014/15 on a number of transport modelling studies which has continued into the 2015/16 monitoring period. These include:
- Hemel Hempstead transport model update (July 2015). The model was commissioned to help understand the impact of the level of new housing development proposed under the Pre-Submission Site Allocations DPD (September 2014) on the local road network in the town and the likely need for a range of transport improvements.
 - Maylands Growth Corridor study. The County Council has appointed AECOM to undertake a transport study of land within and adjoining the Maylands Business Park. This will identify options to tackle key transport issues and to help accommodate planned growth in the business park and potentially on the eastern edge of Hemel Hempstead.
 - Countywide Transport Model (COMET). Work is being undertaken by the County Council to develop a new countywide transport modelling strategy. The main benefit of the new countywide model will be to help identify future

strategic infrastructure schemes and to enable districts to better identify the best locations for ongoing growth.

Much of this work will eventually supersede earlier studies and transport plans, and will help inform work on the Site Allocations DPD and the single Local Plan.

Hertfordshire's Traffic and Travel Data Report 2015

- 5.13 This report has been published by the County Council and uses 2014 data:

<http://www.hertsdirect.org/docs/pdf/t/ttdrinteractive.pdf>

The report outlines the main findings of a number of traffic-flow surveys carried out across the county in 2014, supplemented with sources such as the County Travel Survey and the 2011 Census. It provides a range of countywide data covering traffic flow, traffic growth and congestion, travel behaviour and choice and sustainable transport.

London Luton Airport

- 5.14 Dacorum lies close to and is affected by the flight path of, London Luton Airport, the UK's 5th largest airport. The airport carried 10.5 million passengers in 2014. The Airport directly and indirectly employs over 600 and 8,000 staff respectively and is a key economic driver locally and for the eastern region.
- 5.15 In June 2014 Luton Borough Council granted planning permission for a £100m development of London Luton Airport by the airport operator. The work will increase annual passenger capacity from 12 million to 18 million by 2031. Construction will take place over three phases and includes:
- An expanded terminal building;
 - Increased retail, catering, circulation and seating areas;
 - A newly configured road system in front of the Central Terminal Area;
 - A new parallel taxiway from the existing runway; and
 - A new multi-storey car park.

Works began in early 2015. Final airside works are anticipated to be completed by 2026.

- 5.16 An annual monitoring report for the airport detailing aircraft movements, flight passenger statistics and noise monitoring is produced. The latest 2014 report can be viewed using the following link:

<http://www.london-luton.co.uk/en/content/8/243/annual-monitoring-report.html>

(c) Securing quality design

Policies	Current Indicator	Target	Progress
CS10, 11, 12, 13	Proportion of Sustainability Statements accompanying approved planning applications achieving a 'green' rating	70% or more of all sustainability assessments should achieve the 'green' scoring level each year.	Information not yet available.

- 5.17 At present the information is not collected. The Council is considering whether it is able to report on this in the future.

6 Strengthening Economic Prosperity

(a) Creating Jobs and full employment

Policies	Current Indicator	Target	Progress
CS14	Net increase in jobs since 2006	10,000 new jobs by 2031	tbc
	Percentage of the economically active population who are unemployed	Lower than the regional average and that of surrounding local authorities	tbc
	Net change in floorspace - by activity B1(a) office, B2 industry and B8 storage - by location i.e. settlement and type of employment area	Net positive change in floorspace	tbc

(Updated information to follow.)

(b) Providing for offices, industry, storage and distribution

Policies	Current Indicator	Target	Progress
CS15	Net change in floorspace: - by activity B1(a) office, B2 industry and B8 storage - by location i.e. settlement and type of employment area	Targets for 2006-2031 (gross external floorspace): Offices: 131,000 sq. metres (net) additional floorspace Industry, storage and distribution: no net loss of floorspace	tbc

(Updated information to follow.)

(c) Supporting retailing and commerce

Policies	Current Indicator	Target	Progress
CS16	Net change in retail floorspace in town centres	Positive trend	tbc
	Net change in retail floorspace in local centres	Positive trend	tbc
	Net change in retail floorspace which is outside of designated centres	No net gain	tbc

(Updated information to follow.)

(e) Hemel Hempstead Place Strategy

Policies	Current Indicator	Target	Progress
CS33	Achievement of key	-	tbc

	development milestones as set out in the Hemel Hempstead Town Centre Masterplan		
CS34	Achievement of key development milestones as set out in the East Hemel Hempstead Area Action Plan	-	tbc

7 Providing Homes and Community Services

(a) Providing Homes

Policies	Current Indicator	Target	Progress	
CS17	Net additional dwellings per year and over the plan period	430 net additional dwellings per year	2014/15:	
			379	
			2006-14:	
			3,377	
			Average annual rate of delivery 2006-14:	
	375			
	Land available – for 5 years ahead and 15 years ahead	-	2014/15:	
			Land is available for 5 and 15 year housing supply.	
	Proportion of new dwellings on greenfield sites	38% or less	2014/15:	
			No. of completions on greenfield sites	116
			Total Gross Completions	411
			% Gross completions	28%
			No. of completions on greenfield sites	115
			Total Net Completions	379
			% of net completions	30%
2006 -2015 *:				
No. of completions on greenfield sites			543	
Total Net Completions			3,377	
% Net greenfield completions	16%			
CS18	Size of new dwellings completed, by number of bedrooms	-	2014/15:	
			1 bed	93
			2 bed	144
			3 bed	75
			4+ bed	99
			2006-2015:	

			1 bed	835
			2 bed	1,553
			3 bed	528
			4+ bed	483
	Proportion of new dwellings completed as flats and as houses	-	2014/15:	
			Houses	212 (51.6%)
			Flats	199 (48.4%)
			2006-2015:	
			Houses	1,509 (40%)
			Flats	2,302 (60%)
	Number of new affordable homes	35% of all new dwellings	2014/15:	
			Total net housing completions	379
			Total net affordable housing	128
			% affordable homes	33.8
			2006-2014:	
			Total net housing completions	3,377
			Total net affordable housing	931
			% affordable homes	27.6%
CS19, 20	Tenure of new affordable homes	A minimum 75% of the affordable units to be for rent	2014/15:	
			Rented/affordable rent	108
			Shared ownership	20
			First Buy/Home Buy	126
			% Rented / affordable rent	84%
			2006-2015:	
			Rented/affordable rent	596
			Shared ownership	335
			First Buy/Home Buy	312
			% Rented / affordable rent	64%
		Number of affordable homes delivered through rural housing schemes	-	2014/15:
	2006-15:			
CS21, 22	Number of new pitches (net)	17	2014/15:	
			2006-15:	
	Number of new plots	0	2014/15:	
				0

	(net)		2006-15:	0
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Notes:

* Greenfield sites includes garden land.

Plan Period, Housing Targets and the Housing Trajectory

- 7.1 This year's completions (at 379 net) is markedly above the level achieved last year (219 net) although under achieves on the Core Strategy target of 430 dpa. However, levels of completions have varied year-on-year since 2006 and they are at the upper range of the housing target (at an average of 375 dpa) (Technical Appendix - Table 7.1). Longer term the Council foresees a modest over supply of housing land (of 341 homes) over the remaining lifetime of the plan relative to achieving the housing target of 10,750 homes (Figure 7.1 and background tables to Appendix 1). Housing supply is good in the short to medium term (see para. 7.2) and levels of house building are likely to increase with steady improvements in the national (and local) economy. The Council can also consider longer term housing issues through the early partial review (now incorporated in the new single Local Plan) of the Core Strategy.
- 7.2 There is sufficient housing supply to satisfy both a 5-year (Table 7.2 in the Technical Appendix) and 15-year supply (Figure 7.2 and Table 2 to Appendix 1). This situation takes into account the latest housing supply position as set out in the Pre-Submission Site Allocations DPD and associated technical papers:

<http://www.dacorum.gov.uk/docs/default-source/strategic-planning/issues-paper---providing-homes-community-services-update-2015.pdf?sfvrsn=0>

Given that the Council has had a good track record of delivering on its local plan housing requirements and given recent high levels of completions, it believes only a 5% buffer under the National Planning Policy Framework (paragraph 47) is justified.

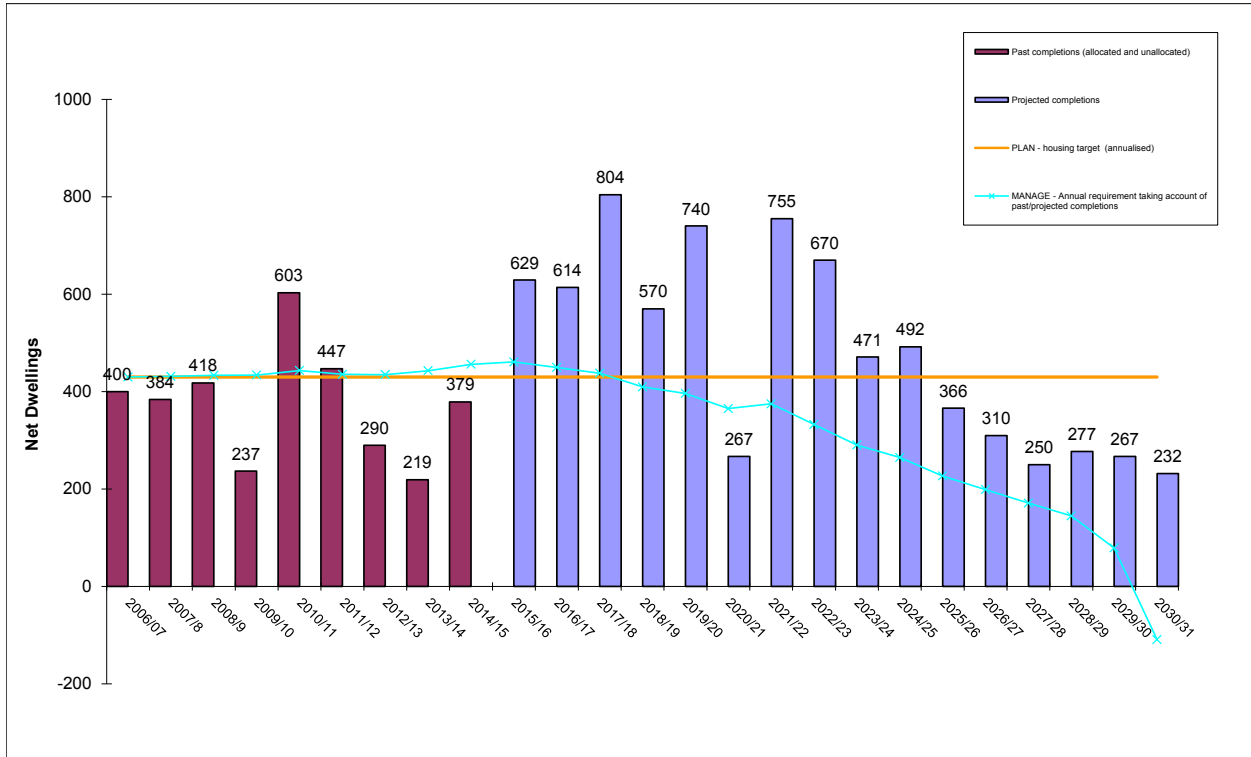
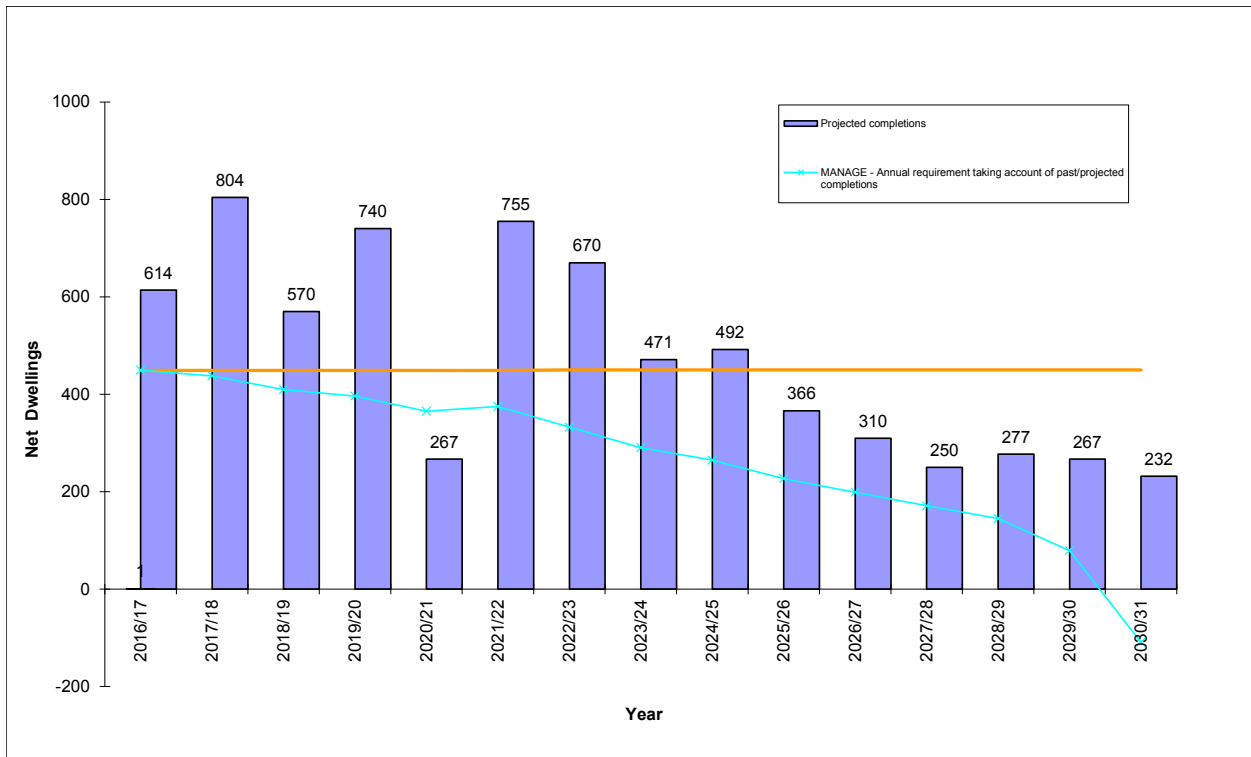


Figure 7.1: Core Strategy Housing Trajectory 2006 – 2031

Figure 7.2: 15 year Core Strategy Housing Trajectory 2016/17 – 2030/31



Density of new Dwellings

- 7.3 Land continues to be used efficiently as reflected in the high levels of new build completions and finally completed schemes in 2014/15 with densities over 30 dwellings per hectare and above (Technical Appendix Tables 7.4 and 7.5). This represents a modest increase in both cases on the position during 2013/14.

Housing Mix

- 7.4 In 2014/15 there was a broad balance within the completed housing mix between houses and flats, but over the longer term flats have dominated the housing supply (Technical Appendix - Table 7.6). The latter position is a reflection of the dominance of often high density flatted development on brownfield, urban sites. This has also led to a large supply over the plan period of smaller 1 and 2 bed properties (Technical Appendix - Table 7.7).

Dwellings on Previously Developed Land

- 7.5 The Council continues to cumulatively achieve the bulk of its annual housing completions on previously developed land (Technical Appendix – Tables 7.3 and 7.8). However, recent annual levels have dropped markedly compared to previous years. This reflects the growing contribution from a number of larger greenfield sites coming on-stream, chiefly in Hemel Hempstead, and a reduction stemming from large urban sites.

Affordable Housing

- 7.6 This year reversed a recent falling trend in the number of affordable homes delivered (Appendix 2 and Technical Appendix - Table 7.9). The proportion of affordable homes to be delivered through the planning system in 2014/15 and since 2006 was at the upper range of the level (at 35%) sought from policy (respectively 33.8% and 27.6%). The delivery of new homes purchased under the FirstBuy and HomeBuy Government initiatives continues to grow in popularity (126 in total) and helped boost overall supply.
- 7.7 The monitoring period was successful in delivering a significantly improved level of rented accommodation as part of the mix on qualifying sites in order to help meet high demand for this type of tenure (Appendix 2), although shared ownership remains important (Technical Appendix - Table 7.10).
- 7.8 Since the start of the plan period, no new affordable homes have come forward as rural housing schemes on the edge of villages. However, the Council is funding a rural housing agency (Community Development Agency Herts) to work closely with the local parishes in order to promote such schemes in the future. For example, good progress is being made in respect of Great Gaddesden and Potten End parishes

Gypsy Pitches and Travelling Showpeople

- 7.9 During 2014/15 there were no permissions granted for new public or private Gypsy or Traveller sites or Travelling Showpeople plots. Similarly, there were no further incidences of unauthorised traveller encampments or developments for sites within the monitoring period. However, a planning application (4/2187/15) has been submitted (following an earlier refusal under 4/2324/13) in the 2015/16 period for 8 new pitches on a site on the edge of Bovingdon.
- 7.10 The Core Strategy includes a sequential approach to the location of sites based firstly on pitches being accommodated and planned for as part of new large-scale housing developments, followed by other options if required.
- 7.11 The Government consulted over the autumn of 2014 on potential updates to its policy guidance on Planning for Traveller Sites (March 2012) and related advice contained in the National Planning Practice Guidance. This included:
- Changing the planning definition of traveller so that it includes only those who travel.
 - Changing Planning Policy for Traveller Sites to make sure the Green Belt and other sensitive land is given proper protection.
 - Making clear to councils that new traveller sites in open countryside should be very strictly limited.
 - Making clear that where a council has not planned to identify traveller sites to meet their needs then this should not be a significant material consideration in relation to giving temporary planning permission in sensitive areas.
 - Making clear that subject to the best interests of the child, unmet need and personal circumstances are unlikely to outweigh harm to the Green Belt and any other harm to mean that there are very special circumstances, which would allow a traveller site in the Green Belt.

The Government recently published the updated policy document in August 2015 which now formally incorporates the above points. The Council is currently considering the implications of this revised guidance in terms of making provision for this sector of the community and will make any necessary amendments to the Site Allocations DPD prior to it being submitted the Planning Inspectorate for examination.

Housing Quality- Building for Life Assessments

- 7.12 At present the information is not collected. The Council is considering whether it is able to report on this in the future.

(b) Meeting community needs

Policies	Current Indicator	Target	Progress	
CS23	Net increase in the forms of entry provided at First and Primary schools	-	2014/15:	
			Completed floorspace	-74m ² (net)
	New health facilities delivered	-	2014/15:	
			None	
Increase in the area of leisure space in the borough and the main towns (in hectares)	-	2014/15:		
		None		
Net change in the floorspace for leisure, community and cultural facilities (cumulatively)	No net loss of floorspace	2014/15:		
		Net gain of 1,503m ² in the Borough (completed floorspace)		

Schools

- 7.13 The Council and the County Council have continued to work closely over school planning issues including progressing the level and location of future housing requirements signalled in the Core Strategy and (in 2014/15) Pre-Submission Site Allocations DPD (see above and also Chapter 3). It is important to match new housing with sufficient school places and to ensure policies are flexible enough to accommodate changing educational circumstances. In particular it is noted that Local Allocation LA3 West Hemel Hempstead will provide 900 homes as part of a mixed use development, which will also include a new primary school.
- 7.14 With regard to flexibility and ensuring sufficiency of school places, the County Council has also achieved the restructure of primary education provision in Berkhamsted. The transition from a three to two tier education within the town was implemented during 2014/15 and is now operational which has resulted in the creation of 78 additional reception places across the town.
- 7.15 During 2014/15 completions were concentrated in Hemel Hempstead and Berkhamsted and included the erection of additional classroom blocks at Potten End School in Potten End and at Brockswood and Galley Hill primary schools in Hemel Hempstead. Whilst there has been a net loss of 74m² of floorspace within the Borough over the monitoring period, this is principally due to the demolition of old school buildings at Jupiter Drive School. However, as identified in the summary of commitments, this school provision has been redeveloped at the site

resulting in the construction of 2,227m² of new floorspace to facilitate operation of the new Jupiter Drive Community Free School. Construction work was ongoing during the monitoring period (2014/15) and subsequently completed outside of this period. The school has been fully operational since September 2015.

- 7.16 Despite this apparent net loss, the number of commitments (taking account of planning permissions for both losses and gains in educational floorspace) indicates a forthcoming healthy provision of either new or redeveloped educational space predominantly across Hemel Hempstead, Berkhamsted and Kings Langley (Technical Appendix Tables 7.11 and 7.12). Construction work at some of these sites commenced during the monitoring period and continues to be ongoing.
- 7.17 The County Council considered that the Martindale JMI School site in Hemel Hempstead was no longer suitable to accommodate a school to serve the surrounding area. The site has therefore been included within the Pre-submission Site Allocations DPD as a housing allocation site (Proposal H/12) and outline planning permission has subsequently been granted on the site (in February 2015) for up to 43 residential dwellings (4/00925/14/MOA). The school buildings were being demolished in 2015/16 period.
- 7.18 As reported in the previous Authority Monitoring Report (2013/14), Kings Langley Secondary School (a Major Developed Site in the Green Belt), as well as Longdean School in Hemel Hempstead, obtained planning permission for extensive redevelopment and replacement of existing school buildings. Kings Langley Secondary School received planning permission for the demolition of existing buildings and construction of a new secondary school; and similarly Longdean School were granted planning permission for the construction of a new 3-4 storey secondary school replacing existing buildings. In both cases, construction works have commenced on site and the redevelopment of each secondary school is geared towards improving the quality of educational buildings rather than increasing school places.
- 7.19 However, there have also been some educational losses reported through cessation of use rather than redevelopment. In particular, St. Francis De Sales School in Tring has ceased to operate as a private educational facility and is currently vacant. Interest in the site for redevelopment into residential use has been expressed; however, any redevelopment or change in use of the site would need to be weighed against the loss of this educational and community facility and associated playing fields.
- 7.20 On a more strategic basis, the Core Strategy and the Pre-submission Site Allocations DPD, incorporates proposals to deliver improvements to the Egerton Rothesay School in Berkhamsted through Strategic Site SS1 (Land at Durrants Lane / Shootersway). Planning permission has since been granted for a scheme which delivers 92 new homes and a range of other community benefits including provision of replacement formal sports pitches, a new drop off facilities for pupils

and associated landscaping. This consent was granted in March 2015 under planning reference 4/03241/14/MFA.

- 7.21 School issues are also identified within the Hemel Hempstead Town Centre Master Plan (see Chapter 10). The work has highlighted the need for a new two form entry primary school to serve the town centre area and this is seen as being accommodated within the Hospital Zone through a mixed use redevelopment of the West Herts Hospital site (see paragraph 7.26). This site has been allocated as Proposal MU/2 within the Pre-submission Site Allocations DPD and will also deliver a reconfigured hospital facility and housing in addition to the primary school.

Further Education

- 7.22 Following the withdrawal of a previous planning application (as referred to in the 2013/14 Annual Monitoring Report), a subsequent planning application has been submitted for the phased redevelopment of the West Herts College site in Hemel Hempstead. Planning application 4/02013/15/MFA included details of the first phase of the site's redevelopment and sought permission for the construction of two educational buildings with associated landscaping works. Planning permission was granted in August 2015 and construction works have commenced on site.
- 7.23 The site falls within the Hemel Hempstead Town Centre Master Plan Gade Zone and has been identified within the Pre-submission Site Allocations DPD as Proposal MU/1. Redevelopment of the college site is associated with other proposals within the Gade Zone to deliver a new community hub (The Forum), leisure facilities, high density housing and retail uses.

Indoor Sports and Leisure Space

- 7.24 Over the monitoring period there was a total net loss of 804m² of indoor sports and leisure space across the Borough (D2 Assembly and Leisure). Whilst a new gymnasium was provided in Hemel Hempstead town centre, a new martial arts training centre provided in Tring and an extension to the Scout facility in Kings Langley permitted, there were also losses through permitted changes of use within Hemel Hempstead and Tring. Of particular note, this includes the loss of a gym, Pilates studio and function hall in Tring alone.
- 7.25 However, a number of commitments have also been granted planning permission for D2 uses including; the construction of replacement scout halls in both Markyate and Berkhamsted, and the provision of a fitness centre in Kings Langley.

Outdoor Sports and Leisure Space

- 7.26 There was no significant activity during 2014/15 in relation to outdoor sports and leisure space. The completions during this monitoring period related

predominantly to clubhouse extensions at existing outdoor leisure and recreational facilities. Identified commitments also include the restoration of the Jellicoe Water Gardens in Hemel Hempstead and provision of a replacement sports pavilion and new changing room block at Chesham Fields in Berkhamsted.

- 7.27 As aforementioned, the Core Strategy and subsequently the Pre-Submission Site Allocations DPD seeks to address any shortfalls in outdoor sports facilities through the strategic planning process. For example, Strategic Site Allocation SS1 at Durrants Lane/Shootersway, Berkhamsted aims to deliver replacement school playing fields following residential development; and the proposed allocation of land for detached playing fields at Dunsley Farm in Tring (Proposal L/4) seeks to overcome any losses as a result of any future expansion of Tring Secondary School.
- 7.28 During this monitoring period the Council has also updated its previous Outdoor Leisure Facilities Study completed in 2006. The Outdoor Leisure Facilities Assessment Report was published in September 2014. Taking the conclusions of this assessment report forward, the Council have now also published a Playing Pitch Strategy and Action Plan (in June 2015) which will be used to inform the new single Local Plan (incorporating the early partial review of the Core Strategy) in identifying the need for future outdoor sport and leisure facilities across the Borough.

Loss of Social and Community Floorspace

- 7.29 No community facilities were lost during this monitoring period; however, some planning permissions were been granted during 2014/15 which will result in the forthcoming loss of community facilities. These predominantly relate to places of worship and are focused within Hemel Hempstead. However, there are also a number of commitments/planning permissions granted for either new or replacement churches, which are again centred around Hemel Hempstead. For example, the existing Adeyfield Free Church site has permission for residential development but a replacement church, with other community facilities, will be re-provided through development of the Maylands Court/Wood Lane End site.
- 7.30 A number of planning permissions have also been granted which will result in the provision of new residential care home facilities (C2 use class). This includes new provisions at the former post office site in Kings Langley and a 64-bed facility to be provided as part of the redevelopment of the former Sappi site in Nash Mills.
- 7.31 No new public facilities were provided, lost nor completed during the monitoring period (i.e. during 2014/15). However, there are a number of outstanding planning permissions for new medical facilities which are yet to be completed. These include a two-storey private healthcare clinic at land between Hemel One and Pentagon Park in Hemel Hempstead and a new dental practice in Tring. Additionally, two developments referred to within the previous Annual Monitoring Report (2013/14) are ongoing in terms of construction works. These relate to the

planning permissions granted for a new medical clinic at Highfield Hall, Hemel Hempstead and new, expanded facility for the existing Markyate Surgery as part of the wider mixed-use development at Hicks Road in Markyate. Details of these are provided in Table 7.13 of the Technical Appendix.

- 7.32 Land at the existing hospital site at Hillfield Road, Hemel Hempstead has been included as Proposal MU/2 within the Pre-Submission Site Allocations DPD. It is anticipated that a mixed-use development will come forward to provide a new hospital building, a two-form entry primary school to serve the town centre and housing.
- 7.33 A summary of the cumulative net gain in leisure, community and cultural facilities is summarised in Table 7.14 of the Technical Appendix 2014/15.

8 Looking After the Environment

Policies	Current Indicator	Target	Progress		
CS24, 25, 26	Change in areas of recognised wildlife habitat importance	No net loss	2014/15:		
			Gain in Wildlife Sites	2	
			Loss in Wildlife Sites	0	
				Net change	2 sites + 71.61 ha ¹⁰
	Management of designated Wildlife Sites	Increase the proportion of local sites where positive conservation management has been, or is being, implemented	Information not yet collected.		
	Loss of designated Open Land	0 hectares	2014/15: 0.13 hectares lost		
Development within the Chilterns Area of Outstanding Natural Beauty.	-	2014/15:			
		Housing units	30 Gross 18 Net		
		Non-residential	None		
Number of listed buildings	No net loss of listed buildings	2014/15:			
		Number of listed buildings lost	1		
		Number of listed buildings gained	1		
CS27	Number of buildings on the local list	-	<i>No formal list at present. Buildings of local interest are identified as part of each Conservation Area Appraisal.</i>		
	Proportion of conservation areas with up-to-date	100%	2014/15: (Work is on-going)		

	appraisals		
			Total number of Conservation Areas 25
			Number of Conservation Areas with appraisals 8 (32%)
			Number of appraisals being undertaken 2 appraisals are currently being undertaken (in draft format).
			Number of approved appraisals 8 appraisals were approved as at 1 st April 2015.
	Number of buildings on the at risk register	0 buildings lost	2014/15:
			Total Number of Buildings on the Risk Register No BAR Register
			Additions to the Risk Register n/a
	Proportion of new homes in district heating opportunity areas reaching set levels in the Code for Sustainable Homes or equivalent (see Table 11)	-	Information not yet collected.
CS28, 29, 30	Proportion of carbon savings from new development (measured in tonnes of carbon dioxide)	-	2014/15: Carbon Savings: <ul style="list-style-type: none"> • With energy efficiencies only = 154,878 Kg per year (4.6%*) • With energy efficiencies, combined heat and power, and renewables = 817,598 Kg per year (24.1%*) * As measured against an emissions baseline of 3,394,435 kg per year
	Proportion of new		Information not yet collected.

¹⁰ Information sourced from Hertfordshire Environmental Record Centre 'Local Sites Ratification Report 2014' (published April 2015).

	homes designed to reduce water consumption to 105 litres per person per day			
	Proportion of household waste that is recycled	-	Information not yet collected.	
	Number of new homes built with on-site generation of renewable energy (for heat and electricity)	-	Information not yet collected.	
	Capacity of renewable energy generation (for heat and electricity)	-	Information not yet collected.	
	Money received for the Sustainability Offset Fund and spent	-	Information not yet collected.	
	Percentage of new dwellings built on floodplains ¹¹ and/or contrary to Environment Agency advice	0	2014/15:	
			No. of applications approved in floodplain	4
			No. of applications approved contrary to Environment Agency advice	1
			No. of dwellings constructed in the floodplain	1
			% of dwellings constructed in the floodplain (of total residential completions for 2014/15)	0.3%
CS31, 32	Change in extent and air quality of Air Quality Management Areas (AQMAS)	-	2014/15:	
			Existing AQMAS	3
			New AQMAS for 2014/15	0

¹¹ Floodplain refers to Flood Risk Zones 2, 3a and 3b.

(a) Enhancing the natural environment

Biodiversity/Open Land/Landscape

- 8.1 The Hertfordshire Environmental Records Centre compiles a list of local sites of wildlife and geological interest on behalf of the districts. The latest reviews of designated sites (including Local Wildlife Sites) were carried out in 2013 and 2014 with any recommended changes agreed through the subsequent ratification reports. These were distributed to local planning authorities in April 2014 and April 2015, respectively. The more recent ratification report (April 2015) identified two additional sites to be designated as Local Wildlife Sites (as identified below). These new Local Wildlife Sites have been highlighted as additions to the Council's Policies Map and included within the Council's Pre-submission Site Allocations DPD as an identified change to the document ahead of submission to the Planning Inspectorate.
- 8.2 As a result of these changes, as at April 2015 (just after the end of this monitoring period) there were 233 wildlife sites within the Borough totalling over 2,027 hectares of land.

New Wildlife Sites (April 2015)

Name	Area (Ha)	Comment
Former Halsey School Playing Field, Hemel Hempstead	10.6	Neutral grassland
Westbrook Hay Golf Course (more accurately synonymous with Little Hay Golf Course), Hemel Hempstead	61.01	Neutral grassland

- 8.3 There has been no change in the extent of other designations within the Borough, such as Site of Special Scientific Interest (SSSI), Regionally Important Geological/Geomorphological Sites (RIGS) or Local Nature Reserves (LNR).
- 8.4 More generally in terms of ecological connectivity and the NPPF aim of enhancing the natural and local environment (paragraph 109), the Hertfordshire Local Nature Partnership (LNP) (in conjunction with the Hertfordshire Biological Records Centre and Herts & Middlesex Wildlife Trust) have completed a project which maps ecological networks across the county. This project responds to the Natural Environment White Paper (2011) and identifies that the majority of Dacorum falls within the Chilterns National Character Area. The results of this study acts as a useful tool in identifying areas which require, and development proposals which can deliver, a net gain in biodiversity by linking and strengthening these ecological networks. In October 2014, the Hertfordshire LNP subsequently published guidance identifying how the results of this study should be applied within the planning system. The conclusions of this project and the subsequent guidance has been used to inform the Council's Site Allocations DPD

and associated master plan documents for the proposed six Local Allocation sites.

- 8.5 There was a minor loss of designated Open Land during the monitoring period 2014/15 amounting to a total of 0.13 ha as a result of residential development on land adjacent to the Manor Estate in Apsley, Hemel Hempstead. The development entails the construction of 37 dwellings consuming a part of the adjacent Open Land designation. However, the development (once completed) would also provide a village green and two new play areas (Neighbour Equipped Areas for Play - NEAPs).
- 8.6 Within the Chilterns Area of Outstanding Natural Beauty (AONB), there was also limited residential development and no non-residential development activity during this monitoring period (2014/15).

(b) Conserving the historic environment

The Historic Environment

- 8.7 Although there was no net loss of listed buildings during the 2014/15 monitoring period, there was in fact one loss and one gain. Whilst Norcott Court obtained listed status, Norcott Court Dovecote was de-designated.

Conservation Areas

- 8.8 Work on producing a Local List is progressing in parallel with the Conservation Area Appraisals and is an ongoing process. Local Lists for Berkhamsted Conservation Area and Hemel Hempstead Conservation Area, including individual building descriptions, have been produced. Since production of individual descriptions for the Berkhamsted and Hemel Hempstead Conservation Areas, no further buildings have been added to the Local List. A process for designating individual assets to the Local List forms part of the new Conservation Strategy (2014-2019) which will be considered at the Council's Cabinet meeting in November 2015.
- 8.9 There were three existing Conservation Area Appraisals within the Local Plan (Tring, Berkhamsted and Hemel Old Town), and one was approved for Aldbury in July 2008. A further 5 appraisals (Bovingdon, Chipperfield, Frithsden, Great Gaddesden and Nettleden) were adopted in July 2011.
- 8.10 The Conservation Area Appraisal for Berkhamsted was produced by the Built Environment Advisory and Management Service (BEAMS) Ltd, and was consulted on in November 2012. The Hemel Hempstead Appraisal was outsourced to Forum Heritage Services Ltd and consulted on as part of parallel work on the Hemel Hempstead Town Centre Master Plan. These were approved by Cabinet in January 2014. Draft Appraisals have been completed for Tring and Markyate Conservation Areas by BEAMS and will be going out to consultation during 2016. Consultants have also been appointed to carry out Appraisals for

Kings Langley (three areas), Northchurch and Dudswell in 2016 and then Flaunden, Ringshall and Winkwell during 2017, as set out in the timetable laid out within the abovementioned Conservation Strategy.

- 8.11 It is anticipated that each Conservation Area Character Appraisal will incorporate design guidance relevant and appropriate for that area of the Borough.

(c) Using resources efficiently

- 8.12 The policies in the Core Strategy focus on the reduction of carbon emissions and energy consumption. The Council acknowledges the need for further work on monitoring carbon emissions, renewable energy, sustainable design and construction, water management and pollution and waste management through the decision-making and development monitoring process.

Carbon Emissions

- 8.13 The Council is striving to improve how it monitors this through a system referred to as 'C-Plan' (this system is used to measure, monitor and report on the carbon impacts of new buildings). C-Plan monitoring over the year 2014/15 indicates that if all sustainability measures were implemented from schemes monitored, there would be a maximum (combined) saving of 817,598 kg (kilograms) of CO₂ per year measured against a total emissions baseline of 3,394,435 kg per year (Technical Appendix - Figure 8.1). This equates to a 24% saving through the use of renewable energy sources.
- 8.14 Conversely to the previous monitoring period (2013/14), the majority of savings this year (81% of maximum savings of CO₂) were the result of the implementation and use of renewable energy technologies. Energy efficiencies therefore contributed least to CO₂ savings over the monitoring period (18.9% of the maximum savings) (Technical Appendix - Figure 8.2).
- 8.15 In terms of renewable technology, the use of photovoltaics has increased significantly since the previous monitoring period – from 53% to 93% – and for 2014/15 provided the majority of CO₂ savings through the overall use of all renewable technologies (Technical Appendix - Figure 8.3). This increase in the installation and use of photovoltaics could be attributed to the reduced cost of purchasing and installing the panels and the availability of a 'Feed-in Tariff' (FiT) from the Government which pays homeowners for every kilowatt hour (kWh) of energy generated by their panels. However, the Department of Energy and Climate Change (DECC) have announced that this FiT will be reduced by 87% in January 2016. Therefore, it is likely that the use of photovoltaics and CO₂ savings from this particular renewable technology will fall during the latter parts of 2015/16, during 2016/17 and thereafter.

Air Quality

- 8.16 Each local authority in the UK has been carrying out a review and assessment of air quality in their area to ensure national air quality objectives are met. If a local authority finds any places where the objectives are not likely to be achieved, it must declare an Air Quality Management Area (AQMA) there. Three AQMAs have been identified for High Street in Northchurch and Lawn Lane and Apsley in Hemel Hempstead.
- 8.17 Following the formal declaration of the three AQMAs, Dacorum Borough Council commissioned to undertake a Further Assessment, which was published in March 2013. This included air quality modelling and a source apportionment (i.e. a breakdown of contributors by source). The assessment advised that the boundary of the High Street, Northchurch AQMA be revised to potentially incorporate other areas that may be affected as a precautionary approach.
- 8.18 Based on the conclusions of the Further Assessment; the High Street, Northchurch AQMA boundary was extended to incorporate 86 - 94 High Street. The AQMA boundary amendment was subject to a consultation period, which finished on 3 July 2013.
- 8.19 The Air Quality Action Plan has now been completed and subjected to an 8-week public consultation period which commenced on 1st September 2014 and ended on 26th October 2014. The draft Air Quality Action Plan was taken to the Council's Overview and Scrutiny Committee on 10th December 2014. The views and comments received as part of the extensive consultation exercise were considered and the Air Quality Action Plan was revised as appropriate. The revised Air Quality Action Plan was then approved by Cabinet on 16th December 2014.
- 8.20 The Plan contains 20 air quality improvement measures proposed for implementation over the next 3 years. A copy of the Plan can be viewed on the Council's website (<http://www.dacorum.gov.uk/home/environment-street-care/environmental-health/air-quality>).

Flood Risk

- 8.21 The Council has continued to refer to its Strategic Flood Risk Assessment (SFRA) to ensure that development is steered towards areas of low risk, with advice sought from the Environment Agency (EA) and Lead Local Flood Authority (LLFA) as necessary. The Environment Agency raised objections to a total of 9 planning applications during 2014/15, 2 of which were granted planning permission resulting in an extension to an existing dwelling and construction of buildings for use by West Herts College within the floodplain (i.e. Flood Risk Zones 2 and 3).
- 8.22 During determination of a further planning application at George Street in Berkhamsted it was conceded that the application site actually fell outside the

floodplain (i.e. in Flood Zone 1) due to inaccuracies in flood modelling data. The Environment Agency therefore chose not to pursue their objection and planning permission was subsequently granted by the Council.

- 8.23 One further planning application obtained permission for the extension to the existing Abbots Hill School in Hemel Hempstead. The site fell outside of the floodplain (i.e. Flood Zone 1) but required a Flood Risk Assessment (FRA) by virtue of the size of the application site. However, following amendment to the planning application boundary, an FRA was no longer required and the Environment Agency withdrew their objection to the proposal.

Water Quality

- 8.24 The Council's Water Cycle Scoping Report (2010) highlights the main impact on water quality is the increased flows from waste water treatment works (WWTWs) that will result from increased levels of housing development in the area. This is a particular issue in Hemel Hempstead and Kings Langley where waste water from these settlements is treated at Maple Lodge WWTWs in Rickmansworth. The Environment Agency and Thames Water are not currently able to provide detailed advice regarding the scale of this impact due to the uncertainty of specific timing and delivery of planned growth in Dacorum. It is expected that any changes to discharge consent levels would be accompanied by a tightening of water quality standards (in line with the Water Framework Directive) to protect the water quality of local water courses and in particular to ensure nutrient concentrations are not raised.

Water Consumption¹²

- 8.25 The Environment Agency has produced figures on water use per person across local authorities in Hertfordshire. In 2014/15 the household water use in Hertfordshire was approximately 148.28 l/h/d (litres per head per day or 'per capita consumption (PCC)'). For Dacorum, this was estimated to be 151.97 l/h/d. Although Dacorum is one of the biggest consumers within the county compared to other districts, the overall water consumption for Hertfordshire has remained fairly consistent over the last three years (the revised estimate for 2012/13 was also 148 l/h/d). Looking over a longer period, water consumption rates have reduced over the preceding 5 years where the per capita consumption in 2009/2010 was 163 l/h/p in 2009/10¹³. This is similar to the trend nationally where water consumption has fallen from 150 l/h/d in 1999 to 139 l/h/d in 2014/15.
- 8.26 The impact of these high water consumption levels is exacerbated by the fact that Dacorum is located in the driest region in the country. The East of England

¹² Data source: Contains Environment Agency information © Environment Agency and database right.
Note: The data provided at district or county level is calculated – based upon data for each water company water resource zone. It is therefore an estimate of household water use.

¹³ Due to Affinity Water reviewing and redefining water resource zones two years ago, it is recommended that any annual comparison of data should recognise a 10% margin of error.

receives only two thirds of the average UK annual rainfall. Many of the region's surface and ground waters are under severe pressure. However, the Environment Agency has confirmed that Dacorum is not located within any defined 'Drinking Water Protection Area'.

8.27 Hertfordshire County Council, in discussions with Defra, the EA and Affinity Water (formerly Veolia), have agreed the following key areas to be explored as pilot projects within Hertfordshire. The overall objective is to identify opportunities to pilot and test approaches to reducing water consumption in light of previous drought conditions:

- Identifying opportunities through **new build development** to incorporate water efficiency technologies and designs and then measure the impact upon consumption;
- To look at how **behavioural change processes** can be utilised in reducing water consumption in existing communities. This could include elements of retrofit where a physical intervention may aid behavioural change.

River Flows

8.28 The Borough's three principal rivers – the Bulbourne, Gade and Ver – are chalk streams and as such are recognised to be of international importance. The chalk is overlain by shallow alluvium, which has poor water retention properties. Water is therefore rapidly transferred through to the groundwater aquifer below. Flow rates within the chalk aquifer vary from location to location depending on the number of fissures in the rock. The Bulbourne, Gade and Ver are all susceptible to low flows, particularly in periods of drought, and abstraction rates need to be carefully controlled. Affinity Water, in conjunction with the Environment Agency and other partners, continue to look at how flow rates can be improved.

8.29 Dacorum Environmental Forum's Water Group collect and publishes helpful information illustrating changes in rainfall, water flows and groundwater levels. This information is available from <http://www.defwatergroup.org.uk/>. Although information contained within this website has not been updated by the Forum since 2013.

8.30 A number of plans and strategies have been published or commenced that relate to the Borough's watercourses:

- The Environment Agency has produced a **River Basin Management Plan for Thames River Basin District (2009)**¹⁴; and
- In March 2012 the Government introduced a catchment-based approach to river management. As part of a pilot phase of this approach, the Chiltern Chalk Streams Projects and Groundwork Thames Valley are developing a **Catchment Plan for the Colne Valley** catchment (within which the Gade

¹⁴ These River Basin Management Plans must be reviewed and updated every 6 years; a consultation on the draft proposed update to the RBMPs was conducted from October 2014 to April 2015. The proposed updates have been submitted for ministerial approval and the outcome is awaited.

and Bulbourne fall). This will capture the aspirations and objectives of local stakeholders and assist in the rivers achieving their Water Framework status objectives. This catchment plan was published in draft form in June 2013:

http://webarchive.nationalarchives.gov.uk/20140328084622/http://www.environment-agency.gov.uk/static/documents/Research/Colne_Plan_Draft_-_June_2013_.pdf

- 8.31 At a more local level the **Dacorum Chalk River Restoration Strategy** (April 2010), produced by Dacorum Environmental Forum's Water Group establishes common aims and objectives and provides maps showing where and how improvements can be made:

<http://www.defwatergroup.org.uk/reports/Dacorum%20Chalk%20River%20Restoration%20Strategy.pdf>

9 Framework for Future Monitoring

- 9.1 The Council continues to refine the monitoring framework so that it is more closely aligned to the monitoring and implementation framework set out in the Core Strategy. The indicators have now been finalised through the adoption of the Core Strategy in September 2013. Much of the work is now in place, but some additional areas have been highlighted for future monitoring and implementation responsibilities in the Core Strategy.
- 9.2 The bulk of the technical data supporting the new monitoring framework is provided separately in a Technical Appendix to make the AMR clearer, shorter and easier to navigate.
- 9.3 The Council is using a countywide monitoring system, CDPSmart. This has effectively replaced the existing Acolaid system, although the latter is still needed. CDPSmart is proving to be a reliable package for analysing and reporting on the data, especially with technical support from the County Council under an enhanced supplemental service.

(a) Local Development Scheme, Implementation and Delivery, Policy Implementation and Duty to Cooperate

- 9.4 Reporting on the use of policies is resource intensive, particularly as there has been no automated system in place to assist with this process. The position will be further complicated by the progressive transition from the policies in the DBLP to those in the Core Strategy (and later the Site Allocations document). Furthermore, greater emphasis needs to be given in the next AMR to the monitoring of appeals, departures and Secretary of State call ins as these provide an important test of policies. The Duty to Cooperate has introduced additional work for the AMR.

(b) Sustainable Development Strategy

Promoting sustainable development

- 9.5 Many of the indicators are linked to the regular in-house monitoring of residential and non-residential development and have therefore proved straightforward to report on. However, the procedure for monitoring the loss of designated Open Land continues to be problematic to resolve.

Enabling convenient access between homes, jobs and facilities

- 9.6 It is proving difficult to monitor the parking and Green Travel Plans stemming from residential and commercial development. This will need to be addressed in

coming years in order to be able to take forward future parking policy and standards. The use of the new software (Tracc) to deliver the accessibility data has resulted in different results compared to previous years using the older package (Accession). The impact of this will need to be assessed to see whether the difference is due to the nature of completions or whether this is due to improved data processing.

(c) Strengthening Economic Prosperity

- 9.7 Employment and retail floorspace change has proved relatively straightforward to report on using the CDPSmart system, although there is a limit to the extent of the information recorded, such as a breakdown of convenience and comparison retail. It would be helpful to explore with the County Council whether CDPSmart is able to provide a more detailed breakdown by type of use and by different policy locations, particularly to establish cumulative change since 2006. The data on changes in job numbers is limited, so the Council is reliant on external bodies for the figures and they are not completely up to date.
- 9.8 No update survey (including the recording of the mix of uses) has been undertaken in 2014/15 for the town centres and designated shopping areas in the local centres. While ideally these should be kept current, this is likely to prove difficult given staff resources and the need to focus on progressing the Local Planning Framework documents. However, there may be scope in the future within the Council's Town Centre team to monitor shop unit occupancy and footfall within Hemel Hempstead town centre.

(d) Providing Homes and Community Services

- 9.9 CPDSmart has ensured that many of the indicators can be reported on with greater ease. However, there is still the need for ongoing work to improve the quality of data on individual sites that form the base data for considering housing supply. This will be taken into account through:
- implementing the action plan associated with the recent review of the Strategic Housing Land Availability Assessment (Stage 2 Review of the SW Hertfordshire SHLAA – April 2010); and
 - rolling forward sites when undertaking housing land assessment in the AMR.

The Council continues to be more rigorous in its assessment of the deliverability of sites. For example, this has included additional checks on landownership to assess site availability and in addressing historic shortfalls within the 5-year housing land supply (Sedgefield approach) rather than over the lifetime of the plan. It has also been considering how it can include other new sites within the housing supply.

- 9.10 In respect of social and community facilities, the Council needs to continue to liaise closely with the County Council regarding schooling issues. While it is

straightforward to monitor education floorspace change, it is proving difficult to understand how completions relate to new forms of entry.

(e) Looking after the Environment

- 9.11 The AMR needs to be strengthened in terms of how it monitors progress towards carbon emissions reduction and the take up of sustainable development measures (e.g. energy, water and waste) in both residential and commercial development. The introduction of C-Plan, a carbon monitoring tool, in 2011 has proved difficult to fully implement at the application stage, and has not therefore provided the comprehensive output needed to measure and monitor carbon emissions and the provision of sustainability measures.

(f) Implementation and Delivery

Infrastructure Requirements

- 9.12 *(Updated information to follow.)*

Developer Contributions

- 9.13 *(Updated information to follow.)*

10 Progress on Dacorum Development Programme

- 10.1 The merger of the former Regeneration and Spatial Planning teams has led to a stronger focus on regeneration within the Borough. The AMR therefore includes reporting on the delivery of regeneration projects, and progress of the Dacorum Development Programme 2011-2015 (DDP) that was updated and published in January 2013:

<http://www.dacorum.gov.uk/home/regeneration/development-plan-programme-2011-2015>

The DDP brings together existing programmes and actions and sets out their timing, responsibilities and barriers to be overcome in order for them to be delivered across the Council and with its partners.

- 10.2 There are three spatial priorities for the DDP:

- Neighbourhood Renewal;
- Hemel Hempstead Town Centre; and
- Maylands Business Park.

These will sit alongside Borough-wide thematic themes of Housing, Sustainability, Transport and Economic Development. The delivery of the projects and programmes in the DDP will also help with the delivery of many of the strategies and objectives of the Core Strategy.

(a) Neighbourhood Renewal and Open Space

- 10.3 The Council is assisting 'Grovehill Future Group' a group of local residents, businesses and Ward members to prepare their Neighbourhood Plan under new powers introduced as part of the Localism Act 2011. This in turn will support the regeneration of the Grovehill local centre: Henry Wells Square. Highlights included:

- Site Allocations LA 1 - Marchmont Farm exhibition workshop: group members invited to attend this site allocation workshop in October 2014.
- Grovehill Future Forum held their 'Issues and Options' consultation during 22 September - 24 October 2014. As part of the community engagement process they consulted with local residents, businesses and community groups.

- 10.4 Other Neighbourhood Centres:

- Major redevelopment of any further neighbourhood centres will be considered at a later date, following the model prepared for Henry Wells Square through the Grovehill Neighbourhood Plan.

10.5 Green Space Strategy:

- Year one of a three year play area improvement programme was delivered with schemes completed at Swan Mead, Reith Fields, Margaret Lloyd Park, Keens Field, Gaddesden Row, Lawn Lane and Great Gaddesden. A contract is in place to deliver a further 10 sites during 2015/16.
- £75,000 of s106 contributions towards sports pitches were drawn down to deliver improvements to outdoor cricket, tennis and football facilities across 11 sites in Hemel Hempstead, Berkhamsted and Tring.
- At Gadebridge Park a skate park improvement scheme was delivered and works were undertaken in St Mary's Churchyard - replanting a bed with perennials, undertaking tree works to open up views, and new benches.
- Dacorum Borough Council agreed funding for a veteran tree trail and asked residents to nominate their favourite trees.
- A management plan was prepared for Bunkers Park and entered into the Green Flag Award Scheme, building on Dacorum Borough Council's success at Canal Fields, Chipperfield Common and Memorial Garden, Tring.

(b) Employment Skills Update

10.7 Nationally, for March to May 2015, 73.3% of people aged from 16 to 64 were in work, up from 72.9% for a year earlier but slightly lower than for the 3 months to February 2015. The unemployment rate for March to May 2015 was 5.6%, down from 6.5% for a year earlier but slightly higher than for the 3 months to February 2015. Unemployment fell by 102,000 to 1.86 million in the three months to the end of January, according to the latest Office for National Statistics (ONS) figures.

10.8 The number of people claiming Jobseeker's Allowance in February fell by 31,000 to 791,200, its lowest level since 2008, the ONS said. The employment rate now stands at 73.3%, the highest rate of people in work since the ONS began keeping records in 1971.

Table 10.1: Dacorum Labour Supply – Employment & Unemployment (Apr 2014 – Mar 2015)

All people	Dacorum (numbers)	Dacorum (%)	East of England (%)	Great Britain (%)
Economically active	83,200	83.4	80.0	77.4
In employment	79,800	80.1	76.0	72.7
Employees	68,300	69.6	65.1	62.2
Self-employment	11,500	10.5	10.6	10.1

Unemployed (model based)	3,500	4.2	4.9	6.0
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Source: Nomis

Apprenticeship starts - 2013/14 (final); Aug 2014 to Apr 2015 (provisional)

10.9 There were 440,400 Apprenticeship starts in the 2013/14 academic year, a decrease of 13.7 per cent on 2012/13. A decrease was only seen for Apprentices aged 19 and over; an increase was seen for Apprentices aged under 19. Provisional data show there were 374,200 Apprenticeship starts in the first three quarters of the 2014/15 academic year (August 2014 to April 2015).

10.10 There were 9,200 higher level Apprenticeship starts in the 2013/14 academic year, and provisional data show that there were 13,200 starts in the first three quarters of the 2014/15 academic year. This means the structural reform plan commitment to deliver 20,000 higher apprenticeship starts during 2013/14 and 2014/15 has been met.

NEET Figures (Not in Employment, Education or Training)

10.11 The number of 16 - 18 year olds who were NEET in Dacorum in April 2014 was 115 out of a cohort of 4815. By March 2015 the figure had dropped to 108 out of a cohort of 4868.

Snapshot of Achievements 2014/15

10.11 The following points summarise the Council's achievements during the 2013/14 monitoring period:

- A total of 16,000 have been paid out in grants by the council to businesses employing their first apprentice. This is in addition to the Governments grant of £1,500 per apprentice.
- The Dacorums Den project ran for a fourth year in May 2015 and called on entrepreneurs and small businesses to bring new business ideas to a panel of judges for the chance to receive a £1,000 grant for their project. Ten businesses presented to the judges with seven being successful.
- The Careers Adviser partnership organised a highly successful 'Not going to Uni' event in July 2015. Students from all Dacorums Secondary schools were invited to attend.
- Twenty five local businesses attended the 'Get Exporting & Improve your Bottom Line' event in September 2015. By entering the international market, a company can gain various experiences which can be used to improve both its domestic and foreign business. It can gain information on new technologies, new product and marketing ideas, and much more. Such knowledge can be used to develop better products and sell them more effectively.

(c) Maylands and the Economy

Maylands Gateway

- 10.12 The Maylands Gateway is made up of 23ha of development land just off junction 8 of the M1 near Hemel Hempstead. An update to the 2007 Development Brief was completed in late 2012 to help guide its development into a first rate business park containing a series of high quality, sustainable buildings set within a green landscape. The area will create a significant proportion of the new jobs required for the borough.
- 10.13 The Gateway land in HCA ownership is to be marketed during summer 2015; they are looking to dispose of it as one land parcel. The DBC Economic Development team have liaised with HCA through this process and provided an advice note for this tendering process to indicate what would be acceptable use for this land in planning terms. The Council has been delayed in disposing of its own gateway land holding whilst discussions are ongoing with Hertfordshire Police who has shown interest in taking some of this land for a new regional headquarters. This is still to be confirmed.
- 10.14 The Council is continuing to work with the Hertfordshire Local Enterprise Partnership (LEP) over key infrastructure projects and funding for these including access arrangements into the Gateway and for the Maylands Growth corridor.

Heart of Maylands

- 10.15 The Heart of Maylands is made up of three sites on the junction of Maylands Avenue and Wood Lane End. Sites 1, 2 and 3 from the Heart of Maylands development brief have now been sold. Permission has been approved and work has started in 2014/15 on sites 1 and 2, delivering a mixed use development consisting of retail, community uses, public space and a mix of residential ownership types. This scheme is being led by Hightown housing association. A planning application has been submitted on site 3 in the 2015/16 period for housing with office at ground floor level. This scheme is being led by Dacorum Borough Council.

Maylands Business Centre and business support

- 10.16 The Maylands Business Centre (MBC) is a purpose built business centre encouraging and incubating new start-up businesses and providing support to all other businesses within the borough. The centre continues to thrive and has now expanded its office accommodation through the conversion of one of the light industrial units. The centre now offers 16 small incubator offices and 18 light industrial units.
- 10.17 During the past year the MBC has maintained 100% occupancy with a strong number of enquiries for space at the business centre being received on a monthly basis and a healthy waiting list for space within the centre.

- 10.18 Promotion of apprenticeships and other routes into employment are ongoing in the borough via our Economic Development Officer, with a variety of events being held throughout the year. In 2013 a small grant scheme, funded by DBC, was set up to support Dacorum businesses with taking on an apprentice. The scheme can support up to 40 placements. 10 grants have been paid to Dacorum Businesses; a further 8 are currently ring-fenced whilst work with employers is ongoing to find the right apprentices and training framework
- 10.19 Business support, advice and guidance are now embedded in the MBC service provision. Advisors offer personal business support, business intelligence, fact sheets and regular updates on current business legislation. Additionally the small business forum, which allows micro businesses to network, share experience and self-mentor, runs at the MBC monthly.

Maylands Urban Realm Improvements:

- 10.20 Much of the public realm in Maylands Business Park is now looking tired and outdated and risks losing current employers as well as potential future investors if action is not taken. In May 2013, a Design Strategy and Improvement Specification were completed for the whole of the business park which looks at how to enhance the built and natural environment and address some of the issues raised in the Maylands Master Plan Document that related to the public realm.
- 10.21 The public realm improvements identified in this report involve a series of connected interventions that seek to redress many of the issues that have had a negative influence on the public realm and the Maylands Business Park generally. It is anticipated that the overall programme of delivery will take place over a number of years and financed by developer contributions and in particular section 106 contributions. As a result the public realm improvements have been separated into 3 priority areas.
- 10.22 In October 2013, Dacorum Borough Council (DBC) approved the Maylands Business Park Design Strategy and Improvement Specification. The Council also approved a construction budget of £1.25M for Phase 1 of the project. This funding is made from a variety of sources including from Dacorum Borough Council capital reserves, Section 106 developer contributions and from local sustainable transport funding (LSTF).
- 10.23 Designs for Phase 1 have been progressed and invitations to tender issued for a main contractor to undertake works. Construction works are due to commence late 2015/early 2016.

Local Sustainable Transport Funding

- 10.24 The Council was successful in receiving Local Sustainable Transport Funding (LSTF) as part of a consortium of Local Authorities headed by Hertfordshire County Council.
- 10.25 Large project funding was secured, running from April 2012 until March 2015. This funding equates to £9.6 million to be spent on sustainable transport projects over this period. This programme included funding for the delivery of a new express bus link running from Hemel Hempstead Train Station to the Maylands employment area, new cycling infrastructure, and extended funding for a Sustainable Transport Officer. The Officer's role is to provide on the ground support for businesses, and to help with the delivery of urban realm improvements across the business park to encourage walking and cycling.
- 10.26 LSTF project delivery continued in 2014/15 which included the continuation of the Maylands link bus service running from the Rail Station to Maylands via the Town Centre, the continuation of the Sustainable Transport Officer post which ran until the end of the year and the completion of the cycle link between Maylands and the Town Centre.

(d) Hemel Town Centre and Two Waters Regeneration

Water Gardens Restoration

- 10.27 In July 2014 the Council was successful in its bid to the Heritage Lottery Fund/Big Lottery Fund's Parks for People Programme and was awarded £2.465 million towards a £3.6 million project. The funding will restore the Garden's original features – balconies, bridges, and flower garden – provide environmental enhancements to the watercourse, a new play area, and a community garden and building to facilitate learning, training and volunteering opportunities. Planning permission was granted for the restoration in January 2015 and surveys prepared to support the discharge of conditions. Tree works were undertaken through the Gardens in January 2015 prior to the bird nesting season. The main construction works were tendered during January – March 2015, with works scheduled to start on site in summer 2015. The Community Engagement Officer for the Water Gardens, funded through the project, supported volunteering and activities throughout the year including biodiversity and Halloween themed events. The Water Gardens restoration is supported by a Parking, Access and Movement project which aims to deliver key access and movement improvements to the surrounding area, to create a pedestrian friendly environment. The desire to close (west) Bridge Street to traffic, which forms a barrier between the northern and southern sections of the Gardens, was highlighted through a Member and stakeholder workshop. Traffic surveys and junction modelling was undertaken to inform a feasibility report into alternative vehicle access to the Water Gardens car park, which is being prepared for consideration by Hertfordshire County Council.

Two Waters Improvement

- 10.28 During this monitoring year the project has focussed on repairing the watercourse structures to protect the site and to enable development to extend recreational use to follow as a later phase. To prevent debris from blocking the flood relief channel the Environment Agency installed a new trash screen with access for maintenance. Work to repair the bank of the river and flood relief channel will next be prepared for tender. To support the connectivity objectives of this project Hertfordshire County Council completed a stage 1 feasibility study to assess options for improving access and movement in this section of Apsley focussed around Durrants Hill Road. Cost estimates will be prepared for each option.

Boxmoor Improvements

- 10.29 The new footpath scheme, developed by the Box Moor Trust and Dacorum Borough Council, will improve access and connectivity with links to the subway at the Plough roundabout and pedestrian crossing on Station Road. A circular route around the park and new benches will encourage visitors to the park to enjoy views to the river and use the area for informal play. A new landscaping scheme of wildflowers and bulbs will be added as a later phase in the next planting season. Works expected for completion Summer 2015.

Station Gateway Regeneration Project

- 10.30 In March 2011 BDP, in conjunction with Knight Frank and MVA Consultancy, delivered a feasibility study for the Hemel Hempstead Station Gateway. The report considered the opportunities and constraints of the site from an urban design perspective and provided an overview of the planning and property market issues. Together this analysis helped to inform a mix and scale of options appropriate for the site. The options were informed through discussions with key stakeholders including the majority landowner, Network Rail, and Dacorum Borough Council and Hertfordshire County Council in respect of planning and highway issues.
- 10.31 However, no significant progress on this project was made during the monitoring period 2014/15. However, in 2015/16 period there has been early developer interest in parts of the gateway area for housing.

Hemel Hempstead Town Centre

- 10.32 The Masterplan's main purpose is to provide long-term strategic guidance for the future of the town centre. It will build upon policies in the Core Strategy which focus on the need to regenerate the town centre including the framework provided by the seven character areas that make up the town centre as set out in the Core Strategy. The Masterplan was adopted by the Council in January 2013; and was formally recognised as a Supplementary Planning Document in September 2013 on the adoption of the Core Strategy.

- 10.33 The Masterplan, sets out its long-term vision and regeneration plan. The Masterplan forms a framework for the future development of Hemel Hempstead town centre and implementation has started under the brand 'Hemel Evolution'.
- 10.34 Key projects in progress as part of the implementation of the Hemel Hempstead Town Centre Masterplan include improvements to Hemel Hempstead Old Town, the Marlowes Pedestrianised area, the bus interchange, the Market Square, and The Forum (previously referred to as the Public Service Quarter) with housing and a replacement college. These projects are at different phases of implementation.

Marlowes Shopping Zone Improvements

- 10.35 Adopted in June 2011, the Marlowes Shopping Zone Improvement Strategy seeks to significantly enhance the public realm and streetscape with the objective of securing greater footfall and expenditure and adding to the diversity of uses within the town centre. Significant progress has been made with implementing this strategy.
- 10.36 A series of public realm improvements were developed that could be delivered in the short term (within twelve months), medium term (over the next one to five years) and longer term (in five to ten years).
- 10.37 A number of short-term improvements were delivered between 2011 and 2014 including facade improvements, the refurbishment and de-cluttering of street furniture and a new outdoor food court including two food kiosks, a planter, seating, lighting and a covered awning.
- 10.38 The Council has invested £4million in medium term improvements to improve the Marlowes pedestrianised area and Bank Court to create a unique destination that offers something for everyone and is vibrant during the day, evening and night. Major improvements have been made to the public realm of this area including improved paving, landscaping, play area, public toilets and a central town square with a large screen, performance area and musical fountain. A majority of these improvements will be delivered by the end of 2015.
- 10.39 The Council anticipates that the changes will attract more visitors, business and investment and make it a place that people will want to revisit to shop, work, live and enjoy. All improvements are being delivered within the framework of the Hemel Hempstead Town Centre Masterplan.

Hemel Market

- 10.40 A new market operator 'Saunders Markets' was appointed at the beginning of 2013 to manage and improve the Hemel Hempstead market. New market stalls have been purchased and new layouts trialled to improve the appearance of the market. New stall holders have also been brought in including some street food stalls.

10.41 The market needed to move during 2014/15 as works to the Marlowes Shopping Area took place. The market trader levels fell slightly during this period but overall occupancy remained good. This has continued to be monitored with a new layout planned to be established once the public realm works in the Marlowes are completed.

Transport Hub Development to Bus Interchange Project

10.42 The Dacorum Development Programme 2011–2015 approved in January 2013 identifies the development and delivery of a Town Centre Masterplan as a critical project. The Town Centre Masterplan identifies the Bus Station as a key development opportunity.

10.43 The Bus Station regeneration will be a Council led and funded project that aims to significantly enhance the access to sustainable transport through a modern provision in a good location for bus services set within the town centre. It seeks to facilitate regeneration opportunities by releasing a site which once developed, can secure greater footfall and expenditure and adds to the diversity of uses within the town centre, particularly in the evening creating growth and employment.

- Phase 1 – The first stage of the project will aim to significantly enhance the access to sustainable transport through a new bus interchange with modern provision in a good location for bus services on Bridge Street / Marlowes (as highlighted in the Town Centre Masterplan) including relocation of the Wednesday market and taxi rank.
- Phase 2 – Through delivery of phase 1 the Council will be facilitating an opportunity for regeneration of Council owned land at the Market Square and current bus station, creating connected public realm improvements and adding to the diversity of employment uses within the town centre, particularly in the evening. It is one of the aspirations of the Town Centre Masterplan to use the space to increase leisure activity within the town, improve the physical appearance and develop an evening economy to bring life and increased footfall into the town, particularly after shops have closed. This will increase employment opportunities both through the development and delivery stage and long term with the provision of hospitality and leisure services.

10.44 Traffic Regulation orders for Bus Interchange, Waterhouse Street Marlowes Shopping Zone were approved by Cabinet June 2014

10.45 A contractor was appointed and preliminary works to phase 1 started in March 2015.

Old Town Enhancements

- 10.46 The Hemel Hempstead Old Town has benefited from significant regeneration. Improvements have included include a new one-way system, more on-street parking, better transport links and an evening taxi rank to improve accessibility. A new shared space has been created to provide opportunities for specialist markets and other events. In addition, works have been completed to enhance the overall appearance of the Old Town including conservation style paving, street furniture, lighting, signage and a gateway.
- 10.47 After initial delays to the project, works were subsequently completed in May 2014.

Navigational Improvements

- 10.48 Improving access and navigation has been recognised as a key objective of the Hemel Hempstead Town Centre Masterplan and is endorsed by the Core Strategy.
- 10.49 The Core Strategy's vision for the town centre states that 'A walkway and cycleway runs alongside the River Gade. Green links with Gadebridge Park, Two Waters Open Space, Paradise Fields and the Nickey Line have been enhanced.' Also, the Hemel Hempstead Town Centre Masterplan requires 'improved linkages and navigation for pedestrian and cycle movement between the railway station and town centre, and other key destinations. (Regeneration Principles – Sustainable Access and Movement)
- 10.50 The feasibility of the Town Centre to Maylands Cycle Link – Identified as HH7 within the Council's Cycle Strategy: a stage 1 study into walking / cycling routes between Maylands Business Park and the town centre - has been completed in 2013/14. The route represents a mixture of dedicated on and off-street cycle routes with supporting signage and crossing facilities. Final agreements are to be made in 2014/15 with anticipated delivery in the 2015/16 financial year. The Queensway to Maylands component of HH7 will inform the design of the necessary improvements to Waterhouse Street through the Bus Interchange Project.
- 10.51 Town Centre to Hemel Hempstead Railway Station Cycle Route - Identified as HH3 in the Councils Cycle Strategy: this represents a route between Hemel Hempstead railway station and the town centre, providing links across to Heath Park and into the Plough Roundabout cycle improvements. This was implemented during 2014/15 with only minor snagging works still outstanding.

Neighbourhood Improvements

- 10.52 New entrance signs were installed at seven neighbourhood centres across Hemel Hempstead, to provide information and to welcome visitors. This completed the neighbourhood improvement programme which has upgraded the infrastructure and public realm across nine centres creating a safe and pleasant environment to encourage shoppers. The next phase of improvement may

require external investment for the regeneration of Henry Wells Square, Grovehill.

11 Implementation and Delivery

Policies	Current Indicator	Progress
CS35	Monies received from developer contributions and spent	-

11.1 *(Updated information to follow.)*

Appendix 1 Background Tables to the Core Strategy Housing Trajectories

Table 1 Background housing trajectory data 2006 - 2031

Period 2006 - 2031	COMPLETIONS									PROJECTIONS															
	2006/07	2007/8	2008/9	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Past completions (allocated and unallocated)	400	384	418	237	603	447	290	219	379																
Projected completions										629	614	804	570	740	267	755	670	471	492	366	310	250	277	267	232
Cumulative Completions	400	784	1202	1439	2042	2489	2779	2998	3377	4006	4620	5424	5994	6734	7001	7756	8426	8897	9389	9755	10065	10315	10592	10859	11091
PLAN - housing target (annualised)	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430	430
MONITOR - No. of dwellings above or below cumulative allocation	-30	-76	-88	-281	-108	-91	-231	-442	-493	-294	-110	264	404	714	551	876	1116	1157	1219	1155	1035	855	702	539	341
MANAGE - Annual requirement taking account of past/projected completions	430	431	433	434	443	435	435	443	456	461	450	438	410	396	365	375	333	291	265	227	199	171	145	79	-109

Data	Source
Completions 2006-2015	Residential Land Position Statement No. 42

Table 2 Background 15 year Core Strategy housing trajectory data 2016/17– 2030/31

Period 2016/17 - 2030/31	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Past completions (allocated and unallocated)															
Projected completions	614	804	570	740	267	755	670	471	492	366	310	250	277	267	232
Cumulative Completions	614	1418	1988	2728	2995	3750	4420	4891	5383	5749	6059	6309	6586	6853	7085
PLAN - Strategic Allocation (annualised)	449	449	449	449	449	449	450	450	450	450	450	450	450	450	450
MONITOR - No. of dwellings above or below cumulative allocation	165	520	641	932	750	1056	1276	1297	1339	1255	1115	915	742	559	341
MANAGE - Annual requirement taking account of past/projected completions	450	438	410	396	365	375	333	291	265	227	199	171	145	79	-109
Data	Source														
	DBC monitoring and Residential Position Statement No. 42														

Table 3 Summary Table to Core Strategy housing trajectories 2015 - 2031

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
<i>Adjusted Core Strategy rate (@461pa)</i>	460	460	460	461	461	461	461	461	461	461	461	461	461	461	461	461	7373
<i>(1) Defined sites:</i>																	
<i>(a) Site Allocation:</i>																	
Part 1:																	
(i) housing allocations	0	5	46	6	92	117	208	170	21	0	0	0	0	0	0	0	665
(ii) Mixed Use allocations	0	0	30	30	0	0	130	130	130	130	146	50	50	75	25	25	951
(iii) Local Allocations			50	50	50	50											200
Part 2:																	0
(i) Local Allocations	0	0	0	0	0	0	190	200	150	150	150	150	90	90	130	130	1430
Gypsy and Travellers Pitches					5							5				7	17
<i>(b) Other:</i>																	
PPs (large sites)	512	492	449	203	122												1778
PPs (small sites)	41	41	41	40	40												203
PPs (conversions)	76	76	76	75	75												378
Legal agreements	0	0	2	0	208												210
SHLAA (not with pp)	0	0	1	0	0	100	117	100	100	142	0	0	0	42	42	0	644
New Sites (not SHLAA)	0	0	109	166	148	0	0	0	0	0	0	0	0	0	0	0	423
																	0
Sub total	629	614	804	570	740	267	645	600	401	422	296	205	140	207	197	162	6899
<i>2. Defined locations:</i>																	0
Maylands (i.e. Heart of Maylands (AE47)).							40	0	0	0	0	35	40	0	0	0	115
Grovehill Local Centre							20	20	20	20	20	20	20	20	20	20	200
Windfall (small sites in Residential Areas of the main settlements)*							50	50	50	50	50	50	50	50	50	50	500
Sub total	0	0	0	0	0	0	110	70	70	70	70	105	110	70	70	70	815
Total	629	614	804	570	740	267	755	670	471	492	366	310	250	277	267	232	7714

Notes:

1. The projected completions under the 'Defined sites' will not tally with the respective totals in the schedules in the Pre-Submissions Site Allocations DPD. The figures have been adjusted to take into account progress on sites (e.g. planning approvals) and to avoid double counting future completions.
2. Totals for the projected completions under the 'Heart of Maylands' in the 'Defined locations' section have been adjusted to take into account progress on sites (e.g. planning approvals and applications), recent information, and to avoid double counting completions.
3. The previous contributions from 'Rural exceptions' sites has been removed from the table due to the difficulties in securing and delivering such schemes. However, proposals could still come forward (albeit in a more reduced scale) and thus contribute as future commitments.
4. 'Windfalls' also includes small new build and conversions/change of use sites in other locations such as undesignated employment sites, retail centres and rural conversions.
5. 'Windfalls' excludes any contributions from larger windfall sites, development on garden land and potential rural exception sites. However, such schemes could still contribute to the overall housing supply (e.g. as future commitments) and thus help ensure an additional buffer.

Table 4 Commitments

Part 1 Housing Allocations

(i) General Allocations

(updated information to follow)

(ii) Mixed Allocations
(updated information to follow)

(iii) Local Allocations
(updated information to follow)

(b) Part 2 Housing Allocations

(i) Local Allocations
(updated information to follow)

(c) Commitments

(updated information to follow)

(d) SHLAA sites
(updated information to follow)

(e) New sites (non SHLAA sites)

(Updated information to follow.)

(f) Defined Locations – Hemel Hempstead Town Centre

(Updated information to follow.)

Appendix 2 Affordable Housing Completions – 2014/15

Site/Scheme	Shared Ownership / Shared Equity	Affordable Rent	Social Rent	Total Number of Units
BondCourt, Apsley (Cavendish Court)	0	49	0	49
The Elms Hostel Site	0	41	0	41
Aspen Park, Apsley (Manor Estate) 1 & 2	5	0	0	5
Green Lane, Hemel Hempstead	7	3	0	10
Dixons Wharf, Wilstone	0	7	0	7
Lord Alexander Offices	0	2	0	2
Unknown Help to Buy	126	0	0	126
Humbers Hoe, Markyate (Manor Farm)	8	6	0	14
Total Units	146	108	0	254

Summary of Duty to Cooperate Activity (2014/15 period)

(Updated information to follow.)

Appendix 4: Schedule of Policies Superseded on Adoption of Core Strategy

Dacorum Borough Local Plan Policy	Status post Core Strategy adoption
SUSTAINABLE DEVELOPMENT OBJECTIVES	
Policy 1 Sustainable Development Framework	Superseded by the Core Strategy as a whole, including Policy NP1: Supporting Development
DEVELOPMENT STRATEGY	
Policy 2 Towns	Superseded by Policy CS1 Distribution of Development
Policy 3 Large Villages	Superseded by Policy CS1 Distribution of Development
Policy 4 The Green Belt	Superseded by Policy CS5 The Green Belt
Policy 5 Major Developed Sites in the Green Belt	Superseded by Policy CS5 The Green Belt
Policy 6 Selected Small Villages in the Green Belt	Superseded Policy CS6 Selected Small Villages in the Green Belt
Policy 7 The Rural Area	Superseded by Policy CS7 Rural Area
Policy 8 Selected Small Villages in the Rural Area	Superseded by: <ul style="list-style-type: none"> • Policy CS1 Distribution and Development • Policy CS2 Selection of Development Sites • Policy CS7 Rural Area
URBAN STRUCTURE	
Policy 9 Land Use Division in Towns and Large Villages	Superseded by Policy CS4 The Towns and Large Villages
DEVELOPMENT CONTROL	
Policy 11 Quality of Development	Superseded by elements of a number of policies: <ul style="list-style-type: none"> • Policy CS5 Green Belt • Policy CS7 Rural Area • Policy CS8 Sustainable Transport • Policy CS9 Management of Roads • Policy CS10 Quality of Settlement Design • Policy CS11 Quality of Neighbourhood Design • Policy CS12 Quality of Site Design • Policy CS13 Quality of Public Realm

	<ul style="list-style-type: none"> • Policy CS25 Landscape Character • Policy CS26 Green Infrastructure • Policy CS27 Quality of the Historic Environment • Policy CS31 Water Management • Policy CS32 Air, Water and Soil Quality
HOUSING	
Policy 14 Housing Strategy	Superseded by Policy CS17 New Housing
Policy 16 Supply of New Housing	Superseded by Policy CS17 New Housing
Policy 17 Control Over Housing and Land Supply	Superseded by Policy CS17 New Housing
Policy 20 Affordable Housing	Superseded by Policy CS19 Affordable Housing
Policy 25 Affordable Housing in the Green Belt and Rural Area	Superseded by elements of a number of policies: <ul style="list-style-type: none"> • Policy CS5 Green Belt • Policy CS6 Selected Small Villages in the Green Belt and Rural Area • Policy CS3 Managing Selected Development Sites • Policy CS7 Rural Area • Policy CS19 Affordable Housing
Policy 27 Gypsy Sites	Deleted. Replaced by: <ul style="list-style-type: none"> • CS21 Existing Accommodation for Travelling Communities • CS22: New Accommodation for Gypsies and Travellers
EMPLOYMENT	
Policy 29 Employment Strategy and Land Supply	Superseded by: <ul style="list-style-type: none"> • Policy CS14 Economic Development • Policy CS15 Office, Research, Industry, Storage and Distribution
Policy 30 Control of Floorspace on Employment Land	Superseded by: <ul style="list-style-type: none"> • Policy CS14 Economic Development • Policy CS15 Office, Research, Industry, Storage and Distribution
Policy 35 Land at North East of Hemel Hempstead	Superseded by: <ul style="list-style-type: none"> • Policy CS1 Distribution of Development • Policy CS14 Economic Development • Policy CS15 Office, Research, Industry, Storage and Distribution

Policy 36 Provision for Small Firms	Superseded by Policy CS15 Office, Research, Industry, Storage and Distribution
SHOPPING	
Policy 38 The Main Shopping Hierarchy	Superseded by: <ul style="list-style-type: none"> • Policy CS4 The Towns and Large Villages • Policy CS15 Office, Research, industry, Storage and Distribution
Policy 39 Uses in Town and Local Centres	Superseded by: <ul style="list-style-type: none"> • Policy CS4 The Towns Larges Villages • Policy CS16 Shops and Commerce
Policy 40 The Scale of Development in Town and Local Centres	Superseded by elements of a number of policies: <ul style="list-style-type: none"> • Policy CS1 Distribution of Development • Policy SC8 Sustainable Transport • Policy CS9 Management of Roads • Policy CS10 Quality of Settlement Design • Policy CS11 Quality of Neighbourhood Design • Policy CS12 Quality of Sites Design • Policy CS14 Economic Development • Policy CS15 Office, Research, Industry, Storage and Distribution
Policy 41 New Shopping Development in Town and Local Centres	Superseded by: <ul style="list-style-type: none"> • Policy CS1 Distribution of Development • Policy CS8 Sustainable Transport • Policy CS14 Economic Development • Policy CS15 Office, Research, Industry, Storage and Distribution
TRANSPORT	
Policy 49 Transport Planning Strategy	Superseded by: <ul style="list-style-type: none"> • Policy CS8 Sustainable Transport • Policy CS9 Management of Roads
Policy 50 Transport Schemes and Safeguarding of Land	Superseded by Policy CS9 Management of Roads
Policy 52 The Road Hierarchy	Superseded by Policy CS9 Management of Roads
Policy 53 Road Improvement Strategy	Superseded by Policy CS9 Management of Roads
SOCIAL AND COMMUNITY FACILITIES	
Policy 67 Land for Social and Community Facilities	Superseded by Policy CS23 Social Infrastructure

Policy 68 Retention of Social and Community Facilities	Superseded by Policy CS23 Social Infrastructure
Policy 70 Social and Community Facilities in New Developments	Superseded by Policy CS23 Social Infrastructure
LEISURE AND TOURISM	
Policy 72 Land for Leisure	Superseded by Policy CS2 Selection of Development Sites
Policy 88 Arts, Cultural and Entertainment Facilities	Superseded by: <ul style="list-style-type: none"> • Policy CS23 Social Infrastructure • Policy CS13 Quality of the Public Realm
Policy 89 Dual Use and Joint Provision of Leisure Facilities	Superseded by Policy CS23 Social infrastructure
ENVIRONMENT	
Policy 96 Landscape Strategy	Superseded by: <ul style="list-style-type: none"> • Policy CS24 Chilterns Area of Outstanding Natural Beauty • Policy CS25 Landscape Character • Policy CS26 Green Infrastructure
Policy 98 Landscape Regions	Superseded by Policy CS25 Landscape Character
Policy 107 Development in Areas of Flood Risk	Superseded by Policy CS31 Water Management
Policy 114 Historic Parks and Gardens	Superseded by: <ul style="list-style-type: none"> • Policy CS25 Landscape Character • Policy CS27 Quality of the Historic Environment
Policy 115 Works of Art	Superseded by Policy CS13 Quality of the Public Realm
Policy 117 Areas of Special Restraint	Superseded by Policy CS3 Managing Selected Development Sites
Policy 122 Energy Efficiency and Conservation	Superseded by: <ul style="list-style-type: none"> • Policy CS12 Quality of Site Design • Policy CS28 Renewable Energy • Policy CS29 Sustainable Design and Construction • Policy CS30 Sustainability Offset Fund
Policy 123 Renewable Energy	Superseded by: <ul style="list-style-type: none"> • Policy CS28 Renewable Energy • Policy CS29 Sustainable Design and Construction • Policy CS30 Sustainable Offset Fund

Policy 124 Water Conservation and Sustainable Drainage Systems	Superseded by Policy CS31 Water Management
MONITORING AND IMPLEMENTATION	
Policy 130 Monitoring of the Plan	Superseded by the monitoring indicators that follow each Core Strategy Policy or set of Policies, and by text in Section 29: Monitoring
PART 4	
Hemel Hempstead Town Centre Strategy	Superseded by: <ul style="list-style-type: none"> • Hemel Hempstead Place Strategy • Policy CS33 Hemel Hempstead Urban Design Principles
Berkhamsted Town Centre Strategy	Superseded by Berkhamsted Place Strategy
Tring Town Centre Strategy	Superseded by Tring Place Strategy

Local Development Scheme 2016-18



Draft for Cabinet
December 2015

Contents

	Page
1. Introduction	1
Role and content of the LDS	1
Review process	2
2. Overview of the Development Plans System	3
The current development plan	3
Neighbourhood Plans	4
Supplementary Planning Guidance and Supplementary Planning Documents	5
Plan priorities	5
The Local Planning Framework	6
Transitional arrangements	7
New Local Plan	8
3. Developing and Managing the Evidence Base	9
4. Schedule of Local Development Documents	11
5. Strategic Environmental Assessment, Sustainability Appraisal and Appropriate Assessment	13
6. Monitoring and Evaluation	14
7. Risk Assessment	15
 Appendices	
Appendix 1 Schedule of superseded policies	18
Appendix 2 Schedule of 'saved' guidance and schedules	22
Appendix 3 Profiles of Development Plan Documents	25
Appendix 4 List of Required Supplementary Planning Documents	29
Appendix 5 Risk Assessment	30
Appendix 6 Glossary	31

1. Introduction

1.1. The Borough Council, as local planning authority, is required to prepare a Local Development Scheme (LDS) under the provisions of the Planning and Compulsory Purchase Act 2004.

Role and content of the LDS:

1.2 The LDS is a project plan which sets out the timetable for preparation of Local Development Documents (LDDs) that form the Council's Local Planning Framework. Its purposes are to:

- a) provide a point of reference for the community to find out about the Council's planning policies;
- b) set out the programme for production of new and/or more detailed planning policies in the form of local development documents; and
- c) prioritise the preparation of documents in order to foster effective use of resources.

1.3 The LDS sets out:

- the Local Development Documents (LDDs) that the Council intends to produce, indicating subject matter and geographic coverage for each;
- which LDDs will be part of the development plan (and therefore known as Development Plan Documents or DPDs);
- information on the Annual Monitoring Report;
- a timetable for the production of documents up to 2018;
- milestones to be achieved as part of the process leading to adoption of the LDDs;
- the relationship of the local development framework (LDF) to existing policies;
- other supporting documents and statements that will be required or referred to;
- which current development plans and policies are "saved"; and
- the resources available, together with the constraints and a risk assessment.

1.4 Dacorum's Local Planning Framework currently comprises the following:

- Core Strategy (Development Plan Document) - adopted September 2013
- Site Allocations (Development Plan Document) – at Submission stage
- 'Saved' policies from the Dacorum Borough Local Plan 1991-2011
- A range of Supplementary Planning Documents and Supplementary Planning Guidance.

1.5 The Local Planning Framework is supported by the Statement of Community Involvement (adopted June 2006¹) and this Local Development Scheme (LDS).

1.6 The LDS also sets out the programme for the early partial review of the Core Strategy. It is intended that this review will merge the existing Core Strategy and Site Allocations DPDs and incorporate a series of new Development Management policies into a single 'Local Plan' for Dacorum Borough.

1.7 The LDS also indicates what new or Supplementary Planning Documents will be prepared. The Council recognises that 2008 Planning Act removes the legal duty to do this but believes it is helpful information to share with the community.

¹ This document is currently under review and a new SCI scheduled for adoption in early 2016.

Review process:

- 1.8 Once adopted, this new Local Development Scheme (January 2016) will come into immediate effect and supersede earlier versions:
- 1) LDS 2005 which came into effect on 13 April 2005.
 - 2) LDS 2007 which came into effect on 21 May 2007.
 - 3) LDS 2009 which came into effect on 1 May 2009.
 - 4) LDS 2014 which came into effect on 26 February 2014.
- 1.9 The LDS will continue to be reviewed on a regular basis, with any necessary adjustments made to the timetable in Chart A through the Council's Authority Monitoring Report (AMR) processes.

2. Overview of the Development Plan System

- 2.1 The Planning and Compulsory Purchase Act 2004 and The Town and Country planning (Local Planning) (England) Regulations 2012 set out the requirements for producing a development plan for the Borough.
- 2.2 The development plan is essentially a document, or series of document, containing the planning policies that the local planning authority will take into account when determining planning applications. The Borough Council is responsible for preparing most, but not all, documents that comprise the development plan.
- 2.3 The Planning and Compulsory Purchase Act 2004 introduced a forward planning system, comprising:
- a regional spatial strategy,
 - a local development framework (for each district such as Dacorum), and
 - a minerals and waste local development framework (for each county such as Hertfordshire).
- 2.4 The Act included transitional arrangements, allowing for plans and policies which existed at that time to be saved.
- 2.6 Regional Spatial Strategies no longer form part of the development plan. Following the revocation of the East of England Plan, the 'saved' policies of the Hertfordshire County Structure Plan Review 1991-2011 (i.e. policies 3, 15, 24, 35 and 52) also ceased to apply.

The current Development Plan

- 2.7 The current development plan for Dacorum Borough Council is made up of the following:
- Dacorum Borough's Local Planning Framework Core Strategy (adopted September 2013)
 - 'Saved' Policies from the Dacorum Borough Local Plan 1991-2011, not superseded by the above.
- and
- Hertfordshire Minerals Local Plan Review 2002-2016 (adopted March 2007);
 - Hertfordshire Waste Core Strategy and Development Management Policies (adopted November 2012);
 - Hertfordshire Waste Site Allocations Document (adopted July 2014).
- 2.7 The preparation of Minerals and Waste Plans is the responsibility of Hertfordshire County Council, although the Borough Council is an important consultee.
- 2.8 The policies and proposals in the Site Allocations DPD can also be accorded weight in relevant decisions, as they have reached Pre-Submission (publication) stage².

Core Strategy

² In accordance with paragraph 216 of the NPPF.

2.9 The Core Strategy is the principal document in the Local Planning Framework, setting out the planning framework for the Borough to 2031. Its aim is to deliver the challenging concept of sustainable development i.e. new homes, facilities and businesses, whilst maintaining the quality of the environment. It provides a basis for planning for and securing new infrastructure provision, which should be aligned with new development. Dacorum's Core Strategy was adopted on 25 September 2013.

Site Allocations

2.10 The Site Allocations is the second of the DPDs that make up the Local Planning Framework. Its principal role is to set the Council's detailed proposals and requirements for particular sites and areas in order to assist in the delivery of the levels of growth set out in the Core Strategy. It:

- Allocates sites for future development in the Borough;
- Defines the boundaries of planning designations; and
- Ensures appropriate infrastructure is identified and delivered alongside new development.

2.11 All designations and allocations are illustrated on the Policies Map.

2.12 The Site Allocations reached Pre-Submission (publication) stage in September 2014. The Council has subsequently consulted on limited number of 'Focused Changes.' The revised Pre-Submission DPD is scheduled for Submission, Examination and adoption in 2016 (See Chart A)

Dacorum Borough Local Plan 1991-2011

2.13 The Dacorum Borough Local Plan 1991-2011 (DBLP) was adopted by the Council on 21 April 2004 and became operative on that date. It was a saved local plan until 28 September 2007: from that date all policies, except 27, were extended (i.e. remained in operation) by direction of the Secretary of State. The National Planning Policy Framework (NPPF) was published on 27 March 2012 and became effective from that date. As a result, the Local Plan policies, except 27, have been given due weight according to their degree of consistency with the NPPF (the closer the policies in the Local Plan to the policies in the NPPF, the greater the weight that may be given). Some DBLP policies have now been superseded by the Core Strategy (see Appendix 1).

Hertfordshire Minerals and Waste Plans

2.14 Hertfordshire County Council is responsible for minerals and waste planning. The Minerals and Waste Local Plans cover the whole county in general terms and may include some site specific proposals affecting Dacorum Borough.

2.15 Hertfordshire Minerals Local Plan Review 2002-2016 was adopted by the County Council on 27 March 2007. A Supplementary Planning Document on Mineral Consultation Areas has been adopted by the County Council, taking effect from 1 January 2008.

2.16 The County Council commenced work in November 2014 on a review of the current Hertfordshire Minerals Local Plan (the Minerals Local Plan Review 2015). This review is scheduled for adoption in summer 2018. Four stages of public consultation are planned throughout the review process, starting with an Initial Consultation document (published August 2015).

2.17 The Waste Local Plan for Hertfordshire consists of the following DPDs which should be read together:

- Waste Core Strategy and Development Management Policies Document (adopted on 5 November 2012).
- Waste Site Allocations Document (adopted on 15 July 2014).

2.18 In November 2015, the County Council adopted the Employment Land Areas of Search Supplementary Planning Document. The purpose of this document is to provide further planning guidance on the suitability of waste related development on the 60 Employment Land Areas of Search (including eight areas in Dacorum) identified in the Waste Site Allocations document.

Neighbourhood Plans

2.19 The Localism Act 2011 allows for Town and Parish Councils, and established 'Neighbourhood Forums' to prepare Neighbourhood Plans for their areas. Provided these conform with the strategic planning policies for the area and gain a majority vote in a local referendum, these plans will be adopted as part of the Development Plan for Dacorum.

2.20 The role of the Borough Council with regard to Neighbourhood Plan is to:

- ensure that the intention to produce a neighbourhood plan and the area that it will cover is brought to the attention of people who live and work (or own a business) in the area;
- ensure that the 'qualifying body' that takes the plan forward meets the requirements of the Localism Act;
- help the community to ensure that the plan they produce is based on robust and credible evidence, is deliverable and consistent with other national and local planning policy;
- arrange for an inspector to examine the plan to make sure that it meets the requirements of a local planning document and can be used to help determine planning applications;
- arrange a referendum where everyone living in the area can vote to confirm whether they would like the plan to be adopted as part of its planning policy.

2.21 At the time of preparing this LDS, only one Neighbourhood Plan is under preparation – for the Grovehill neighbourhood in Hemel Hempstead. This is being prepared by a Neighbourhood Forum called 'Grovehill Future Neighbourhood Forum' which formed in February 2014.

2.22 For the most up-to-date information on the number, location and progress of Neighbourhood Plans within the Borough, please refer to the Council's website.

Supplementary Planning Guidance and Supplementary Planning Documents

2.23 A range of Supplementary Planning Documents (SPD) and Supplementary Planning Guidance (SPG) has been prepared to support policies and proposals within the

Dacorum Borough Local Plan 1991 and the Core Strategy. A full list is available online at:
<http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning>

- 2.24 Further SPDs will be prepared to support the Council's LPF, whilst some existing guidance will be reviewed and updated as appropriate. See Appendix 4 for further details.
- 2.25 The Council has also prepared a series of Advice Notes, which although not part of the statutory development plan, help to explain and elaborate planning policies and how they will be applied. These are also available online.
- 2.26 This guidance will be supplemented by master plans for key development sites, such as the Local Allocations (Green Belt housing sites identified in the Core Strategy).

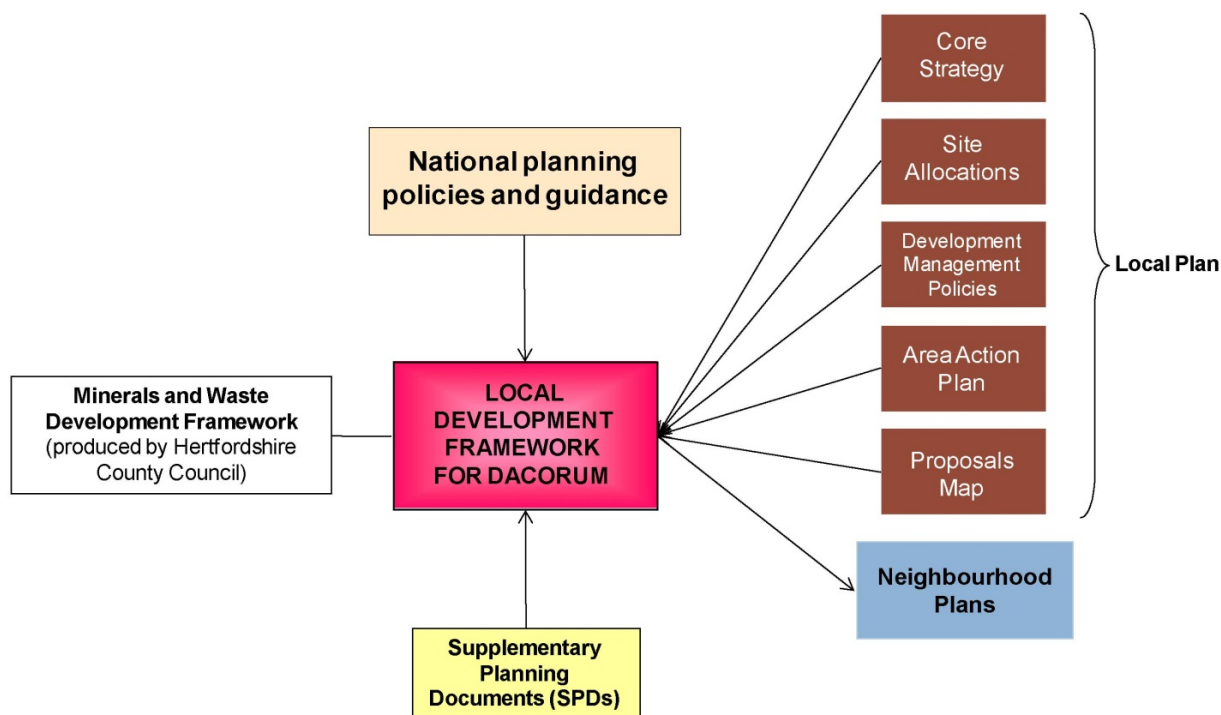
Plan priorities

- 2.27 The Council's priority areas in terms of policy planning are as follows:
- Progress the Site Allocations DPD through Submission and Examination to adoption;
 - Progress work on the partial review of the Core Strategy (in the form of a new single Local Plan for the Borough); and
 - Complete necessary supplementary planning documents and other guidance which will enable the development plan to be properly implemented.
- 2.28 These priorities are reflected in the timetable set out in Chart A.
- 2.29 Whether there should be specific exceptions to this approach will be kept under review by monitoring the Local Development Scheme and the implementation and use of policies through the Authority's Monitoring Report (AMR). In particular, the Council recognises that some policy guidance could be superseded by a new Government planning policies or guidance, or by temporary or permanent changes to permitted development rights.

The Local Planning Framework:

- 2.30 In addition to the adopted Core Strategy summarised above, Dacorum's Local Planning Framework was originally intended to include the following Development Plan Documents (DPDs), together with a Policies Map:
- **Development Management Policies** – will support the Core Strategy by setting out additional, more detailed planning policies that the Council will use when considering planning applications.
 - **East Hemel Hempstead Area Action Plan (AAP)** – will provide a detailed planning framework for the regeneration of the eastern part of Hemel Hempstead. The extent of the AAP within Dacorum is shown in the Core Strategy, while its extent within St Albans District is to be confirmed.

Figure 1: Structure of the current Local Planning Framework



2.31 The Site Allocations DPD is programmed for submission to the Planning Inspectorate in early 2016. Work on the Development Management DPD is now on hold and appropriate policies will instead be included within the new single Local Plan for the Borough. This new plan will also incorporate the early partial review of the Core Strategy. Progress on the Area Action Plan remains dependent upon the content and scope of St Albans' emerging Local Plan.

2.32 The Local Planning Framework (and new Local Plan that will superseded it) will be supported by a series of Supplementary Planning Documents (SPDs) and Advice Notes.

2.33 These policies will inform any new Neighbourhood Plan prepared within the Borough.

2.34 Further detail regarding the content of each DPD and a full list of supporting SPDs is set out in Appendices 3 and 4.

2.35 All DPDs and SPDs will be supported by a consultation statement, explaining how the document has taken into account the views of stakeholders and the public in general and meets the requirements of the Statement of Community Involvement (SCI). All DPDs and some SPDs will also be accompanied by a sustainability appraisal (SA), incorporating strategic environmental appraisal (SEA) and with appropriate assessment (AA), as necessary (see section 5).

2.36 All DPDs will also be required to include a list of superseded policies (and any other superseded guidance).

2.37 All DPDs are the subject of an independent examination (or inquiry) by an inspector. The inspector will examine the "soundness" of the document(s): i.e. whether the proper

procedures have been followed; how the document(s) relate to national/strategic planning policy or other relevant strategic advice; whether the document(s) are coherent and stem from a credible evidence base: and whether the policies in the document(s) are effective and deliverable. Whilst the Inspector's report is not formally binding, the Council cannot adopt a DPD unless it has been found 'sound.'

Transitional arrangements

- 2.38 Dacorum Borough Local Plan 1991-2011 was adopted on 21 April 2004. All policies of the Local Plan (except Policy 27 on Gypsies and Travellers) were 'saved' in 2007 under transitional arrangements. Some of these policies have now been superseded by the Core Strategy. The remainder will be reviewed through the preparation of subsequent Development Plan Documents (DPDs) and through new or updated supplementary planning documents (SPD).
- 2.39 Replacing this existing Local Plan is a gradual process. It is important that there is clarity regarding which policies and proposals are superseded and which are retained. It is also important to avoid a local policy vacuum.

Superseded policies and proposals:

- 2.40 The Core Strategy and Site Allocation DPDs both contain a list setting out those policies and proposals within the existing Local Plan that are superseded (or will be superseded formally on adoption of that DPD). This schedule is reproduced as Appendix 1.
- 2.41 In a few instances there are Local Plan policies that are partly superseded. This is usually because they contained both strategic elements and more detailed criteria. Where this is the case, these policies will be 'saved' until they can be superseded in their entirety. Where a conflict arises between elements of a 'saved' Local Plan policy and the Core Strategy or Site Allocations DPD, the most up to date policy will take precedence.
- 2.42 The Council has also adopted a number of Supplementary Planning Documents (SPDs), Supplementary Planning Guidance (SPGs), Concept Statements and Advice Notes. These either support the delivery of sites within the schedules, or set out the Council's requirements relating to particular topic areas. Often supplementary guidance will be valid beyond the term of the saved policy: i.e. because
- a) a site specific brief is in the process of being implemented, or
 - b) conservation principles remain valid.
- 2.43 Appendices 1-9 also provide important additional guidance to support both the 'saved' policies of the DBLP and those within the Core Strategy and emerging Site Allocations DPD.
- 2.44 All of the documents and schedules listed in Appendix 2 are therefore retained and treated as 'saved' until they have been fully reviewed. They remain valid and will provide important advice and guidance to inform planning decisions within the Borough. As for the 'saved' policies, where there is any conflict between these documents and the Core Strategy or Site Allocations DPDs, the more recent document will take precedence.

The role of the SCI and AMR:

- 2.45 The Authority's Monitoring Report assesses the implementation of the LDS itself and the extent to which planning policies are being achieved. It also provides a mechanism through which to keep 'saved' policies, schedules and guidance under review and delete any parts the Council no longer considers appropriate or relevant.
- 2.46 The Statement of Community Involvement (SCI) was adopted on 14 June 2006. It sets out arrangements for public consultation in the connection with the LPF and planning applications. The Council intends to adopt a new SCI in early 2016, to help guide production of the new Local Plan.

New Local Plan

- 2.47 The Council is committed to an early partial review (EPR) of its Core Strategy. This EPR will take the form of a single 'Local Plan,' containing site allocations and development management policies in addition to strategic policies covering the development of the Borough of Dacorum. Existing policies and designations will be reviewed and updated as appropriate, taking into account new evidence and the outcome of discussions under the duty to co-operate.
- 2.48 The new Local Plan will, amongst other issues, include detailed consideration of:
- a) household projections;
 - b) the role and function of the Green Belt affecting Dacorum, including long term boundaries and the potential to identify safeguarded land beyond 2031; and more significantly,
 - c) the role that effective co-operation with local planning authorities could play in meeting any housing needs arising from Dacorum. This element will include St Albans district and relevant areas lying beyond the Green Belt.
- 2.49 The intention remains for this new plan to be in place by 2017/18, as set out in the Core Strategy.
- 2.50 Background technical work has already commenced. Stage 1 of a comprehensive Green Belt Review has been carried out jointly with St Albans City and District Council and Welwyn Hatfield Council, and published. Other technical work is underway, including a Strategic Housing Market Assessment, an Economy Study, Stage 2 of the Green Belt Review and a Strategic Housing Land Availability Assessment. Once completed, all technical work will be published on the Council's website:
- <http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/new-single-local-plan/technical-work-for-the-early-partial-review>
- 2.51 Further information regarding the structure, timing and content of the new Local Plan is set out in Appendix 3.

3. Developing and Managing the Evidence Base

- 3.1 Underlying production of the LPF and new Local Plan will be an information (or evidence) base. The evidence base will consist of:
- technical studies;
 - monitoring and contextual information; and
 - related strategies.

Technical studies

- 3.2 A range of studies have been prepared, or are being prepared to use as an evidence base to support production of both DPDs and SPDs.
- 3.3 A full list of the evidence base for the Councils Local Planning Framework (LPF) is available online at:
<http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/evidence-base>
- 3.4 Part of the role of the Authority's Monitoring Report (and internal processes behind this) will be to maintain the evidence base as far as possible.
- 3.5 Additional and updated evidence will be required to support production of the new Local Plan. This work has already commenced, with published documents available online:
<http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/new-single-local-plan/technical-work-for-the-early-partial-review>

Monitoring Reports and Contextual Information

- 3.6 Land Position Statements for employment and housing are prepared annually. They, together with other sources of information, such as the Census, are used to prepare the Council's Authority Monitoring Report. See section 6 for further information.

Related Strategies

- 3.7 It is recognised that the challenges facing Dacorum Borough cannot be tackled by the Local Planning Framework or new Local Plan alone. They are already being addressed in varying degrees by a range of other strategies and policies at national, county and local levels. It is therefore important that the Council's planning strategy complements and reinforce these. Key documents and strategies are set out in the table below, although it is recognised that these will change over time.

National
<ul style="list-style-type: none">• National Planning Policy Framework (NPPF)• Planning Practice Guidance (PPG)• Planning Circulars
County or Sub-region
<ul style="list-style-type: none">• Hertfordshire 2021: A Brighter Future• Hertfordshire's Economic Development Strategy 2009-2021• Local Economic Assessment (LEA)• Local Transport Plan (LTP)

- Biodiversity Action Plan (BAP)
- Green Arc Strategic Green Infrastructure Plan (with Hertfordshire)
- Minerals and Waste Development Framework for Hertfordshire
- Management Plan for the Chilterns Area of Outstanding Natural Beauty
- Documents and strategies produced by the Local Enterprise Partnership (LEP)

Local

- Destination Dacorum - The Dacorum Sustainable Community Strategy
- Corporate Plan
- Housing Strategies
- Green Space Strategy
- Dacorum's Economic Development Strategy
- Maylands Master Plan
- Hemel Hempstead Town Centre Master Plan
- Local Biodiversity Action Plan

CIL:

- 3.8 Dacorum Borough Council's Community Infrastructure Levy (CIL) came it effect on 1st July 2015. As CIL does not form part of the Local Planning Framework the programme for its review is not included in this LDS. However, this review would logically occur following adoption of the new Local Plan. For further information on CIL please refer to the Council's website www.dacorum.gov.uk/cil.

4. Schedule of Local Development Documents

- 4.1 'Local Development Documents' is an umbrella term covering both Development Plan Documents (DPDs) and Supplementary Planning Documents SPDs.

Development Plan Documents:

- 4.2 Section 2 provides a brief description of each DPD and for the new single Local Plan. Appendix 3 provides further detail, setting out the broad content of each, together with key milestones and the arrangements for monitoring and review.
- 4.3 The Council wishes to complete work on its Site Allocations DPD alongside progressing work on the new single Local Plan, as this is the key delivery document for the Core Strategy.
- 4.4 Formal work on the East Hemel Hempstead Area Action Plan is currently on-hold, as the Council awaits progress on St Albans' Local Plan. Discussions are however ongoing between Officers and Members of the two authorities and will inform work on Dacorum's new Local Plan. This will ensure that:
- issues related to the outward growth of Hemel Hempstead are linked;
 - an effective long-term housing programme is established; and
 - regeneration in the Maylands business area continues to be encouraged.
- 4.5 The programme for production of these DPDs is shown in Chart A below.

Supplementary Planning Documents:

- 4.6 The preparation of Supplementary Planning Documents signalled in the Dacorum Borough Local Plan 1991-2011 has been completed. Appendix 4 lists the documents that need to be reviewed or which are required to support the adopted Core Strategy or subsequent DPDs. In some cases the Council will consider introducing new supplementary advice on an informal basis before completion of formal SPD procedures.
- 4.7 It should be noted that the programme of Supplementary Planning Document review and production will continue beyond the end of the 2017/18 period covered by this LDS.

Chart A: Programme of Development Document Production

SUBJECT	2016												2017												2018											
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Development Plan Documents																																				
Site Allocations		S			E					A																										
LA Master Plans										A																										
Single Local Plan (incorporating Partial Review)								I								P						S				E		A								
East Hemel Hempstead Action Plan																																				
Policies Map - Updating																																				

Key:

- I - Issues and options consultation (consultation stage)
- P - Pre-Submission / Proposed Submission consultation (representations stage)
- S - Submission of plan and associated documents to Secretary of State
- E - Examination of plan by the Planning Inspectorate
- A - Adoption of plan by the Council

Notes:

- The Core Strategy was adopted in September 2013 and so is not shown on this programme
- All timings are subject to the programming of Cabinet and Full Council meetings and the availability of Planning Inspectors to conduct the Examinations.
- The timetable will be subject to review through the Annual Monitoring Report and any necessary changes to programming made.

5. Sustainability Appraisal and Strategic Environmental Assessment

- 5.1 The implications and effects of DPDs (and SPDs where appropriate) will be assessed through procedures associated with:
- Sustainability Appraisal (SA);
 - Strategic Environmental Assessment (SEA); and
 - Appropriate Assessment (AA).
- 5.2 The Government advises that the three procedures should be integrated in order to reduce duplication of effort.
- 5.3 These assessments will be iterative in nature and may lead to revisions in draft plans and proposals. It helps test the soundness of DPDs, ensuring that they reflect sustainable development objectives and that they are consistent with each other.
- 5.4 The Council will consider the need for an assessment under SA / SEA / AA on SPDs on a case by case basis.

Strategic Environmental Assessment:

- 5.5 European Directive 2001/42/EC requires a formal strategic environmental assessment (SEA) of plans and programmes which are likely to have a significant effect on the environment.

Sustainability Appraisal:

- 5.6 The 2004 Planning Act (as amended by the Planning Act 2008) requires local planning authorities to undertake an appraisal of the sustainability of the proposals in each DPD and to prepare a report of the findings of the sustainability appraisal (SA). The Council carried out an SA for the Core Strategy and has published a final SA Report.. Subsequent DPDs, and the new Local Plan process will be subject to separate SAs and this process will include an update to the Screening Report. The SA will incorporate SEA as appropriate.

Appropriate Assessment:

- 5.7 The European Habitats Directive and Habitats Regulations require an assessment of any likely significant effects on internationally important species and habitats which may result from implementation of a plan (known as Appropriate Assessment). A screening report has been published in support of the adopted Core Strategy: its conclusion is that full assessment would only be required under certain development scenarios. This will need to be kept under review as the new Local Plan progresses.

6. Monitoring and Evaluation

- 6.1 In April 2012, the Town and Country Planning (Local Development) (England) (Amendments) Regulations 2008 were superseded by the Town and Country Planning (Local Planning) (England) Regulations 2012. These new regulations introduced greater flexibility regarding coverage and presentation of planning monitoring information. There is no longer a legal requirement for local authorities to publish monitoring reports by a prescribed date, or to formally submit them to the Secretary of State. The information must instead be published 'as soon as possible' after it becomes available. For Dacorum this information will continue to be contained and analysed in an annual report.
- 6.2 As required by the regulations, this Authority's Monitoring Report (AMR) will provide the following information:
- a) The titles of the Local Plan and Supplementary Planning Documents specified in the Council's Local Development Scheme together with the timetable for their preparation, the stage reached and reasons for any slippage against the published timetable;
 - b) Information on any Local Plan or Supplementary Planning Document that has been adopted or approved during the monitoring period, and the date of this adoption;
 - c) Performance against monitoring indicators set out within its Local Plan;
 - d) An explanation of why the local planning authority has chosen not to implement a policy specified in its local plan (if appropriate);
 - e) Information regarding any Neighbourhood Development Orders or Neighbourhood Development Plans;
 - f) Information related to progress on establishing a Community Infrastructure Levy (CIL); and
 - g) Details of actions under the 'Duty to Co-operate' introduced in the Localism Bill 2011.
- 6.3 The Council will report the headline figures from its Authority's Monitoring Report to Cabinet each November / December, with the full AMR published on the Council's website as soon as possible afterwards.
- 6.4 The AMR will be informed by separate Housing and Employment Land position statements, which provide the latest monitoring information (based on the position at 1st April of each year).
- 6.5 If the timetable within this LDS is revised as part of the AMR process, this revised timetable will supersede that contained in Chart A and will provide the most up-to-date work programme.

7. Risk Assessment

7.1 The timetable for the production of the Local Planning Framework and new Local Plan has been modified in the light of experience and advice. It is challenging and will continue to be managed to ensure that it remains both realistic and achievable. The Authority's Monitoring Report (AMR) will track performance and highlight any amendments required to the work programme set out in this LDS. This will be supported through monthly reporting on milestones via the Council's in-house project management software (CorVu).

7.2 Appendix 5 sets out the key sources of risk that could impact upon the delivery of the work programme, and the contingencies for minimising these risks. Some potential risks (e.g. new Government planning policies) are very difficult to assess and are not covered.

Minimising risk

7.3 In managing the risks, the Council will have regard to the relative priorities attached to particular documents. When progress is reviewed from time to time, the Council may decide to concentrate more effort in specific key areas, with the corollary that preparation of less important documents could slip. The key priorities within the current LDS programme are progressing the Site Allocations DPD to adoption and progressing work on the new Local Plan.

7.4 The Council will consider how these key documents can be framed to support the Government's very high priority attached to housing delivery.

7.5 The Council may consider reviewing the choice of Local Development Documents required to fulfil particular spatial planning functions. For example, changes in Government guidance may indicate that a particular area of work is more appropriately covered within an SPD rather than a DPD. These amendments would need to be discussed with appropriate partner authorities.

Staff Resources

7.6 The Strategic Planning and Regeneration team have primary responsibility for delivery the programme set out within this LDS. Risks to delivery will be mitigated by ensuring this team remains appropriately staffed and that staff have the necessary technical skills. Where there are known skills gaps, such as in the areas of flood risk management, SA/SEA and population projections, these will continue to be addressed through the use of specialist consultants.

Financial Resources:

7.7 The Council attaches high priority to the expeditious delivery of the Local Planning Framework and new single Local Plan process, and despite financial stringency is maintaining the necessary mainstream funding. Budgets will continue to be reviewed on an annual basis and appropriate provision made. Opportunities for additional funding sources such as grants for Neighbourhood Plans will continue to be pursued.

External support and joint working

7.8 The Council is already working with, and will continue to work with, its neighbours to address issues of common interest. Such liaison is a requirement of the Duty to Co-

Operate introduced by the National Planning Policy Framework. Partnerships such as the Hertfordshire Planning Group and Hertfordshire Infrastructure and Planning Panel (HIPP) will assist with developing cross boundary working, but stronger links with non-Hertfordshire authorities must also be developed.

- 7.9 More formal arrangements for the joint preparation of DPDs and SPDs will also be pursued where appropriate. Joint working with St Albans will be critical for the East Hemel Hempstead Area Action Plan. The new Local Plan process will require even wider liaison and discussion. Duty to Co-Operate activities will be reported through the AMR.
- 7.10 The Council will continue to commission studies jointly with other local planning authorities where possible and involve other partner organisations (such as the County Council, Environment Agency, Sport England and Chilterns Conservation Board) as appropriate.
- 7.11 External support and advice will continue to be sought from organisations such as the Planning Advisory Service (PAS) and the Planning Officers' Society (POS) as necessary.

Appendices

Schedule of Superseded Policies and Proposals

The Dacorum Borough Local Plan 1991-2011 is being replaced in phases. The Dacorum Borough Local Plan policies that have been superseded, or will be superseded on adoption of the Site Allocations DPD, are listed in the left hand column below. The policies from the Core Strategy and/or Site Allocations DPDs that replace them are listed in the right hand column. Core Strategy policies are denoted by a 'CS' prefix. Site Allocations policies are denoted by either a 'SA' or 'LA' prefix. As at December 2015 the Site Allocations DPD is at Pre-Submission / Publication stage and can therefore be accorded weight in relevant planning decisions³.

Where Dacorum Borough Local Plan policies are in-effect part superseded, they are listed as 'saved.' However, they will be considered in the context of the more up-to-date Core Strategy and/or Site Allocation and the NPPF where appropriate.

Note: Policy 27: Gypsy sites was not 'saved' under the 2004 Act transitional arrangements.

Superseded		Replaced By	
SUSTAINABLE DEVELOPMENT OBJECTIVES			
Policy 1	Sustainable Development Framework	All	
DEVELOPMENT STRATEGY			
Policy 2	Towns	Policy CS1	Distribution of Development
Policy 3	Large Villages	Policy CS1	Distribution of Development
Policy 4	The Green Belt	Policy CS5	Green Belt
Policy 5	Major Developed Sites in the Green Belt	Policy CS5	Green Belt
Policy 6	Selected Small Villages in the Green Belt	Policy CS6	Selected Small Villages in the Green Belt
Policy 7	The Rural Area	Policy CS7	Rural Area
Policy 8	Selected Small Villages in the Rural Area	Policy CS1	Distribution of Development
		Policy CS2	Selection of Development Sites
		Policy CS7	Rural Area
URBAN STRUCTURE			

³ In accordance with paragraph 216 of the NPPF.

Policy 9	Land Use Division in Towns and Large Villages	Policy CS4	The Towns and Large Villages
DEVELOPMENT CONTROL			
Policy 11	Quality of Development	Policy CS5	Green Belt
		Policy CS7	Rural Area
		Policy CS8	Sustainable Transport
		Policy CS9	Management of Roads
		Policy CS10	Quality of Settlement Design
		Policy CS11	Quality of Neighbourhood Design
		Policy CS12	Quality of Site Design
		Policy CS13	Quality of the Public Realm
		Policy CS25	Landscape Character
		Policy CS26	Green Infrastructure
		Policy CS27	Quality of the Historic Environment
		Policy CS29	Sustainable Design and Construction
		Policy CS31	Water Management
		Policy CS32	Air, Water and Soil Quality
HOUSING			
Policy 14	Housing Strategy	Policy CS17	New Housing
Policy 16	Supply of New Housing	Policy CS17	New Housing
Policy 17	Control over Housing Land Supply	Policy CS17	New Housing
Policy 20	Affordable Housing	Policy CS19	Affordable Housing
Policy 25	Affordable Housing in the Green Belt and the Rural Area	Policy CS20	Rural Sites for Affordable Homes
EMPLOYMENT			
Policy 29	Employment Strategy and Land Supply	Policy CS14	Economic Development
		Policy CS15	Offices, Research, Industry, Storage and Distribution
Policy 30	Control of Floorspace on Employment Land	Policy CS14	Economic Development
		Policy CS15	Offices, Research, Industry, Storage and Distribution

Policy 32	Employment Areas in the Green Belt	Policy SA6	Employment Areas in the Green Belt
Policy 33	Conversion of Employment Land to Housing and Other Uses	Policy SA1	Identified Proposals and Sites
Policy 35	Land at North East Hemel Hempstead	Policy SA5	General Employment Areas
		Policy CS1	Distribution of Development
		Policy CS14	Economic Development
		Policy CS15	Offices, Research, Industry, Storage and Distribution
		Policy CS34	Maylands Business Park
Policy 36	Provision for Small Firms	Policy CS15	Offices, Research, Industry, Storage and Distribution
SHOPPING			
Policy 38	The Main Shopping Hierarchy	Policy CS4	The Towns and Large Villages
		Policy CS16	Shops and Commerce
Policy 39	Uses in Town Centres and Local Centres	Policy CS4	The Towns and Large Villages
		Policy CS16	Shops and Commerce
Policy 40	The Scale of Development in Town and Local Centres	Policy CS1	Distribution of Development
		Policy CS8	Sustainable Transport
		Policy CS9	Management of Roads
		Policy CS10	Quality of Settlement Design
		Policy CS11	Quality of Neighbourhood Design
		Policy CS12	Quality of Site Design
		Policy CS14	Economic Development
		Policy CS15	Offices, Research, Industry, Storage and Distribution
Policy 41	New Shopping Development in Town Centres and Local Centres	Policy CS1	Distribution of Development
		Policy CS8	Sustainable Transport
		Policy CS16	Shops and Commerce
Policy 42	Shopping Areas in Town Centres	Policy SA7	Shopping Areas in Town Centres
TRANSPORT			
Policy 49	Transport Planning Strategy	Policy CS8	Sustainable Transport

		Policy CS9	Management of Roads
Policy 50	Transport Schemes and Safeguarding of Land	Policy CS9	Management of Roads
Policy 52	The Road Hierarchy	Policy CS9	Management of Roads
Policy 53	Road Improvement Strategy	Policy CS9	Management of Roads
Policy 59	Public Off-street Car Parking	Policy SA4	Public Car Parking
Policy 61	Pedestrians	Policy SA3	Improving Transport Infrastructure
Policy 63	Access for Disabled People	Policy CS8	Sustainable Transport
		Policy SA3	Improving Transport Infrastructure
Policy 64	Passenger Transport	Policy CS8	Sustainable Transport
		Policy SA3	Improving Transport Infrastructure
SOCIAL AND COMMUNITY FACILITIES			
Policy 67	Land for Social and Community Facilities	Policy CS23	Social Infrastructure
Policy 68	Retention of Social and Community Facilities	Policy CS23	Social Infrastructure
Policy 70	Social and Community Facilities in New Developments	Policy CS23	Social Infrastructure
LEISURE AND TOURISM			
Policy 72	Land for Leisure	Policy CS2	Selection of Development Sites
		Policy CS23	Social Infrastructure
Policy 88	Arts, Cultural and Entertainment Facilities	Policy CS13	Quality of the Public Realm
		Policy CS23	Social Infrastructure
Policy 89	Dual Use and Joint Provision of Leisure Facilities	Policy CS23	Social Infrastructure
ENVIRONMENT			
Policy 96	Landscape Strategy	Policy CS24	Chilterns Area of Outstanding Natural Beauty
		Policy CS25	Landscape Character
		Policy CS26	Green Infrastructure
Policy 98	Landscape Regions	Policy CS25	Landscape Character
Policy 107	Development in Areas of Flood Risk	Policy CS31	Water Management
Policy 114	Historic Parks and Gardens	Policy CS25	Landscape Character
		Policy CS27	Quality of the Historic Environment

Policy 115	Works of Art	Policy CS13	Quality of the Public Realm
Policy 117	Areas of Special Restraint	Policy CS3	Managing Selected Development Sites
Policy 122	Energy Efficiency and Conservation	Policy CS12	Quality of Site Design
		Policy CS28	Carbon Emission Reduction
		Policy CS29	Sustainable Design and Construction
		Policy CS30	Sustainability Offsetting
Policy 123	Renewable Energy	Policy CS28	Carbon Emission Reduction
		Policy CS29	Sustainable Design and Construction
		Policy CS30	Sustainability Offsetting
Policy 124	Water Conservation and Sustainable Drainage Systems	Policy CS31	Water Management
MONITORING AND IMPLEMENTATION			
Policy 130	Monitoring of the Plan	-	
PART 4			
Hemel Hempstead Town Centre Strategy		Hemel Hempstead Place Strategy	
		Policy CS33 Hemel Hempstead Town Centre	
Berkhamsted Town Centre Strategy		Berkhamsted Place Strategy	
Tring Town Centre Strategy		Tring Place Strategy	

Schedules:

The effect of the Site Allocations DPD in the Schedules of Proposals and Sites from the Dacorum Borough Local Plan 1991-2011 is as follows:

- Housing – fully superseded
- Employment – superseded apart from designations within the East Hemel Hempstead Area Action Plan area
- Shopping – fully superseded
- Transport - superseded apart from designations within the East Hemel Hempstead Area Action Plan area
- Social and Community Facilities - superseded apart from designations within the East Hemel Hempstead Area Action Plan area

- Leisure and Tourism - superseded apart from designations within the East Hemel Hempstead Area Action Plan area
- Environment – fully superseded
- Two Waters and Apsley – fully superseded

Schedule of 'saved' guidance and schedules

The following SPGs, SPDs and advice notes should be retained and will continue to be used as material planning considerations in relevant planning decisions. Where there is a conflict between their content and that of the Core Strategy, the Core Strategy will take precedence.

Documents relating to sites that have been delivered or policy guidance that has been superseded are not included in the schedule.

(a) Guidance and Advice

Supplementary Planning Guidance

- Development Brief for land at Ebberns Road, Hemel Hempstead (adopted 9 April 2003)
- Development Brief for the Manor Estate, Apsley, Hemel Hempstead (adopted 21 April 2004)
- Accessibility Zones for the Application of Car Parking Standards (adopted 24 July 2002) (*now incorporated into Area Based Policies – see below*)
- Area Based Policies (adopted 5 May 2004) [*Note: this incorporates an amended version of Development in Residential Areas which had been adopted originally in March 1998 by the Council*]
- Chipperfield Village Design Statement (adopted 19 December 2001)
- Environmental Guidelines (adopted 5 May 2004)
- Landscape Character Assessment, Evaluation and Guidelines for Dacorum Borough (adopted 5 May 2004)
- Gade Zone Planning Statement (April 2012)
- Concept Statement - Western Road, Tring (29 February 2006)
- Concept Statement - High Street and Water Lane, Berkhamsted (27 November 2007).
- Maylands Masterplan (September 2007)
- Maylands Gateway Development Brief (updated May 2013)
- Heart of Maylands Development Brief (October 2010)
- Two Waters Strategic Framework (October 2016)
- Chilterns Buildings Design Guide (updated February 2010)

Supplementary Planning Documents

- Development Brief for the Civic Zone (now called Waterhouse Square), Hemel Hempstead Town Centre (29 November 2005)
- Development Brief for land at Deaconsfield Road (Dowling Court/Johnson Court), Hemel Hempstead (adopted 26 May 2005)
- Development Brief for land at Deaconsfield Road (Sempill Road), Hemel Hempstead, (adopted 26 May 2005)
- Development Brief for land at Green Lane, Hemel Hempstead (adopted 27 November 2007)
- Development Brief for land at Manor Farm, Markyate (adopted 19 December 2006)

- Development Brief for New Lodge, Bank Mill Lane, Berkhamsted (adopted 27 November 2007)
- Development Brief for land at Three Cherry Trees Lane, North East Hemel Hempstead (adopted 19 December 2006)
- Development Brief for land at Westwick Farm, Hemel (adopted 27 November 2007)
- Water Conservation (adopted 22 June 2005)
- Energy Efficiency and Conservation (adopted 22 June 2005)
- Planning Obligations (adopted April 2011) *Note: The sections relating to affordable housing contributions have been superseded by the Affordable Housing SPD.*
- Accessibility Zones for the Application of Car Parking Standards (July 2002)

New / re-adopted SPD

- Affordable Housing (originally adopted January 2013)
- Hemel Hempstead Town Centre Masterplan (originally adopted January 2013)

Advice Notes:

- Sustainable Development Advice Note (March 2011) *Note: This is in the process of being updated to reflect the content of the adopted Core Strategy*
- Policy Statement: Sustainable Drainage (February 2015)
- Refuse Storage Guidance Note (February 2015)
- Planning Requirements for Waste Water Infrastructure in Dacorum (April 2015)

Conservation Area Appraisals:

- Aldbury Conservation Area Appraisal and Management Proposals (2008)
- Bovington Conservation Area Appraisal and Management Proposals (2009)
- Chipperfield Conservation Area Appraisal and Management Proposals (2009)
- Frithsden Conservation Area Appraisal and Management Proposals (2010)
- Great Gaddesden Conservation Area Appraisal and Management Proposals (2010)
- Nettleden Conservation Area Appraisal and Management Proposals (2010)

(b) Local Plan Proposal Schedules and Appendices

The following schedules and appendices are contained within the Dacorum Borough Local Plan 1991-2011. Whilst some of the sites that are contained within the schedules have been developed, or elements of the appendices superseded by Core Strategy policies, it is recommended that for simplicity they are retained in their entirety, until updated and superseded by subsequent DPD or decisions. Where there is a conflict between their content and that of the Core Strategy, the Core Strategy will take precedence.

Schedules:

- Housing
- Employment
- Shopping

- Transport
- Social and Community Facilities
- Leisure and Tourism
- Environment
- Two Waters and Apsley

Appendices:

Appendix 1 – Sustainability Checklist (*to be updated through the CPlan sustainability checklist*)

Appendix 2 – Major Developed Sites in the Green Belt – Infill Areas

Appendix 3 – Layout and Design of Residential Areas

Appendix 4 – Layout and Design of Employment Areas

Appendix 5 – Parking Provision

Appendix 6 – Open Space and Play Provision

Appendix 7 – Small-Scale House Extensions

Appendix 8 – Exterior Lighting

Appendix 9 – Article 4 Direction Areas

Profiles of Development Plan Documents

Title		Core Strategy
Description	Sets out the strategic vision, objectives and spatial strategy for the area up to 2013. Contains core policies, e.g. Green Belt and settlement boundaries, town-wide strategies and the housing programme, and includes a development (key) diagram for the Borough and other, settlement diagrams.	
Area Covered	Borough wide, supported by 7 geographically specific settlement strategies	
Status	DPD	
Chain of Conformity	In general conformity with the National Planning Policy Framework (NPPF). All other local development documents to be in conformity with the Core Strategy.	
Priority	High	
Key milestones		
Adoption	25 September 2013	
Monitoring and Review Arrangements		
Carry out an early partial review as part of the new Local Plan (see below)		

Title		Site Allocations
Description	Allocates all land for housing (except strategic housing sites) for a period of 15 years. Also allocates land for specific other proposals, such as retail and employment. All proposals to be shown on the Policies Map.	
Area Covered	Site specific	
Status	DPD	
Chain of Conformity	In general conformity with the Core Strategy and NPPF.	
Priority	High	
Key milestones		
Issues and options consultation	Completed (2006 and 2009)	
Pre-Submission consultation	September 2014 and August 2015 (Focused Changes)	
Submission	February 2016	
Examination Period	May 2016	
Adoption	October 2016	
Arrangements for Production		
Lead	Strategic Planning team	
Management arrangements	Members Task and Finish Group, Strategic Planning and Environment Overview and Scrutiny Committee, Cabinet and Council. Corporate Management Team	
Studies/evidence required	See section 3. Housing land availability information updated annually and used to inform Schedule of Sites.	
Resources required	See section 7.	
Stakeholder/community involvement	Dependent upon the range of target audiences and resources available. Consistent with SCI.	
Monitoring and Review Arrangements		
To be reviewed as part of the new Local Plan (see below)		

East Hemel Hempstead Area Action Plan	
Title	East Hemel Hempstead Area Action Plan
Description	Sets out the spatial strategy for an area of Hemel Hempstead subject to economic change and expansion, potential housing growth and potential relocation of uses from within the town (as a consequence of possible development and change there). The document will explain how development proposals will be co-ordinated and implemented.
Area Covered	<p>Boundary of AAP in Dacorum and indicative boundary of area in St Albans' administrative area delineated in the Core Strategy (Figure 22).</p> <p>Final extent of area outside of Dacorum to be confirmed. If the purpose is primarily to accommodate economic change and expansion, the area covered would include land adjoining Breakspear Way at the entrance to the town from the M1 motorway, part of the Maylands/Maylands Avenue General Employment Areas and land at North East Hemel Hempstead, plus any adjacent land in St Albans identified for employment use.</p> <p>If the purpose of the Action Area is extended to include major housing growth, then a larger area within St Albans district would be included: this could extend from the Corner Farm/Blackwater Lane area of Leverstock Green as far north as the Redbourn Road east of Woodhall Farm. This will be determined when the content of St Albans' Strategic Local Plan' reaches publication stage (scheduled for January 2016).</p>
Status	<p>DPD – an Area Action Plan. To be determined whether joint preparation with St Albans City and District Council is appropriate. This also affects the area to be delineated.</p> <p>If St Albans choose not to pursue an AAP, or do not allocate the area of Green Belt to the east of Hemel Hempstead for development, this Council may decide to pick up relevant issues through the new single Local Plan (below).</p>
Chain of Conformity	In general conformity with the Core Strategy (or new single Local Plan when adopted) for Dacorum [and Strategic Local Plan for St Albans] and the NPPF.
Priority	Medium
Key milestones	
Issues and options consultation	Not currently programmed (see section 6 for explanation)
Pre-Submission	
Submission	
Examination	
Adoption	
Arrangements for Production	
Lead	DBC – Strategic Planning team [St. Albans – Planning Policy Team]. Roles will depend on the extent, nature and location of change and development that is required to be accommodated. DBC will take the lead if development is largely confined to the Maylands Business Park, or work is incorporated into new single Local Plan.
Management arrangements	Joint working arrangements to be determined: DBC – to include Cabinet and Council [St Albans similarly].
Studies/evidence required	Key studies (see Section 5). Master plan required, together with supporting evidence regarding infrastructure issues and linkages.
Resources required	Collaboration with key greenfield landowners assumed (Homes and Communities Agency and the Crown Estate). See section 7.
Stakeholder/community involvement	Involvement of the main landowners, the County Council, and Maylands Business Park community will be critical. Other parties dependent on the target audiences and resources available. To comply with SCI (potentially of both Dacorum and St Albans)
Monitoring and Review Arrangements	

Dependent upon outcome of Dacorum's new Local Plan and content of St Albans' Local Plan.

Title		Dacorum Borough Local Plan (new)
Description	Single composite plan incorporating the early partial review of the Core Strategy, together with the Site Allocations and Development Management DPDs and guidance relating to East Hemel Hempstead as appropriate.	
Area Covered	Borough wide, with some site specific elements.	
Status	DPD.	
Chain of Conformity	In general conformity with the NPPF.	
Priority	High	
Key milestones		
Issues and options consultation	August 2016	
Pre-Submission consultation	April 2017	
Submission	November 2017	
Examination	January 2018	
Adoption	March 2018	
Arrangements for Production		
Lead	Strategic Planning team.	
Management arrangements	Members Task and Finish Group, Strategic Planning and Environment Overview and Scrutiny Committee, Cabinet and Council. Corporate Management Team	
Studies/evidence required	To include update of key technical studies including Strategic Housing Market Assessment at Strategic Housing Land Availability Assessment, together with new technical work to consider issues such as population growth and role and function of the Green Belt within the Borough.	
Resources required	See section 7.	
Stakeholder/community involvement	To comply with SCI. Strong emphasis on close liaison with adjoining local planning authorities and others regarding strategic planning matters, as required under the duty to co-operate.	
Monitoring and Review Arrangements		
Annual review of policy performance carried out as part of AMR process. Formal review process to be confirmed.		

List of Required Supplementary Planning Documents

The following supplementary planning documents are referred to in the Core Strategy and/or expected to be required to support delivery of Dacorum’s Local Planning Framework. These are in addition to existing SPDs listed in Appendix 2.

Document	Notes
Vehicle Parking Standards	To update the current standards contained within the Dacorum Borough Local Plan 1991-2011.
Urban Design SPD	These two documents may be merged into a single SPD dealing with design and heritage consideration issues. Will update and supersede the Residential Character Areas Appraisals.
Historic Heritage SPD	
Renewable Energy SPD	To include advice on the use of renewables and the detailed definition of District Heating Opportunity Area (DHOAs).

Risk Assessment

	Risk Description:	Risk Consequence: "Which will result in....."	Unmitigated		Risk Rating	Mitigating Action	Mitigated Risk		
			Impact	Likelihood			Impact	Likelihood	
4	Local Planning Strategic Framework Environmental (LPF) fails to meet appropriate milestones in Local Sustainability Development Appraisal Scheme	Statutory requirements not met and plan either unable to move to Examination, or challenged on adoption.	2	4	8	Green To be carried out by specialist external consultants. Although progress slow, work with managers involved. A realistic timescale suggests a 10% reduction in effort for total reports as Officers originally expected. The workload of the key consulted agencies may affect the ability to complete the Council's DPDs at the regular appropriate time.	4	2	8
	The (new) development plan must be sound and must deliver financial led expediently	Scheme not delivered	3	4	16	Red Risks reduced by working processes that are open to public examination based on appropriate information with a high level of legal challenges to bodies as significantly to the Council's financial New Homes Bonus essential to mitigate the impact of fully although employment pressures staff and resources may take available staff from the Council's planning function of the Strategic Planning team. This option could be constrained by wider Council	2	4	12
5	Management Lack of suitably experienced staff resources and skills		4	4			3	4	

6	Information Technology	Timescales for delivery and quality slip.	2	2	4	Green	Delays in obtaining, operating and/or supporting any new software required do occur. To reduce risks the Council will work with suppliers and improve internal and external support networks	2	1	2
	Decision making process	Bureaucratic procedures could slow down delivery.	3	4	12	Red	Delays may be experienced due to democratic process and/or timetabling of meetings. This risk of delay will be increased by the need to liaise with adjoining local planning authorities (especially St Albans City and District Council) as part of the duty to co-operate requirements.	3	4	12
	Effect of changes to the Local Plan process	Slow down in delivery.	2	4	8	Green	Government are currently considering ways to speed up and simplify the Local Plans system. If any changes are introduced mid-way through the plan production process, depending on the nature of the changes proposed, this could have the opposite effect of slowing down the overall process. Other changes to Government planning policies could have similar impacts depending on their timing and significance.	2	4	8
	Length of Public Examination	Slow down in delivery.	2	3	6	Green	Public examinations could take longer than anticipated. This will be mitigated through ensuring appropriate evidence is prepared and submitted and there is close liaison with the Programme Officer.	2	2	4

11	Capacity of Planning Inspectorate (PINs) and other statutory consultees		2	4	8	Green	The capacity of the Planning Inspectorate and other statutory consultees to provide detailed planning advice has been reduced due to internal reorganisation and financial constraints. The risk is outside the Council's control.	2	4	8	
	12	The 'soundness' of DPDs		4	4	16	Red	The soundness of the DPDs will be ensured through close liaison with the adjoining local planning authorities, statutory bodies, PINS, the availability of a robust evidence base and well-audited stakeholder and community engagement systems.	3	3	9
	13	Information Base		2	4	8	Green	To be carried out either internally (if Officer skills and capacity allow), or by specialist consultants. Work quality to be ensured through the procurement process and contract conditions. Some of the new / refreshed technical work will be carried out in partnership with other Hertfordshire authorities and progress is therefore often dependent on their commitment and timetables.	2	3	6

Glossary

<p>Authority Monitoring Report (AMR)</p>	<p>Monitors the local planning framework and its key policies and proposals. Information in this document will show trends and highlight possible problem areas which future changes to planning policy will seek to address. Also assesses how the Council is progressing with the timetables set out in the LDS. Although it is a statutory document, it is not a Local Development Document (LDD).</p>
<p>Appropriate Assessment (AA) (also referred to as Habitats Regulations Assessment)</p>	<p>This assessment is required under The Conservation of Habitats and Species Regulations 2010. Its purpose is to analyse a plan or proposals and ascertain whether there would be any significant effects on internationally important nature conservation sites (also referred to as Natura or European sites).</p>
<p>Area Action Plan (AAP)</p>	<p>Provides a planning framework for areas of change and areas of conservation.</p>
<p>Dacorum Borough Local Plan (DBLP)</p>	<p>This is the Local Plan for Dacorum Borough which was adopted by the Council on 21 April 2004. Its policies will gradually be replaced by the local planning framework. Until that happens the Council will use the policies to help it determine planning applications.</p>
<p>Development Plan</p>	<p>A collective term for the adopted local plan and neighbourhood plans. The local plan is a plan for the future development of Dacorum: it is also known as a development plan document. The local plan itself may consist of more than one development plan document. It may include documents covering a core strategy, site allocations and development management policies. An Area Action Plan is also a development plan document. For neighbourhood plan, see below.</p>
<p>Development Plan Documents (DPD)</p>	<p>These are the documents, which must be taken into account in determining planning applications as they make up the development plan (see above). Planning permission must be granted in accordance with these documents unless material considerations indicate otherwise. Development Plan Documents must be subject to independent examination before being adopted.</p>
<p>Early Partial Review</p>	<p>The term used to refer to the need for a review of certain aspects on the Council's Core Strategy (primarily housing numbers</p>

	and the role of the Green Belt) in advance of when it would normally have taken place.
Evidence Base	The process of producing a development plan document firstly requires the assembly of an evidence base. The evidence base consists of studies, plans and strategies produced by the Council and other organisations.
Examination	The formal process through which the 'soundness' of Development Plan Documents submitted to the Secretary of State is assessed. Examinations are carried out by representatives of the Planning Inspectorate (PINs) and will usually involve a hearing session, where objectors and supporters of the plan can put forward their case and answer questions of the Inspector.
Issues and Options	The first formal stage of consultation on a Development Plan Document, in which the key issues and options relating to the document are set out within the context of government guidance and policy.
Local Development Documents (LDD)	This is a general name for: <ul style="list-style-type: none"> • all Development Plan Documents (DPDs) and Supplementary Planning Documents (SPDs), both of which are used to guide development and are used by the Council to determine planning applications, and • the Statement of Community Involvement (SCI).
Local Planning Framework (LPF)	Also referred to as the 'Local Development Framework.' This comprises a number of different types of document – Local Development Scheme, Annual Monitoring Report, and Statement of Community Involvement, Development Plan Documents and Supplementary Planning Documents (Local Development Documents).
Local Development Scheme (LDS)	This document (which you are currently reading) sets out which documents are part of the Local Development Framework, the timetable for their review and the preparation of new documents. Although it is a statutory document, it is not a Local Development Document (LDD).
Local Plan	A document produced under the old planning system, which set out all the Council's policies on the development of land. The existing Dacorum Borough Local Plan 1991-2011 was automatically saved for three years from September 2004. From September 2007, all the policies in the Local Plan except 27 were saved with the permission of the Secretary of State. Saving the policies in this way allows time for

	replacement documents under the new system to be produced.
Saved Policy	Local Plan policies that remain in use for town planning purposes until they are replaced by an Adopted Development Plan Document, such as the Core Strategy of General Development Management policies. The Core Strategy Appendix will set out which Local Plan policies are replaced by those of the Core Strategy.
Statement of Community Involvement (SCI)	This sets out the Council's policy on involving the community in policy-making and major planning applications. It is a Local Development Document.
Regional Spatial Strategy (RSS)	This was the successor to both the non-statutory Regional Planning Guidance and to the statutory Structure Plan. It set out the strategic context for development across the region, including setting the level of new housing to be accommodated. The RSS for the East of England has now been formally revoked in and no longer forms part of the development plan.
Strategic Environmental Assessment (SEA)	This is required under the terms of the European directive 2001/42/EC, i.e. <i>"environmental assessment of certain plans and programmes, including those in the field of planning and land use"</i> . It is undertaken in conjunction with the Sustainability Appraisal for Development Plan Documents.
Structure Plan	Document produced by the County Council under the old planning system considering strategic issues. Remaining 'saved' policies were revoked alongside the RSS and its policies no longer apply.
Supplementary Planning Documents (SPD)	Provide more detailed guidance to applicants wishing to develop land. The community will be involved in their preparation, but there is no independent examination of the document.
Supplementary Planning Guidance (SPG)	This is the same as SPD, but produced under the old system, with fewer regulations governing its preparation. Also a term used for new guidance that has not been through all of the formal procedures required for SPDs.
Sustainability Appraisal (SA)	An appraisal of local development documents against their environmental, social and economic impacts. This often incorporates Strategic Environmental Assessment (SEA), required for some plans and proposals under European law.



AGENDA ITEM: 11

SUMMARY

Report for:	Cabinet
Date of meeting:	15 December 2015
PART:	1
If Part II, reason:	

Title of report:	Consideration of new Statement of Community Involvement (SCI) to guide consultation on planning matters.
Contact:	Graham Sutton, Portfolio Holder for Planning and Regeneration James Doe, Assistant Director (Planning, Development and Regeneration) Sara Whelan, Group Manager (Development Management) Laura Wood, Team Leader (Strategic Planning and Regeneration)
Purpose of report:	That Cabinet consider a draft of a new Statement of Community Involvement (SCI) and agree arrangements for seeking feedback on this.
Recommendations:	<ol style="list-style-type: none"> 1. To agree the draft of a new Statement of Community Involvement (SCI) for consultation as set out in the report; 2. That further technical information on consulting on planning applications is added to the SCI and that this is delegated to the Assistant Director (Planning, Development and Regeneration); and 3. That arrangements for targeted consultation are delegated to the Assistant Director (Planning, Development and Regeneration) on the basis as set out in the report
Corporate objectives:	The SCI sets out how the Council will consult on its planning policy document and on planning applications. It therefore directly supports the 'Community Capacity' and 'Dacorum Delivers,' and indirectly supports all other objectives via the plans and developments that arise through the planning process.
Implications:	<p><u>Financial</u></p> <p>There are no direct financial implications relating to the preparation of a new SCI. However, there are implications for the consultation arrangements set out within it: and the need to balance public expectations regarding the types of consultation techniques with the costs involved.</p> <p><u>Value for money</u></p>

	<p>The SCI sets out the range of consultation techniques that will be used within the planning process and the need to ensure that these are fit for purpose and proportionate in terms of the scale and nature of the planning issue(s) involved.</p> <p><u>Legal</u> The production on an SCI is a legal requirement. Compliance with an up to date SCI assist the Council in defending objections and appeals against its planning decisions. Conversely, failure to comply with the standards and processes set out within the SCI could result in legal action against the Council.</p> <p><u>Staff</u> No direct implications for staffing. However, all staff and elected Members need to be aware of the content of the SCI and follow processes and procedures within it.</p> <p><u>Land</u> No direct implications, although the planning documents and proposals that will be subject to consultation will have implications for the future use of land.</p>
Risk implications:	Key challenges relating to consultation are set out within the SCI itself. Key risks relate to non-compliance with the SCI – resulting in legal challenges - and the need to balance public aspirations regarding consultation and involvement in planning decisions, with the limited budgets available.
Equalities implications:	Equalities issues are considered through the Sustainability Appraisal process that all planning policy documents are subject to. The SCI itself also considers the most appropriate consultation techniques to reach different types of consultees. There may also be indirect implications for the SCI i.e. relating to the choice of venues for public consultation events and the need to ensure these are DDA compliant.
Health and safety implications:	No direct implications. There may be indirect implications relating to different types of consultation techniques and the choice of event venues.
Sustainability implications:	Sustainability implications for planning policy document are considered through the statutory Sustainability Appraisal process, which incorporates Strategic Environmental Assessment. Where necessary, major planning applications are required to carry out an Environmental Impact Assessment (EIA).
Monitoring Officer/S.151 Officer comments:	<p><u>Monitoring Officer</u> No comments to add to the report.</p> <p><u>Deputy Section 151 Officer</u> There are no direct financial consequences of this report.</p>
Consultees:	The draft revised SCI has bene discussed internally with the following teams:

	<ul style="list-style-type: none"> • Communications • Strategic Planning and Regeneration • Development Management • Legal <p>The intention of this report is to gain permission from Cabinet to extend this consultation to relevant external groups, including developers and agents, community groups and Town and Parish Councils.</p>																						
Background papers:	<ul style="list-style-type: none"> • Statement of Community Involvement (June 2006) • National Planning Policy Framework (March 2012) • Planning Practice Guidance (March 2014 and updated regularly online) • Town and Country Planning (Local Planning) (England) Regulations 2012 • Town and Country Planning (Development Management Procedure) (England) Order 2015 • Listed Buildings and Conservation Area Regulations 1990 																						
Glossary of acronyms and any other abbreviations used in this report:	<table border="0"> <tr><td>DPD</td><td>Development Plan Document</td></tr> <tr><td>SCI</td><td>Statement of Community Involvement</td></tr> <tr><td>LDS</td><td>Local Development Scheme</td></tr> <tr><td>NPPF</td><td>National Planning Policy Framework</td></tr> <tr><td>NPPG</td><td>National Planning Practice Guidance</td></tr> <tr><td>SPD</td><td>Supplementary Planning Document</td></tr> <tr><td>SPG</td><td>Supplementary Planning Guidance</td></tr> <tr><td>LPF</td><td>Local Planning Framework (also referred to as Local Development Framework)</td></tr> <tr><td>CIL</td><td>Community Infrastructure Levy</td></tr> <tr><td>GPDO</td><td>General Permitted Development Order</td></tr> <tr><td>PPA</td><td>Planning Performance Agreements</td></tr> </table>	DPD	Development Plan Document	SCI	Statement of Community Involvement	LDS	Local Development Scheme	NPPF	National Planning Policy Framework	NPPG	National Planning Practice Guidance	SPD	Supplementary Planning Document	SPG	Supplementary Planning Guidance	LPF	Local Planning Framework (also referred to as Local Development Framework)	CIL	Community Infrastructure Levy	GPDO	General Permitted Development Order	PPA	Planning Performance Agreements
DPD	Development Plan Document																						
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NPPF	National Planning Policy Framework																						
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SPG	Supplementary Planning Guidance																						
LPF	Local Planning Framework (also referred to as Local Development Framework)																						
CIL	Community Infrastructure Levy																						
GPDO	General Permitted Development Order																						
PPA	Planning Performance Agreements																						

BACKGROUND

Introduction:

Role of the SCI:

- 1.1 The purpose of the Statement of Community Involvement (SCI) is to outline the Council's standards for community involvement in the planning process and to identify ways we will achieve these standards.
- 1.2 It sets out the Council's approach to public consultation in two areas of planning:
 - **Planning Policies:** the preparation, alteration and continuing review of planning policy documents included within the Local Development Framework (LDF); and
 - **Planning Applications:** Consultation on planning applications.
- 1.3 In particular, it explains:

When we will consult the community in relation to planning applications, development plan documents and supplementary planning documents;

What publicity and consultation we will expect from applicants before they submit a planning application;

How we will engage with the community;

Who we will involve.

- 1.4 All local planning authorities are required to produce an SCI. The legal requirements for consultation, community involvement and planning applications are currently set out in the following legislation:
 1. **Plan-making:** Planning and Compulsory Purchase Act 2004; Town and Country Planning (Local Development) England Regulations 2012; Neighbourhood Planning (General) Regulations 2012; and
 2. **Planning applications:** Town and Country Planning (Development Management Procedure) (England) Order 2015; Listed Buildings and Conservation Area Regulations 1990.
- 1.5 Through the SCI the Council will seek to:
 - Give those who want to, the opportunity to constructively contribute and participate in the local planning process
 - Commence the consultation process to enable comments to be made in the early stages before policies are drawn up, i.e. at the issues and options stage
 - Actively encourage participation from any groups who have in the past been under-represented in the local planning process e.g. young people and people from ethnic minority groups
 - Keep organisations and the public informed about the local planning process and provide feedback on how their comments have been considered

- Raise awareness of the local planning process
- Ensure corporate participation
- Learn from the consultation process and to seek ways of improving it
- Draw from the consultation process, views of other Council services and where possible outside organisations.

1.6 The purpose of consulting on planning policy issues and planning applications is to provide opportunities for constructive contributions and involvement. This should enhance the quality of decision-making by the Council, promote shared responsibility (where appropriate); and raise awareness of the issues and understanding of decisions taken.

The need for an update

1.7 The Council adopted its first SCI in June 2006, following endorsement by an independent Planning Inspector. Since then there have been changes in government regulations, policies, guidance and ways of communication which have implications for the way the Council involves the community in planning. These changes in circumstances and the reason they require a revision to the SCI set out in Table 1 below. A distinction is made to the changes required in Part A of the SCI which relates to the Council's plan making function and Part B which relates to its planning decision-taking function (i.e. Development Management) and those that have more general implications.

1.8 Officers consider that this new SCI represents a realistic use of the resources available. However, there is always the flexibility to undertake additional consultation if sufficient staff and/or financial resources allow.

Key changes

1.9 Much of the text of the previous SCI has been retained. The format has been updated and the text simplified to make it easier to follow.

PART A: Plan Making:

1.10 The main changes relate to:

- Updated to reflect 2012 planning regulations, which simplified stages for plan preparation (i.e. removal of 'Preferred Options' stage);
- Increased emphasis upon electronic means of communication and information sharing – to reflect 'Digital Dacorum' programme;
- Inclusion of reference to the role of social media; and
- New cross references to CIL and Neighbourhood Plans.

PART B: Development Management:

1.11 The main changes relate to:

- Updated to reflect the consultation requirements laid down in the 2015 Regulations;
- Additional section regarding Planning Performance Agreements (PPA);
- Inclusion of reference to the agents forum;
- Details of pre-application advice and charging and

- Electronic links provided for legislation and other guidance.

1.12 Further detail will be added into the draft SCI to make clear the Council's procedure for notifying neighbours and posting site notices.

Consultation:

1.13 Planning regulations relating to SCIs have been considerably simplified since the last document was adopted in 2006, as a result of the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2009.

1.14 Whilst there remains a requirement to keep the SCI under review, there is no longer a requirement for Councils to undertake extensive consultation on the document. The only specification is that which relates to all Local Development Documents (LDDs), which is to consult with neighbouring local planning authorities.

1.15 However, Officers advise that due to the SCI containing a set of procedures that will have a direct impact on a range of organisations with an interest in planning matters, it is appropriate to undertake targeted consultation before the final revised document is brought into effect.

1.16 Cabinet is therefore requested to agree targeted consultation of the following groups / organisations:

- **Specific consultation bodies**, as defined in the Localism Act 2001. This includes adjoining local planning authorities, Hertfordshire County Council and other key bodies such as the Environment Agency, Natural England and Heritage England.
- **Planning agents and developers**
- **Town and Parish Councils**
- **Residents groups and community associations**

1.17 Cabinet is also asked to advise Officers if there are any specific groups they wish to ensure are consulted.

1.18 It is intended that this consultation is relatively informal in nature: asking for general feedback on the draft document, rather than requiring this feedback to be submitted on a prescribed form. Consultees will however be asked to be as specific as possible in terms of any changes they would like to see incorporated.

1.19 It is recommended that this consultation runs for a 6 week period beginning early in January 2016. This should enable responses to be considered and any revisions made to the document prior to the final version being put before Cabinet in time for the new SCI to be used to guide 'Issues and Options' consultation on the new single Local Plan for the Borough (see below).

Table 1: Summary of Reasons for SCI Update

Reason	Summary of Changes Required	
GENERAL	A. PLAN MAKING	B. DECISION TAKING
<i>Changes in national policy and requirements</i>		
Both the National Planning Policy Framework (NPPF) and associated Planning Practice Guidance (PPG) have been published since the last SCI was prepared. The new SCI needs to reflect their requirements regarding consultation.	The need to refer to the new 2012 Planning Regulations which simplify the stages a plan has to pass through prior to adoption: removing the need for a formal 'Preferred Options' stage.	Changes to DM processes and procedures, including a new General Permitted Development Order (GDPO), which have introduced: <ul style="list-style-type: none"> • A new 'Prior Approval' process. • Planning Performance Agreements (PPAs). • Pre-application consultation by applicants for large development proposals. <p>The new Housing and Planning Bill also seeks to introduce further new process and procedures, including a 'Permission In Principle' (PIPs), which should be referenced.</p>
<i>Resources</i>		
Consultation is a resource intensive process, therefore practices must be revised due to increasing budget pressures and to ensure consult is carried out in the most efficient way.		Need to reference the new (chargeable) pre-application advice service.
<i>New technology:</i>		
Changes required to promote and utilise electronic communication as well as social media and reflect the Council's drive to be increasingly 'paperless.'	Lack of references to social media in the current SCI and the role this can play in raising awareness of consultation on planning matters.	Increased emphasis upon the use of electronic communication and the website for: <ul style="list-style-type: none"> • submitting comments on planning applications • Contacting consultees • Neighbour notifications
Increased corporate emphasis upon process being carried out via the Council's website,	Increased emphasis upon the use of: <ul style="list-style-type: none"> • Email; and 	

<p>rather than face to face or via telephone or letter.</p>	<ul style="list-style-type: none"> • Online consultation portal 	
Other		
<p>The need to update the document to improve presentation and make it easier for members of the public to understand.</p> <p>To raise awareness internally (with Officers and Members) of the requirements set out within the document to ensure they are followed.</p> <p>To ensure compliance with the Council's current consultation policy.</p> <p>To respond to feedback received on current consultation processes.</p>	<p>To cross refer to the new Community Infrastructure Levy (CIL) regime and Neighbourhood Plans, both of which have their own specific consultation requirements.</p>	<p>How informal groups such as the agents forum will be used.</p> <p>Clarification of the role of site notices and the extent of formal neighbour notifications.</p>

Next Steps:

Whilst the current SCI will be used to guide completion of the current Site Allocations DPD process (which is programmed for submission to the Planning Inspectorate in early 2016 for Examination), it is important that the revised document is in place to an updated document in place when we begin work on our new single Local Plan.

Following the close of consultation on the draft document, Officers will consider comments received, discuss any key issues with the Planning and Regeneration Portfolio Holder and/or Chair of Development Control Committee (as appropriate) and make any necessary changes to the SCI. Cabinet will then be asked to recommend adoption of this revised document to Council later in 2016.

Statement of Community Involvement



DRAFT FOR CABINET

Page 368
December 2015

Foreword

Introduction

The statement of community involvement (SCI) outlines Dacorum Borough Council's standards for involving the community in the planning process and identifies the ways it will achieve these standards. It sets out the Council's approach to public consultation in two areas of planning:

- 1) The preparation, alteration and continuing review of its planning policy documents; and
- 2) Consultation on planning applications

Consultation arrangements

This draft document has been published for targeted consultation, with feedback being sought from key groups and organisations who have a particular interest or involvement with planning and development issues. This includes:

- ***Specific consultation bodies***, as defined in the Localism Act 2001. This includes adjoining local planning authorities, Hertfordshire County Council and other key bodies such as the Environment Agency, Natural England and Heritage England.
- ***Planning agents and developers***
- ***Town and Parish Councils***
- ***Residents groups and community associations***

This consultation runs from **** January until *** February *** 2016.

Comments received before the *** February deadline will be reported to the Council's Cabinet and full Council in early Spring 2016, alongside any changes recommended to reflect comments received. Once formally adopted by the Council, the revised SCI will come into force and be used to manage consultation arrangements for both the policy development and decision taking functions of the Council as the local planning authority.

Contents

Page

[To follow]

Glossary

Some of the key terms used within this document are explained below.

Authority Monitoring Report (AMR):	A report produced each year by local authorities, which assesses progress with, and the effectiveness of, its plan-making documents. Formerly known as the Annual Monitoring Report.
Community Infrastructure Levy (CIL):	A new charge which local authorities in England and Wales will be empowered, but not required, to charge on most types of new development in their area. CIL charges will be based on simple formulae which relate to the size of the charge to the size and character of the development paying it.
Deposit Point	Locations across the Borough where consultation documents can be viewed.
Local Development Scheme (LDS)	This public statement sets out the programme for the preparation of the Local Plan and Local Development Documents.
Local Enterprise Partnership (LEP)	A body, designated by the Secretary of State, established for the purpose of creating or improving the conditions for economic growth in an area.
Local Nature Partnership (LNP)	Partnership organisation with the main aim of improving the range of benefits and services obtained from a healthy natural environment. Also provide local leadership on environmental issues and to contribute to the green economy by linking with LEPs.
Local Plan	Formal plans for a geographical area which are key points of reference when deciding planning applications. May consist of a single document or a set of documents including a Core Strategy, Site Allocations, Development Management Policies and Area Action Plans.
Local Strategic Partnership (LSP)	The Dacorum LSP is a partnership comprising representatives from public and private organisations, business and the voluntary sector and community groups. One of its roles is to prepare and implement the Sustainable Community Strategy.
Minerals and Waste Local Plan	Produced by Hertfordshire County Council, these documents set out plans relating to mineral and waste developments in Hertfordshire.
National Planning Policy Framework (NPPF)	The National Planning Policy Framework sets out the Government's planning policies for England, and how these are expected to be applied. The guidance is to be used by local planning authorities in drawing up plans and determining

	planning applications.
Neighbourhood Plan	Neighbourhood plans deal with local land use and development issues, rather than strategic issues. They may relate to regeneration or growth. They may cover where new shops, offices or homes should go and what green space should be protected. Plans should be compatible with national policies and policies in the local authority's adopted development plan.
Planning Performance Agreements (PPAs)	Voluntary agreements that commit applicants, local planning authorities and partner organisations to an agreed timetable for determining proposals.
Planning Permission in Principle (PIP)	A new type of permission that is expected to be introduced via the Housing and Planning Bill. It is similar in practice to outline planning permission and is where 'in principle' consent is granted, subject to conditions that the development in question will not begin until certain matters (e.g. access, design, landscaping etc.) have been approved by the Planning Authority.
Programme Officer	Person appointed to assist with all administrative matters related to Examinations of Local Plan Documents.
Supplementary Planning Document (SPD)	SPDs provide more detailed planning guidance to supplement what is in the development plan. They are part of the local planning framework.
Sustainability Appraisal (SA)	An appraisal of local development documents against their environmental, social and economic impacts. This often incorporates Strategic Environmental Assessment (SEA), required for some plans and proposals under European law.

1. Introduction

Role of the SCI:

- 1.1 The purpose of the Statement of Community Involvement (SCI) is to outline the Council's standards for community involvement in the planning process and to identify ways these standards will be achieved.
- 1.2 The SCI sets out the Council's approach to public consultation in two areas of planning:
 - **Planning Policies:** the preparation, alteration and continuing review of planning policy documents included within the Local Development Framework (LDF); and
 - **Planning Applications:** Consultation on planning applications.
- 1.3 In particular, the SCI sets out the following:

When the community will be consulted in relation to planning applications, development plan documents and supplementary planning documents;

What publicity and consultation is expected from applicants before they submit a planning application;

How the community will be engaged; and

Who will be involved.

- 1.4 All local planning authorities are required to produce an SCI. The legal requirements for consultation, community involvement and planning applications are currently set out in the following legislation:
 1. **Plan-making:** Planning and Compulsory Purchase Act 2004; Town and Country Planning (Local Development) England Regulations 2012; Neighbourhood Planning (General) Regulations 2012; and
 2. **Planning applications:** Town and Country Planning (Development Management Procedure) (England) Order 2015 and Listed Buildings and Conservation Area Regulations 1990.
- 1.5 Dacorum's SCI demonstrates how these requirements are taken into account to ensure that, as far as possible, all parts of the community have the opportunity to engage in the process of preparing planning documents and making decisions on planning applications.

The role of consultation

- 1.6 Dacorum Borough Council encourages public involvement in planning matters, both in policy making and in deciding planning applications. Through the Statement of Community Involvement the Council will seek to:
- Give those who want to, the opportunity to constructively contribute and participate in the local planning process
 - Commence the consultation process to enable comments to be made in the early stages before policies are drawn up, i.e. at the issues and options stage
 - Actively encourage participation from any groups who have in the past been under-represented in the local planning process e.g. young people and people from ethnic minority groups
 - Keep organisations and the public informed about the local planning process and provide feedback on how their comments have been considered
 - Raise awareness of the local planning process
 - Ensure corporate participation
 - Learn from the consultation process and to seek ways of improving it
 - Draw from the consultation process, views of other Council services and where possible outside organisations.
- 1.7 The purpose of consulting on planning policy issues and planning applications is to provide opportunities for constructive contributions and involvement. This will:
- Enhance the quality of decision-making by the Council;
 - Promote shared responsibility (where appropriate); and
 - Raise awareness of the issues and understanding of decisions taken.

The need for an update

- 1.8 The Council adopted its first SCI in June 2006. Since then there have been changes in government regulations, policies, guidance and ways of communication which have implications for the way the Council involves the community in planning. These changes in circumstances include:
- **National Requirements:** Dacorum Borough Council has to adhere to and reflect the latest planning legislation and national policy. The National Planning Policy Framework (NPPF) promotes consultation before and after a planning application is submitted and at key stages when preparing the Local Plan and other planning policy documents.
 - **Resources:** Consultation is a resource intensive process, therefore practices must be revised due to increasing budget pressures and to ensure consult is carried out in the most efficient way.
 - **New technology:** The need to promote and utilise electronic communication techniques and as well as social media, as part of the 'Digital Dacorum' initiative.

Equalities Issues:

1.9 The content of the Statement of Community Involvement is compliant with the Equalities Act 2010. The purpose of the document is to show how we will engage in consultation with all sections of the community within Dacorum. Equality issues are considered through the sustainability appraisal process whereby the economic, environmental and social effects of the plan making process of a Local Plan will be checked against a series of sustainability criteria. This work will be undertaken by an independent consultant.

Consultation on this SCI:

1.8 The Council's Communications team has confirmed that the arrangements for consultation set out in this SCI are in broad compliance with the Council's Corporate Communication Strategy. Advice on individual consultation events will be sought from Communication Officers as necessary.

1.9 Feedback on this draft SCI is being sought from the follow groups:

- Specific consultation bodies, as defined in the Localism Act 2011. This includes adjoining local planning authorities, Hertfordshire County Council and other key bodies such as the Environment Agency, Natural England and Heritage England.
- Planning agents and developers
- Town and Parish Councils
- Residents groups and community associations

1.10 Consultation responses will be considered and any necessary changes made to the document prior to its formal adoption by the Council.

Monitoring and Review

1.11 The Council considers that this SCI represents a realistic use of the resources available. However, there is some flexibility to undertake additional consultation if required and if sufficient staff and financial resources are available.

1.12 Consultation methods will be assessed for their effectiveness in reaching communities throughout Dacorum through ongoing monitoring and feedback. This will help ensure future consultation targets those groups that have not previously engaged with the consultation process. This will ensure that techniques for community involvement remain appropriate, and are achieving a representative level of involvement across all communities and groups.

1.13 The SCI will be kept under review and sections revised where necessary as part of the Authority Monitoring Report (AMR). This AMR is usually published on an annual basis in January.

1.14 A full review of the SCI will be triggered be carried out of the Government requires us to change who we consult or to use different types of engagement. This review process will involve the parties consulted on this SCI.

PART A

Planning Policies

2. Who We Consult

- 2.1 To guide the plan-making process, the Council has divided consultees into four sub-sections to reflect requirements in government regulations:
 - a) Specific Consultation Bodies
 - b) General Consultation Bodies
 - c) Other Consultation Bodies
 - d) Wider community
- 2.2 In addition, other Council departments and elected Members will also be consulted.
- 2.3 The role and composition of each of these categories is explained further below.
- 2.4 Specific consultation bodies and general consultation bodies are statutory consultees and if considered relevant to a particular issue or document they must be consulted at a prescribed stage of the document preparation. Equally, by law, businesses and residents in the area should be consulted if it is considered appropriate.
- 2.5 These lists are not exhaustive and may change over time as a result of organisational restructures and/or legislative change. The bodies consulted will be continually reviewed and updated as appropriate.

(a) Specific Consultation Bodies

- 2.6 The Localism Act (2011) has introduced the Duty to Co-operate which requires planning authorities and other public bodies to actively engage and work jointly on strategic matters.
- 2.7 Section 110 of the Localism Act and guidance in the National Planning Policy Framework (NPPF) set out the duty to cooperate. This duty requires Dacorum Borough Council to work with neighbouring authorities and other public bodies involved in planning when it comes to tackling issues at a larger than local scale. The bodies that we are bound to work together with by the duty to co-operate are referred to as 'Specific Consultation Bodies.' They comprise:
 - Local planning authorities that adjoin the Borough;
 - Hertfordshire County Council and any other County Councils that adjoin the Borough;
 - Town and Parish Councils within and adjoining the Borough;
 - A local policing body;
 - The Coal Authority¹;
 - The Environment Agency;

- The Historic Buildings and Monument Commission for England (English Heritage);
- Natural England;
- The Marine Management Organisation¹;
- Network Rail Infrastructure Limited;
- Highways Agency;
- Any person to whom the electronic communications code applies by virtue of a direction given under Section 106 (3) (a) of the Communication Act 2003, and any person who owns or control electronic communications apparatus situated in any part of the area;
- Primary Care Trust²;
- Utilities and service providers; and
- Homes and Communities Agency.

2.8 In addition, the NPPF requires local planning authorities to work collaboratively with Local Nature Partnership (LNP) and Local Enterprise Partnership (LEP).

2.9 The Hertfordshire Local Enterprise Partnership (LEP) is a business-led partnership which aims to accelerate economic growth in the county and create jobs. It has an important role to play in encouraging inward investment, facilitating growth of the local economy and engaging with local businesses. The Council will work in partnership with the LEP in its efforts to consult with the local business community and potential inward investors.

2.10 The Hertfordshire Local Nature Partnership (LNP) is one of a number of LNPs across the country. Their main aims are to improve the range of benefits and services we get from a healthy natural environment, provide local leadership on environmental issues and to contribute to the green economy by linking with LEPs. They will also contribute to local authority planning and co-operate with other partnerships where this results in more efficient use of resources. Partnerships will be fully inclusive with representation from local authorities, community forums, government arms-length bodies, civil society organisations and environmental charities, existing biodiversity and green infrastructure partnerships, land owners, businesses, LEPs, health and wellbeing reps and education establishments.

2.11 Town and Parish Councils are an important set of consultees, as they have a key role to play in voicing community needs and issues. Meetings and information exchanges with Town and Parish Councils are an effective use of resources and assist in developing understanding between the Council and local communities on planning and development matters.

(b) General Consultation Bodies

2.12 The Council must also ensure it consults the following groups:

¹ These bodies are considered to be of limited relevance to Dacorum due to the nature of the Borough
² Now replaced by the GP Clinical Commissioning Groups (CCGs)

- Voluntary bodies, some or all of whose activities benefits any part of the area;
- Bodies which represent the interest of:
 - different ethnic or national groups in the area;
 - different religious groups in the area;
 - disabled people in the area
- Persons carrying on businesses in the area.

(c) Other Consultation Bodies

2.13 Whilst not a requirement of Government regulations, the Council will also consult the following groups and organisations who may have an interest in planning policy matters:

- Environmental groups;
- Groups representing users, and the providers, of leisure, sport and recreation
- Health, education, social service and community based service providers;
- Cultural, historical and archaeological groups or bodies;
- Citizens' / borough / tenants panels;
- Local residents and community associations;
- Registered social landlords;
- House builders and developers;
- Landowners and land agents;
- Public transport users and providers;
- Groups representing retired and elderly persons;
- Groups representing young people; and
- The Local Strategic Partnership (LSP).

(d) Wider Community

2.14 It is very important that the wider community- people who live, work, run businesses and study in the borough – are consulted.

2.15 The Strategic Planning team maintain an electronic database of consultees to involve at various stages of the plan making process. Members of the public who would like to be notified about planning consultations and the progress of documents can add their details to this database. Those wishing to be added to, or deleted from this list should contact the Council at:

Email: strategic.planning@dacorum.gov.uk

Phone: 01442 228660 / 01442 228471

Write to: Strategic Planning
Dacorum Borough Council
Civic Centre
Marlowes

Hemel Hempstead
HP1 1HH

(e) Other Council Departments and Councillors

2.16 Relevant Council departments and key elected Members will be consulted through the preparation of new planning policies and guidance. Borough Councillors represent their constituents and therefore understand the communities they represent. A member steering group (known as a Task and Finish Group) may be used to consider detailed issues and provide informal advice to Officers.

3. How we will consult

Efficient Use of Resources

- 3.1 Consultation and the appropriate methods used at any particular stage will depend on:
- Geographic coverage of the document
 - Stage of the planning process reached
 - Nature of topic/area being considered
 - The appropriateness of the method for that particular consultation
 - Availability of resources
- 3.2 When preparing planning policy document, the Council needs to balance the extent of community engagement with the available staffing and financial resources. Staff within the planning policy team will primarily be responsible for carrying out the consultation processes for the Local Plan.
- 3.3 In order to avoid consultation fatigue we will maximise opportunities for joint consultation within the Council and with our partners or rely on consultations carried out by other parts of the Council if appropriate for the topic.
- 3.4 Resources will be targeted to where they will be used most effectively. Workshops and focus groups are resource intensive and will therefore be used where a more considered response is required or where there is an opportunity to consider a topic in more depth to encourage greater participation from particular sections of the community.

Methods of Communication

- 3.5 Since the first Statement of Community was adopted in 2006, methods of interaction and communication with the Council have significantly changed. Internet access has increased with a shift towards online services. Dacorum Borough Council will make best use of www.dacorum.gov.uk for planning consultations.
- 3.6 However, the Council recognises not all residents will have access to the internet. Therefore documents will also be made available in a variety of formats to enable widest possible audience to provide feedback on planning consultations. Particular efforts will be focused towards reaching 'hard to reach groups' such as young people, elderly people and those from ethnic minorities who do not often take part in planning consultations. Table 1 below explains the types of communications methods that will be used.

Table 1: Methods of Communication During Consultation

Method	Explanation
PAPER	
Documents made available for inspection	<p>Making documents available for inspection at specified 'Deposit Points' within the Borough is a minimum requirement set by planning regulations. Deposit points are the Borough Council Offices in Hemel Hempstead, Berkhamsted and Tring. All three locations are accessible to people with disabilities.</p> <p>Copies of documents are also sent to local libraries within the area and are usually held within the reference section.</p> <p>The availability of documents and opening times of the Deposit Points will be advertised in a number of ways, including letter / email, via the Council's website, through statutory notices within the local press and, where possible, through Dacorum Digest (see below).</p> <p>The Regulations allow for a reasonable charge to be made for copies of documents requested by individuals or organisations.</p>
Summary documents and questionnaires	<p>Summary documents and questionnaires may be provided and posted out where necessary. Where these are not posted out, information regarding how to access such documents will be made available at drop off points and the Council's website during the course of a consultation.</p>
Mail Shots (letters and emails)	<p>Mail shots are used to notify relevant bodies of consultation events depending on the issues raised, and are mainly used for statutory notification or to communicate with a specific group of bodies.</p> <p>The Council maintains a consultee database with those who wish to be informed of various stages of the Local Plan process.</p> <p>Email is an increasingly preferred means of communication on planning policy consultations. Email is a resource saving, quick and accurate way of communication with the public and various stakeholders</p> <p>The Council will not send notifications by post where a valid email address is held. Where possible the Council will use email as opposed to posting hard copy documents and letters in order to support its move towards being a paperless authority.</p>
Newspapers	<p>It is no longer a statutory requirement for local authorities to advertise consultation on planning policy documents in the local press. However, where appropriate the Council may decide to place an advert in the statutory notices page of The</p>

	<p>Gazette and St Albans Review. These notices will include information about where information can be found and consultation deadlines. Press releases will also usually be issued: although it will be a matter for the newspapers to decide if they wish to provide coverage of the story.</p> <p>Information will also be included in the Council newspaper – Dacorum Digest – which is delivered to every household in the Borough on a quarterly basis. Articles will inform the community of the issues under discussion, how to access information and how they can become involved. This provides a useful method of alerting the community to any forthcoming publications as well as providing updates on the results of previous consultation.</p>
Newsletters	<p>Town and Parish Councils and Ward Councillors in non-parished areas, will be encouraged to help raise the profile of consultation via their newsletters – both paper and online. Officers will provide assistance in writing articles and providing web links as required.</p>
Citizens Panel	<p>The Council’s Citizen Panel may be invited to consider particular planning issues, usually via completion of a questionnaire, or attendance at a focus group (see below).</p>
DIGITAL	
Dacorum website and interactive online consultation portal	<p>Digital communication is becoming an increasingly important method of interaction, and is being promoted through the ‘Digital Dacorum’ initiative.</p> <p>The Council publicises information on forthcoming consultations, including start and finish times on the Planning Policies web page of its website:</p> <p>http://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning</p> <p>All Planning policy documents, consultation documents and supporting information will be made available, together with a direct link to an interactive online consultation portal.</p> <p>The consultation portal lists all planning policy consultations in one place, making it accessible and easy for people to comment online. By registering their details individuals and organisations will also be directly notified of all forthcoming consultations they may be interested in. The feedback received on each consultation can also be read via the portal. The link to the online portal is:</p> <p>http://consult.dacorum.gov.uk/portal</p> <p>Where appropriate links will be provided to this information from the Council’s homepage, Planning News page, and</p>

	consultation page.
Social Media	With an increasing number of residents and businesses using various forms of social media, consultation notifications will be posted on the Councils social media pages (e.g. Facebook and Twitter). This will be used to inform people of upcoming consultation events, where they can view particular documents, how they can submit comments and where any exhibitions and workshops will be held.
FACE TO FACE	
Meetings with selected stakeholders and key interest groups	<p>This provides a useful way of identifying key issues, getting key bodies involved and achieving alignment with other strategies and initiatives.</p> <p>The Council hosts an annual Town and Parish Conference which provides a useful forum to raise and discuss planning and development matters.</p>
Focus Groups / Workshops /	Workshops and focus groups enable a range of stakeholders, including local residents, to influence and shape proposals in a way that helps meet their aspirations and concerns. These events are usually more helpful when held early on in the plan-making process.
Exhibitions	Whilst not suitable or necessary for all consultations, exhibitions provide a useful way of conveying key pieces of information and providing a mechanism for stakeholders to understand the role and content of the consultation and discuss issues with Officers.
'Task and Finish' Groups	Informal meetings arranged with Member representatives, to discuss key policy issues and designations. Membership of this group will be politically balanced, and whilst having no decision-making powers, will provide a useful discussion forum before policy documents are formally considered by Cabinet and/or Full Council.

Consultation Challenges

3.7 Dacorum Borough Council recognises that the planning system can seem complex and confusing, so will try to make consultation documents as accessible as it can. Table 3 sets out some of the potential challenges facing the Council and the solutions that will be put in place to help maximise consultation participation.

Table 2: Methods to Overcome Consultation Challenges

Nature of Challenge	Solution
Language barriers may affect the	Translations and interpretation will be

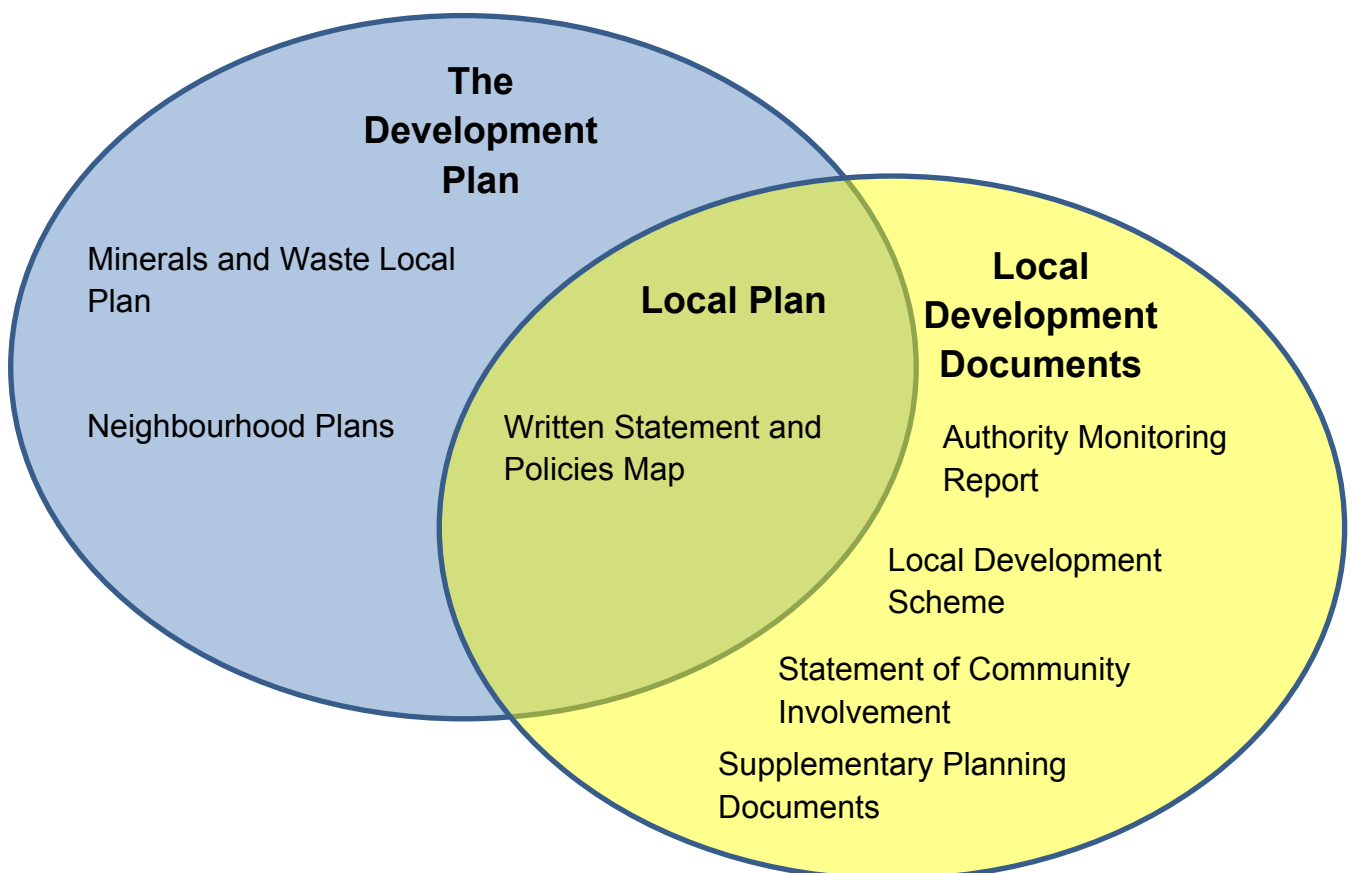
community's ability to understand oral and written communications.	available if required.
Low uptake of online services due to low incomes or lack of IT skills.	Documents will be made available in paper form as well as online. Arrangements will be made for the community to access online services e.g. visiting public computers at council offices and local libraries.
Young people are less responsive to traditional forms of consultation.	Innovative and interactive consultation methods will need to be employed to engage this section of the community, including increasing use of social media.
Varied working hours and other commitments.	Use of the Council's website and online consultation portal will help ensure people with work and other commitments can be involved in consultations. Where possible, exhibitions will run from daytime into evenings.
Some areas may be dominated by business and some by residents.	Ensure a mix of consultation to be undertaken to ensure maximum consultation coverage and encourage feedback from both communities
Lack of public understanding of the planning system	Unnecessary technical jargon will be avoided. Where appropriate, summary documents will be published.

4. When we will consult

Introduction

- 4.1 As a local planning authority, Dacorum Borough Council is required to produce plans about new development in the area over a 15-20 year period. These plans need to assess the type and quantity of new housing, ensure there is sufficient land for employment needs, decide where to locate new development and enable delivery of other facilities that will be required by the development (shops, open space, community infrastructure, utilities etc.) and. Whilst delivering such plans it is essential that Borough's character and environment is conserved and where possible enhanced, ensuring that Dacorum remains a place where people wish to continue to live and work in the future. Involving the local community and other interest groups in these plans is very important.
- 4.2 A number of different types of planning documents will be prepared (see Figure 1).

Figure 1: Types of Plan Making Document



- 4.3 As illustrated above, Government classifies some documents as Local Development Documents (LDD), whilst others are called Development Plan Documents (DPD). The Local Plan is both a Local Development Documents and Development Plan Documents.
- 4.4 DPDs are the main documents the Council will use when determining planning applications. LDDs play a supporting role: providing additional planning advice or information relating the preparation and performance of the Local Plan. Further information on the different documents is set out below.

Minerals and Waste Local Plan

- 4.5 These plans are produced by Hertfordshire County Council and set out policies and proposals relating to mineral and waste developments in Hertfordshire. Dacorum Borough Council is not directly involved in writing these plans but is a statutory consultee. The County Council has produced its own SCI for matters it is responsible for and will carrying out consultation in accordance with this:
<http://www.hertsdirect.org/services/envplan/plan/hccdevplan/sci1/>

Neighbourhood Plans

- 4.6 The Localism Act 2011 made provision for the preparation of Neighbourhood Plans directly by local communities. These plans let people set out their vision for their local area and general planning policies to guide development in their neighbourhood. Neighbourhood Plans can only be prepared by Town and Parish Councils or by a designated Neighbourhood Forum. There is further information about Neighbourhood Plans on the Council's website:
<https://www.dacorum.gov.uk/home%5Cregeneration/grovehill-future-project/neighbourhood-planning>

Local Plan

- 4.7 Dacorum Borough Council has begun work on a new Local Plan. This will incorporate the early partial review of the Core Strategy adopted in September 2013. This new Local Plan will be pivotal to delivering Dacorum Borough Council's vision for the next 15-20 years. It is expected that the plan will comprise a single written document, with an associated Policies Map, rather than a series of separate documents. It will be supported by appropriate Supplementary Planning Documents (see below).
- 4.8 The Local Plan will contain planning policies, site allocations and other designations, all of which will be taken into account when deciding planning applications.
- 4.9 It will be subject to rigorous procedures including public consultation with the community and examination by an independent Inspector. It must be found 'sound' by the Inspector before it can be adopted by the Council.

- 4.10 The Local Plan also requires a Sustainable Appraisal (incorporating Strategic Environmental Assessment) where the economic, social and environmental impacts of a plan are considered. This Sustainability Appraisal must also be made available as part of the consultation.
- 4.11 Arrangements for consultation will depend on which stage the plan has reached (see Figure 2). These arrangements are summarised below. References to regulations relate to the Town and Country Planning (Local Planning) (England) Regulations 2012.

Figure 2: Stages in preparing the Local Plan



Stage 1: Prepare Plan (Regulation 18)

This stage covers the 'Issues and Options' stage and also any draft plans published for comment.

Whilst the plan is being prepared, it is important that the local community have the opportunity to identify local issues and influence options for future development and examine the evidence.

What will Dacorum Borough Council do?

- Maintain and update our consultation database.
- Advertise any consultation and clearly identify how and where material can be viewed and accessed.
- Ensure compliance with current planning regulations, consulting more widely where it is relevant to do so.
- Make the plan and supporting documents available online and printed if necessary.
- Make summary documents, maps and diagrams explaining key issues publically available online and printed if necessary.
- Take comments received into account alongside technical evidence and national policies and guidance.

Who will Dacorum Borough Council Consult?

- Consult specific, general and other consultation bodies where appropriate (full list in Section Two).
- Consult the wider community at least once during this stage in the production of the document.

How will Dacorum Borough Council Consult?

A wide range of types of consultation will be used during this stage in order to understand key issues and views. Methods will include one or more of the following:

- Contact persons registered on the Council's consultation database (by letter or email) and via the online consultation portal.
- Events, displays, exhibitions, surveys and meetings as appropriate.
- Surveys and questionnaires.
- Workshops or focus groups.
- Drop-in events, displays or exhibitions.
- Make plans available on our website and at deposit points.
- Targeted measures for hard to reach groups.
- Raise awareness of consultation via social media.

Stage 2: Publish Proposed Submission (Regulations 19, 20 and 22)

This stage is often referred to as 'Pre-Submission.'

Dacorum Borough Council will prepare and consult on the final draft of the plan prior to submission to the Secretary of State for Examination. Representations submitted at this stage will be forwarded to the Planning Inspector.

What will Dacorum Borough Council do?

- Consult on the plan for at least 6 weeks.
- Publicise where and when the documents can be inspected through what is called a 'Statement of Representations Procedure.'
- Make the plan and supporting documents available online and printed if necessary.
- When appropriate, publish summary documents, maps and diagrams explaining key issues.
- Raise awareness of consultation via social media.
- Take into account all comments made within the consultation period and if necessary, make changes to the plan before it is submitted to the Secretary of State.
- Notify consultees of the submission by letter or email.

Who will Dacorum Borough Council consult?

- All consultees listed in Section Two, including all who submitted comments at earlier stages.

How will Dacorum Borough Council consult?

- Contact persons registered on the Council's consultation database (by letter or email) and via the online consultation portal.
- Make plans available on our website and at deposit points.
- Raise awareness of consultation via social media.

Stage 3: Examination (Regulations 23 and 24)

Dacorum Borough Council is required to submit a plan and supporting information to the Secretary of State for a public examination. The appointed Inspector will take into account written comments on the plan and if invited by the Inspector, those who commented can also appear at the examination to speak in support of, or against the plan.

What will Dacorum Borough Council do?

- Make a copy of the full Examination library available online and at the Council offices in Hemel Hempstead.
- Appoint a Programme Officer who will publish full details of the Examination of Plan on the Council's website.
- Ensure everyone who commented on the plan at Proposed Submission stage is aware of the Examination at least 6 weeks in advance.

Who will Dacorum Borough Council consult?

- Specific, general and other consultation bodies who previously were invited to make representations on the plan, and those who requested to be notified, about the submission of the plan to the Secretary of State.
- The Programme Officer will notify all those who commented on the plan at stage 2 with details of the Examination.

How will Dacorum Borough Council Consult?

- Notify relevant people and organisations on the Council's consultation database (by letter or email).

Stage 4: Adoption (Regulations 25 and 26)

The Council will consider the Inspector's Report issued following the examination. Changes will be made where appropriate and then the document will be formally adopted.

What will Dacorum Borough Council do?

- Publish the Inspector's Report and notify bodies who requested to be notified.
- Make the adopted Plan, Sustainability Appraisal Report, Adoption Statement and other relevant information available for inspection at the Council's Hemel Hempstead office and on the Council's website.
- Publish the adopted document and place an Adoption Statement on the website.

Who will Dacorum Borough Council notify?

- The Adoption Statement will be sent to all individual and organisations who asked to be notified, and to the Secretary of State.

Supplementary Planning Documents

4.12 Supplementary Planning Documents (SPDs) provide additional guidance on adopted policies in the Local Plan. They include issue-based documents, design guidance and site master plans and briefs. Their role is to provide more detail about how policies in the Local Plan should be used. SPDs will also be prepared with the involvement of relevant consultees. They are not subject to examination by an independent inspector but do need to be formally adopted by the Council.

4.13 Figure 3 below identifies the stages used in the preparation of Supplementary Planning Documents. References to regulations relate to the Town and Country Planning (Local Planning) (England) Regulations 2012.

Figure 3: Stages in Supplementary Planning Documents



Stage 1: Prepare Draft Supplementary Planning Document

The scoping stage helps gather ideas and look at alternative approaches before preparing the document.

What will Dacorum Borough Council do and who will we consult?

- Consult organisations and individuals who are relevant to the successful implementation of Supplementary Planning Documents.
- Consider wider consultation, depending on scope and content of document.

How will Dacorum Borough Council consult?

Consultation will vary depending on the type of SPD and a variety of methods will be considered, including:

- Contact persons and bodies registered on the Council's planning database.
- Make documents available on our website and at deposit points.

We will also consider:

- Workshops or focus groups.
- Meetings.
- Drop in events.
- Exhibitions.

Stage 2: Publish Draft Supplementary Planning Document (Regulations 12 and 13)

Dacorum Borough Council is required to consult on the Supplementary Planning Documents. Publishing draft copies of the document provides an opportunity to consider comments on the document and make any necessary changes prior to the document being finalised.

What will Dacorum Borough Council do and who will we consult?

- Consult on the document for at least 4 weeks.
- Publicise where and when the document can be inspected.
- Consult specific, general and other bodies to whom the Supplementary Planning Document may be relevant.
- Consult residents and businesses in the area, depending on nature of document.
- Consider and report all comments received.
- Prepare a Consultation Report setting out the consultation processes, summarising the main issues raised and the Council's response.

How will Dacorum Borough Council consult?

The way Dacorum Borough Council will consult will vary due to the nature of the Supplementary Planning Document being consulted. Ways we will consult include:

- Contact persons and bodies registered on the Council's planning database.
- Make plans available on our website and at deposit points.

We will also consider:

- Workshops or focus groups.
- Meetings.
- Drop in events.
- Exhibitions.

Stage 3: Adoption (Regulation 14)

Once Dacorum Borough Council has taken into account comments and made any changes, it will be adopted by the Council's Cabinet. Independent examinations for Supplementary Planning Documents are not required.

What will Dacorum Borough Council do?

- Adopt the Supplementary Planning Document.
- Publish the adopted document and place an Adoption Statement on the website.
- Make documents available for inspection at the deposit points.

Who will Dacorum Borough Council Notify?

- Send copy of the Adoption Statement to anyone who has asked to be notified.

Local Development Schemes (LDS)

4.14 The Local Development Scheme sets out the programme for the preparation of the Local Plan. A copy is available on the Council's website:

<https://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning>

4.15 Due to the factual nature of its content, it is not subject to public consultation.

Authority Monitoring Report (AMR)

4.16 Previously referred to as the 'Annual Monitoring Report', this document is produced by local authorities to assess progress with, and the effectiveness of, plan-making documents. These are also available to view on the Council's website:

<https://www.dacorum.gov.uk/home/planning-development/planning-strategic-planning/local-planning-framework/monitoring-reports-land-position-statements>

4.17 Due to the factual nature of its contents, it is not subject to public consultation.

Other documents

Informal Masterplans and Planning Statements

4.18 Sometimes the Council will prepare a masterplan or planning statement relating to a site or area that does not require the formal status of a Supplementary Planning Document (SPD). These documents will usually involve some consultation, but this will be more limited and targeted than required by the regulations governing formal SPDs.

Community Infrastructure Levy (CIL)

4.19 The Community Infrastructure Levy (CIL) is a new way of collecting contributions from developments towards the provision of infrastructure required to support growth within Dacorum. It is a tariff that will be applied per square meter of new development which may vary by scale, use and geography. Dacorum Borough Council is responsible for setting a CIL charge, collecting CIL money and allocating money for infrastructure projects. The CIL charge is applicable to developments that received planning permission on or after 1 July 2015.

Advice Notes / Clarification Notes

4.20 From time to time the Council may prepare documents that provide additional advice or clarification about how it will apply policies or processes. Consultation will not usually be required on these documents, as their role is to

explain the application of existing policies or processes which will have already been subject to consultation.

Reviewing responses and opinions from consultation

- 4.21 All consultation responses received within the allocated timescale will be acknowledged and taken into account to inform the decisions the Council makes. All comments received will be made publically available via the consultation portal and hard copies made available for public inspection at the Council offices.
- 4.22 For all Local Development Documents (LDDs), a consultation statement will be published. This will provide information about:
- Who was consulted;
 - Consultation techniques used;
 - Dates of consultation period(s); and
 - The main issues raised and Council's response to these.
- 4.23 These consultation reports will assist elected Members in deciding what changes may need to be made to a document before it is adopted.
- 4.24 Any decisions made by the Council following consultation will also take into account a number of external factors including government policies, guidance, technical evidence and the Sustainability Appraisal.

PART B

Planning Applications

5. Introduction

- 5.1 For many people, the submission of a planning application, on a neighbouring or nearby site or premises, is the first, and possibly, the only time that they will become directly involved in the planning system. It is important that anyone who feels that they may be affected by a development proposal or has an opinion that they wish to be taken into account before a decision is made, is able to take part in and respond to consultation.
- 5.2 This section sets out the consultation requirements for applicants before a planning application is submitted, how the rest of the community will be informed about applications and how they can be involved in influencing decisions.

6. Pre-application Consultation and Advice

- 6.1 Before submitting a planning application, we encourage prospective applicants to seek advice at the pre-application stage. This allows for the identification of issues and constraints at an early stage in the design process; it enables concerns to be raised early; and can improve the quality of the scheme.
- 6.2 At an early stage, developers should discuss with service providers the implications of development on, and contribution towards, provision of infrastructure. In addition, where proposals are of particular significance, for example they would involve a significant impact upon the main retail, commercial, employment and leisure facilities of the borough, then the council will encourage prospective developers to undertake pre-application consultation with the community. This would usually be through the use of public meetings, meetings with local residents groups, amenity groups or parish/town councils, exhibitions and press releases. However, the council cannot make prospective developers or residents seek pre-application advice or carry out consultation. In some circumstances quite significant forms of development may not have been subject to any pre-application discussion.
- 6.3 Consultation with statutory consultees may take place as part of the pre-application service. However, some of the consultees may charge for advice and this will need to be paid for separately by the applicant.
- 6.4 Further details of the service can be found on the Council's website below including details of charges which will be updated in 2016.
<https://www.dacorum.gov.uk/home%5Cplanning-development/planning-applications/pre-application-advice>

7. Planning Performance Agreements

- 7.1 Planning Performance Agreements (PPAs) are primarily aimed at complex development proposals. They are voluntary agreements that commit applicants,

local planning authorities and partner organisations to an agreed timetable for determining proposals. Essentially they are a collaborative project management process, which aim to improve the quality of development and decision making by taking away national targets for determining an application (13 or 16 weeks).

- 7.2 When a PPA is proposed, an inception meeting will be held with all the relevant parties. At this meeting a project team, with named persons from each party, will be agreed and a framework will be established setting out the process, timing and fees applicable. The framework will include the pre-application procedure, number and nature of meetings to be held, timing of submission of application through to decision and discharge of conditions and an implementation programme for the development. The fee will be dependent on the scale and complexity of the development, the number of parties involved and number and length of meetings, time involved in research and information gathering.

8. Community Involvement in Planning Application Decisions

- 8.1 Development should be in accordance with the policies and proposals set out in the development plan unless other material considerations indicate otherwise. The previous sections of this SCI have dealt with how stakeholders can influence the drafting of these policies and proposals. However, there will continue to be the opportunity for individuals, groups and organisations to become involved in the decision making process for planning applications.
- 8.2 The Government has set minimum standards for consultation on planning and other related applications. Local planning authorities are required to undertake a formal period of public consultation, prior to deciding a planning application. This is prescribed in [Article 15 of the Development Management Procedure Order](#). There are separate arrangements for listed buildings which are set out in [Regulation 5](#) and [Regulation 5A](#) of the Listed Buildings and Conservation Area Regulations 1990 (as amended).
- 8.3 The Council currently goes further in trying to engage the community in the determination of applications. For example the Council currently sends out individual letters to any neighbouring properties telling owners/occupiers about planning applications rather than simply relying on a site notice. This is considered to be the most effective way of letting people know about planning proposals that may affect them.
- 8.4 Table 3 below sets out the current practices for statutory consultation.

Table 3 – Statutory Publicity Requirements for Planning and Heritage Applications

Type of development	Site notice	Site notice or neighbour notification letter	Newspaper advert	Website
Applications for major development as defined in Article 2 of the Development Management Procedure Order		✓	✓	✓
Applications subject to Environmental Impact Assessment which are accompanied by an environmental statement	✓		✓	✓
Applications which do not accord with the development plan in force in the area	✓		✓	✓
Applications which would affect a right of way to which Part 3 of the Wildlife and Countryside Act 1981 applies	✓		✓	✓
Applications for planning permission not covered in the entries above eg non-major development		✓		✓
Applications for listed building consent where works to the exterior of the building are proposed	✓		✓	✓
Applications to vary or discharge conditions attached to a listed building consent or conservation area consent, or involving exterior works to a listed building.	✓		✓	✓

Note: the [Environment Impact Assessment guidance](#) sets out further publicity and consultation requirements for applicants where this is relevant.

- 8.5 No system for publicising planning applications can be infallible, however extensive. There needs to be a balance between consideration of cost, speed of decision making and providing a reasonable opportunity for public comment. The current procedures do balance these conflicting issues.

9. Consultation procedures for planning applications

- 9.1 These notes apply to applications for full planning permission, applications submitted by the Borough Council, applications for outline planning permission and subsequent applications for the approval of reserved matters.
- 9.2 No notification/consultation other than with appropriate statutory/expert consultees is carried out for applications for certificate of appropriate alternative development, prior approvals, agricultural determination, applications for the discharge of conditions or applications for lawful development certificates.
- 9.3 Applications for County Matter applications and Statutory Undertakers the Borough Council is a consultee and not the determining authority.
- 9.4 Applications for approval of works to trees that are subject to a Tree Preservation Order only the Trees and Woodlands Section is consulted. These are normally applications where the technical expertise of members of this section are required to ascertain whether the works are acceptable. Details are also sent to the Town or Parish Councils.
- 9.5 Applications for works to trees in Conservation Area (TCA) only the Trees and Woodlands Section are consulted. These are normally applications where the technical expertise of members of this section is required to ascertain whether the works are acceptable. Details are also sent to the Town or Parish councils.
- 9.6 Applications for Lawful Development Certificates require a technical assessment of whether planning permission is required. Comments on the planning merits of the proposal cannot be taken into account. Where the issue is whether a development has been in existence for 4/10 years some consultation with residents/Town or Parish Councils may be carried out to verify information submitted by the applicant. This will be determined by the Planning Case Officer on a case by case basis.
- 9.7 Representations on any planning or other application can be made in writing to Planning and Regeneration. We will accept comments by letter, e-mail or through the Council's website. Representations should refer only to material planning considerations.

10. How a decision is made

- 10.1 Once the application has been registered and the consultation letters sent out the application is passed to the Planning Case Officer. When the Case Officer

has visited the site and received all comments he/she will write a report recommending that planning permission is either refused or granted.

- 10.2 Not all of our planning applications are reported to the Council's Development Control Committee. If the application is not contentious and falls within the Council's Scheme of Delegation the application will be decided by the Group Manager or other delegated officers. In other cases the application will be reported to the Development Control Committee who sit on a three-weekly cycle. The Committee will then decide on the application.

Development Control Committee

- 10.3 The Committee is made up of 14 of the Council's elected Members.
- 10.4 Meetings of the Development Control Committee meeting are open to the public. You can address Councillors at the meeting. There are some rules to make sure that as many people as practicable can be heard fairly. You need to register in advance of the meeting with the Council's Member Support Section. Speakers are given 3 minutes to address the Committee. Where more than 1 person wishes to speak, on a single item, a total time of 5 minutes is shared between speakers.
- 10.5 Further information on the process and how to register to speak can be found on the following link:
<https://www.dacorum.gov.uk/home%5Ccouncil-democracy/meetings-minutes-and-agendas/speak-at-a-committee-meeting/speak-at-a-development-control-committee-meeting>

Post decision

- 10.6 Decision notices are sent to applicants electronically and can be viewed on the Council's website.
- 10.7 A weekly list provides a list of all applications determined in a particular week. This is available on the website:
<http://site.dacorum.gov.uk/planonline/acolnetcgi.gov>
- 10.8 The weekly list of applications received and determined is also sent to Town/Parish Councils for information purposes.

Appeals

- 10.9 After the council has reached a decision on a planning or a related application, and has refused it or permitted it with conditions attached, the applicant has a right of appeal against that decision, either in writing or with a hearing. The requirements for notification with regard to appeals are set down in government regulations and the council will comply with these. Those who have commented on an application that is subject to an appeal may be invited to submit further comments to the Planning Inspectorate (often dependant on the

type of appeal).

- 10.10 The council produces information on its website about the appeal process which gives further details of the appeal procedures and the potential for third parties to be involved.

11. Review

- 11.1 Members of the Development Management team attend a monthly agent/developers' forum to discuss relevant issues regarding the planning process and to provide information to agents, for example regarding new government policy. These meetings are organised and arranged by a group who regularly submit applications in the Borough. This provides an opportunity for the Council to promote the key principles of this Statement of Community Involvement.



AGENDA ITEM: 12

SUMMARY

Report for:	Cabinet
Date of meeting:	15 December 2015
PART:	1
If Part II, reason:	

Title of report:	MEETING TIMETABLE 2016/17
Contact:	Councillor Harden, Portfolio Holder for Residents and Corporate Services Author: Jim Doyle, Group Manager (Democratic Services), ext. 2222 Responsible Officer: Steve Baker, Assistant Director (Chief Executive's Unit)
Purpose of report:	To seek approval of the Meeting Timetable for 2016/17
Recommendations:	That Cabinet recommends Council to approve the Meeting Timetable for 2016/17 as set out in Annex A to this report.
Corporate objectives:	The various meetings of the Council, Cabinet and Committees support the achievement of the Council's Corporate Objectives.
Implications: 'Value For Money Implications:'	Approval of the Meeting Timetable enables Members and Officers to manage forward decision making planning.
Risk Implications	Not applicable.
Community Impact Assessment	Not applicable.
Health And Safety Implications	Not applicable.
Monitoring Officer/ S.151 Officer	Monitoring Officer:

Comments	<p>This is a report submitted on behalf of the Monitoring Officer. A programme of meetings of the Council's Cabinet and Committees must be approved annually by the Council but the date of any meeting may be varied by the appropriate Committee.</p> <p>Deputy S.151 Officer:</p> <p>There are no direct financial consequences of this report.</p>
Consultees:	The Leader of the Council and Corporate Management Team.
Background papers:	None
Glossary of acronyms and any other abbreviations used in this report:	None

BACKGROUND

1. Attached at Annex A is a draft timetable showing the proposed dates for the meetings of the full Council, the Cabinet, the Overview and Scrutiny Committees and the Regulatory Committees for the municipal year 2016/17.
2. The timetable includes dates for the regular cycle of meetings for Council, the Cabinet, the Overview and Scrutiny Committees and the regulatory Committees such as: Development Control Committee, Standards Committee and the Licensing and Appeals Committees.
3. The three main Overview and Scrutiny Committees have been scheduled seven meetings in the year. In addition, a "Call-in Contingency" date has been set aside each month for call-ins arising from any of the Committees.
4. Monday evenings are mostly left free to enable those Members who are also Parish or Town Councillors to attend Town or Parish Council meetings which are traditionally held on Mondays.
5. School holidays are shaded and meetings are kept to a minimum during that time.
6. Other considerations taken into account when compiling the timetable include:
 - the Dacorum Community Safety Partnership (DCSP) has to meet in May and October because of the need to consider the end of the financial year statistics;
 - the need to align the Overview and Scrutiny Committees with the Quarterly Performance reporting schedule;
 - the budget setting process;
 - the Council's Audit regime and the timing of the Audit of Accounts;

- the date of Annual Council;
- the date of the LGA Conference;
- keeping the same day of the week where possible for ease and consistency;
- the three week cycle for Development Control Committee and the six week cycle for Council meetings;
- individual Member availability, and
- the dates of elections (where known).

Dacorum Borough Council – Meeting Timetable 2016/2017

	MAY 2016	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY 2017	FEBRUARY	MARCH	APRIL	MAY	
MON				1 Appeals									1 BANK HOLIDAY	MON
TUES				2			1 Member Development						2	TUES
WEDS		1		3			2			1	1 Health in Dacorum		3	WEDS
THUR		2		4	1 Call-in contingency		3	1 DCC		2 DCC	2 Call-in contingency		4 Election	THUR
FRI		3	1	5	2		4	2		3	3		5	FRI
SAT		4	2	6	3	1	5	3		4	4	1	6	SAT
SUN	1	5	3	7	4	2	6	4	1	5	5	2	7	SUN
MON	2 BANK HOLIDAY	6 Appeals	4 Appeals	8 Appeals	5 Appeals JNC	3 Appeals	7 Appeals	5 Appeals JNC	2 BANK HOLIDAY	6 Appeals	6 Appeals JNC	3 Appeals	8 Appeals	MON
TUES	3	7 F&R OSC	5	9	6 F&R OSC	4 F&R OSC	8 F&R OSC	6 Joint budget OSC	3	7 Joint budget OSC	7 F&R OSC	4	9	TUES
WEDS	4	8 H&C OSC	6 Member Development	10	7 Member Development	5 MDSG	9	7 Health in Dacorum	4	8 Audit	8 Member Development	5 DCSP	10	WEDS
THUR	5 Election	9 Standards	7 DCC	11	8 DCC	6 Member Development	10 DCC	8 Standards	5	9 Member Development	9 Standards	6 DCC	11	THUR
FRI	6	10	8	12	9	7	11	9	6	10	10	7	12	FRI
SAT	7	11	9	13	10	8	12	10	7	11	11	8	13	SAT
SUN	8	12	10	14	11	9	13	11	8	12	12	9	14	SUN
MON	9 Appeals	13 Appeals JNC	11 Appeals	15 Appeals	12 Appeals	10 Appeals	14 Appeals	12 Appeals	9 Appeals	13 Appeals	13 Appeals	10 Appeals	15 Appeals	MON
TUES	10	14 SPAE OSC	12 Group meetings	16	13 SPAE OSC	11 SPAE OSC	15 Group meetings	13 Cabinet Licensing	10 F&R OSC	14 Cabinet	14 SPAE OSC	11	16 Group meetings	TUES
WEDS	11	15 MDSG	13 Council	17	14 Health in Dacorum	12 H&C OSC	16 Council	14 MDSG	11 SPAE OSC	15	15 H&C OSC	12 H&C OSC	17 Annual Council	WEDS
THUR	12	16 DCC	14	18 DCC	15 Standards	13	17	15 DCC	12 DCC	16	16 DCC	13 Call-in contingency	18	THUR
FRI	13	17	15	19	16	14	18	16	13	17	17	14 BANK HOLIDAY	19	FRI
SAT	14	18	16	20	17	15	19	17	14	18	18	15	20	SAT
SUN	15	19	17	21	18	16	20	18	15	19	19	16	21	SUN
MON	16 Appeals	20 Appeals	18 Appeals	22 Appeals	19 Appeals	17 Appeals	21 Appeals	19 Appeals	16 Appeals	20 Appeals	20 Appeals	17 BANK HOLIDAY	22 Appeals	MON
TUES	17 Group meetings	21	19 SPAE OSC	23 Licensing	20 Cabinet Licensing	18 Cabinet	22 SPAE OSC	20	17 Group meetings	21 Group meetings	21 Cabinet	18 Group meetings	23 Cabinet Licensing	TUES
WEDS	18 Annual Council	22 Health in Dacorum	20 H&C OSC	24	21 Audit	19 DCSP	23 H&C OSC	21	18 Council	22 Council	22 MDSG	19 Council	24	WEDS
THUR	19	23	21 F&R OSC	25	22	20 DCC	24 Call-in contingency	22	19 Member Development	23 DCC	23	20	25 DCC	THUR
FRI	20	24	22	26	23	21	25	23	20	24	24	21	26	FRI
SAT	21	25	23	27	24	22	26	24	21	25	25	22	27	SAT
SUN	22	26	24	28	25	23	27	25	22	26	26	23	28	SUN
MON	23 Appeals	27 Appeals	25 Appeals	29 BANK HOLIDAY	26 Appeals	24 Appeals	28 Appeals	26 BANK HOLIDAY	23 Appeals	27 Appeals	27 Appeals	24 Appeals	29 BANK HOLIDAY	MON
TUES	24 Cabinet Licensing	28 Cabinet Licensing	26 Cabinet Licensing	30	27 Group meetings	25 Licensing	29 Cabinet Licensing	27 BANK HOLIDAY	24 Cabinet Licensing	28 Licensing	28 Licensing	25 Cabinet Licensing	30	TUES
WEDS	25 Call-in contingency	29 Audit	27 Audit	31	28 Council	26	30 Audit	28	25 H&C OSC		29	26	31 Call-in contingency	WEDS
THUR	26 DCC	30 Call-in contingency	28 DCC		29 DCC	27 Call-in contingency		29	26 Call-in contingency		30	27 DCC		THUR
FRI	27		29		30	28		30	27		31	28		FRI
SAT	28		30			29		31	28			29		SAT
SUN	29		31			30			29			30		SUN
MON	30 BANK HOLIDAY					31 Appeals			30 Appeals					MON
TUES	31								31					TUES

DCSP = Dacorum Community Safety Partnership
 JNC = Joint Negotiating Committee

H & C OSC = Housing & Community Overview & Scrutiny Committee
 SPAE OSC = Strategic Planning & Environment Overview & Scrutiny Committee
 F & R OSC = Finance & Resources Overview & Scrutiny Committee

School holiday dates are shaded